Ilston Community Council

Minutes of Meeting held on 31st May 2023

At a meeting of Ilston Community Council, at the Barham Centre, Parkmill on Wednesday 31st May 2023:

(Due to technical difficulties zoom was not available, however, no one had contacted the clerk for joining instructions)

**Present**:Councillors– Mr D Ponting, Mr R Church, Mr B Beynon, Mrs H James, Mr S Pleydell, Mrs S Mobbs, Mr C Bates and Mr N Hollett. Cllr I Brown joined the meeting at 7.43pm

**In the Chair:** Cllr D Ponting

**1.Apologies for Absence**

Councillors: Cllr L James and Cllr N Huffer. Cllr I Brown sent apologies as he was going to be late

**2. Declaration of Personal Interests**

Cllr B Beynon declared an interest in Item 12, Correspondence – letter from a resident regarding the cutting of hedges at the Three Cliffs Bay Holiday Park as it is owned by his family

**3. To approve the minutes of the meetings held on 26th April 2023**

The minutes of the meeting held on 26th April 2023 were proposed as a true record by Cllr Pleydell and seconded by Cllr Mobbs. All members present in agreement. The minutes were then signed and dated by the chair.

**4. Matters Arising** –

**On 12. Local Development Plan Review and Replacement** – no update.

**On 4 (4,19) AOB a) Environment Budget –** Planting of a tree to commemorate Queen Elizabeth II - Cllr Hollett reported that the tree planting was well attended by councillors and the community. Cllr Ponting thanks Cllr Hollett on behalf of the community council for all his hard work in organising the purchase and planting of the tree. It was proposed by Cllr Ponting to wait for 12months before placing a plaque next to the tree to make sure that the tree thrives. This was agreed by all members present. Cllr Ponting suggested writing to thanks Rev Peter Brookes for his attendance and for blessing the tree. It was agreed by all members that Cllr Hollett draft a letter to be sent via the clerk. Cllr Hollett agreed to send Cllr Pleydell photos to go on the website. Once Cllr Brown arrived he reported that Green’s are happy to sponsor the tree and the plaque and to pay for both plus the refreshments. Cllr Brown agreed to look into the price of a plaque and to agree the wording of it and report back.

**On 8.** **Parking issues on the land adjacent to the Penmaen and Nicholaston Village Hall** The clerk reported that she had not heard back from Swansea Council as yet but that Ms Llewellyn had emailed to thank the community council for writing to Swansea Council and helping to get the voice of the residents heard. She also thanked the community council for their input and attention.

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

**On 7 (4) Report from Members** – Iron Man Meeting- Cllr Church reported that he had the direct email of the organisers and it was agreed by all members that he liaise directly with them regarding the concerns and objections raised by residents regarding the road closure and access during the events. Cllr Church will raise the need for extra Marshalls to allow access to those who need it. Cllr Church also proposed approaching Swansea Council to ask for a reduction in rates for residents for loss of amenities as those affected do not have access to their properties for such events, which are happening with increasing frequency. After discussion, a vote was taken with a result of 6 in favour, 1 against and 1 abstaining. Therefore, it was agreed by the majority that Cllr Church approach the council with this request.

**On 4 (5,10) Sewage Outfall at Parkmill –** Cllr Mobbs reported that she had not heard that a survey of the river had been done as yet. Theclerk reported that she had been given a contact in Welsh Water by Cllr Brown, that she had emailed them and they had responded to say that they would pass it on to the relevant person and they would get back to her.

**On 18 Correspondence – a) Sustainable Wales Grant –** The clerk reported that she had contacted Karen Proctor at Swansea Council for Voluntary Services. Cllr Ponting reported that he had attended an event organized by Tonia Antoniazzi MP and SCVS at Gorseinon College. He reported that there was lots of information for funding for community projects such as for the village hall and the Barham Centre and also neighbourhood projects such as social isolation, transport and refreshments. He also mentioned that Great Western Railway were in attendance and that they have funding available for projects that benefit tourism and local economies. It was agreed that Cllr Mobbs look at this on behalf of the community bus.

**On 5 Reports from Members – a) Accident on Lunnon Hill –**No update on the new signage.

Cllr Church offered to check the situation at the green area of Lunnon Close to see if anything had been started regarding creating a meadow.

**On 4 (4,6) Report from Members –**

**Community Bus –** Cllr Mobbs reported that there is still an issue with taking fares. She also reported that Cllr L James had said that the fare was to be set at £2 each way to cover running costs. Cllr Beynon reported people visiting Three Cliffs Holiday Park have been using the bus and that they have the timetable displayed. It is also displayed in Shepherd’s shop.

**Mumbles Triathlon Event –** No update.

**On 7 (4) - Website and Communications – 3) Data Sharing –** No update.

**On (4) 16 – Parking Problems in Penmaen** – No update.

**On (4) 6 Reports from Members – Swansea Council eLearning opportunities –** As nothing has been heard back from Mr Evans the clerk was asked to contact to ask for an update.

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

1. 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 by all members present that the clerk contact highways about this and copy in Cllr L James.

**On 4, 7 (6) To consider the Emergency Phone at Three Cliffs Bay** **–** the clerk reported that she had received a Service Level Agreement from Peter Beynon for the line rental of the replacement phone. The clerk had sent it through to members but as there had been insufficient time between receiving the document and the meeting it was agreed by all members present that members send their feedback to Cllr Church to collate before sending back to Mr Beynon. It was agreed by all members present that this be put on the agenda for the June meeting.

**On 4, 7 (12) Correspondence –**

**e)** Swansea and Gower Local Access Forum – Cllr Church reported that he had received a formal invitation to join the forum but that there is a requirement he get the agreement of ICC that he can join in order for him to take part in discussions and comment where a conflict of interest may arise. It was agreed by all members present that Cllr Church can join the forum.

**On 4, 5. Reports from Members –**

3) Next ‘Meet your Councillor’ evening – Cllr Church reported that the Gower Inn are unable to host the session on 13th June and had not replied regarding the 20th. He then offered to host the event at the Gower Heritage Centre instead. It was therefore agreed by all members present that the event take place on 20th June at the Gower Heritage Centre at 6.30pm. It was agreed that Cllr Church draft a notice to be sent out by the clerk to advertise the event. It was also agreed that if the Biodiversity Report is agreed at item 8 then this be sent out to residents along with the notice and asking for comment on the Biodiversity Action Plan.

5) Grazing and how the commons are managed report for the website – no update.

20mph Speed Limit Scheme – see Item 9 on Agenda.

Footpath from Nicholaston through to Perriswood to the Penrice Estate – The clerk reported that she has not heard back from the Countryside Access Team. It was agreed by all members present that the clerk chase for an update.

6) Watermain works along the loop road in Penmaen – Cllr Pleydell reported Mr Kearsley-Evans had responded to say that a burm will be created and the land allowed to revert back to its natural state.

**On 4, 7. Financial statement** –

1. To consider any payments to be made before the end of the financial year –
* Allocation of £250 originally budgeted for Gower 1st Responders – the clerk reported that the £250 has been reallocated to the training Budget – It was agreed that the clerk now send it to Cllr Pleydell to upload to the website.

**On 4, 15. Correspondence** –

b) Received on 31/01/23 from OVW, TAN 15: Development, flooding and coastal erosion – further amendments. It was agreed by all members that the clerk resend the information to Cllr Huffer to take a look – no update.

f) Received on 12/03/23 from Mrs B Stein, resident of Lunnon, regarding speeding in Lunnon and Ilston lanes and also unruly dog behaviour – See Item 12 on Agenda.

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 22nd March 2023 at a cost of £40 per delegate. – As Cllr Hollett had not been able to attend this training he reported that he had looked at the content of subsequent training sessions and found it to quite basic. It was agreed that the clerk contact Planning Aid Wales to enquire into whether they provide more in-depth training or who to go to for it.

i) Received on 21/02/23 from Mrs Jan Crocker, Clerk to Pennard Community Council, regarding arranging a stakeholder meeting to look at what can be done to combat and manage the erosion of cliff paths and dunes in our areas – No update

**On 4, 10. Financial Statement** -

c) To consider extra hours worked by the clerk – separate Sim – the clerk reported that her phone is too old to take an extra sim without an attachment. Cllr Pleydell suggested looking for an alternative handset. The clerk reported that she had researched some sim deals but that more research is needed.

**On 4, 11. Road Closures** – Cllr Church reported that he is working on a letter to Swansea Council regarding the road closure procedure. Cllr Ponting reported that members of the Community Council Forum are happy to send a letter asking Swansea Council to act in the spirit of the law and not just to the letter of the law with regard to giving notice about road closures and the consultation process. The clerk reported that an email had been received from David Price Deer, the Special Events Manager for Swansea Council, with an update on the plans for this year’s Ironman Event, this had been forwarded to members. This was noted by the community council. It was also noted that the partial road closures in the same week as the recent triathlon were deemed for road works and not due to the triathlon.

**On 4, 14. Independent Remuneration Panel Report regarding payments to members** -The clerk reported that she had heard from all members. No members wish to receive the payments.

**On 4, 16. Correspondence** **-** e) Received from Wendi Patience, OVW on 21/03/23 – Training Dates for March and April 2023 – Cllr Beynon reported that he was booked onto two training course and the clerk reported that she was booked onto the advanced finance training. Cllr James reminded all members to let her know when they have completed a module so that she can update the training record.

**On 5. Reports from Members** -

**1) New Co-ordinator for National Trust -**Cllr Ponting reported that he had not as yet invited the new co-ordinator to a meeting but that he would do so before the next meeting.

**2) Fallen Tree in Parkmill –** It was reported that the tree has been removed.

**3) Cattle Grid on loop Road behind Penmaen Church -** Cllr Ponting reported that this has been repaired. Cllr James asked about the one on Pengwern Common, she will check if this has also been done, if not it was agreed that the clerk contact Cllr Lynda James for an update.

**4) Safer access to bus stop on pavement opposite Tor Bay Car Park** – No update.

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

**6) Penmaen Village sign at the junction of North Hills Lane** – Cllr Popnting reported that Cllr James has been to look at it. It was agreed that the clerk contact Cllr James to ask if a new one has been ordered.

**On 7. Financial Statement** – the clerk reported that £500.00 has been moved from the savings account to the current account to cover costs.

**On 9. Co-option to fill current vacancy –** The clerk reported that the vacancy notice has been displayed on the noticeboard and in Shepherd’s Shop, the village hall and the Gower Inn. No responses have been received so far. It was agreed by all members present to also put a notice up on the post by Ilston Church. The clerk to send the notice to Cllr Brown to laminate and then to Cllr James to put up.

**On 10. Insurance Renewal –** The clerk reported that the renewal had been completed and that she had spoken to PCC’s clerk about risk assessments and that she is working through them.

**On 14. Correspondence -**

a) Received on 29/03/2023 from Cllr Lynda James, regarding the Swansea Council Meeting on 30th 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 agreed to attend and report back.

d) Received on 12/04/2023, from Mr Lyn Cadwallader, the Chief Executive of OVW, regarding updating and publishing new Standing Orders in light of the significant changes in governance law introduced by way of the Local Government and Elections Act (Wales) 2021 and accounting for the need for all councils to become accustomed to how these changes affect the everyday working of councils. – The new standing orders have been received and were adopted at the AGM.

f) Received on 20/04/2023 forwarded by OVW, from Naturewise, advertising a forthcoming free Eco-literacy course – As the course is in the daytime neither Cllr Huffer or Cllr Brown are able to attend.

g) Received on 25/04/2023 from Adam Davis, from the Office of Tonia Antionazzi MP, inviting members of the council to attend a grant funding advice day for Gower Constituents on 19th May – See Matter Arising, **On 18 Correspondence – a) Sustainable Wales Grant**

**On 15. Any Other Business -** a) Cllr Church reported that relevant officer from Swansea Council had been to look at the end cottage of the three Grove Hill Cottages in Parkmill. Cllr James to update at the next meeting.

**5. Reports from Members**

1. Cllr Ponting reported that he had been approached by Dr Kingham regarding overnight parking in the Penmaen East National Trust car park. Signs were put up 18months ago but have since been reversed over and destroyed. Cllr Ponting has reported it to the National Trust Gower ranger who will contact Alan Kersley Evans, the area manager. It was agreed by all members present that the clerk also write to him to reinforce the point and ask for new more substantial signage to be put up. It was also agreed that Cllr Ponting bring this up at the Gower Community Council Forum.
2. Benches – Cllr Mobbs reported that Cllr L James has offered to replace the community council bench in Parkmill that was recently destroyed by a trailer reversing into it. Cllr James has also asked if there is anywhere in the locality where another bench can be situated. Cllr Church agreed to speak to Brian Williams at Perriswood to ask if he agrees to one being put by the Perriswood bus stop. It was also agreed that the green at Lunnon Close be suggested to Cllr James as a suitable place for a bench.
3. Cllr Mobbs reported that there is a big pile of gravel at the bottom of Sandy Lane on which cars are skidding and bringing the gravel down onto the road. It was agreed to ask Cllr L James if the maintenance team could sort it out.
4. Cllr H James reported that the sign depicting a horse and cart and an arrow, on the cattle grid on Pengwern Common near the junction to Lunnon Road has been hit and swung round so that it is hit by large vehicles going over the cattle grid. It was agreed by all members present that the clerk report this to highways and to Cllr L James.

**6.Planning Applications**

None

**7. Financial Statements**

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

As reported earlier £500.00 was transferred from the savings account to the current account on 15/05/2023.

Debit –

C E Toft £581.71 15/05/2023

 Zurich Insurance £167.44 15/05/2023

N Hollett £80.00 15/05/2023

N Hollett £7.75 15/05/2023

Total £836.90

Credit –

 Swansea City Council £2229.50 28/04/2023

 Total £2229.50

Therefore –

Balance:

 £1943.76 Current Account

 £2846.05 Saving Account

1. To consider any invoices or accounts for payments and any requests for donations under section 137 of the Local Government Act 1972 – Cllr Hollett reported that the refreshments for the tree planting had cost £7.75 and the tree plus delivery cost £80.00 in total as opposed to £70.00 agreed at the February 2023 meeting, an increase of £10.00. As each payment or increase in payment was £10.00 or under Cllr Ponting agreed the payments and they were then presented to members at the May meeting retrospectively. These payments were agreed by all members present. Cllr Brown reported that Green’s were happy to reimburse the community council for the cost of the tree and the refreshments.

**8. Biodiversity Report**

The clerk edited the document to reflect amendments suggested by members. This was then sent out to all members before the meeting. After a brief discussion, it was proposed by Cllr Bates and seconded by Cllr James to adopt the Biodiversity Report and send it out to residents and on to One Voice Wales. This was agreed by all members present. It was also agreed that the ‘It’s for Them’ report also be resent to residents on the mailing list and to ask what residents want the community council to do next as part of our Biodiversity Action Plan, to be discussed at the next ‘Meet Your Councillor’ session. The clerk to send the BAP template to Cllr I Brown as he agreed to take the lead on this.

Cllr Ponting thanked the clerk and Cllr Mobbs for their hard work in producing the document.

**9. Traffic Working Party**

Cllr Bates reported he had been in contact with Go Safe, he is waiting for them to come back to him with a date to meet. It was agreed by all members present that he chase them up to agree a meeting date. They will need to designate one spot at a time to concentrate on. Cllr Bates suggested starting with the North Hills Lane area on the A4118 in Penmaen. Cllr James reported the issue of racing on Pengwern Common and suggested that this area is looked at too. Cllr Bates reported that no further information had been reported on how the 20mph speed limit campaign will be implemented on Gower. It was agreed that he chase this up with the campaign organisers.

Cllr Church reported that he had spoken to officials at Kilvrough Manor regarding traffic management. It was agreed by all members present that Cllr Bates write to Oxford City Council as the owners of the manor to ask if they have a view on traffic management around their wall. It was agreed that Cllr Bates draft a letter to be sent out by the clerk.

**10. Removal of ivy from roadside fences**

Cllr Church reported that the fence on the roadside stretching from the forge in Parkmill to the bottom of Sandy Lane is choked with ivy as well as the railings in Ilston along the bridge. It was agreed that the clerk ask Cllr L James if this can be dealt with by the maintenance team.

**11. Local Area Coordinator Guides for Community Councils in Gower**

An email was received from Natalie McCombe, the Local Area Co-ordinator for Gower containing a guide for community councils aiming to raise awareness of what local area co-ordinators can do, how they do it and why. After discussion, it was agreed that the clerk contact Ms McCombe and invite her to a meeting to present to the council on how we can work together to aid the community.

**12. Correspondence**

Correspondence received by post and **noted.**

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Email correspondence received, forwarded to members and **noted.**

1. 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. After discussion, 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. It was also agreed that the clerk contact the Practice Manager at The Gower Medical Practice to ask, as they are an independent practice, if they have any plans to have a phlebotomist on site.
2. Received on 11/05/2023 from One Voice Wales, The Good Councillor’s Guide to Employment - Noted
3. Received on 15/05/2023 from Bridget Stein regarding dog behaviour and the offer to put up signs. It was agreed by all members present that the clerk contact Sergeant Chadwick and also Swansea City Council to ask if they have appropriate signage. It was agreed that the clerk reply to Mrs Stein and report that the ‘dogs on leads’ signs are usually used on farm land and not open access areas but to let her know that the CC are contacting the police and Swansea Council to ask about appropriate signage and inform her that Cllr Church will bring the issue up at the Local Access Forum and that the CC will also raise it with the National Trust Gower Co-ordinator when she attends a CC meeting.
4. Received on 22/05/2023 from Michael Beardshaw, Senior Electoral Services Officer for Swansea Council, re: Updated Guide to a Casual Vacancy – Noted, the clerk has saved a copy and sent out to members.
5. Received on 24/05/2023 from one Voice Wales re: the Assets Collaboration Programme in Wales, Phase 3 – The grant scheme run until 31/03/2024, providing individual grants of between £10000 and £75000 revenue and up to £250000 capital, to public sector organisations to support collaboration projects. After discussion, it was raised that the community council has looked at this before in relation to the land in front of Tor View Penmaen and that the all the legal and practical implications of owning land would have to be very carefully considered.
6. Received on 25/05/2022 from Clive Scott, Footpath Officer for Bishopston CC asking who he should contact at ICC regarding creating an informal group to discuss footpaths in the area, especially in light of the Bishopston and Pennard area Walkers are Welcome initiative. Cllr Church agreed that the clerk could pass his details onto Mr Scott.
7. Received on 25/05/2023 from One Voice Wales re: Welsh Government Climate Change Bulletin, May 2023 – Noted
8. Received on 26/05/2023 from Annzella Gregg from North Hills Lane regarding the cutting of the hedge along the lane that boarders the road and Three Cliffs Holiday Park and the hedge that boarders the car park within the holiday park. She acknowledges there is a need to cut hedges back for visibility but is concerned for nesting birds and feels that the hedge cutting has been premature and could be handled with more consideration for the needs of wildlife. Cllr Beynon declared an interest in this item as his family own the holiday park and took no part in the discussion other than to answer direct questions from ICC members. The clerk reported that she had forwarded the email onto Cllr Lynda James who advised contacting NRW. After discussion, it was agreed that the clerk respond to Ms Gregg to say that she could report the issue to Swansea Council via their online report form on their website and also to NRW. As Ms Gregg had mentioned in her letter that the RSPB recommend, in the first instance, talking to the other party, Cllr Beynon was asked if he would be happy to discuss the matter with Ms Gregg. Cllr Beynon agreed and said he was happy to do so. It was also agreed that the clerk send the ‘It’s for Them’ Welsh Government report to the Holiday Park and to let Ms Gregg know that this had been done.
9. Received on 30/05/2023 from Deryck Evans, Audit manager for Audit Wales, regarding the Audit Notice 2023. Monday 11th September has been appointed as the date that electors can exercise their rights to inspect the accounts and supporting documents. The Audit Office will complete their audit work before this date if possible. By 18th June all councils must publish the Audit Notice and display on a noticeboard and on the website for a minimum of 14 days and after the 14 days make appropriate arrangements for the public to inspect the accounts etc for a total of 20 working days from 3rd to 28th 2023. The accounts must be available for inspection on reasonable notice during the inspection period. This will be facilitated by the clerk.

**13.Any Other Business**

1. Cllr Church reported that after attending the Code of Conduct training, he was informed that, although there is a need to put councillor details on the website, no personal contact information should be uploaded and the clerk should be the single point of contract. Cllr Pleydell agreed to facilitate this but reminded members that the list of councillor interests and conflicts of interests should be on the website and to contact him with this information if not already done so.

**Date of Next Meeting**

It was agreed that the next meeting be held on June 28th at 7pm at the Barham Centre and online.

Meeting closed at 9.15pm