

Community Council

Minutes of Meeting held on 28th November 2018

At a meeting of the Ilston Community Council held at Penmaen and Nicholaston Village Hall on Wednesday, 28th November 2018, at 7.30pm:

Present: Councillors Mrs A. Elliott, Mr D. Ponting, Dr J Kingham, Mr J. Howells, Mrs F. Owen-John, Mr N. Hollett, Mr V. Jones, Mr D. Llewellyn and Mrs C. Grove.

In the Chair: Councillor Mrs A. Elliott

1. **Apologies for Absence**

Apologies for absence were received from Councillors: Mr R. Church and Mrs J Griffiths

2. **Declarations of Personal Interest**

Cllr N Hollett and Cllr D Ponting declared an interest in item 4 (3) and the corresponding planning application 2018/2266/ELD as they are residents of North Hills Lane.

3. **Minutes.**

The minutes of the meeting held on 31st October 2018 were approved as read and signed by the chair.

4. **Matters Arising.**

On 4 (3) **Three Cliffs Holiday Park Planning Investigation** – The holiday park owners have submitted a Certificate of Existing Lawful Use application. The residents of North Hills Lane are disputing the claim that the fields have been used between 1st April to 1st November every year for the past ten years. After some discussion, a proposal was put forward to send a letter objecting to the application to the planning department. This was agreed on by all members, however, Cllrs Hollett and Ponting abstained due to their declaration of interest. A letter was drafted. The clerk to send out a copy to all members to agree before submitting it via the planning department webpage of Swansea Council.

On 4(9a) **Bus Shelter at Perriswood** – The clerk wrote to Catherine Swain from Integrated Transport at Swansea Council regarding the cost of upgrading the bus shelter. Ms Swain has asked a team member to look into the matter and will get back to the Clerk as soon as possible. Once a cost is established, members can decide whether to approach Cllr Lewis about using part of his community budget on the upgrade.

On 4 (11a) **Bin at Tor View Car Park** – The Clerk has emailed Cllr Richard Lewis again to ask for an update, but has received no reply.

On (4) 11b **Sandy Lane Potholes** – Cllr Owen-John has established that the lane is owned by the Golf Club. However, Cllr Llewellyn received information that the land is owned by Mr Stuart Radcliffe of FRF motors. The Clerk will write to the Golf Club in the first instance stating that residents are concerned over the state of the road surface and that Ilston Community residents use the road to access the school, doctors, pharmacy, library and shop. Clerk to ask whether the Golf Club would look into repairing the road surface. The clerk to compose a letter and forward to Cllr Elliott to agree it before sending.

On 4 (12/2A) – Lane from Bryn Afel to Ilston – No developments to report.

On 4 (11-1) Email from Huw Evans, Democratic Services – The Clerk and Cllr Ponting attended the meeting and are on the committee reviewing the charter between the subsidiary councils and Swansea Councils.

On 4 (12c) Path from Ilston Valley to Lunnon – Cllr Jones reported that he had checked that day (28th Nov) and the trees are still blocking the path. The Clerk to contact Chris Dale at Swansea Council and Mr R Williams at Leeder Property Services to get the matter dealt with.

On 4(12e) Asset Transfer of land in Lunnon and Penmaen – Cllr Ponting ask why the council were pursuing the asset transfers. He also asked what the council's liabilities would be e.g. hedge cutting, grass moving, fence maintenance, third party risk assessment etc, should we obtain the asset transfers and how would we pay for them? Cllr Howells reported that the issue had come up when he was chair, circa 2015, and he was told that the land was unlikely to be built on. Clerk has written to Cllr Lewis who has said that he will look into the matter. Clerk to look for any previous correspondence relating to this matter. Cllr Owen-John reported that her contact in Housing, Mr D Richards, didn't have any further information to add.

On 12 (a) Bulk Shredding – Clerk still to look into the bulk shredding of old documentation.

On 12 (b) Obstruction to the Carriageway near Grovhill Cottage, Parkmill – The cars are now being parked very close to the valley sides, minimising the obstruction to the carriageway and cones are no longer being used. Members will keep an eye on the situation when passing.

On 12 (c) Flooding of North Hills Lane – Cllr Ponting reported that the original ditch has been re-dug and the road re-surfaced. Subsequent heavy rain has resulted in much less flooding than before the work was carried out.

5. Reports from Members

The Clerk attended the Health and Safety training on 21st November in Swansea. The Clerk needs to investigate further how ICC is affected and implement correct procedures. Cllr Owen-John and the Clerk attended The Gower Dark Skies Presentation evening at Reynoldston village hall. It was a very interesting evening. The plan is that Gower will apply for Community Dark Sky status. This will be subject to new developments on Gower and the lighting policy implemented by Swansea Council. Clerk to circulate any more information as it comes in. It was proposed at the meeting that all Gower community councils should meet to discuss this matter further.

6. Planning Applications.

The following applications have been received:-

a). Application No. 2018/2030/FUL - Amended

Location: Oakdale, Penmaen, SA3 2HL

Proposal: New vehicular access – amended plans

Applicant: Mr and Mrs Kearns

Amended plans have been submitted altering the access from the property onto the highway. No objections raised.

b). Application No. 2018/2266/ELD

Location: Three Cliffs Campsite, North Hills Lane, Penmaen, SA3 2HB

Proposal: Established use of car parking field over a ten-year period (application for a Certificate of Existing Lawful Use)

Applicant: Mr T Beynon

See item 4 (3) for members response.

7. **Financial Statement.**

Noted transactions since the last meeting were as follows:

Debit -

1.	Clerk's Pay and overtime payment (Jan-Aug)	£658.26
2.	Tax and National Insurance for Clerk	£179.94
Total		£838.20

Credit –

1.	Society of Local Council Clerks – Bursary for training	£20.00
Total		£20.00

Therefore -

Balances: £3,327.45 Deposit account
 £3,052.79 Current account

a) The bill for the annual return has been received from Audit Wales – the cost is £335.55

b) **Payments** - To consider any invoices or accounts for payments and any requests for donations under section 137 of the Local Government Act 1972.

- Tourism Swansea Bay Invoice - £80.00 (Clerk clarified that this paid for the upkeep of the website, any issues and training needed with uploading and amending the website etc. – Members then agreed to pay the membership fee.
- Hall Rent Invoice for Sept, Oct, Nov and electricity usage - £49.60
- One Voice Wales Invoice for Clerk's GDPR training - £40.00

8. Budget and Precept

The budget was discussed. The Clerk to contact OVW to ask how clerk's internet and phone usage are usually paid for. Clerk to contact Swansea Council to establish how long the funding for the Gower Sunday Bus Service will run for. After discussion it was decided that the cost of contributing towards the RNLI lifeguards at Three Cliffs Bay would be budgeted for but that this would be reviewed in six months' time. Clerks to put on the Agenda in April to review and in the mean time to write to the RNLI to establish what the impact would be if the Community Council withdrew its support.

The Budget was reviewed and after deliberation was approved to the sum of £6784.40.

The precept was then set at £15 per property, i.e. 318 Band D Equivalent Properties, amounting to £4770.00.

Item	2018/2019		2019/2020
Expenditure	Expected (E) £	Actual to date (A) £	Expected £
Employees			
Clerk Salary	1000	1,216.66 *	1932.00
PAYE	0	284.94**	422.40
Administration/Office Expenditure			
Computer and Printer	500	459.00	0
Telephone and Internet	0	0	100
Stationary, Printing and Postage	400	0	100
Petty Cash	140	144.16	50
Insurance	170	167.44	170
Election Costs	200	0	0
Members Costs			
Expenses	0	0	0
Training (inc Clerk)	0	115	500
Chair's Allowance	0	0	0
Premises Costs			
Hall Rent and Electricity	180	169.30 ***	180
Hedge Cutting	15	0	15
Services and Subscriptions			
Tourism Swansea Bay membership– Website maintenance	80	80	80
One Voice Wales	0	75	75
Information Commissioner	0	40	35
Internal Auditor	0	0	75
Audit Fees	250	335.55	350
Grants and Donations (including those under s137 of Local Gov Act 1972)			
Friends of Pennard Library	100	100****	100
RNLI Three Cliffs Lifeguard	1000	1000	1000
Gower First Responders	1000	1000	0
Swansea Council Gower Sunday Bus Service	1100	1100	1100
Charitable Donations	500	0	500
Total Expenditure	6635.00	6287.05	6784.40
Plus *, **& *** (expenditure for remainder of 2018/19)		7136.85	
Income			
Earmarked Reserves	2819	3320.85	2014.40
Total Income	2019	3320.85	2014.40
Budget Requirement (Precept) for the Year	3876.00	3876.00	4770.00

- * Clerk's salary for the December 2018 and January to March 2019 still to pay = £643.20
- ** Clerk's PAYE for December 2018 and January to March 2019 still to pay = £141.60
- *** Hall rent for January to March 2018 still to pay = £60 plus electricity usage @ approx. £5
- **** Clerk to contact the Chair of Friends of Pennard Library to pay the £100 contribution before the end of the tax year.

Precept for 2018/2019 - £3876.00
(323 Band D Equivalent Properties @ £12)

A/C Balances 28/11/18
£3,327.45 Deposit account
£3,052.79 Current account

Precept for 2019/2020

Tax base calculated as 318 Band D equivalent properties, if precept remains the same, precept would be 318 Band D x £12 = 3816.00.

The Clerk's salary has increased as the hourly rate and number of hours per month worked has increased (this was discussed in the September meeting and minuted). The Clerk's training budget has increased to allow the Clerk to increase her knowledge and for professional development. A budget has also been allocated for members training. The precept has been kept low in previous years to reduce reserves. Clerk to contact OVW to make sure that the amount still in reserve is now legal. An increase of £3 per property was recommended, proposed and approved (318 Band D equivalent Properties at £3.00).

Therefore, it was resolved that the precept for 2019/2020 be £15 i.e. 318 Band D equivalent properties at £15 = £4770 and Swansea City Council to be notified accordingly.

9. Organising a meeting with all Gower Community Council to discuss items of mutual interest –

This matter was postponed to the next meeting due to the lateness of the hour.

10. Rural Development Partnership.

No update.

11. Correspondence (not dealt with elsewhere) -

Received and noted:-

a) Letter from Tonia Antoniazzi, MP for Gower, asking that the Clerk put up notices detailing the constituency office opening hours and operating procedures. Notices to be put up on Community Council notice boards in Penmaen and Lunnion and on the website.

b) Clerks and Councils Direct, November 2018, Issue 120

The emails received have been noted, those commented on are noted below:

1. Received on 14th November, from Mumbles Community Council, inviting councillors to upcoming training sessions being held by Mumbles Council. The Clerk is to attend training on 18th December and 19th March.

12. Any Other Business

a) Cllr Owen-John reported that the main road at the bottom of the drive leading up to Frog Pool House has flooded again. This is being caused by hedge cuttings blocking the drains. Clerk to report the problem to Highways.

b) Cllr Kingham enquired into whether a letter was written to Welsh Water regarding the state of the site on Cefn Bryn. Clerk to write to the Chief Executive of Welsh Water about this matter. Cllr Kingham to send photos to the clerk to accompany the letter. The letter to be authorised by the chair before sending.

The Chairman wished everyone the compliments of the season. Cllr Owen-John sends her apologies for the next meeting.

Date of next meeting.

Noted date as Wednesday 30th January 2019 at 7.30 p.m.

The meeting closed at 9.45 pm.

Chairman.