

Ilston Community Council

Mrs Charlotte Toft
Clerk to the Council
6 Belvedere Close
Kittle
Swansea
SA3 3LA

The monthly meeting of Ilston Community Council will be held on Wednesday 28th June 2023 at the Barham Centre, Parkmill, and via zoom *

<p>MEMBERS OF THE COMMUNITY ARE WELCOME TO ATTEND AND ANY MATTERS THEY WISH TO RAISE WILL BE HEARD DURING THE FIRST TEN MINUTES OF THE MEETING PRIOR TO THE COMMENCEMENT OF THE AGENDA</p>
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Decisions Made

Present: Councillors - Mr D Ponting, Mrs H James, Mr S Pleydell, Mr N Huffer and Mr I Brown.

Mr N Hollett joined the meeting at 7.19pm via the phone.

In the Chair: Cllr D Ponting

1. Apologies for absence – Councillors: Mr R Church, Mrs S Mobbs, Mr C Bates. Mr B Beynon sent apologies but would try to attend some of the meeting via zoom.
County Councillor L James sent apologies as she had to attend another meeting first and would come afterwards.
2. Declaration of Personal Interests – Cllr Hollett and Cllr Pleydell declared an interest in Item 14 Correspondence – b) from Mr R Evans, Lunnon Close, regarding the land South of Wiloxton Green – problems with on-road parking outside Car Tan. Cllr Hollett declared an interest as he receives a veg box from Cae Tan. Cllr Pleydell declared an interest as he knows some of the land workers involved with the project.
3. To approve the minutes of both the monthly meeting and the AGM held on 31st May 2023 – the minutes of the AGM were proposed as a true record by Cllr Pleydell and seconded by Cllr Brown. All Members present and who attended the AGM, in agreement. The minutes of the monthly meeting were proposed as a true record by Cllr Brown and seconded by Cllr Pleydell. All members present and who attended the meeting, in agreement
4. To consider any matters arising out of the minutes –

On 7 (4) Reports from Members – Iron Man Meeting – Cllr Church had reported to the clerk that Swansea Council and the event organisers had sent him contact information for residents with particular access issues. The clerk has reported these details to the residents who have already contacted ICC with concerns. It was agreed by all members present that the clerk also put the details on the website and send them out on the mailing list.

On 4 (5,10) Sewage Outfall at Parkmill – The clerk reported that she had had a response from Kelly Jordon, a River Quality Liaison Manager for Dwr Cymru. It was agreed by all members present that the Clerk invite Ms Jordon to attend the July monthly meeting to discuss the issues at Parkmill.

On 18 Correspondence – a) Sustainable Wales Grant – The clerk confirmed that she had heard back from Karen Proctor who has looked at funding opportunities for Community Councils but ask for more detailed information regarding what the funding is for. It was agreed by all members present that the clerk liaise with Cllr Mobbs about this.

On 4, 5 RFM – a) Accident on Lunnon Hill – Cllr Church reported to the clerk that the pothole crew had been active in Parkmill but that he would chase them regarding Ilston and Lunnon Hill. An email was received from a resident who commented that reversing up the hill is problematic especially in the summer when it is used as a short cut and when there are a number of cars behind you. He asked whether the community council would consider that Lunnon Hill be designated as Access Only. After discussion, it was agreed by all members that an access only designation would mean going all the way round Fairwood Common to access areas beyond Lunnon and that it is an alternative route when there is congestion in Parkmill. It was, therefore, decided by all members not to support this proposal. It was acknowledged that sat nav's are a problem as they direct drivers up Lunnon Hill which isn't always the most suitable route. It was agreed by all members that Cllr Huffer investigate the issue of poor visibility as you come out of Lunnon Hill onto the A4118. It was agreed that he would speak to the owners of Shepherd's shop about the sign blocking the view of traffic and also with the owners of the land directly opposite to increase visibility.

On (4) 6 Reports from Members – Swansea Council eLearning opportunities. It was agreed by all members present that the clerk contact Mr Huw Evans for an update.

On 7 (17) AOB – a) Restricting Heavy Vehicles on Mill Lane, Parkmill – Cllr Church reported that residents have asked for the yellow lines to be re-marked - It was agreed that the clerk forward the response from Highways to Cllr L James.

On 7 (6) Emergency Phone replacement at Three Cliffs Bay – After a brief discussion, it was agreed by all members present to further discuss this with Cllr Church at the July meeting before getting back to Mr Beynon about the Service Level Agreement.

On 5 RFM's -

5) Grazing on the common - It was agreed by all members present to put this on the agenda for the July meeting.

On 4, 11 Road Closures – As other community council would like to give their support to this issue, Cllr Ponting reported that he would bring this up at the next Community Council Forum meeting in July.

On 4, 16 Correspondence – e) Training dates for March and April 2023 – Cllr Brown has selected dates for two courses. It was agreed that the clerk contact OVW to book.

On 4, 5 Reports from Members –

- 1) New local ranger and Gower co-ordinator for the National Trust – Cllr Ponting reported that he had invited the new co-ordinator to the July meeting. She has asked for any questions beforehand so she can prepare. It was agreed by all members present that questions should be sent to Cllr Ponting as soon as possible so he can relay them to her.

On 4, 9 Co-option – the clerk reported that no applications had been received. It was agreed by all members present to update the notice with an extended closing date of the week before the September meeting. The clerk to send the new notice to Cllr Brown to laminate to be put up in Ilston and to Cllr Pleydell to put on the website.

On 4,10 Insurance Renewal – It was agreed by all members present that the clerk send the risk assessments to Cllr Pleydell along with the policies sent from Pennard Community Council so that he can review them.

On, 4,15 AOB – Abandoned house in Parkmill and Penmaen – After discussion, Cllr L James agreed to look into the abandoned house behind the St Johns Church in Penmaen.

On 4, 5 Reports from Members –

- 1) Overnight parking in the Penmaen East National Trust car park and request for new signage – Cllr Ponting reported that he had spoken to the new ranger who seemed very receptive of news signs. It was agreed by all members that this issue be discussed with the NT co-ordinator at the July meeting.
- 2) Benches – It was reported that the new bench in Parkmill is in place. After discussion, it was agreed to ask the NT co-ordinator about the possibility of having a bench on National Trust land. It was also agreed that Cllr Church clarify the position of the proposed bench in Perriswood and whether Mr Williams would be receptive to the proposal.

On 4, 7 Financial Statement a) To consider any invoices or accounts for payments – It was agreed by all members present that the clerk send the receipts for the tree and refreshments to Cllr Brown as Green's have agreed to reimburse the community council.

On 4,9 Traffic working party – After an update supplied by Cllr Bates and a brief discussion, it was agreed by all members present that Cllr Bates and Cllr Ponting speak to the PCSO's to see if it's possible for them to bring a portable camera to the layby belonging to Penmaen House on the A4118. It was agreed that Cllr Bates provide an update on the letter to the owners of Kilvrough Manor at the July meeting.

On 4,10 Clearing ivy from roadside fences – Cllr L James reported that the maintenance team could not remove the ivy and that it was the responsibility of the owners. After a brief discussion, it was agreed to ask Cllr Church if he knows the owners of the section he is referring to. It was also agreed that Cllr Church or Cllr Brown speak to the owners of the overgrown hedge between the bottom of Lunnon Hill and the Barham Centre as it is over the boundary and it has become difficult to pass without walking on the road.

On 4, 11 – To contact the Local Area Coordinator Guides for Community Councils in Gower – The clerk reported that she had phoned and written to Seren Aldron, the Local Area Co-ordinator (LAC), but has had no response. Cllr H James also said that she had tried with no success. It was agreed by all members that the clerk contact Natalie McCombe, the Gower LAC if she receives no response from Ms Aldron, and invite her to the September meeting. After her arrival, Cllr L James reported that Ms Aldron was on long term sick.

On 4, 12 Correspondence -

- a) Received on 11/05/2023 from Cllr Ponting, forwarded from Llanrhidian Lower CC, from Ceri Gimblett, the Interim Service Group Director, Neath Port Talbot and Singleton Service Group, Swansea Bay University Health Board, regarding the provisions of Phlebotomy Services in Gower – The clerk reported that she had written to Gower Medical Practice but had not had a response. It was agreed by all members present that Cllr Ponting discuss this matter with other local community councils at the next Community Council Forum meeting.
- c) Received on 15/05/2023 from Bridget Stein regarding dog behaviour and the offer to put up signs – The clerk reported that she had updated Mrs Stein and also contacted that police and Cllr L James about appropriate signage. The police had responded to say that they could drop off signs to landowners but that the landowners' permission is needed before any signs can be put up. It was agreed that Cllr Church raise this issue at the Local Access Forum. It was also agreed that this issue would be raised with the NT co-ordinator at the July meeting.

On 4, 13 Any Other Business – a) Councillor details – Cllr Ponting agreed that he was happy for his mobile number to remain on the website.

5. To consider any reports from Members –

- 1) Cllr Ponting reported that there had been a huge number of cows along the A4118 in Parkmill coming over from Pennard, getting into and eating residents' gardens and also into the Heritage Centre. After discussion, it was agreed by all members present that Cllr Huffer speak to the Gower Commons Safety Group and also to Cllr L James regarding how they cope with the cows in Pennard.
- 2) Cllr H James reported that she had attended the latest Town and Community Council Forum meeting – She summarised the 2 points covered in the meeting on the Local Development Plan and the Tackling Poverty Strategy.
 - SCC are expecting every CC to propose candidate development sites in their area. Cllr Brown clarified that they look at fringe or envelope infill sites. It was agreed that members would look into this further.
 - SCC want engagement with Community Councils to identify those in need in the community through our Local Area Co-ordinator. It was agreed by all members present that this can be discussed when she attends a meeting. The clerk shared with members the powerpoint presentation sent through after the T&CC Forum. It was agreed by all members present that Cllr H James assess the presentation for its suitability to be sent out on the mailing list after discussing it with the LAC.

6. To consider any Planning Applications - 2023/1311/PRE, Bryngolau Perriswood, Swansea SA3 2HN, (Pre-application) Two storey rear extension, removal of conservatory & one chimney stack, installation of external wall insulation, decking area, roof lights, PV panels, ASHP, storm porches, roof & fenestration alterations – After discussion, it was agreed by all members present not to raise any objections to the application.

7. To receive the financial statement – the financial statement was received. a) invoices for payment -

a) To consider any invoices or accounts for payments - It was agreed by all members present to pay the internal auditor £75 for his services this year.

b) To consider the unpaid variance of £127 highlighted by the Internal Auditor, in the clerks pay – after discussion, it was agreed by all members present to pay the clerk the unpaid amount of £127 highlighted by the internal auditor in his report.

8. To consider the Annual Return and supporting documents and the Internal Auditors report for the year ending 31st March 2023 – the clerk had sent the annual return for the year ending 31st March 2023 along with the internal auditor's report, the annual governance statements and the accounting statements along with additional supporting documents to all members prior to the meeting for their perusal. After discussion, it was agreed by all members present that the audit return be approved. The annual return document was then signed and dated by the chair and the RFO. The clerk read out the recommendations in the Internal Auditor's report and it was agreed by all members present to take these into consideration going forward.

9. To consider the Meet your Councillor session – Cllr Brown took notes at the session and it was agreed that he would share these with the clerk. After a summary report from Cllr Brown and subsequent discussion, Cllr Brown agreed to hold a workshop in August or September on energy efficiency and sustainable heating of homes as he has expertise in this area. It was also agreed that the themed event worked well and was more focused. It was agreed by all members present to keep to this format at the next event. It was also agreed that alternative venues be looked at to encourage more community engagement.

Cllr Brown left the meeting at 9:08pm

10. To re-adopt for the following year:

- a. The Training Plan
- b. The Annual Report

c. The Biodiversity Report

After discussion, it was agreed by all members to adopt a, b and c for the forthcoming year.

11. To appoint the area leads for the key areas of council work for the forthcoming year. –

The areas and lead councillor were identified as followed:

1. Council Chair - Cllr Ponting
2. Planning – Cllr Hollett agreed to lead with Cllr Brown.
3. Environmental Issues – It was agreed by all members present that Cllr Mobbs continue to lead, with Cllr Brown as deputy.
4. Training – Cllr H James agreed to continue to take the lead.
5. Highways (Traffic) – It was agreed by all members present that Cllr Bates continue to lead with Cllr Church
6. Finance – The clerk and Cllr Ponting agreed to co-lead in this area.
7. Communications and Community Engagement – Cllr Pleydell agreed to continue to lead.
8. Community Council Forum –Cllr H James agreed to continue to be the lead.
9. Swansea Area Committee – Cllr Ponting agreed to continue to lead.
- 12.** To consider the update from the Traffic working party – Cllr L James agreed to organise a meeting with Swansea City Council to discuss the ICC traffic report. Cllr Ponting and Cllr Pleydell agreed to attend.
- 13.** To consider the risk assessments of council assets – Cllr Ponting agreed to look at the ICC benches and update the risk assessment. It was agreed by all members that the clerk speak to PCC to get the laptop and printer PAT tested when Pennard have theirs done.
- 14.** To receive any correspondence –
- 8.** Received on 6/6/23 from Kaatina Ruta, from the Welsh Government Association regarding the 20mph communications and engagement toolkit. It was agreed by all members present that the clerk send this out to all members.
- 9.** Received on 7/06/23 from Mr R Evans, Lunnon Close regarding the following topics: 1) the traffic problems and pot holes on Lunnon Hill, mentioned earlier, 2) Plans for the Chicken Farm in Lunnon and 3) the land South of Wiloxton Green – problems with on-road parking outside Car Tan. After discussion, it was agreed by all members present that Cllr Huffer speak to Cae Tan and agree steps to mitigate the issue. Cllr Hollett declared an interest as he receives a veg box from Cae Tan. Cllr Pleydell declared an interest as he knows some of the people running the project.
- 10.** Received on 8/06/23 from OVW regarding a community needs in Wales event on Wednesday 12th July from 10am-1pm. It was agreed that the clerk send this to Cllr H James to look at.
- 11.** Received on 12/6/23 from OVW regarding the amended Standing Orders, changes have been made to the numbering system. After a brief discussion it was agreed by all members present that the policy did not re-adopting as only the number system had been amended. The clerk confirmed that she held the new copy on file.
- 12.** Received on 20/06/23 from Joe Allister from the Love Trails Festival. The clerk had asked him for details and maps of the different events happening on the weekend of 8th July 2023. After a brief discussion it was agreed that the clerk send out the link to the event website on the mailing list.

- 13.** Received on 28/6/23 from Mid and West Wales Fire and Rescue Service re Barn Fires – farm fire safety due to the recent increase in the number of barn fires requiring attendance by crews. It was agreed by all members present that Cllr Pleydell upload the information to the website.
- 14.** Received on 28/06/23 from Sarah Llewellyn, Tor View regarding the Biodiversity Report, she asked if ICC could ask Swansea Council to change their mowing regime on the land opposite Tor View. It was agreed by all members present that the clerk send this on to the housing department of Swansea Council as they own the land and to reply to Ms Llewellyn that she had done so.
- 15.** Any other business - None

It was agreed that the next meeting be held on July 26th at 7pm at the Barham Centre and online.

Meeting closed at 9.56pm

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