**MINUTES OF MEETING**

**HELD AT THREE CROSSES COMMUNITY CENTRE**

**ON THURSDAY, 15TH SEPTEMBER 2016 AT 7.15pm**

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|  | **PRESENT**: | |
|  | **Community Councillor** | **Community Councillor** |
|  | Paxton Hood- Williams [PHW]  Khan Prince [KP]  Belinda Hansford [BH] | Warren Smart (WS)  Nigel Aubrey [NA]  Kevin White [KW] |
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|  | **Clerk:** Ian Donaldson (ID)  **Members of the Public present: Sally McGregor** of Joiners Rd, Three Crosses.  Sally was introduced by Cllr Hansford to the councillors present. She said that she had attended the meeting to bring to the attention of the council the ‘Cariad’ registered charity run by Anthony Hamilton- Shaw. She explained that she and Cllr Hansford had met with Cariad to explore the possibilities of siting some of these life- saving aids throughout the village. It was recommended that around 5 defibrillators be positioned in locations to be determined. Sally explained that these items cost £900 each + £450 if sited externally in a cabinet. These costs include regular checks and maintenance for a period of 7 years. Cllr Hansford told the meeting that other Gower councils had successfully applied for Big Lottery funding up to £5000. She said that they had spoken with the headmaster of Crwys School who had agreed to support the project and could arrange a sponsored walk and an event in school. Raising awareness was an important task in order that residents are not frightened to use the equipment. Training sessions would be held to show the procedure and dispel myths and concerns.  The chairman echoed the views of other councillors present by welcoming the initiative. It would be discussed in the formal meeting under the agenda item capital/community strategy.  **Also present at the meeting Miss Dana Evans, secretary of Three Crosses Neighbour Watch, who requested that an article on this body be included in the next Crwys News.** | |
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**Meeting commenced 7.30pm Community Councillor Paxton Hood-Williams (Chairman of the Community Council) presiding**

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| **ITEM** | **HEADING** | **ACTION BY** |
| 825  826  827  828  829  830  831  832  833  834  835  835  836  837  838    839  840  841 | **CHAIRMAN’S REPORT**  Cllr Hood-Williams welcomed everyone to the meeting after the summer break.  **APOLOGIES FOR ABSENCE**  Apologies for absence were received from Cllr Daniel Jones.  **DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST**  Cllr Hood- Williams declared an interest in all matters pertaining to the City & County of Swansea.  **MINUTES OF MEETINGS**  The minutes of the previous two monthly meetings held 16/6/16 and 21/7/16 were approved by those councillors present. The minutes of the extraordinary meeting held on 2/8/16 were also approved.  **MATTERS ARISING**  [769] It was noted that the road down to the Wern had now been repaired and that the potholes on Cae Mansel had been filled in again.  **CLERK’S REPORT AND CORRESPONDENCE**  **1.**  **2015/16 External Audit –** Annual Report received back 3/9/16 unqualified, however two recommendations for improvement have been made. **Report to be made to Council.**  **2. 2016-19 Ground Maintenance Contract -** Tender documents issued to four interested contractors. Three returned completed and which would be opened in the Finance meeting to follow.  **3. Community Centre / Old Lane Road repairs** – no progress made.  **4. TCCC Toshiba laptop-** replacement battery purchased & fitted **26/8/16.**  **5. Playground Project –** Designs and quotations received from 2 suppliers**. People and Places** Stage 1 Grant application for Lottery funding submitted 5/9/16 for £67,000 plus VAT.  **6. Community Grants 2016/17 –** notices posted and previous recipients contacted. Eight applications received.  **7. Village Green Application –** Work to prepare a submission to the Independent Inspector completed and submitted 13/9/16.  **8. Community Centre Oak Tree** – this tree is beginning to show signs that it is ill. It is recommended that a qualified arborist/tree surgeon be asked to advise on it.  The clerk to speak with Martin Bignall of C&CS Home Farm for advice.  **Correspondence Received/Sent in August & September**  **8. LHCC & TCCC Financial Situation –** Jeremy Parkhouse has emailed to say that he will be contacting One Voice Wales to discuss the matter further and will be presenting a report to the next LHCC meeting on 15/9/16.  **9. LDP Deposit Plan Consultation –** various letters and emails received and circulated with regard to additional drop in sessions. Email received from LDP officer to explain the mistake with FA010 map.   |  |  | | --- | --- | |  |  |   **EXTERNAL AUDIT & ANNUAL REPORT 2015/16**  The clerk presented the Annual Report and Issues Arising Report to the council. He stated that the external auditors report said remarked that *in their opinion the information contained in our Annual Report was in accordance with proper practices and that no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.*  However two recommendations for improvement had been suggested in the issues arising report.  1. The council had not, in the opinion of the external auditor, when engaging the services of the internal auditor provide enough detail about the scope of the work to be carried out. ***The agreed action plan was for the clerk to write to the internal auditor in January and agree a specification of duties and expectations.***  2. The council in setting the budget and precept for 2016/17 had not taken into consideration the level of reserves held by the council.  ***The agreed action plan was for the clerk to minute that the level of reserves had been discussed in the Budget Finance Meeting and a level agreed.***  Cllr Aubrey expressed the view that the points raised by the external auditors were nothing but pedantic nit picking. He proposed a vote of thanks to the clerk which was seconded by Cllr Hansford and passed unanimously.  **SUB-COMMITTEE REPORTS**  There were no reports however Cllr Hansford said that she would call a Summer Fete/ Hogroast event meeting later in the year to discuss next year’s arrangements.    **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**  The clerk presented the August & September accounts for payment. It was proposed by Cllr White and seconded by Cllr Aubrey that the accounts be approved. The motion was carried unanimously. The approved accounts are appended to these minutes.  **COMMUNITY COMMUNICATIONS**  Cllr Hansford reported that the Village Christmas Dinner Dance would be held at the Gower Golf Club on the 17th December and would cost £23pp. She also reported that the Carols around the Tree event date had not yet been fixed.  Cllr Hansford then reported that the Oct – Dec Crwys News was still a work in progress.  It was hoped to include articles on ;  Community Grant Awards, Defibrillators, School news, CDSA award, Football Club, Neighbourhood Watch. The deadline for going to print was 23/9/16.  Cllr White suggested putting an extra 2 weeks of ‘What’s On’ into each edition as an overlap. This was agreed unanimously.  The format and content of the Neighbourhood watch article as discussed and agreed. The question of the latest information on the LDP process was raised. It was decided that the Chairman would include the factual information in his letter to residents, but that an insert provided by some residents could be delivered at the same time as the newsletter by councillors. The newsletter would include a disclaimer to state that these were not the views of this council.  **CAPITAL PROJECTS**  The clerk explained to the meeting that a stage one application for a People & Places Big Lottery grant had been submitted. The council should hear back within 30 days if they are able to progress to stage 2.  It was proposed by Cllr Hansford and seconded by Cllr Prince that a further grant application be prepared and submitted for the provision of at least 5 defibrillators around the village and surrounding hamlets. This was carried unanimously.  **CITY COUNCIL MATTERS**  It was reported that car tyres had been dumped along Cilonnen Road. Cllr Hood- Williams agreed to take this up.  **VILLAGE GREEN APPLICATION UPDATE**  The Chairman and clerk updated the council on the process. They said that a submission had been made to the registration authority on the 13th September. This stated the legal arguments and information to be used by the council at the public enquiry to be held 25th October in the school hall.  Cllr White proposed a vote of thanks to the chairman and clerk for their efforts in progressing this matter. This was seconded by Cllr Aubrey and carried unanimously.  **PLANNING APPLICATIONS**  Cllr Hood Williams left the room at this point and Cllr Smart took the chair. Application number 2016/0877, the appeal by Mr Victor Johnson against the refusal of planning permission on the land behind Cilonnen Rd was discussed. The council decided that, as it had objected strongly to the original application there was no need to make additional comments.  Application 2016/1646, No 2 Gowerton Rd, and the building of a annex. This was discussed at length and it was decided that the council should comment *that the application should only proceed on the condition that it is used solely in conjunction with the host dwelling and must not be disposed of independently.*  Cllr Hood- Williams re-entered the room and resumed the chair.  He told the meeting that the City & County of Swansea LDP office had mistakenly used the wrong map for candidate site FA 010 in the Draft Deposit Plan. The final plan is to be amended accordingly. A delegation of concerned residents had met with Cllr Hood- Williams and Mr Paul Mellor in the Civic Centre, where the latter had explained the process and how the error had been made.  The clerk was asked to include more information about each planning application on the agenda for meetings.  **FOOTPATHS AND BRIDLEWAYS**  Cllr Khan reported that the signage on the footpaths around Cefn Golau and onto the Gower Golf course was very confusing. The clerk would report it to the City Council.  **DELEGATES REPORTS**  There were no reports.  **DATE OF NEXT MEETING**  The next monthly meeting would take place on Thursday 20th October to be followed by a Village Trust Meeting.  The meeting closed at 9.00pm. | ID  ID  ID  ID  BH  ID  BH    BH    BH  ID  ID    PHW  ID  ID  ID  ID |