**MINUTES OF MEETING OF COMMUNITY COUNCIL**

**HELD REMOTELY ON MICROSOFT TEAMS**

**ON THURSDAY 17th DECEMBER 2020 AT 7.30PM**

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|  | **PRESENT**: | |
|  | **Community Councillor** | **Community Councillor** |
|  | Paxton Hood-Williams [PHW]  Belinda Hansford [BH] | Warren Smart [WS]  Andrew Rogers [AR]  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** |
| 1621  1622  1623  1624  1625  1625  1626  1626  1627  1628  1629  1630  1631  1632  1633  1634  1635  1636 | **CHAIRMAN’S REPORT**  The Chairman welcomed everyone to the council meeting and thanked them for taking part.  **APOLOGIES FOR ABSENCE**  Apologies were received from Cllrs Jones and White  **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 19th November had been circulated prior to the meeting. Cllr Rogers proposed and Cllr Hansford seconded the motion that they be approved. This was carried unanimously.  **MATTERS ARISING**  [1610] The clerk reported no further correspondence on the SCC Capital Grant application since the last meeting. The chairman agreed to speak with SCC about the procedure.  [1615] In the absence of Cllr White the chairman reported that it appeared that the website access problem had been solved.  [1618] The chairman stated that he had reported the problem with the Three Crosses signpost to SCC. Also, that the drainage problems on Chapel Rd had now been sorted.  [1619] Cllr Hood-Williams reported that he had spoken to Chris Dale of SCC regarding the problem with LH62 near Pant Glas.  **CLERK’S REPORT AND CORRESPONDENCE**  **1. Village Trust** – Community Centre Title Registration. Completed by Cllr Rogers. Legal title granted to TCCC as trustee of Three Crosses Community Trust.  *The council thanked Cllr Rogers for his hard work on this.*  **2. Banc Drainage –** completed.  **3. External Audit Process –** Email from BDO LLP received 2/12/20 confirming that the audit was completed unqualified. There is one small issue arising to be actioned (see [ ]below).  **4. Playground Project –** Commenced Monday November 9th with an anticipated completion date of December 17th. Construction now complete, some making good to be carried out. Independent inspection of play area carried out Wednesday 16th December.  *No safety problems reported so it was agreed to open the new play park for use on Saturday 19th December. The zipwire would be opened for use once the new access path had been built.*  **5. Swansea City Council - Community Budget Capital Grant –** New grant application for £20,980 (drainage work and extra play items & surfacing) prepared and submitted to Swansea Council on 18/10/20. No further correspondence yet from SCC. Now informed verbally that the clerk has to submit copies of the invoices to gain payment.  **6. WAG Community & Town Councils Loss of Income funding –** Q2 claim to be prepared once invitation is issued by WAG.  **7. Community Centre Re-Opening –** Meetings have taken place between Sandra Hutchings and the Clerk at the centre. A risk assessment has been carried out and signage and new equipment such gel dispensers and paper towel units have been installed.  It has been decided to adopt a one-way system using the patio doors as the exit. The kitchen will be closed and centre users advised to bring their own beverages/food.  They will also be advised to bring their own first aid kits.  **Guidance on Re-opening Community Centres in Wales** document received by email 13/11/20 and circulated to all councillors for information prior to monthly meeting.  **8. Places for Nature - Butterfly Garden Project – Woodland Trust –** further tree planting to be considered for Banc area.  *Following suggestions of suitable species from Dr Hazel Nichols and because of the absence of Cllr White, it was agreed to defer any decisions until the January meeting*.  **9. Hanging Baskets 2021** – ordered for Summer 2021  **10. WAG/SCC Lockdown Discretionary Grant –** Applied for on 28/10/20 on behalf of the Community Trust/ Council. £4000 has been granted and paid  **11. Highways search regarding land around the Community Centre –** this has revealed that the land outside the fence lines is actually owned by SCC. Meeting held 7/12/20 between Mr Geoff Bacon of SCC Estates, Cllrs Hood- Williams & Rogers and the clerk. Mr Bacon would look into an asset transfer of the land in question.  **Correspondence Received**  **12. Email from Mrs Liz Crowley –** complaining about mud on the road near the Poundffald and the Farm. Circulated.  *Cllr Jones had spoken with Mr R Morgan to make him aware of the complaint.*  **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**  The clerk presented the December 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 outlined the progress on the Playground Project which despite the awful weather was completed on time. The clerk said that the safety inspection had taken place the previous day but that the official report would not be received until early next week. However, he had been assured that if there were no adverse issues, the park could be opened on Saturday morning.  The official opening ceremony would take place in early 2021 with representatives of the Lottery Community Fund present.  The chairman expressed his thanks on behalf of the council to all those individuals who secured the finance and managed the project.  The chairman and council wanted to particularly thank the clerk whose work on this project has gone beyond his usual role and the excellent playground build is a credit to his efforts to resolve any issues arising during the works.  *The inspector reported no concerns so the park was opened for use 19/12/20.*  The clerk reported that the stone path to the zipwire should be completed early next week but that the remainder of it up to the Joiners Rd benches would be finished in the spring. Cllr Hood-Williams said that he had spoken to Mr Peter Lanfear of the Fairwood Commoners who had given his assent.  **PLANNING APPLICATIONS**  2020/2431/FUL 1, Maes Y Celyn.  Cllr Smart reported that the councillors had looked at this application to replace an existing conservatory with a new one with a brick base and found no concerns.  **COMMUNITY COMMUNICATIONS**  Cllr Hansford had circulated a draft newsletter for comment. This was discussed and further ideas agreed.    **TO ACCEPT & APPROVE THE 2019/20 ANNUAL RETURN**  The Annual Return and issues arising report had been circulated to council prior to the meeting.  Cllr Smart proposed and Cllr Rogers seconded the motion that it be approved. This was carried unanimously.  The clerk explained that there was one small issue to be actioned. The internal auditor had ticked the wrong box when completing the section dealing with any Trusts that the council manages. The clerk agreed to speak with him and to ensure that he correctly completes the section next time.  **DELEGATES REPORTS**  There were no reports.  **CITY COUNCIL MATTERS**  No problems were raised.    **FOOTPATHS AND BRIDLEWAYS**  There were no issues raised.  **DATE OF NEXT MEETINGS**  Scheduled for 21st January 2021 at 7.30pm followed by a Finance meeting where the 2021/22 budget and precept would be set.  The meeting ended at 8.45pm.  The chairman wished everyone Happy Christmas and a better 2021.  The Clerk, Ian Donaldson, announced to the meeting that he would be retiring at the end of the Financial year in early April. He said that he would assist the new incumbent with the 2021/22 External Audit.  The councillors thanked Mr Donaldson for his efforts during his tenure. | PHW  KW  ID  ID  PHW  BH  ALL  ID |