**MINUTES OF REMOTE MEETING OF COMMUNITY COUNCIL**

**HELD ON MICROSOFT TEAMS PLATFORM**

**ON TUESDAY 18TH JUNE 2020 AT 7.30pm**

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|  | **PRESENT**: | |
|  | **Community Councillor** | **Community Councillor** |
|  | Paxton Hood-Williams [PHW]  Kevin White [KW]  Belinda Hansford [BH] | Andrew Rogers [AR]  Warren Smart [WS]  Janet Taylor [JT] |
|  | **Clerk:** Ian Donaldson [ID] |  |
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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** |
| 1522  1523  1524  1525  1526  1526  1527  1527  1528  1529  1530  1531  1532  1533  1534  1535 | **CHAIRMAN’S REPORT**  The Chairman welcomed everyone to the second virtual/remote meeting to be held by the council. He thanked Cllr Rogers for setting it up.  **APOLOGIES FOR ABSENCE**  Apologies were received from Cllr Jones.  **DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST**  There were declarations of interest from Cllr Hood-Williams, with regard to all C&CS matters.  **MINUTES OF MEETINGS**  The minutes of the meetings held on 26th May had been circulated prior to the meeting. Cllr White proposed and Cllr Hansford seconded the motion that they be approved and this was carried unanimously.  **MATTERS ARISING**  [1511] Cllr Hood-Williams reported that due to the Covid-19 situation he had been unable to get hold of certain individuals in C&CS about making good the grass banks and the Gower Way stone at the Community Centre crossroads. He said that he was still pushing them to complete the work.  [1511] Banc Drainage – Cllr Smart reported that he had corresponded with Alan Lewis regarding the ownership of his report and specifications. Mr Lewis confirmed that it was ours to use as and when. He also confirmed that he was prepared to take on the task of taking the project to tender for a further fee.  It was decided that a working party consisting of Cllrs Hood-Williams, Smart, Jones, Hansford and the clerk meet on site to review the drainage needs. The clerk would circulate the Alan Lewis report again and arrange a site meeting very soon.  [1511] The chairman said that he was still chasing the Highways Dept about the roadworks just above Wern Olau.  [1512] Cllr White reported that he could not find a reference in the 16/1/2020 minutes for the appointment of the internal auditor. The clerk agreed to investigate and amend as required.  [1512] The question was raised about the bench that had been revealed after some of the Japanese Knotweed had been cut down on the Wern. It now appeared that the residents had made some repairs to the bench and it was in use. There was a lengthy discussion regarding ownership and liability. Some argued that, as the council no longer had an interest in the land, the bench should be removed. Others asked that it be formally recorded in the minutes that the council are no longer liable. The chairman wondered if it could be gifted to the residents. It was resolved that Cllr Smart re-inspect the bench and report back to council. The clerk would proceed with the repair of the Cefn Draw bench which had been approved in the last meeting.  [1516] Cllr Smart that he has spoken with Commercial Marquees and our deposit would be held over to June 2021  [1518] Cllr Hood- Williams said he had spoken with CC&S regarding the street lamp in the Coed Lan lane.  [1518] The debris alongside No 2 Chapel Rd was still there. It was decided to wait until the July meeting before any formal actions.    **CLERK’S REPORT AND CORRESPONDENCE**  **Big Lottery Grant –** Application successful with £74,855 awarded. Contractors informed. Meeting has been held with The National Lottery to discuss the next steps in the project grant process.  **Village Trust** –Charity Commission have approved the amendments to the scheme. Work underway to register the Community Centre and grounds with Land Registry.  **Local Places for Nature Scheme –** Application, prepared by Dr Hazel Nichols, submitted for a butterfly starter package to be sited at the community centre. Email received 11/6/20 to inform us we had been unsuccessful this time.  **Internal Audit Process –** Review of process has been undertaken by Cllr White and a report to be issued.  **Annual Insurance Renewal –** email from Zurich Municipal inviting renewal at £861.05 (2019/20 £844.15).  **BT Openreach** – contacted 28/5/20 regarding the sagging cable on LH56. Fault reported and engineer visited same day. [Ref; SW2AKY58]. Tensioner fault referred to repair team. This has still not been repaired. The clerk will chase up.  **Correspondence Received**  **Swansea RDP Funding –** Email received from Chris Davies informing councils of new funding opportunity for revenue grants. Circulated by PHW 2/6/20  The chairman was asked if the CDSA could be eligible for such a grant.  **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**  The clerk presented the June accounts for payment. It was proposed by Cllr White that these be accepted. Cllr Rogers seconded this and the motion was carried unanimously. The approved accounts are appended to these minutes.  **COMMUNITY COMMUNICATIONS & EVENTS**  Cllr Hansford said that she was targeting early August for the next edition of the newsletter. She outlined some ideas for articles and said she would add some other in the next few weeks. It would be both opportune and beneficial to share information about the playground project and the drainage scheme planned for the Banc in September. There would be an update on the primary school’s plans for September.  **CAPITAL PROJECTS**  Cllr Hansford briefed the council about the very productive meeting held between herself, the clerk and Rebecca Blanche, the allocated Funding Officer from the Lottery Community Fund. She said that the fund were happy with the information we had provide to date and explained the next steps in the process including some new forms to complete.  She noted that our grant application had contained a comparison of three quotations and an options appraisal. She confirmed to us that this has satisfied the fund but that it would be prudent to obtain an updated quote from the preferred contractor, just in case prices have changed dramatically.  Cllr Hansford explained to council that the grant would pay for the new equipment and surfacing but that it was TCCC who were paying for the drainage scheme as a match funding contribution. Therefore, it was essential that the council go out to tender from 3 contractors for an agreed specification.  The clerk reported that he had gone back to the preferred supplier to request a new quotation which would include a choice of one item in the toddler area which we hope could be made by the pupils in Crwys School.  Cllr Hansford said that the junior children could name the climbing frame if we are able to arrange a competition.  Cllr Smart asked about extensive site safety surveys for the Banc Area, requesting that they be carried out prior to any work.  The clerk outlined a indicative timeline for the project and Cllr Hansford has since drafted this for circulation soon.  **CITY COUNCIL MATTERS**  No matters were raised.  **PLANNING APPLICATIONS**  There were no planning applications to discuss.  **FOOTPATHS AND BRIDLEWAYS**  Nothing further to discuss.  **REVIEW OF GOVERNANCE DOCUMENTS**  The clerk had previously circulated updated copies of the following;  The Constitution  Standing Orders  Code of Conduct  Cllr Taylor proposed they be adopted with Cllr White seconding . The motion was carried unanimously.  **DATE OF NEXT MEETING**  Scheduled for 16th July 2020 at 7.30pm on Microsoft Teams. The meeting ended at 8.45pm. | PHW  ID  PHW  ID  ID  PHW  ID/AR  KW  ID  ID  PHW  ID  BH  ID  ID  ID |