**REYNOLDSTON COMMUNITY COUNCIL**

**MINUTES OF MEETING OF THE COUNCIL**

**Held at Minor Hall, Reynoldston at 7.30pm on Tuesday 12th March 2024**

**Present:** Cllrs. Clarke, Ashelby, Twitchett, Cousins, Thomas, Clerk Paul Sizer andInternal Auditor Aimee Dyer

**Apologies:** Cllr. James

Councillor Clarke welcomed everyone to the meeting

|  |  |
| --- | --- |
| **1.** | **Disclosures of Personal Interests** It was agreed that any Disclosures of Personal Interest would be discussed as they arose during the meeting. |
| **2.** | **To approve the minutes of the previous meeting** The Chair asked if everyone was happy with the minutes of the last meeting. There was one slight misspelling of City & County of Swansea and the Clerk altered the originals. Cllr. Clarke proposed they are a true record of the meeting and this was seconded by Cllr. Thomas |
| **3.** | **Matters Arising**Since the attendance of Cllr Richard Lewis the culverts had been attended to, the drains cleared and the sandboxes made safe.  |
| **4.** | **Questions from members of the public.** There were no members of the public present to ask questions. |
| **5.** | **Update on boundary changes**.Nothing had been received from City & County of Swansea and Cllr. Clarke advised that the earliest any communications would be received is in July 2024. |
| **6.** | **Village Greens and Highways**As noted in matters arising, the culverts had been attended to and the sandboxes made safe by City & County of Swansea.Cllr Ashelby had been contacted regarding the pothole on the road to Fairyhill. Although members of the public are recommended to contact the City & County of Swansea directly through their website Cllr. Ashelby agreed to act on behalf of the resident on this occasion.The subject of Llandewi corner was discussed. Although this is in Port Eynon CC, residents of Reynoldston use this corner and the flooding there had made the road impassable. The Clerk mentioned he had seen that the MP Tonia Antoniazzi had visited the area and was becoming involved with the ongoing situation. The Councillors hoped the matter will be sorted soon.Cllr. Cousins reported on the deterioration of the road in Little Reynoldston where the edge had crumbled away and water was now being diverted away from the drainage ditches and causing issues to the residents there. Cllr. Cousins had taken photographs and the Clerk was asked to make contact with Cllr. Lewis around this matter. Cllr. Cousins agreed to meet anyone on site to discuss the issues.The condition of Stouthall Lane was discussed where the road is suffering from several large potholes. The Clerk agreed to add this to the message to Cllr. Lewis.The car park at the Post office was discussed. The culvert has now been repaired so water is draining away quickly but the car park has suffered a possible sinkhole and has a lot of stationery water. The Clerk had checked past minutes and there are records of the Community Council paying for the area to be gravelled. The Clerk was asked to make contact with the Commoners to discuss the work and obtain a quote to re-gravel the area and to make a “ditch” to allow water to be diverted into the culvert. |
| **7.** | **Planning Applications**The Coach House, Reynoldston.[*Discharge of condition 2 (ecological enhancement) of planning permission 2023/1346/FUL granted on appeal 11th December 2023*](https://property.swansea.gov.uk/online-applications/applicationDetails.do?keyVal=S8HE03EV0F700&activeTab=summary)Cllr. Cousins stated she lived at this house but as there was no decision required by the Community Council, she did not need to leave the room. This application was the granting of ecological measures taken at the location and had already been agreed by City & County of Swansea.Land Adjacent to Gorse Green Reynoldston[*Upgrading of access track*](https://property.swansea.gov.uk/online-applications/applicationDetails.do?keyVal=S8QKQVEVK7Y00&activeTab=summary)This application was discussed by the Councillors and no objections noted. |
| **8.** | **Grants**There were no grant requests lodged with the Clerk. |
| **9.** | **Policies**The Clerk had rewritten all the polices required by the Community Council and each Councillor had “proof read” them before putting them to the Council. All policies were accepted apart from a few minor wording changes which the Clerk would complete before advertising them.The policies included:* Standing Orders
* Legal Powers
* Lone Working Policy
* Policy for COSH
* Policy on Accident investigation
* Policy on Manual Handling
* Policy on Risk Assessment
* Protocol between members and officers
* RCC Training Plan
* Dignity at work policy
* Equality and diversity policy
* Grievance procedure Policy
* Internet and e-mail policy
* Safeguarding policy
* Sickness absence policy
* Volunteering policy
* Annual Leave Policy
* Anti-Harassment and bullying policy
* Code of Conduct
* Complaints procedure Policy

Cllr. Clarke proposed and Cllr. Thomas seconded they be recorded now on the Council Website. The Clerk thanks the Councillors for their support in this task. |
| **10.** | **Village Magazine**Cllr. Ashelby will write the usual article in the Village Magazine for April  |
| **11.** | **Clerks Update**The Clerk reported he had not had applications for the vacancy of councillor. This will be noted again in the Village Magazine and discussed at the next meeting.The Clerk noted that the proposed foundation status of Knelston and Bishopston primary schools had been not been approved and the two schools will be governed independently. The bank accounts amounted to a sum of £21544.10 before paying this month’s payments. The bulk of this is being held for the bus shelter project.In January, the Clerk had paid for the use of the Village Hall for the Council’s meeting in the sum of £14.00.He had also paid the RVHA £20.00 for the use of the Reynoldston e-mails for both the Clerk and the chair.Interest of £31.90 had been received on the deposit account.The Clerk had payments to be made to:One Voice Wales for £38.00 for trainingThe Clerk’s salary for £746.14HMRC payment for the Clerks PAYE & NI for £210.49The Clerk also has some minor expenses for the year, circa £20 which he will submit to the chair for countersigningCllr. Clarke proposed and Cllr. Cousins seconded making these payments.The Clerk had invoiced Ilston Community Council for 50% of his training costs in the sum of £60.00 and this had been paid.The Clerk asked the chair to write to Dan Perrin who operates the Payroll for the Clerk and does not charge for his services, thanking him, for his service. This was agreed.The Clerk, at the last meeting had asked for Training to be added to the agenda but he had forgotten to add it this time. The Clerk had completed four of the five elements in his ILCA qualification. The last element would be completed as soon as possible. The Clerk would then look to undertaking the CiLCA qualification later this year.The Clerk had been in discussion with someone local regarding the suggested website changes. He had received a very favourable estimate and it was agreed that a small committee, consisting of Cllrs. Cousins, the Clerk and possibly Cllr. James discuss the matter with this contact and report back at the next meeting.The Clerk issued all councillors with a form asking if they wish to take their allowance this year or not. The Clerk asked all councillors to return the forms to him as soon as possible. |
| **12.** | **Any Other Business**The chair had received an invitation from Llangennith Community Council to join them for first aid training. An invitation which is open to all residents of the area. It was agreed to add this to the Village Magazine in April. The training would not be until late summer due to commitments of the trainer elsewhere. |
| **13.** | **Date of the next meeting**The next meeting will be held on Tuesday 14th May at 19.30.The meeting closed at 9.15 |