



MINUTES OF MEETING
HELD AT THREE CROSSES COMMUNITY CENTRE
ON THURSDAY 18TH JULY 2019 AT 7.30pm

PRESENT:

Community Councillor

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

Community Councillor

Janet Taylor [JT]
Daniel Jones [DJ]

Clerk: Ian Donaldson (ID)

Members of the Public present: Ms Dana Evans, 1 Pentwyn, Three Crosses

The Chairman welcomed Ms Evans to the meeting and asked if she wished to address the council. She said she wished to raise 4 points of concern to her.

1. She asked if the 'Strategy Meeting' to be held on Sunday evening at 7.00pm was an open meeting? The chairman explained that it was an informal meeting to discuss the council's response to the Village Survey and to plan for the September Open Meeting to communicate the survey response to the community.

2. Ms Evans asked how the latter meeting was going to be organised and Cllr Hansford explained that in essence it would involve asking those who responded, how they could help the council to achieve some of the improvements they had asked for.

There would be 4 groups each tackling a problem area, but that each group was not exclusive.

3. She informed the meeting that on the previous day it had taken her 50 minutes to drive from the bottom of Cae Mansel to her home in Pentwyn. There had been a large lorry and a caravan preventing free movement of traffic. She wanted more signage at the bottom to stop these types of vehicles coming up, or down the lane.

The chairman explained that there is a greater volume of traffic on the lane due to the long queues at the temporary traffic lights on the Gowerton to North Gower road.

He further explained that the Cae Mansel lane below the Golf Club comes under Gowerton Community Council, but that he would consult with his counterpart Sue Jones, the City councillor for Gowerton.

4. Ms Evans complained about the number of cars parking on the pavements in the village, with Gowerton Rd especially bad. She showed the councillors a photograph of one car parked entirely on the pavement and fully blocking the latter. The chairman asked if she had reported it to the local police, using 101, as it was an obvious obstruction? She said that she did not, as there were far more important issues for them to deal with.

Cllrs Jones and Hansford told her that the council had highlighted the problem to the community on several occasions through Crwys News. In addition letters had been circulated by the PCSOs to advise homeowners.

Ms Evans left the meeting at 7.45pm.

CHAIRMAN OF THE COMMUNITY COUNCIL:

_____ Cllr P R Hood-Williams

Minutes of a Meeting of Three Crosses Community Council 2019-2020

Meeting commenced 7.45pm Community Councillor Paxton Hood-Williams (Chairman of the Community Council) presiding.

| ITEM | HEADING | ACTION BY |
|------|---|----------------------------|
| 1389 | <p><u>CHAIRMAN'S REPORT</u> The Chairman welcomed everyone to the meeting.</p> | |
| 1390 | <p><u>APOLOGIES FOR ABSENCE</u> There were apologies from Cllr White.</p> | |
| 1391 | <p><u>DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST</u> There were declarations of interest from Cllr Hood-Williams, with regard to all CCS matters.</p> | |
| 1392 | <p><u>MINUTES OF MEETINGS</u> Cllr Taylor proposed acceptance of the minutes from the monthly meeting held on the 20th June 2019. Cllr Hansford seconded this and the motion was carried unanimously.</p> | |
| 1393 | <p><u>MATTERS ARISING</u> There were no matters arising from the AGM minutes. [1368] 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. [1376] Cllr Hood- Williams would speak to the Footpaths Officer at next Wednesdays (LAF) meeting.</p> | PHW PHW |
| 1394 | <p><u>CLERK'S REPORT AND CORRESPONDENCE</u></p> <p>1. Somerset Trust – Letter received from Somerset Trust offering a lease to maintain the land along Tirmynydd Rd. Circulated. <i>The contents of the letter were discussed and it was resolved that the clerk should ask further questions of the Somerset Trust regarding the length of lease, whether it would be fixed amount per annum or variable, and finally who would be responsible for costs such as tree felling for example? The council asked that the clerk write to the Trust requesting a 99 year lease for a peppercorn rent in exchange for taking on the responsibility for upkeep and maintenance of the areas.</i> <i>Cllr Taylor asked if there was a Village Green Management Plan in existence? The clerk reported that he did not think so but would find out.</i></p> <p>2. External Audit 2018/19 – Annual Return sent to BDO LLP, no correspondence as yet. Internal Audit Process Review being undertaken by Cllr White. <i>He would report back in the September meeting.</i></p> <p>3. Banc Drainage Survey & Report – Design and Specification Report received and circulated. <i>Cllr Smart had been consulting with Mr Lewis and said that he now has to reply to him with an annotated specification document. He was urged to do this asap.</i></p> <p>4. Big Lottery Grant – Application form submitted and acknowledged 10/6/19. No correspondence so far.</p> <p>5. Banc Deeds & Conveyancing to TCCC – Letter received from The Somerset Trust Estate Office asking for payment for a certified copy to be provided. <i>It was resolved that the clerk write to the Trust agreeing to the fee.</i></p> | ID ID KW WS ID |

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| 1394 | <p>6. Information Commissioners Office (ICO) – GDPR Registration Fee. TCCC have applied to register at a cost of £35 pa paying by Direct Debit. However, no further correspondence received. Direct Debit authorisation now received. <i>The clerk reported that following correspondence with OVW there was no necessity for any individual councillor to register with the ICO, unless there was some other reason to do so other than being an elected representative.</i></p> <p>7. Grounds Maintenance Contract 2019-22 – Draft Document prepared for Tender process. <i>Following discussion about the scope of the document and the inclusion of an anti-bribery & corruption clause, it was proposed by Cllr Smart & seconded by Cllr Jones that it be issued in the next week for tender. The motion was carried unanimously.</i></p> <p>8. Community Grants 2019/20 – Notice prepared for issue.</p> <p><u>Correspondence Received</u></p> <p>9. Resignation Letter – received from Cllr McGregor. Casual vacancy process commenced. <i>The clerk was asked to minute the appreciation of the council for all the hard work put in by Mrs McGregor during her time as a councillor.</i></p> <p>10. LH56 Dukefield Wooden Gate - Enquiries had shown that the land on the common side belongs to the Somerset Trust. Cllr Taylor has looked into who is responsible for fencing in animals on common land. <i>She reported that it is the responsibility of adjoining landowners to keep livestock grazing on common land off their own land. The gate has since been repaired by someone.</i></p> <p>11. Community Grants – Application received from Shelter Cymru. <i>This was noted.</i></p> <p>12. LHCC v TCCC – Legal report to council received from Cllr Janet Taylor 10/7/19 regarding the settlement position. Email sent to LHCC requesting arbitration process to commence. Acknowledged by LHCC 13/7/19.</p> | ID JT ID |
| 1395 | <p><u>SUB- COMMITTEE REPORTS</u> The Chairman congratulated all involved in making this year’s Fete Day event a great success. Mrs McGregor had written up a post Hogroast report with suggestions for next year’s event. The clerk had circulated a cost analysis and reported that this year’s event had cost around £450 more than previous ones. The reason for this were the extra costs of overnight security and extra fuel to power the generator.</p> | ID |
| 1396 | <p><u>FINANCIAL REPORT/ACCOUNTS FOR PAYMENT</u> The clerk presented the July accounts for payment. It was proposed by Cllr Smart that these be accepted. Cllr Jones seconded this and the motion was carried unanimously. The approved accounts are appended to these minutes.</p> | ID |
| 1397 | <p><u>COMMUNITY COMMUNICATIONS</u> This had been discussed at the start of the meeting.</p> | ID |
| 1398 | <p><u>CAPITAL PROJECTS</u> The clerk and Cllr Hansford informed the meeting that no correspondence had been received to date.</p> | ID |

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| 1399 | <u>CITY COUNCIL MATTERS</u> No problems reported. | |
| 1400 | <u>PLANNING APPLICATIONS</u> Cllr Hood-Williams left the room and Cllr Smart took over as chairman. There were two applications to discuss; 2019/1456/FUL - 14 Chapel Road (Conversion of garage to workshop) After discussion it was agreed unanimously to make no comments on this. 2019/ 1283/ - 8, Cefn Draw (Single Storey Rear Extension) Again, it was decided unanimously to make no comments. Cllr Hood-Williams re-entered the room and resumed the chair. | |
| 1401 | <u>FOOTPATHS AND BRIDLEWAYS</u> Cllr Taylor mentioned that the footpath that runs across the Golf Course and Cae Mansel lane towards Dunvant was overgrown. It had an LC designation as opposed to an LH one. It was agreed that this would come under Gowerton Community Council. | |
| 1402 | <u>DELEGATES REPORTS</u> The chairman reported that there had been no meetings to report back from. | |
| 1403 | <u>ANNUAL REVIEW OF GOVERNANCE DOCUMENTS</u> The clerk had circulated the following revised document prior to the meeting; Financial Regulations The clerk outlined the amendments he had made in Section 6 to cater for payments other than cheques to be made and the procedures he proposed to bring in for the authorisation process. Cllr Taylor proposed and Cllr Hansford seconded that the revised document be accepted. It was approved unanimously. The clerk would now speak with Barclays Business to arrange authority. | ID ID |
| 1404 | <u>DATE OF NEXT MEETING</u> The next monthly meeting would be held on Thursday 19 th September followed by a Finance meeting. The meeting closed at 9.10pm. | |

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