**MINUTES OF MEETING**

**HELD AT THREE CROSSES COMMUNITY CENTRE**

**ON THURSDAY, 20th NOVEMBER 2014 AT 7.30pm**

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|  | **PRESENT**: | |
|  | **Community Councillor** | **Community Councillor** |
|  | Paxton R Hood-Williams (PHW) | Phil Place (PP) |
|  | Warren Smart (WS)  Kevin White (KW) | Daniel Pugh Jones (DPJ) |
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|  | **Clerk:** Ian Donaldson [ID]  **Members of the Public present: None** | |
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**Meeting commenced 7.30pm Community Councillor P R Hood-Williams (Chairman of the Community Council) presiding**

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| **ITEM** | **HEADING** | **ACTION BY** |
| 491  492  493  494  495  495  496  497  498  499  500  501  502  503  504  505  506 | **APOLOGIES FOR ABSENCE**  Apologies were received from Cllr Place.  **DISCLOSURES OF PERSONAL PREDUDICIAL INTEREST**  Declarations of interest were received from Cllr Hood-Williams with regard to all City & County of Swansea matters.  **CHAIRMAN’S REPORT**  Cllr Hood-Williams wished everyone a happy and prosperous 2015. He remarked that the ‘carols around the tree’ event and the village Christmas dinner dance were very successful and very well attended. He also expressed the thanks of the village to the Morgan family for once again donating a lovely Christmas tree for the centre. He said the lights were much better this year following the external power supply being fitted.  **MINUTES OF MEETINGS**  The minutes of the previous meeting held on 20th November 2014 were confirmed as a true record of the proceedings. This was proposed by Cllr White, seconded by Cllr Jones and carried unanimously. Cllr Aubrey abstained as he was not present.  **MATTERS ARISING**  [461] Cllr Hood-Williams reported that the issue regarding rights of way onto Fairwood Common from the bottom of the lane opposite the Killan Fawr Stud farm had been discussed at a Local Access Forum he had chaired. It had be decided that, because one footpath was open and in use, the other 2 would be extinguished. However a new footpath would be created into Prior’s Wood [Wildlife Trust land].  [462] **LHCC & TCCC Meeting –** the chairman reported that he had accepted the LHCC proposal to convene a meeting with all councillors from both councils present, but without the clerks. The minutes would be taken by Mr Huw Evans, Head of Democratic Services at C&CS.  [479] Centenary Fields Programme - the clerk told the meeting that he had researched this further. It was agreed that the scheme would not be relevant to Three Crosses.  [483] Cllr Hood-Williams stated that he now had the appropriate grant application forms. The meeting with Cllr White, himself and Wyn Griffiths and Henry Arthur will be held soon.  **CLERK’S REPORT & CORRESPONDENCE**  **1.** **Christmas Tree** – Supplied by Rob Morgan. New lights bought and erected. Successful Carols around the Tree event.  **2. Poppy Planting** – 5 X 2000 seeds purchased ready for Summer 2015.  **3.** **Biodiversity Audit Report [WTSWW]** – received and circulated. Presentation Evening held on 25/11/14. End of Project Final Report Form submitted to Environment Wales for approval. Trust Meeting needed to decide action plans.  **4. Hanging Baskets 2015** – Work Order placed for summer baskets.  **Correspondence Received/Sent in October & November**  **5**. **Pennard Library –** letter received from Steve Hardman, Library Services Manager, C&CS. Circulated 24/11/14.  **6.** **Footpaths LH 64,65,66 & 71 –** Proposed Creation & Extinguishment Orders received from C&CS Council and circulated 06/01/15 to councillors. No changes from draft in November.  **7. 2015/16 Precept –** Calculation Letter received 4/12/14 and based on 718 band ‘D’ equivalents.  **8. WAG National Transport Plan** – Consultation document received and circulated 15/11/14.  **9. Centenary Fields Programme** – Further information received for next meeting.  **10. Section 137 Expenditure Limit 2015/16 –** Letter received and circulated 6/1/15 [£7.36/elector].  **11. Wildflower Planting 2015 –** Quotation received and circulated 6/1/15 [for £260.25 +VAT].  **12. SLCC/ NJC Pay Awards** - 2.2% [2 year deal] built into the budget for 2015/16 year.  **13. OVW/SLCC Practitioners’ Guide 2011 –** Amendment document received & circulated 16/12/14. Amendments made to Chapter 8 [Internal Audit] and Chapter 13 [Budget setting and monitoring].  The clerk presented a document which reviewed the TCCC governance documents and compared these to these amended guidelines. He concluded that with regard to Chapter 13, the council already met the recommended standard. However with those in Chapter 8, ‘**Regulation 4 now requires Community Councils to carry out an annual review of their system of internal audit and control.’**  **It was resolved that;**  [a] The Community Council designate two councillors, one of whom would perform a review once per annum.  [Cllrs Aubrey and Hansford, as non cheque signatories, agreed to undertake this.]  [b] The review would take place following the completion of the internal audit and receipt of the auditors report in May. The reviewer would report back to a full meeting of the Council in June, prior to the External Audit/ Annual Return being submitted.  [c] This procedure should be written into the relevant governance documents for this council.    **SUB-COMMITTEE REPORTS**  There were no reports this month.    **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**  The clerk presented the December & January accounts for payment. It was proposed by Cllr Jones that these be accepted. Cllr Smart seconded this and the motion was carried unanimously. The approved accounts are appended to these minutes.  **COMMUNITY COMMUNICATIONS**  The chairman thanked Cllr Hansford for the January - March newsletter. It had been welcomed across the village. Cllr Smart mentioned a few problems brought to his attention regarding the biodiversity survey report and recommendations.  **CAPITAL PROJECTS**  Cllr Smart presented a detailed 2 year plan of the capital project scheme(s)and said he would circulate the document to all councillors soon. The chairman thanked Cllr Smart for his hard work. It was decided that the projects should be discussed at a separate meeting when the document is available.  **CITY COUNCIL MATTERS**  Councillors remarked that the 20mph at the bottom of Pant y Dwr had blown down yet again. Cllr Smart pointed out that despite reporting it recently, the street light near No1 Chapel Rd was still out. Cllr Jones said that the one outside No 23 Pant y Dwr was also out. The chairman agreed to take up these matters with C&CS.    **PLANNING APPLICATIONS**  Cllr Hood-Williams advised the meeting that after consultation with the public, Planning Rules were changing with respect to the ‘calling in’ process.  The Chairman left the room at this point with Cllr Smart taking the chair.  Applications considered:  2014/1791 Siting of temporary caravan, 24 Gowerton Rd. NO OBJECTIONS  2014/1984 Demolish stable block & build residence, land next to 25 Tirmynydd Rd.  NO OBJECTIONS  2014/1863 Single story extension at rear of Fermain, Tirmynydd Rd. NO OBJECTIONS  Cllr Hood-Williams re-entered the room and resumed the chair.  **FOOTPATHS AND BRIDLEWAYS**  Nothing further to report.  **DELEGATES REPORTS**  No reports this month.    **REGISTER OF MEMBERS INTERESTS**  The clerk stated he had received duly completed forms from Cllr Aubrey. Cllr Jones apologised and said he would submit his form soon.  CllrPlace would be reminded of his legal responsibilities.  **DATE OF NEXT MEETING**  The next meeting will take place on Thursday the 19th February 2015.  The meeting closed at 8.55 pm. | PHW  ID  PHW/KW  PHW/ID  ID  ID  NLA/BH  ID  ID  ID  WS  PHW  ID  DPJ  PP |