**MINUTES OF MEETING OF COMMUNITY COUNCIL**

**HELD AT THE COMMUNITY CENTRE**

**ON SUNDAY 23RD AUGUST 2020 AT 11AM**

|  |  |  |
| --- | --- | --- |
|  | **PRESENT**: | |
|  | **Community Councillor** | **Community Councillor** |
|  | Paxton Hood-Williams [PHW]  Kevin White [KW]  Belinda Hansford [BH] | Warren Smart [WS]  Janet Taylor [JT]  Daniel Jones [DPJ] |
|  | **Clerk:** Ian Donaldson [ID] |  |
|  |  |  |
|  |  |  |
|  |  | |
|  |  | |

**Meeting commenced 11.00am Community Councillor Paxton Hood-Williams (Chairman of the Community Council) presiding.**

|  |  |  |
| --- | --- | --- |
| **ITEM** | **HEADING** | **ACTION BY** |
| 1559  1560  1561  1562  1563  1563  1564  1565  1566  1567  1568 | **CHAIRMAN’S REPORT**  The Chairman welcomed everyone to the first socially distanced council meeting to be held by the council. It was nice to meet in person again.  **APOLOGIES FOR ABSENCE**  Apologies were received from Cllr Rogers.  **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 meeting held on 16th July had been circulated prior to the meeting. Cllr Jones proposed and Cllr Taylor seconded the motion that they be approved and this was carried unanimously.  **MATTERS ARISING**  [1550] Cllr Hood-Williams reported that the making good of the grass banks and the Gower Way stone at the Community Centre crossroads was complete.  [1552] The council congratulated Cllr Hansford on the excellent Crwys News edition, the best ever.  [1552] Cllr Hansford updated the meeting regarding the Three Crosses Mutual Aid was now operating. She said that 8 residents were being helped but that though September she expected this number to drop. The council expressed their thanks on behalf of the village for the efforts of Cllr Hansford and her fellow organiser, Rayna Soproniuk.  **CLERK’S REPORT AND CORRESPONDENCE**  **1. Village Trust** – Community Centre Title Registration. Work completed by Cllr Rogers. The Land Registry have confirmed that the application has been accepted. It will be processed and hopefully registered in the next few months. The council thanked Cllr Rogers once again for his excellent legal work in this regard.  **2. Banc Drainage Survey & Report –**Tender specification prepared and issued to five potential bidders. Four contractors have submitted sealed bids to be opened later in the meeting and the contract awarded.  **3. External Audit Process –** Email from BDO LLP asking us to reset the Notice of Electors Rights to 1/9/20 until 28/9/20 and to post onto the website.  **4. Playground Project –** Additional items and surfacing added to the contract with Sutcliffe Play. Lottery Community Fund officer informed.  **5. Swansea City Council - Community Budget Capital Grant –** Application acknowledged and email received from Jayne Hunt to confirm that we could receive £24,000. Cllr Hood-Williams to advise on the next steps to receive the funds.  **6. WAG Community & Town Councils Loss of Income funding –** Claim for net loss of £794 for Q1 prepared and to be submitted at end August.  **7. No 2 Chapel Road Fly Tipping Building Waste –** letter requesting that this be cleared within 30 days sent to the homeowners.  *The homeowners have now removed the rubble.*  **Correspondence Received**  **8. Mrs Sandra Hancock –** email received 23/7/20 requesting information about the bench in Wern Olau and the land upon which it is sited. Email sent 27/7/20 answering the questions however, a further email was received from Mrs Hancock 1/8/20 asking for more information. Further response prepared by Cllr Rogers was sent 20/8/20.  **9. Mrs Mary Rees** – email received 13/8/20 regarding the Litter/Recycling Bin on Tirmynydd Rd at the entrance to the CDSA field. Circulated to councillors and general consensus was to put notices up to warn of fly tipping and the risk of prosecution. Cllr Hood-Williams to liase with Swansea Council. Reply made to Mrs Rees advising her of this approach.  *Cllr Hood-Williams tabled the City Council warning notice to displayed on the bin.*  **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**  The clerk presented the August accounts for payment. It was proposed by Cllr Hansford that these be accepted. Cllr Smart seconded this and the motion was carried unanimously. The approved accounts are appended to these minutes.  **CAPITAL PROJECTS**  The clerk informed the council that he had received 4 sealed envelopes containing bids for the Banc Drainage part of the Playground Project.  These were opened by councillors present and a detailed discussion took place about the prices they contained. The clerk had prepared a spreadsheet to analyse the quotes.  One quotation was some 75% higher than the other 3 and this was discounted.  The remaining 3 were all from local contractors with 2 having undertaken work for the council before.  It was proposed by Cllr Hansford that the lowest bid be accepted if the clerk could could be satisfied that the contractor had the competence to complete the work to the highest standards and before the end of September. Cllr Smart seconded this with the proviso that the clerk hold a pre-let contract meeting with the company and the sub-contractor prior to any contract being signed. This was carried unanimously.  *As a post meeting note: The contractor, Western Cape Construction & Utilities Group, has supplied a resume of their previous work experience, qualifications and his CV. He has also supplied copies of his Liability Insurances and a Program of Works. He has also accepted that a penalty clause of £100 will be applied for each day the work is not completed by 1st October 2020.*  *The pre-let meeting was held on Wed 26th August with Cllr Hood-Williams and the main sub-contractor, ABC Groundworks present on site.*    **PLANNING APPLICATIONS**  There were no new planning applications to discuss.  **DATE OF NEXT MEETING**  Scheduled for 17th September 2020 at 7.30pm to be followed by the September Finance meeting where Community Grants would be discussed and awarded. The meeting ended at 12.30pm. | PHW  ID  PHW  ID  ID |