

# **Ilston Community Council**

## **Minutes of Meeting held on 28<sup>th</sup> June 2023**

At a meeting of Ilston Community Council, at the Barham Centre, Parkmill on Wednesday 28<sup>th</sup> June 2023 at 7pm:

**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.  
Cllr L James joined the meeting at 8.29pm

**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 31<sup>st</sup> 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, were in agreement.

### **4. Matters Arising**

**On 4, 8. Parking issues on the land adjacent to the Penmaen and Nicholaston Village Hall** – When she arrived, Cllr L James reported that she had had no response from Swansea Council regarding a meeting to discuss the issue. The clerk also reported that she had written to Mr Hinds, the Client Services Manager looking into the issue but had not heard back as yet.

**On 7 (4) Footpath in Parkmill** – no update.

**On 7 (4) Report 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** – Cllr Ponting confirmed that he had passed on the information regarding funding from Great Western Railway to Cllr Mobbs. 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 5 Reports from Members – 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 present 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. Cllr L James reported that the signage for Lunnon Hill has been ordered but it is taking along time to come through.

No update regarding creating a meadow on the green area by Lunnon Close.

**On 4 (4,6) Report from Members – a) Community Bus** – No update.

**b) Mumbles Triathlon Event** – No update.

**On (4) 16 – Parking Problems in Penmaen** – Cllr Ponting confirmed that a burm had been put in place at the Penmaen East National Trust car park but unfortunately a gap has been left which is accessible by a car. Cllr Ponting to write to the National Trust to see if this is intentional.

**On (4) 6 Reports from Members – Swansea Council eLearning opportunities** – As no response has been forthcoming, it was agreed by all members present that the clerk contact Mr Huw Evans for an update.

**On 4, 7 (17) Any Other Business -**

- a) Restricting Heavy Vehicles on Mill Lane, Parkmill –The clerk reported that she had had a response and that she would forward it to Cllr L James.

**On 4, 7 (6) To consider the Emergency Phone 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 4, 7 (12) Correspondence –**

e) Swansea and Gower Local Access Forum – Cllr Church sent word that he would be attending his first LAF meeting but unfortunately it was scheduled at the same time as the ICC June meeting. He will update at the July meeting.

**On 4, 5. Reports from Members –**

3) Next ‘Meet your Councillor’ evening – See agenda item 9.

5) Grazing and how the commons are managed report for the website – It was agreed by all members present to put this on the agenda for the July meeting.

- Footpath from Nicholaston through to Perriswood to the Penrice Estate – Caroline Gregg reported that she would ask the Ramblers to clear the path on one of their upcoming work days.

**On 4, 15. Correspondence –**

g) Received on 16/02/23 from OVW regarding the OVW/SLCC event – The Value of Planning and How it Positively Impacts our Welsh Communities, online event on 22<sup>nd</sup> March 2023 at a cost of £40 per delegate. – Cllr Hollett asked the clerk to book him on the Responding to Planning Application Training Part 1 on Monday 2nd October 2023. The clerk has emailed Planning Aid Wales twice without a reply. The clerk to chase up.

**On 4, 11. Road Closures** – Cllr Church to update at the July meeting. 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)** Received from Wendi Patience, OVW on 21/03/23 – Training Dates for March and April 2023 – Cllr Brown reported that he had sent through dates to the clerk for her to book him onto the two training courses. She will confirm to him once she has had confirmation from OVW.

**On 4, 5. Reports from Members -**

1) **New Co-ordinator for National Trust** - Cllr Ponting reported that he had invited the new co-ordinator, Geraldine Ferguson, 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.

5) **Unfinished Path along Pennard Valley** – No update.

**On 4, 9. Co-option to fill current vacancy** – 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, 14. Correspondence -**

a) Received on 29/03/2023 from Cllr Lynda James, regarding the Swansea Council Meeting on 30<sup>th</sup> March, Agenda Item 17, p511 – Review of Communities – no update.

c) Received on 4/4/2023 from Mrs J Crocker, Clerk to Pennard CC, asking for interest in joining a zoom meeting to discuss the use of Glyphosate on verges and grassed areas – Cllr Brown has spoken to Mrs Crocker about it.

**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 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. The clerk reported that she had written to Mr Kearsley Evans and not heard back.
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. Cllr L James offered to put a bench in the village hall grounds. Cllr Ponting confirmed that the Penmaen and Nicholaston Village Hall Committee were happy to take responsibility for maintenance of the seat and asked Cllr James to go ahead with it.
3. Gravel at the bottom of Sandy Lane - Cllr Mobbs reported to the clerk that a couple of council workers have looked at the grit at the bottom of sandy lane but they didn't have the appropriate equipment to tackle it, one took photos. Cllr Mobbs presumes that this will now be passed onto highways for the right manpower and equipment to deal with it.
4. Sign on cattlegrid on Pengwern Common – the clerk and Cllr L James have both reported this to highways. It was agreed to keep a watching brief.

**On 7. Financial Statements** – 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 that the clerk send the receipts for tree, delivery and refreshments to Cllr Brown so that Green's can kindly reimburse the community council.

**On 8. Biodiversity Report** – The clerk reported that the report has been sent to OVW and uploaded to the website.

**On 9. Traffic Working Party** - Cllr Bates provided an update via email. He reported that he had spoken to Mr Williams at GoSafe and he had provided their requirements for putting a mobile speed camera van in place. After reviewing these requirements, it was determined that there are very few safe places along the relevant stretch of the A4118. Mr Williams also highlighted that due to the impending change to the default speed limit in Wales dropping from 30 mph to 20 mph in September, they have made the decision to not carry out deploying the speed data gathering devices until after the new limit has been embedded because they themselves are having to monitor the data from the Unitary Authorities as to what speed limits are changing and that is putting a heavy work load on them at this moment.

Mr Williams suggested that ICC could ask one of the local PCSO to gather the data with a hand-held speed enforcement apparatus. If there is a very worrying issue then GoSafe would do what they can to issue a van to our area. Cllr Bates has, therefore, drafted an email to the local PCSO.

After the update and 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 10. Removal of 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 11. 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 no response is forthcoming 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 leave.

**On 12. Correspondence-**

Correspondence received by email, forwarded to members and **noted**:

- 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.
- b) 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 the 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.

- c) Received on 30/05/2023 from Deryck Evans, Audit manager for Audit Wales, regarding the Audit Notice 2023 – The clerk reported that the Audit Notice has been put up on the noticeboard and a photo taken for evidence and also uploaded to the website.

**On 13. Any Other Business -** a) Councillor details – Cllr Pleydell reported that councillor details have been removed. Cllr Ponting agreed that he was happy for his mobile number to remain on the website.

## **5. 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 Ponting reported that there had been an incident of arson on Nott Hill which had been reported to the police and the National Trust. The National Trust also reported the incident to the police. It is thought that the fire was possibly caused by a BBQ. Cllr Ponting also reported that the arsonist had used a burnt piece of gorse to sign their name on the bench.
- 3) 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. If proposed sites are not accepted in this round of the LDP then they will be kept on file to be reconsidered next time round. Potential sites can be as small as 5 houses. Fifty percent of each site to be social housing.
  - 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. Planning Applications**

Application No. 2023/1311/PRE

Location: Bryngolau Perriswood, Swansea SA3 2HN

Proposal: (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

Applicant: Mr Price and Miss Benton

After discussion, no objections were raised. It was agreed by members that this application was good example of the use of renewable energy in the area.

## **7. Financial Statement**

**Noted** transactions since the last meeting are as follows:

Debit –

Information Commissioners office (ICO)	£35.00	DD
HMRC	£6.41	*
C Toft	£322.80	

Total £364.21

\* Amount owed from June 2022 – as advised by Mr Bryant who deals with the clerk’s pay

Therefore –

Balance:

£1579.55 Current Account

£2852.77 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 – A request for payment was received from the Internal Auditor for £75.00 after the completion of his work on this year’s Annual Return. It was agreed by all members present to pay this.
- 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. Annual Return and supporting documents**

The clerk had sent the annual return for the year ending 31<sup>st</sup> 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. Meet Your Councillor Session**

Cllr Brown took notes at the session and it was agreed that he would share these with the clerk. Cllr Brown provided a summary of the session. A number of points were raised regarding biodiversity in the locality:

- 1) Japanese knotweed and Himalayan balsam, its identification, treatment and removal. Cllr Church reported that a three-year plan is underway to tackle the knotweed and that spraying is to take place again in the autumn. Attendees were signposted to where they

could learn to identify the plants. Concerns were raised regarding the use of Glyphosate and also the decline in the number of hedgehogs. Other treatment options were discussed.

- 2) Culling of rabbits at Three Cliffs
- 3) Overgrown footpaths and pavements in the area – poor visibility along the main road and at junctions. Cllr L James advised that this would need to be reported to highways. Cllr Ponting reported a problem with visibility westwards out of North Hills Lane. A bush is coming out through the wall obscuring the view of the main road and therefore drivers can't see cars coming when pulling out of the lane. Cllr L James reported that she had visited the site and didn't have a problem with visibility. She reported that she had also visited Nicholaston Cross and that there is a big wooden sign with nothing on it obscuring the view of the junction.
- 4) It was reported that the number of sighting of Red kites is increasing.
- 5) Ash trees were raised and a question was asked about their reintroduction and also what other species can residents' plant.
- 6) Concerns were raised as to whether wood burners are sustainable. Cllr Brown confirmed that they can be if wood is locally and sustainably sourced and that they are very good at drying out older properties.
- 7) Overflowing council litter bins, particularly those in Tor Bay car park and Penmaen Cross bus stop.
- 8) It was asked if the ICC could support wild ponies and livestock on the common as part of the Biodiversity Action Plan.

After 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.

## **10. Policies, Reports and Plans for re-adoption**

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. Appointment of Lead Councillor for the Nine Key Areas of Work.**

After discussion, the areas and lead councillor for the forthcoming year 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. Traffic Working Party**

See item 4,9 under Matters Arising. 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. Risk Assessments**

Cllr Ponting agreed to look at the ICC benches and update the risk assessment and also to replace the old bench in Parkmill with the new one on 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 CC have theirs done.

## **14. Correspondence**

- a) Received on 5/06/23 from Morgan Roberts, Policy Support Officer for Welsh Government regarding the updated privacy notice in relation to information held by Welsh Government on Community and Town Councils.
- b) 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.
- c) 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.
- d) Received on 8/06/23 from OVW regarding the Meeting Community Needs in Wales event on Wednesday 12<sup>th</sup> July from 10am-1pm. It was agreed that the clerk send this to Cllr H James to look at.
- e) Received on 8/06/23 from Katie Greenaway from Fostering Wales, Swansea regarding having a presence at large events to promote fostering in the area. The clerk responded to Ms Greenaway to say that the community council doesn't hold large events but offered to share details on the website and also gave the contact details for the Village Hall Committee as they sometimes hold community coffee

mornings. Ms Greenaway replied that she will speak to her managers about it and get back to the clerk.

- f) 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.
- g) 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 8<sup>th</sup> July 2023. After a brief discussion it was agreed that the clerk send out the link to the event website on the mailing list.
- h) Received on 23/06/23 from National Resources Wales regarding strategic grant opportunities for using nature-based solutions and also sustainable drainage feasibility grants of between £25 and £40 thousand pounds. Application deadline is midnight on 25<sup>th</sup> September.
- i) 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.
- j) 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.

## **11. Any Other Business**

None

## **Date of Next Meeting**

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

Meeting closed at 9.56 pm