**MINUTES OF MEETING**

**HELD AT THREE CROSSES COMMUNITY CENTRE**

**ON THURSDAY, 16 FEBRUARY 2023 AT 7.30pm**

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|  | **PRESENT**: |

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|  | **Community Councillor** | **Community Councillor** |
|  | Paxton R Hood-Williams (PHW)  Warren Smart (WS) | Daniel Jones (DJ) |
|  | **Clerk:** Regan Craig [RC] | **Apologies**  Annie Gallagher (AG)  Debbie Male (DM) |
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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** |
| 1894  1895  1896  1897  1898  1899  1900  1901  1902  1903  1904  1905  1906  1907  1908 | **CHAIRMAN’S REPORT**  The Chairman welcomed everyone to the council meeting.  **APOLOGIES FOR ABSENCE**  Debbie Male (DM)  Annie Gallagher (AG)  **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**  January 2023 monthly meeting minutes were approved. WS proposed, DJ seconded, and this was unanimously agreed.  **MATTERS ARISING**   1. ***Accounts to be changed***   RC to change existing 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 are 4 number defibrillators that don’t have children’s connector pads within the village. This is to be investigated & sourced pending approval of quotation. RC to contact Life support training and safety (Dave Nicholas). DJ proposed, WS seconded, and this was unanimously agreed.   1. ***Accounts 2021-2022***   RC to review and complete with PHW. Once completed, RC to send to Lyn Llewellyn for internal audit pre being submitted to Welsh Government.   1. ***Playground – Annual Inspection***   Jon Davies quote for the works required to be completed within the playground has been approved. DJ proposed, WS seconded, and this was unanimously agreed.   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. This will be resolved by next month.   1. ***Hedges Quotation***   WS has contacted Mal and not been able to make contact. DJ proposed, AG seconded and agree unanimously for Mal to be contacted to undertake hedges works.   1. ***Training Plan***   A training plan is required. PHW has one for the council to utilise.   1. ***Plans Ownership***   RC/PHW 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. This is due the end of March 2023.   1. ***Renumeration Form – One Voice Wales***   All councillors to complete, sign and return document regarding the pay increases they shall not be seeking. RC has requested from OVW and is awaiting a response.  **CLERK’S REPORT AND CORRESPONDENCE**   1. **Swansea Council Flowers Quote –** Email received from Alan Hughes with regards to flowers quotation at £1,913.50. To be discussed further. Thu 05/01/2023 11:45 ***WS to make contact and report back.*** 2. **Democratic Engagement Grant –** Email received from OVW/Welsh Government regarding Democratic Engagement Grant. May 23 is the next applicable date for grants above or below £1,000. To be discussed further. Tue 10/01/2023 08:17 ***NOTED*** 3. **Public commemoration in Wales –** Email received from OVW regarding the guidance to help public bodies make decisions on existing and proposed commemorations incl statues/plaques/street names. To be discussed further. Tue 10/01/2023 12:34 ***NOTED*** 4. **Wildflowers 2023 –** Email received from Ceri Davies with regards to the wildflower planting scheme to see whetherthe council wishes to participate. Response required by 10/03/2023. To be discussed further. Thu 26/01/2023 08:46 ***WS to deal with this.*** 5. **Microsoft 365 Price Increases –** Email received from Jeff Smart regarding 9% increase in the cost of Microsoft licenses. Thu 26/01/2023 14:29 ***NOTED*** 6. **Annual Playground Inspection Quote –** Jon Davis has reviewed the report and is currently pricing the alteration works. There are no major concerns with the report. Sat 28/01/2023 07:25. Quote received from Jon Fri 03/02/2023 14:22 and the total cost is £1,484.82 incl VAT. To be discussed further. ***APPROVED*** 7. **Community Council Precept 2023/24 –** Email received from Swansea Council requesting this task to be completed. RC submitted response 31/01/2023. No further action required. Mon 30/01/2023 09:57 ***FILED*** 8. **Queen Elizabeth II Memorial Bench –** Email and quote received for a memorial bench which totals £588.80 including VAT & Delivery. To be discussed further. Tue 31/01/2023 08:19 ***Defer to next meeting.*** 9. **Coronation of King Charles III on 06th May 2023 –** Email received from Zurich Insurance (our Public Liability Insurers) with regards to King Charles coronation. If over 2000 attendees, we need to contact them asap. If below, there are no issues and we shall be automatically covered with public liability insurance. To be discussed further. Tue 31/01/2023 11:07 ***By next meeting, all councillors to see what to provide children from Crwys school as a commemorative gift.*** 10. **Buckingham Palace Garden Parties -** Email received from OVW regarding Garden Parties at Buckingham Palace this year on Wednesday 3rd May and Tuesday 9th May to celebrate the Coronation. (The successful Councillor will be allocated one of these dates so they must be available for both). Tue 31/01/2023 11:56 ***NOTED*** 11. **Licensing Act 2003 – Review of the Statement of Policy for Licensing and Proposal to Publish a Cumulative Impact Assessment** – An email was received from Annie Davies Swansea council regarding carrying out a consultation on proposed changes to its Statement of Policy for Licensing and proposal to publish a CIA. A response is required by midday 31/03/2023 and sent to [evh.licensing@swansea.gov.uk](mailto:evh.licensing@swansea.gov.uk). Thu 02/02/2023 09:42 ***NOTED*** 12. **Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 - Review of the Policy on the Licensing of Sex Establishments -** An email was received from Annie Davies Swansea council regarding carrying out a consultation on proposed changes to its Policy on the Licensing of Sex Establishments. A response is required by midday 31/03/2023 and can be reviewed on <https://www.swansea.gov.uk/sexshop>. The document can be accessed at [https://democracy.swansea.gov.uk/ieListDocuments.aspx?CId=124&MId=10883&Ver=4&LLL=0](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdemocracy.swansea.gov.uk%2FieListDocuments.aspx%3FCId%3D124%26MId%3D10883%26Ver%3D4%26LLL%3D0&data=05%7C01%7CRachel.Loosemore%40swansea.gov.uk%7C8344d637f95d4018546f08db043904f4%7C4c2e0b76d4524d358392187fac002efe%7C1%7C0%7C638108415153343587%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=GuoiKhiI%2B06tPLzLQxeDE6gnBOgrzSJ9H2ph%2BvE74iU%3D&reserved=0) and then Click on Agenda Reports Pack and see Item 11 pages 106 -134. Thu 02/02/2023 13:10 ***NOTED*** 13. **Mudiad Meithrin Clwb Cwtsh Welsh Learner Sessions February 2023 –** An email was received by Emyr Williams offering free Welsh learner sessions for adults online every Wednesday evening at 7:30pm and Thursday afternoons at 12:30pm. Email contact if interested is [emyr.williams@meithrin.cymru](mailto:emyr.williams@meithrin.cymru). Thu 02/02/2023 18:37 ***NOTED*** 14. **Council Corporate Plan - have your say** – Email received from Leanne Ahern Swansea Council with regards to the Well-being of Future Generations (Wales) Act 2015. Fri 03/02/2023 09:30 ***NOTED*** 15. **BT** – Email received from BT stating from 1 April 2023 we’ll be increasing the price of some products and services by 14.4%, as outlined in the terms and conditions of your contract. Fri 03/02/2023 10:20 ***NOTED*** 16. **One Voice Wales Public Access Defibrillator Census –** Email received from OVW regarding information gathering with regards to Defibrillators. RC to complete and return spreadsheet to [phil.hill@wales.nhs.uk](mailto:phil.hill@wales.nhs.uk) by 1700hrs on 1st April 2023. Fri 03/02/2023 14:33 ***NOTED*** 17. **Consultation on the Outdoor Education (Wales) Bill -** Email received from OVW regarding a consultation on the Outdoor Education (Wales) Bill. Information on how to contribute is available on the [consultation page](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fbusiness.senedd.wales%2FmgConsultationDisplay.aspx%3FID%3D503&data=05%7C01%7CBiliauAelodau%40senedd.wales%7Cede9a18b4a7048afd91f08db05e5ae92%7C38dc5129340c45148a044e8ef2771564%7C0%7C0%7C638110256261501833%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=go846ZkyiHOwmsbqES1QEUxLbfvgLrUcSSTEfWSmSOo%3D&reserved=0). The consultation closes on 17 March 2023. Fri 03/02/2023 15:10 ***NOTED*** 18. **Ministerial Review of Play Report -** Email received from OVW regarding the Ministerial Review of Play Report and Background Paper due to be published on 3 February 2023. [https://www.gov.wales/written-statement-ministerial-review-play-publication-steering-group-report.Fri 03/02/2023 15:18](https://www.gov.wales/written-statement-ministerial-review-play-publication-steering-group-report.%20Fri%2003/02/2023%2015:18) ***NOTED*** 19. **Jon Davis –** Email received from JD with regards toInvoice and Playground Safety Check Spreadsheet for Jan 2023 at £402.50 excl VAT. Fri 03/02/2023 16:25 ***NOTED*** 20. **BT Bill –** Email received from BT with the bill at£58.73 incl VAT. Mon 06/02/2023 08:10 ***NOTED*** 21. **John Green –** Invoice received for £115 regarding PAT Testing Tue 07/02/2023 06:05 ***NOTED*** 22. **Community Council Precept 2023/24 –** Email received from Swansea Council making us aware of payments and payment dates. They are as follows; 1) 28/04/2023 = £10,024.96 2) 31/08/2023 = £10,024.96 3) 29/12/2023 = £10,024.96 Thu 09/02/2023 10:28 ***NOTED*** 23. **Important information - Section 6 reports –** Email received from Rachel Carter (One Voice Wales). Report Template to be completed and sent to [Rcarter@onevoicewales.wales](mailto:Rcarter@onevoicewales.wales). Thu 09/02/2023 12:30 ***NOTED*** 24. **Hanging Baskets –** Email received from Swansea council asking if we would like to order hanging baskets. Deadline for this is 30/04/2023. Fri 10/02/2023 10:03 ***NOTED*** 25. **CYFLE CYMRU Healthy Working Wales –** Email received from Louise Herridge regarding 1on1 services for anyone 16 and above mental health services. Tue 14/02/2023 16:36 ***NOTED*** 26. **Thomas Stride Solicitors –** Email received regarding claim (Craig Ware) against TCCC. RC responded with acknowledgment of receipt of letter only. Tue 14/02/2023 10:56 ***NOTED*** 27. **Capel Y Crwys –** Email received from Janet Wright requesting assistance to promote Cawl Night on 03/03/2023 13 February 2023 20:36. ***NOTED*** 28. **Request for Nominations for the Kings New Year 2024 Honours –** Email received from OVW to recognise and reward people from all sectors. Nominations will need to be submitted electronically to the Honours team: [HonoursPN@gov.wales](mailto:HonoursPN@gov.wales) by Friday 31st March 2023 at 17:00. Thu 16/02/2023 10:53 ***NOTED*** 29. **The Value of Planning and how it positively impacts our Welsh Communities - Online Event -** Email received from OVW regarding Planning, Place Plans and Community Plans. The cost per delegate will be £40 and bookings can be made with Planning Aid Wales using the following web-link: [The Value of Planning and how it positively impacts our Welsh communities Registration, Wed 22 Mar 2023 at 10:00 | Eventbrite](https://www.eventbrite.co.uk/e/the-value-of-planning-and-how-it-positively-impacts-our-welsh-communities-registration-531977548167). Thu 16/02/2023 12:29 ***NOTED*** 30. **Ardal Abertawe / Swansea area - Digwyddiad / Event WaREN –** Email received from Wildlife trust regarding Welsh Local Action Group Workshop! The workshop will be on the 16th March at our workshop in Swansea University. Thu 16/02/2023 14:52 ***NOTED***   **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. Currently £300. 5. All payments for February 2023 were approved by the council as attachment and require payment. Proposed by DJ, seconded by WS, 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**  PHW left the room.  WS took the chair.  20230272 – Discussed. No Comment.  **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 March 2023 @ 7.30pm | RC  RC  RC    RC  PHW/RC  PHW  PHW  WS  RC/PHW  RC/PHW  RC  WS  WS  All  RC |