

Community Council

Minutes of Meeting held on 29th June 2022

At a meeting of Ilston Community Council held at 7pm, online via zoom on Wednesday, 29th June 2022.

Present: Councillors: Mr D Ponting, Mrs J Griffiths, Mrs H James, Mrs S Mobbs,
Mr R Church

County Councillor -Mrs L James

Also Present: Mr C Bates, co-opted as a member at Item 3

In the Chair: Cllr D Ponting

1. Apologies for Absence.

Councillors: Cllr N Holett, Cllr S Pleydell. Mrs A Elliott and Mr N Huffer, both co-opted as a member at Item 3

2. Personal Interests

Cllr Ponting declared an interest in Item 7 as he is the chair of the village hall committee.

3. Item 14 - To consider co-option to fill all eleven seats on the community council, was moved to item 3 so that successful co-opted members could participate in the meeting. Subsequent items were then moved down one place on the agenda.

Cllr Ponting called for nominations. Applications had been received from Mr C Bates, Mrs A Elliott and Mr N Huffer, all three names were put forward as nominees. It was proposed by Cllr H James and seconded by Cllr Mobbs that the nominees be co-opted onto the council. A vote was taken and it was unanimously agreed by all members present. Mr Bates then signed the Acceptance of Office form to be sent to the clerk to co-sign at the end of the meeting.

4. Minutes

The minutes for the meeting held on 25th May were proposed as a true record by Cllr Griffiths and seconded by Cllr H James, all members present agreed.

5. Matters Arising

On Item 7 – To consider Planning Applications – Application Number -2021/3251/FUL, One Planet Wales application at Furzehill. No Update. It was agreed by all members present to keep a watching brief.

On 3 Presentation on the use of Vocaleyes for community engagement by Mr Newbold, Marketing and Business Development Manager – The clerk liaised with Mrs Rodaway and agreed that she or Mr Newbold would present at the July meeting.

On 4 Matter raised by members of the Community – Field adjacent to Maes Yr Haf – A reply was received from Swansea Council concluding that no planning control breach had taken place. The clerk is to send the reply to those who attended the original meeting regarding this matter.

On 4(12b) Lunnon Hill – Cllr Church has been looking into evidence that the road surface was once wider than the area between the white lines currently in situ and that the width of the road surface was calculated between the hedges and not the white lines. Once all the evidence is gathered, Cllr Church will write to Swansea Council with this information. Cllr Church reported that some pot holes, outside of the white lines, have been filled in.

On 4 (10). Parking Problems in Penmaen – It was reported to the clerk that Cllr Thomas is no longer a cabinet member. The clerk to establish who is now in this position.

On 4 (12) A.O.B. – Issue of double central white lines in Penmaen – Cllr Mark Thomas replied to the clerk that he will follow up with the road safety colleagues who have been tasked with investigating this issue and liaising with GoSafe. He said that the update from GoSafe was useful in terms of finding a suitable place to deploy a safety camera vehicle. He reported that they would progress to the vehicle survey to assess the scale of the speeding issue, access the data and share it with relevant agencies to determine the most appropriate course of action. A date of the survey could not be established as they have a significant backlog at the moment.

Cllr Ponting reported that traffic monitoring cables have been laid across the road near the entrance to North Hills Lane.

Cllr Ponting suggested that a sub committee on traffic between Kilvrough and Nicholaston be set up. Cllr Pleydell has previously volunteered to head up this committee to look at the issues. Cllr Church also agreed to work on it.

On 4 (7) Planning Application – The Bungalow, Parkmill, SA3 2EJ – No update.

On 4 (6) Reports from Members- Replacement emergency phones at Three Cliffs Bay -See item 15.

On (4) 5 Reports from Members – Problem of inappropriate parking and camping on Gower – County Councillor, Lynda James, reported that she had asked for it to be put on the agenda of the AONB forum. Cllr Ponting agreed to meet with Cllr L James to identify problem areas.

On 7 Water Supply Problems – The community meeting with Mr Jonathan Taylor from Welsh Water took place on 22nd July. As a follow up, Cllr Church agreed to write to Mr Taylor using the minutes of the meeting. Mr Taylor reported at the meeting that £750,000 is to be spent on repairs. The start date of these works is still to be confirmed. Concerns were raised by community members that using the cracked pipe method of repair, putting a new pipe inside the old one, would lead to asbestos waste and contamination. Residents would prefer a totally new pipe to be laid. It was raised at the meeting that Welsh Water run a Fair Water Scheme, which is not widely advertised. This scheme offers compensation in the way of reduced water rates, to those who's supply has been cut off for certain lengths of time. Offwatt also offer £20 per person in compensation. A community member, present at the meeting, has offered to circulate this information.

Cllr Ponting thanked Cllr Griffiths for taking the minutes at the meeting and Cllr Church for acting as chair. A number of new email addresses were collected to add to the community council mailing list. The clerk will circulate the minutes to the community via the mailing list.

On 8 - Financial Statement – Speed Indicator Device - Cllr Church will compile a report for the next meeting when more data has been received. Currently, over half of all vehicles recorded are exceeding the speed limit of 30mph. The device has been set up to stop flashing the speed that vehicles are going over 50mph to discourage drivers from trying to get high speeds recorded.

On 11 Welsh Government Defibrillator Scheme – Cllr Griffiths reported that the owners of Sheppherd’s Shop would like to have a defibrillator. The clerk to send them all the information and contact details.

On 14 AOB –

b) Potholes in Furzehill Lane – Cllr Griffiths to keep a watching brief.

On 10 May 2022 Election Costs – It was agreed by all present that the money for the cost of the election, £225, be held in reserve and added to the budget.

On 12 Hosting of Website Renewal – Cllr Church reported that the website host has now been changed to Clwc and that the name Ilston Community Council has been registered with them. The overall set-up is better and the costs are less. The invoice for the cost will be issued in November. It was agreed by all members present that in principal, the community council buy other domain names which have Ilston Community Council in the title, to stop scammers from acquiring them

On 15 AOB –

b) fallen tree in the wall of Hunter’s Lodge, Penmaen – No update

d) Missing signs on the junction with Lunnon Road and Pengwern Common –the signs are still missing. The clerk to write to Mr Avo at Swansea Council to ask for the signs to be urgently replaced as they are so important for visitors, especially during the summer months. The clerk to also ask if an additional sign can be erected saying ‘Not Suitable for Large Vehicles’ and to ask for an update on the missing road signs as they are essential in the busy summer season for visitors to find their way.

On 6 Reports from Members – Closure of Lunnon Hill for an event – the clerk received a reply from Mr Price Deer, the Special Events Manager at Swansea Council. He said that although the race organisers had delivered events to a high standard in previous years, he agreed that they have fallen short in regard to informing residents this time and he offers apologies in relation to this. He explained that under section 16a of the Road Traffic Regulations (Special Events) Act 1994 (RTA), local authorities can impose temporary restrictions on the highway for sporting events. The event organisers requested this for Lunnon Hill as part of their event plan. There are no set regulations for an order made under 16a of the RTA, but it does place a duty on the applicants to consider the inconvenience to residents and businesses which includes appropriate communications and provision of alternative routes where possible. He also said that, in reality, the county council are obliged to process such requests at short notice as no timescales are prescribed under the act. Although the act specifies that any measures that could affect access to premises in a particular area should be subject to appropriate consultation notification, the act contains no guidance in terms of what constitutes appropriate consultation. Mr Price Deer confirmed that there is no requirement to hold a public meeting in advance of submitting the request for temporary restrictions to be imposed on a highway, normally residents would become aware once the signage was displayed along the affected route. Following this, event organisers would engage with residents to look at ways to mitigate potential impact where applicable. Having said all of the above, Swansea Council agree that the organisers failed in their responsibility to adequately communicate the closure of Lunnon Hill with residents and offers its apologies for this. They clarified that in this instance, signage was inadequate. If it had been of sufficient quality and placed in a timelier manner then many of the issues raised by the community council would have been avoided.

After discussion, it was agreed that the clerk will send the response from Swansea Council to affected residents who are on the mailing list and ask them to pass it on to anyone not on the mailing list. A copy

will also be displayed on the website. The clerk will write to Swansea Council and offer to put up any notices of future events and subsequent road closures on the website.

On 7 Planning Applications – Application No. 2022/0710/FUL at Shoreland, Penmaen and application No. 2022/0753/FUL at Oakdale, Penmaen, have been approved.

Application No. 2022/0615/FUL at Ivy Cottage Caravan Site Penmaen, for the siting of toilet and shower facility and chemical disposal – No update.

On 8 Feedback on the new Local Government and Elections Act (Wales) 2021 – Cllr H James reported that whilst attending the Introduction to the Law training she was told that OVW have produced a simplification guidance document of the new act. Clerk to contact OVW to get a copy and send out to members.

On 13 Any Other Business –

- a) Cattle Grid on Pengwern Common – the clerk has reported this to Swansea Council but they are unable to locate it. Cllr Griffiths reported that it is located by turning left at the bus shelter onto the common, then it is a few yards along.
- b) Vacancy on Board of Governors at Pennard Primary – The clerk to reply to the clerk to Pennard Community Council that interested parties need to contact the school administrator.

On 8 Financial Statement – a) It was agreed by all members present to split the £500 originally set aside for the VE Day celebrations equally between the Jubilee events held in Parkmill, Ilston and Penmaen. Cllr Mobbs to contact the clerk about the bank details for the Parkmill donation.

On 12 Resending of Traffic Survey – Cllr Ponting thanked Cllr Church and Lucas from Tourism Swansea Bay for the work put into the traffic survey. Cllr Bates and Cllr Mobbs agreed to be part of the working party and look at issues such as the junction on the A4118 with Lunnon Hill as poor visibility is being caused by parked cars blocking the view. Cllr Griffiths suggested placing a mirror to aid with visibility.

On 14 – Co-option to fill empty seats on the community council – as the new co-opted members took up three of the available seats, one seat remains available. In order for it to be filled a notice will have to go up to see if an election is called for.

On 17 Correspondence –

- a) Planting for Pollinators booklet – the clerk cannot find the email so will contact OVW to resend.
- c) Cllr Mobbs reported that she had attended the workshop and that Keep Wales Tidy/ National Lottery funding is available for planting orchards, allotments, flowers etc in community spaces. Cllr Mobbs to send the clerk the Green Recovery leaflet from the event and share the list of contacts that she made at the workshop.

On 18 AOB – b) The clerk wrote to the countryside access team to enquire into the council’s policy on spraying the old drover’s lane from Penmaen to Parkmill. The clerk has received an email to say that her email has been received but no further response.

Matters arising out of the minutes of the 9th February meeting -

On 3 – Swansea Airport Stakeholder’s Alliance – No response has been received from Mr Oliver

6. Reports from Members

- a) Cllr Ponting reported that concerns have been raised about the road closures for the Ironman event on 7th August. After discussion, it was agreed that the clerk write to the organisers of the Ironman Event to ask to see their traffic management plan, impact assessment and details of their consultation process. It was also agreed that the clerk contact the Community Council Forum to work together with other community councils on issues that cross borders, such as traffic and road closures. Cllr Griffiths and Cllr James agreed to be the representatives on the Community Council Forum. The clerk to contact Huw Evans of Democratic Services to let him know and ask him to send details of when they meet.
- b) Cllr Ponting reported that the bus shelter at Tor View has been knocked over. This will be discussed at the next meeting,

7. Planning Application

No new applications were received this month.

8. Financial Statement

Noted transactions since the last meeting are as follows:

Debit –

07/06/2022	Village Hall	£90.00
07/06/2022	Zurich Insurance	£167.44
07/06/2022	C Toft	£226.0
27/06/2022	Information Commissioners Office	£35.00
Total:		£518.44

Credit –

06/06/2022	Interest	£0.25
Total		£0.25

Therefore –

Balance:

£3,325.28 Current Account
£3,339.01 Saving Account

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

It was agreed by all members present to pay the Internal Auditor his fee of £75.00 for his work on the annual return this year.

It was agreed by all members present to donate £100 to the Friends of Gower Commons to aid their work in protecting the commons and raising road safety concerns.

9. Audit Return for the year ending March 31st 2022

Cllr Ponting thanked the clerk and Cllr Griffiths for their work on the audit return. The completed audit return for 31st March 2021 was presented to the council, along with the internal auditor's report, the annual governance statements and the accounting statements.

After discussion, it was proposed by Cllr Bates and seconded by Cllr H James that the audit return be approved. This was agreed by all members present and then the clerk reported that she would take it to the chairman to be signed by him and sign it herself as the RFO immediately after the meeting, before being posted.

10. Sewage Outfall at Parkmill

Cllr Mobbs reported that the water in the sewage outfall by Norton Drive is very grey and that raw sewage is going down the river after high rainfall. The worry is that the frequency of such occurrences will increase with the added pressure put on the facilities by the new houses on the Pennard estate as no extra facilities have been added to deal with this. After discussion it was agreed that the clerk write to Jonathan Taylor at Welsh Water to ask if he can ask the appropriate person to investigate the outfall at Parkmill. It was agreed by all members present that the clerk also contact NRW to ask what the monitoring process is, what monitoring is taking place and how often.

11. The Review and Recommendations for the ICC Website

Cllr Pleydell put together a comprehensive report containing a review of the website and recommendations to go forward. Cllr Pleydell is happy to work through the recommendations and it was agreed to add Communications as a standing item on the agenda. All members to send their details and list of interests to the clerk to be uploaded to the website.

12. Signing of the clerk's new contract with new payscale and hours worked per month

As the meeting was held via zoom, the clerk's contract could not be signed at the meeting, therefore the clerk to take the contract to be signed by the chairman immediately after the meeting.

13. Extra hours worked by the clerk from June 2021 to May 2022

The clerk updated the document presented at the previous meeting, with the total number of hours worked during the year from June 2021 to end of May 2022. This showed that a total of 71 extra hours had been worked over the contracted hours.

The clerk was asked to leave the room. After discussion, it was agreed by all members present that the clerk be paid for the 71 extra hours worked. It was also agreed that the clerk record, via a timesheet, her hours every month.

14. Training for Members

Cllr H James reported that she had raised the question of training plans at a recent training session run by OVW. She was told that they haven't as yet produced any guidance on this as what is required by Welsh Government is unclear. However, Cllr James was told that they can offer advice, therefore the clerk to contact OVW and discuss it with them. Cllr James produced a training record spreadsheet. This will be looked at by the working party and report back. Cllr James has also put together a sample training spreadsheet with advice from OVW. This should also be put on the website along with the training plan.

Welsh Government recommend that each member undertake the Code of Conduct, Finance and Introduction to the Law training modules. OVW stress that the Code of Conduct training must be undertaken during each term of office.

15. Cost of the replacement emergency phone at Three Cliffs and line rental

After a short discussion it was felt that this item should be discussed at the next meeting as the cost of the line rental has yet to be established.

16. Traffic Survey Results

Cllr Church reported that a good number of responses were received to the traffic survey. Overall more signage was called for and for more monitoring and enforcement measures to be put in place. Other options had a more split response. Cllr Pleydell will carry out further analysis of the results. A report will then be put together by the working party to send to the Highways Department.

Cllr Ponting thanked Cllr Church and Lucas from Tourism Swansea Bay for the work carried out in creating the survey and collating the responses.

17. Issues with footpaths in Parkmill

Cllr Mobbs reported that footpath from the bottom of Sandy Lane in Parkmill to Sheppards shop has become very eroded by cattle, trees have come down and the roots have pulled away part of the footpath. The footpath is very dangerous after rain when it becomes very slippery and muddy. The clerk has been instructed to write to the Countryside Access team to ask them to meet Cllr Mobbs on a site visit to assess the problems.

18. Broadcasting and Streaming of Meetings

Cllr Church reported that a new microphone had been purchased and the IT upgraded but that live streaming would still be problematic. It was agreed, therefore, that participants would still be invited to join the meeting via zoom. It was hoped that the broadcasting equipment would be in place by the July meeting. It was agreed that the next meeting take place at the Barham Centre with the option of attending via zoom.

19. Rural Development Partnership Update

Cllr Church reported that the deadline for new applications was the following day. It was agreed to keep a watching brief.

20. Correspondence

Correspondence received and noted:

1. Clerks and Councils Direct, May 2022, Issue 141
2. Letter from Lucie Paddison, Volunteer Coordinator for RNID's Live Well with Hearing Loss project, dated 15th June 2022, she asks if the community council could put up leaflets for the 'Time for Me' befriending service campaign. It was agreed that the clerk write to Ms Paddison and ask for online versions of the leaflets to be put up on the website

Emails received have been passed onto council members and noted.

- a) Email received on 9th June 2022, forwarded by OVW from Welsh Government and the National Lottery to inform that the Local Places for nature grant scheme is now open. Please visit www.heritagefund.org.uk/funding and /or email rcarter@onevoicewales.wales for more information.
- b) Received on 12th June 2022, from Dr J Williams, raising concerns about the 30mph sign at the junction of North Hills Lane and the A4118. This was discussed earlier.
- c) Email received on 14th June 2022, forwarded by OVW from National Forests for Wales. The closing date for expressions of interest for funding is on 15th July.
- d) Received on 14th June 2022, from One Voice Wales, the 2022 version of the Good Councillors Guide. The clerk to send out to all councillors.
- e) Received on 20th June 2022, from Ms Z Antrobus, managing director of 4th Region, inviting members to attend a Getting Around Swansea Community Led Transport project meeting.
- f) Received on 22nd June 2022 from OVW, announcing the opening of the consultation on Shaping Wales' Future -using milestones to measure our nation's progress towards achieving the goals set out in the Well-being and Future Generations Act 2015. It was agreed that the clerk would put this on the website and send out on mailing list.
- g) Received on 29th June 2022, from Ursula Jones, the Communities and Nature Project Officer for Gower AONB, regarding the spraying of Japanese knotweed again in the autumn. Ms Jones reported that the treatment last year had had a significant impact on the density and vigour of the knotweed stands. Letters have now been sent out to landowners and National Resources Wales to ask for the necessary permissions to treat the stands again this autumn. Ms Jones will send out bilingual notices when they have a start date, to be displayed in the locality. She will also resend the information as to why it is necessary to treat the knotweed and the reasoning behind the spraying method to go on the website.

21. Any Other Business

- a) Cllr H James reported that she had spoken to PCSO Andrew Brown who has expressed an interest in coming to a meeting. It was agreed that the clerk will liaise with him as to when he can attend.
- b) Cllr Ponting raised the point that all member activities should be put on the website and acknowledged. It was agreed by all that a Register of Activities be drawn up and published to record which subgroups, working parties and committees' members sit on and to record any other extra activities.

Date of next meeting. The next meeting is scheduled for Wednesday, 27th July 2022 at 7pm at the Barham Centre, Parkmill and online via zoom.

The meeting closed at 9.15pm

Chairman.