**MINUTES OF MEETING**

**HELD AT THREE CROSSES COMMUNITY CENTRE**

**ON THURSDAY, 19 JANUARY 2023 AT 7.30pm**

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|  | **PRESENT**: |

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|  | **Community Councillor** | **Community Councillor** |
|  | Paxton R Hood-Williams (PHW) | Annie Gallagher (AG) |
|  | Debbie Male (DM) | Daniel Jones (DJ) |
|  | Warren Smart (WS) |  |

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|  | **Clerk:** Regan Craig [RC] |
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**Meeting commenced 7.30pm Community Councillor P R Hood-Williams (Chair of the Community Council) Presiding**

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| **ITEM** | **HEADING** | **ACTION BY** |
| 1879  1880  1881  1882  1883  1884  1885  1886  1887  1888  1889  1890  1891  1892  1893 | **CHAIRMAN’S REPORT**  The Chairman welcomed everyone to the council meeting.  **APOLOGIES FOR ABSENCE**  N/A.  **DISCLOSURES OF PERSONAL PREJUDICIAL INTEREST**  There were declarations of interest from Cllr Hood-Williams, regarding all C&CS matters.  **TO APPROVE THE MINUTES OF THE PREVIOUS MEETINGS**  October 2022 monthly meeting minutes were approved. AG proposed, WS seconded, and this was unanimously agreed.  **MATTERS ARISING**   1. ***Accounts to be changed***   RC to change existing British GAS & HMRC accounts from previous clerk’ details to his own.  It is proving very difficult to make contact with HMRC although RC will persist.   1. ***12PAY***   12 PAY license has now been purchased and is up and running. RC needs a meeting to discuss HMRC works as there is currently an issue that prevents this task.   1. ***Defibrillators***   There have now been an additional 2 x defibrillators installed. We have also had 5 x servicing undertaken to the existing 5 number defibrillators throughout the village.   1. ***Accounts 2021-2022***   RC to review and complete. Once completed, RC to send to Lyn Llewellyn for internal audit pre being submitted to Welsh Government.   1. ***Playground – Annual Inspection***   RC to contact and send Jon Davies the annual inspection report.   1. ***Cash for Clothes***   It was agreed that Hollybobs cancer charity could install cash for clothes container at the community centre. Date tbc.   1. ***Community Council Vacancies***   There are currently vacancies for the council. Four people have expressed an interest. Once selected, 2 shall be councillors and 2 council advisors. An evening for a meeting will be set up to discuss further when convenient for all to attend. This shall be completed 16/02/23 @ 6:30pm.   1. ***Hedges Quotation***   DJ proposed, AG seconded and agree unanimously for Mal to be contacted to undertake hedges works.   1. ***Training Plan***   A training plan is required. One Voice Wales template/matrix to be used.   1. ***Plans Ownership***   RC to locate plans for parcel of land by cemetery entrance. It is believed that there are 2 owners.   1. ***Annual Report – One Voice Wales***   RC to contact One Voice Wales for template demonstrating the council’s effectiveness of the previous year.   1. ***Renumeration Form – One Voice Wales***   All councillors to complete, sign and return document regarding the pay increases they shall not be seeking.   1. ***Council Website***   Kevin White to be contacted and requested to update the website. RC to complete going forward once shown how.   1. ***Village Green***   The council are to either obtain long-term lease or purchase the land.  **CLERK’S REPORT AND CORRESPONDENCE**   1. **Swansea Spaces (Warm Hubs) Fund –** This grant has now been approved, awarded, and signed for by RC/WS. The monies are due imminently. The chapel can purchase all necessary equipment and then on the production of receipts, shall be reimbursed. To be discussed. 2. **Email Addresses for Councillors –** After RC’s email to OVW, it has now been responded to by Paul Egan. He has suggested that the council allocate individual email addresses to current councillors - at their own expense. Wed 07/12/2022 09:24. 3. **Capel Y Crwys Development (off Pant-Y-Dwr - S278 Works - Proposed Traffic Regulation Orders –** Andrew James has now submitted a revised drawing which “reduced the extents of the lining on both the northern and southern kerb lines as much as possible, bearing in mind the turning arcs which are required for service vehicles”. PHW has spoken to Swansea council and agreed no yellow lines on North side of road. 4. **Pre-Planning Application Consultation: Proposed change of use at Kittle Hill Poultry Farm, Kittle, Swansea, SA3 3JQ –** A communication was received from Lynda James expressing concerns regarding this application. This is to be discussed. 5. **Community Council Precept 2023/24 –** We received an email from Claire Jones regarding the below 3 items;   1) Calculation of Council tax base 2023/2024  2) Notification of proposed precept payment dates 2023/2024  3) Notification of actual precept 2023/2024. This is an item on the Finance meeting agenda.   1. **Annual Report & Renumeration Form (Category C5) –** After RC seeking information and clarity from OVW, Paul Egan responded to and attached the requested documentation. Mon 12/12/2022 09:26. 2. **Swansea and Gower Local Access Forum –** Email received from Chris Dale highlighting that Swansea Local Access Forum is re-forming and is open to new members. Wed 14/12/2022 12:30. 3. **7 free training events for Clerks & Councillors –** John Fagan (Scribe) has distributed an email consisting of free training events for Clerks/Councillors should they be interested. Thu 15/12/2022 16:58. 4. **JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES –** Wendy Patience (OVW) has sent an email with multiple courses available through Q4. They are all remote courses and the cost of the training is £35 for members or £55 per person for non-members. Fri 16/12/2022 15:38. 5. **TCCC Website & Facebook –** RC and Kevin Wright have been in talks with regards to website/Facebook administration duties. A meeting is set to be scheduled week commencing 09/01/2023. Sun 18/12/2022 18:13. 6. **Swansea PSB Local Well-being Plan –** Jeremy Parkhouse has sent a PowerPoint presentation which was provided to the recent Community Town Council Forum. Thu 22/12/2022 13:23. 7. **Community Grant Application –** Helen Rhiannon has sent an email wondering if the grant applications had been considered and decided. Wed 28/12/2022 17:37. 8. **Digital Copy – Crwys Newsletter –** Lindsay Glover sent an email requesting latest newsletter to be uploaded to Website/Facebook. Thu 29/12/2022 17:07. RC sent to KW for uploading. 9. **YesCymru Cyf –** Email received on 28/12/22 from YCC, requesting a donation of either £50 or £100. To be discussed further. Noted 10. **Fire Alarm – Quotation –** Quote received from Fire Safety Direct for batteries and 2 x emergency lights fittings that need to be replaced. The cost is £42 incl VAT. Initial correspondence concerned a new fire alarm however, FSD, have stated there is no urgency to replace currently. Quote requires approval. Thu 15/12/2022 10:26. 11. **Letter from Thompsons Solicitors –** Noted and will be responded to accordingly. 11/01/2023.   **FINANCIAL REPORT/ACCOUNTS FOR PAYMENT**   1. As above, annual accounts 2021-2022 are due and require submission once completed. 2. VAT Has been unclaimed since January 2022. RC to reclaim once shown how by former clerk Ian Donaldson. 3. WS to request paying in card only from Barclays Bank. 4. HMRC are fining the council for not filing accounts in time. 5. All payments for November 2022 were approved by the council as attachment and require payment. Proposed by DJ, seconded by DM, unanimously agreed.   **SUB-COMMITTEE REPORTS**  There were no reports to discuss.  **COMMUNITY COMMUNICATIONS**  N/A  **CAPTIAL PROJECTS**  No ongoing capital projects at present. Possible village celebrations for the coronation were discussed. It was suggested that the ceremony could be shown on the screen on the community centre, with residents making their own arrangements to come and watch and potentially picnic in the community centre outside area. It was agreed that this idea should be posted on the community facebook page for residents to comment.  **PLANNING APPLICATIONS**  N/A.  **FOOTPATHS AND BRIDLEWAYS**  Footpath Llanrhidian Higher (LH58) concerns over ground condition. Just inside the kissing gate were raised. The Chairman said he would discuss it with SCC footpath Officers.  **CITY COUNCIL MATTERS**   1. There is an issue with regards to the number of potholes in the village. PHW stated that this can be communicated by the public directly to Swansea City Council via their website. 2. Bryn-y-mor footpath lights are currently being covered by overgrown trees making it difficult for pedestrians to see in the dark. This has been noted. 3. 3 number dog bins changed at Dukefield and Lane by Coed Lan, by the junction Tirmynydd and Cilonnen roads and by Coed Lan/The Joiners by SCC.   **DELEGATES REPORTS**  None.  **DATE OF NEXT MEETING**  Scheduled for 16th February 2023 @ 7.30pm | RC  RC    RC  WS/RC  PHW/WS  PHW/WS  WS  PHW  RC  All  RC  RC  RC  RC  WS  AG  PHW |