



MINUTES OF MEETING
HELD AT THREE CROSSES COMMUNITY CENTRE
ON THURSDAY 20TH JUNE 2019 AT 7.30pm

PRESENT:

Community Councillor

Paxton Hood-Williams [PHW]
 Warren Smart [WS]
 Belinda Hansford [BH]
 Sally McGregor [SMcG]

Community Councillor

Janet Taylor [JT]
 Kevin White [KW]
 Daniel Jones [DJ]

Clerk: Ian Donaldson (ID)

Members of the Public present: None

Meeting commenced 7.30pm Community Councillor Paxton Hood-Williams (Chairman of the Community Council) presiding.

ITEM	HEADING	ACTION BY
1364	<u>CHAIRMAN'S REPORT</u> The Chairman welcomed everyone to the meeting.	PHW
1365	<u>APOLOGIES FOR ABSENCE</u> There were no apologies, all councillors were present.	
1366	<u>DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST</u> There were declarations of interest from Cllr Hood-Williams, with regard to all CCS matters.	
1367	<u>MINUTES OF MEETINGS</u> Cllr Hansford proposed acceptance of the minutes from the AGM held 30/5/19. This was seconded by Cllr McGregor and the motion was carried unanimously. Cllr Smart proposed acceptance of the minutes from the monthly meeting held on the same date. Cllr Jones seconded this and the motion was carried unanimously.	
1368	<u>MATTERS ARISING</u> There were no matters arising from the AGM minutes. [1336] Cllr Hood-Williams reported that he would again speak with C&CS about making good the grass banks and the Gower Way stone at the Community Centre crossroads.	
1369	<u>CLERK'S REPORT AND CORRESPONDENCE</u> 1. Somerset Trust – Letter sent to Somerset Trust asking for a lease to maintain the land along Tirmynydd Rd.	

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_____ **Cllr P R Hood-Williams**

<p>1369</p>	<p>2. External Audit 2018/19 – Annual Return sent to BDO LLP. Internal Audit Process Review being undertaken by Cllr White.</p> <p>3. Banc Drainage Survey & Report – Design and Specification Report received and circulated for discussion in the June Meeting. <i>Cllr Smart questioned some of the detail of the specification produced by the consultant engaged to report. He agreed to speak directly with Mr Alan Lewis to discuss his concerns.</i></p> <p>4. Big Lottery Grant – Application form submitted and acknowledged 10/6/19.</p> <p>5. Banc Deeds & Conveyancing to TCCC – Letter sent to Somerset Trust Estate Office 24/5/19 asking for a certified copy of the document to be provided. The clerk reported that he had since spoken with Mr Christopher Smith about this matter.</p> <p>6. Information Commissioners Office (ICO) – GDPR Registration Fee. As a town or community council, the law says if you are processing personal data you must pay a data protection fee to the ICO, unless you are exempt. The easiest way to establish whether you need to pay or if you are exempt is via https://ico.org.uk/for-organisations/data-protection-fee/ Failure to pay the fee could result in a fine of up £4,000. The clerk applied to register the council at a cost of £35 pa paying by Direct Debit. <i>Cllr White queried whether each individual councillor should register with the ICO as an individual. Elected representatives are exempt from paying the fee but it is not clear whether they need to register. OVW has been contacted for advice.</i></p> <p>7. Council Insurance 2019 – The 3 year LTA that we had with Zurich Insurance expires on 30th July 2019The clerk reviewed the policy and the schedule against the current needs and assets. Competitive quotations were sought and received. The attached table shows the results. After discussion it was proposed by Cllr Smart and seconded by Cllr White that Zurich Insurance, the current insurer, be awarded the contact for a 3 year Long Term Agreement. The clerk would arrange this with Zurich. The clerk was thanked for his work in putting together the quotations.</p> <p><u>Correspondence Received</u></p> <p>8. Gower Project - Email received from Stephen Crocker, Project Director. The project is a community based industry program set up to eradicate bovine TB on Gower through badger vaccination and improved bio-security measures. <i>The correspondence was noted.</i></p> <p>9. Community Grants – Application received from Julie Roper, the new treasurer of the Coed Lan Senior Citizens Club. They are asking for funding to renew the equipment in their refurbished kitchen. The list includes crockery, towels, utensils and a microwave and a Fridge Freezer. The total comes to £550. <i>It was decided that the clerk should make further enquiries about the need for brand new equipment to replace the existing ones.</i></p>	<p>WS</p> <p>ID</p> <p>ID</p> <p>ID</p>
<p>1370</p>	<p><u>SUB- COMMITTEE REPORTS</u> Cllr McGregor informed the council that preparations for the Fete and Hogroast were almost complete. Cllr Jones would operate the meat BBQ and Peter Hansford the Vegetarian/Vegan one. The band, Cold Comfort Club would play from 8.00pm until late. Their fee would be £250 this year.</p>	
<p>1371</p>	<p><u>FINANCIAL REPORT/ACCOUNTS FOR PAYMENT</u> The clerk presented the June accounts for payment. It was proposed by Cllr Jones that</p>	

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1371	these be accepted. Cllr Smart seconded this and the motion was carried unanimously. The approved accounts are appended to these minutes. Cllr Hansford proposed a vote of thanks to Ann Stephens who once again had replanted the boxes on the Banc with fresh bedding plants. This was unanimously agreed.	
1372	<u>COMMUNITY COMMUNICATIONS</u> The chairman remarked that the latest Crwys News was an excellent one and thanked Cllr Hansford. Cllr Hansford tabled the proposal that to follow up on the Village Survey, the council should hold an open meeting to discuss FOUR topics that came up. The four groups would be fronted by councillors to lead the discussions; Village Tidyness - Cllr Janet Taylor Traffic Calming – Cllrs Hood- Williams & Smart Facebook Page – Cllr Hansford Events & Classes – Cllr White The event would be held on Thursday 26 th September at 7.00pm. Cllr Hansford would contact those residents that responded on the 4 above topics with a view to inviting them personally. The chairman asked to see the full survey results and suggested a Community Strategy meeting to discuss them and the council's responses. It was agreed that this would take place on Sunday 21 st July at 7.00pm in the centre.	ID/BH ID
1373	<u>CAPITAL PROJECTS</u> The clerk and Cllr Hansford updated council on the Playground Grant Application.	
1374	<u>CITY COUNCIL MATTERS</u> No problems reported.	
1375	<u>PLANNING APPLICATIONS</u> Cllr Hood-Williams left the room and Cllr Smart took over as chairman. There were two applications to discuss; 2019/1215 – 9, Llwynderw (Construction of a single storey side & rear extension and a porch) After discussion it was agreed unanimously to make no comments on this. 2019/ 1085 – 21, Chapel Road (Conversion of part of an integral garage into living area & front porch). Again it was decided unanimously to make no comments).	
1376	<u>FOOTPATHS AND BRIDLEWAYS</u> Cllr Taylor told the meeting that the style giving a right of way access across the golf course just below the entrance to the club on Gowerton Road was broken. In addition, the right of way footpath was inadequately signposted.	PHW
1377	<u>DELEGATES REPORTS</u> The chairman reported that there had been no meetings to report back from.	
1378	<u>ANNUAL REVIEW OF GOVERNANCE DOCUMENTS</u> The clerk had circulated the following revised documents prior to the meeting; The Constitution, The Code of Conduct and Standing Orders. Cllr Taylor proposed and Cllr Hansford seconded that they be accepted. They were approved unanimously.	
1379	<u>DATE OF NEXT MEETING</u> The next meeting would be held on Thursday 18 th July. The meeting closed at 8.35pm.	

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