Ilston Community Council

Minutes of Meeting held on 23rd November 2023

At a meeting of Ilston Community Council, at the Barham Centre, Parkmill on Wednesday 23rd November 2023 at 7pm:

**Present**:Cllr D Ponting, Cllr R Church, Cllr Mobbs, Cllr N Hollett,

Cllr H James, Cllr B Beynon, Cllr S Pleydell and Cllr I Brown.

**Apologies:**

Cllr Huffer

**Also attending:** Cllr L James (City & County of Swansea), Mr A Hill - Internal Auditor and Mr P Sizer -Clerk,

**In the Chair:** Cllr D Ponting

The chair introduced Mr Alan Hill to the Community Council as the new Internal Auditor

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| **1.** | **Apologies for Absence**  Apologies received from: Cllr N Huffer, Cllr C Bates |
| **2.** | **Declaration of Personal Interests**  There were no declarations of interest stated  At this time, the chair proposed to alter the agenda order and bring part of item 7 forward. There were no objections |
| **7.** | **Consider financial statements**  The clerk presented two proposed budgets to the Council. One based on an increase in precept of 6.8% and the other at 10%. Discussion was held on the budget and a Cllr Ponting proposed accepting the 10% budget which was seconded by Cllr Pleydell. The motion was carried unanimously. The chair thanked the clerk for the preparation of the budget. |
| **3.** | **Consider representations from members of the public**  There were no members of the public attending the meeting |
| **4.** | **Approve minutes of monthly meeting held on 27th September 2023**  Cllr Mobbs noted an error on the page 7 item 12 with regard to the debris on Sandy Lane. The clerk had noted Cllr Bates as the Action Point where it should have been Cllr Mobbs.  Cllr Hollett also asked on page 1 section 2 Declarations of interest it be added that “He is a member of the Wildlife Trust of South and West Wales”. The clerk agreed to add this to the minutes.  Apart from the changes above, Cllr Brown proposed accepting them as a true record and this was seconded by Cllr Mobbs. The motion as carried unanimously.  At this stage Mr A Hill left the meeting |
| **5.** | **Matters arising**   * Parking on land adjacent to the Penmaen and Nicholston village hall – matter closed * Footpath in Parkmill – the work has been completed; however, the steps have been removed. Cllr Church to contact to have these reinstated. **ACTION POINT Cllr Church** * Iron Man Meeting – Cllr Church is arranging a survey of businesses on Gower and how they have been affected by the Iron man events. The survey will now be sent to all businesses.   **ACTION POINT Cllr Church**   * Lunnon Hill closures – it was reported not all events are obtaining the correct closure notices and advising members of the public. Cllr Church will draft a letter to send to all the owners of the events which use Lunnon Hill for closures for events.   **ACTION POINT Cllr Church**   * Emergency phone at Three Cliffs Bay – Cllr Brown confirmed that he had made an informal request to the Gower Society for assistance who appeared acceptable to the proposition. Their next meeting is in January. Cllr Brown to prepare a bid for funds.   **ACTION POINT Cllr Brown**   * GWR funding for community bus – Cllr Mobbs reported she had approached GWR but we were not eligible for support for the bus – matter now closed and other sources to be investigated. * Swansea and Gower Local Access Forum – Cllr Church reported better signage was in place. They were meeting again next month and Cllr Church would remain in contact with them.      * Meet your Councillors – Cllr Brown would arrange the meeting and would have support from an environmentalist. No date has yet been set and Cllr Brown will advise.   **ACTION POINT Cllr Brown**   * Footpath from Nicholston to Perriswood – Cllr Ponting has joined this action group and will keep the council informed. * Linked to the above a discussion was held regarding the possible reinstatement of the footpath between Parkmill and Pennard through Kilvrough Woods. * New Coordinator for National Trust – the new coordinator is   Mrs Ferguson and the chair has invited her to join the meeting in  January.   * Traffic speed around Kilvrough Manor – Cllr Ponting reported he had made contact with Go Safe. He had received correspondence from Tonia Antoniazzi and Rebecca Evans regarding the speed issues.  **ACTION POINT Cllr Ponting** * Removal of Ivy – as Cllr Bates had offered his apologies this matter has been transferred to next meeting   **ACTION POINT Cllr Bates**   * Cllr James reported that the new Local Area Coordinator (LAC) for Gower has been appointed and is in position. She will be invited to meetings if there is anything specific for her. Her role is to offer support and social needs including financial support. It was agreed Cllr James will act as the link between the Community Council and the LAC. * The e-mail had not been sent out to the community as the clerk had no current access to the e-mails system. The laptop was made available to him at the meeting and he will arrange to send out a message to all residents asap. **ACTION POINT Mr P Sizer** * Signage at Three Cliffs Beach – Cllr Ponting had spoken to the local manager for RNLI who was waiting for a visit from the Wales and West Safety Officer to confirm best signage and positioning.   **ACTION POINT Cllr Ponting**   * Benches – Cllr Ponting reported a new bench had been installed outside Penmaen Village Hall and he thanked Cllr Lynda James and City & County of Swansea for their support. He had not completed the risk assessment at that time as waiting for the necessary documentation. Mr Sizer offered a copy of the Risk Assessment he had written at Reynoldston CC recently for their Lawn Mower. **ACTION POINT Cllr Ponting** * Updated Policies were to be discussed later in the meeting but all policies will be put on the website asap and copies sent to the clerk for a central file. The Accident Book had been given to the clerk. * Update on the fallen tree in the river. NRW had removed the smaller limbs to ensure water flow. There were issues with other fallen trees higher up the river and the clerk was asked to write to NRW asking them to look at these trees and any that might be in danger of falling into the river and thus causing a flood situation   **ACTION POINT Mr P Sizer**   * On the same subject, Cllr Brown recommended the Community ought to have a “Flood Plan Report” written which would include the risk of the trees falling into the river. This was agreed by all Councillors who offered various suggestions as to steps that could be taken if there was a flood. Sandbags? Storage of sandbags etc? Cllr Church suggested involving NRW be involved.   **ACTION POINT** **Cllr Brown**   * Sandy Lane had been cleared of debris but it had returned. Cllr Mobbs to contact City & County of Swansea again to remove the debris. Cllr Lynda James reported that the pot holes repairs at the top of Sandy Lane had been put out to tender and City & County of Swansea were waiting the costings.   **ACTION POINT Cllr Mobbs** |
| **6.** | **Consider planning applications (and process in event of bi-monthly meetings)**  At the last meeting, it was noted that the move to bi-monthly meetings could cause an issue with any planning application which “fell” between meetings and reporting back any findings to City & County of Swansea. Cllr Hollett reported that steps were in place to hold an extra ordinary meeting if required to discuss any planning application.  **Cobwebs Penmaen Swansea**  A 15-page document had now been submitted by the applicants which is on the planning website. Cllr Brown suggested inviting a member of the planning department when the full application is made. So far, no formal application has been made, only a pre-application.  **Bryngolau Penmaen Swansea**  [*Part two storey/single storey rear extension, removal of conservatory and one chimney stack, external wall insulation, decking area, roof lights, PV panels, air source heat pumps, storm porches, roof and fenestration alterations*](https://property.swansea.gov.uk/online-applications/applicationDetails.do?keyVal=S4F82MEVIGU00&activeTab=summary)  The Community council had no objections to this application  **Rectory Collage Ilston Swansea**  *Works to trees in Ilston Conservation Area*  A discussion was made on this felling of one Hornbeam tree. Whilst it was felt any felling of a tree on Gower was a shame it had to be down to the Tree Preservation Officer to decide the matter and the council offered no objections. |
| **7.** | **Consider financial statements**  Only the budget had been discussed previously at the meeting so the chair returned to this item.  The bank balances stood at £2840 in the savings account and £1916 in the current account.  Cllr Church declared an interest in the following matter. There would be an invoice to pay for £150 to Swansea Bay Tourism for the membership of the Community Council and use of Zoom licence.  The net salary of the clerk is due at the end of November circa £373.02 and a HMRC payment circa £93.25 for PAYE. These values are approx. at present as the final salary values have not been calculated by the new accountant yet. Cllr Hollett proposed and Cllr Beynon seconded that these payments be made. The motion was carried unanimously. |
| **8.** | **Grant requests**  It was agreed that a new item would be added to the agenda to recognise any grant requests.   * Air Ambulance – a donation was suggested of £100 and proposed by Cllr Church which was seconded by Cllr Brown. This was carried unanimously. * Friends of Gower – an organisation that supports signage and welfare of animals on Gower. A suggestion of a donation of £100 was proposed by Cllr James and seconded by Cllr Pleydell. The motion was carried unanimously. * The community bus was discussed which had recently ceased operations. Cllr Lynda James gave an update on the service. DANSA had taken over the operations but it was costing over £2,000 per month to operate. Income received from customers was in the region of only £1,000. Cllr Lynda James reported that a Pennard Charity had made an application to the Gower Society for support. Cllr Church suggested possible sponsorship of the bus. Cllr Ponting proposed offering a grant of £120 to the service which was seconded by Cllr Pleydell. The motion was carried unanimously. |
| **9.** | **Reports from members**  Cllr Beynon reported he had been in conversation with RNLI to offer lifeguards at Three Cliffs Bay beach but they required a contribution from businesses in the area to be able to operate their service.  Cllr Pleydell asked for approval of the policies he had re-written which had been previously circulated around the Councillors. The policies are:  *ICC Induction Policy*  *ICC Information Data Protection*  *Display Screen Equipment Workstation checklist*  Cllr James proposed and Cllr Brown seconded accepting these revised policies. The motion was carried unanimously.  The last policy *ICC Model Publication Scheme* was referred to the January meeting on the recommendation of Cllr Pleydell.  The chair thanked Cllr Pleydell for his work on these policies.  It was agreed by the Councillors that an admin charge of £10 would be charged by any members of the public who wanted information from the Council to cover the clerk’s time and printing costs.  Cllr Mobbs had met with Welsh Water along with other Councillors. Welsh Water have upgraded the pumps in the area to improve water quality.  Welsh Water will also be surveying the pipes generally in the area.  Cllr James reported she had attended the on-line presentation from Community & Town Councils Forum - 22 November 2023. There were two matters presented, one on planning and the processes planning undergo – Cllr James reported nothing new was evidenced. The other presentation was on Foster Wales with a request for more foster parents to come forward. Presentation slides will be forthcoming.  Cllr Hollett reminded everyone of the Penmaen Village Hall Childrens Christmas Party at Penmaen Village Hall on Sunday 3rd December.  Cllr Mobbs noted that the 20 mph repeater signs through Parkmill had been removed. Cllr Lynda James stated this was done as they are no longer a requirement under the recent “blanket” 20 mph in residential areas.  Cllr Mobbs also stated the debris had returned to the bottom of Sandy Lane with all the recent bad weather (as noted previously in these minutes). She will contact Highways at City & County of Swansea to have the debris removed. |
| **10.** | **Receive correspondence**  *There has been a delay in the clerk accessing e-mails so responses to e-mails from residents has been delayed.*  An e-mail had been received from David Brooks regarding the state of the roads around Lunnon to Ilston where they had been cleaned for the Ironman event but had not been cleaned since. Cllr Mobbs will take this matter to Highways.  An e-mail had been received from a Sandra Llewellyn Morgan regarding trees behind her property. The matter was discussed and it was agreed there was little the Community Council could do, however, the Clerk was asked to make contact with the Tree Officers at City & County of Swansea to investigate. |
| **11.** | **Clerks Update**  This is a new item on the agenda and it was a suggestion from the clerk where he could advise the councillors of any actions he had undertaken since the last meeting.  The clerk reported he had received notification from NALC that the new pay levels had been agreed from 1st April 2023. As he had only recently started with the Community Council, he was going to forgo the pay increase and suggested he be started on 1st April 2024 at the new rate. His contact also stated an increase in scales each year but he would also forgo this increase in April 2024. He would ask for an increment on the pay scale from April 2025. The chair thanked the clerk for this offer.  The clerk also advised he needed to undertake training arranged by the SLCC. It was recommended he undergo the Introduction of Local Council Administration with a course fee of £120. This fee would be spilt between Ilston Community Council and Reynoldston Community Council. Cllr Pleydell proposed the training and this was seconded by Cllr Beynon. There were no objections and the motion was carried unanimously. |
| **12.** | **Any Other Business at the discretion of the chair**  It was suggested that at the January meeting discussions be held on the Council’s Bio Diversity Plan. Suggestions were to be made to Cllr Brown. Cllr Pleydell offered his support the writing the plan. |
| **13.** | **Time and Date of next meeting**  The next meeting will be held on Wednesday 31st January 2024 at 7pm |
|  | The meeting closed at 9.23 |