



## RHOSSILI COMMUNITY COUNCIL

**Chair** – Ian Button (IB), **Vice-Chair** – Gill Boulding (GB),  
**Council Members:** Tom Higgs (TH), Maggie Kirk (MK), Lesley-Anne Nolan (LAN), Nicola Rees (NR)

**Acting Clerk/notetaker:** Nicola Rees/Gill Boulding

**Responsible Finance Officer:** Steve Walmsley (SW)

### Minutes

#### Rhossili Village Hall and via Zoom

*Tuesday, 11.7.23. Meeting commenced 19.19pm*

1. **Welcome & Attendance:** Councillors IB GB TH MK (Zoom) LAN NR  
Residents – 1 (via Zoom)
2. **Apologies:** none
3. **Declaration of Interests:** None
4. **Minutes of last Meeting** –agreed to be accurate – **GB proposed, IB seconded.**  
**Minutes from ACM** agreed to be accurate – **LAN Proposed, NR seconded.**
5. **Action List**
  - 5.1 **Speed limit in village:**  
Correspondence received from Alan Ferris. Andrew Stevens SCC contacted – will organise survey with speed strips. Rhossili will not become 20mph in current Welsh changes. Rhossili currently is 30 mph “by order”. TH queried whether village wanted limit reduced to 20 mph. Agreed we need to wait for survey results before consulting residents, possibly using Vocalise and other communication channels to canvas opinion.
  - 5.2 **Clerk Cover for August (no meeting)**  
LAN will check planning and share on RCC Whats app for comments.  
GB will begin planning document and investigate place plan for village.  
All – please look at emails throughout July and August.

#### 6. Councillor and Clerk items

**6.1. To review progress and agree next steps for Clerk recruitment.** Councillors agreed we use the recruitment process as outlined by MK, **Proposed NR Seconded TH**

Actions to recruit were discussed: All councillors to be active in the community in recruiting. Advertising on Indeed and Next Door was discussed. GB to draft advert for all communication channels, with link to RCC website where full details will be posted.

GB to contact previous applicants informing them that the role can be separated from the RFO position. We propose increasing payment to between £12.97-£13.95 per hour based on 20 hours per month. Salary, negotiable, travel expenses also negotiable up to max of £0.45 per mile to max of 20 miles.

## **6.2. To agree process for co-opting Councillor**

Discussion: All agreed that the new process is democratic, inclusive, more transparent and hopefully indicates that the council is operating professionally and is not “cliquey”. One councillor can be co-opted at this time but we can also accept additional members who will not be full councillors and will not have voting rights. Advert needs deadline for selection etc. The new process is clear if we have more than one applicant.

GB to advertise councillor vacancy on all channels once content is on RCC website and Hwb.  
MK to provide link for this prior to advert going out.

## **6.3. Managing Clerk & RFO roles**

**6.3.1 Role description for clerk** - this was agreed to be appropriate and simpler.

**6.3.2 Options for replacement.** Discussion: Separate adverts for Clerk and RFO agreed. There followed a brief discussion about situation arising in which an RFO is appointed who is paid, shadowing SW who is not paid.

## **7. Finance**

**7.1 Reserves** – the reserves held by the council currently stands at £4,748

**7.2 No Parking Sign** – this expenditure was agreed in June and added to the budget under the unexpected /occasional expenses. Payment of the invoice £100 for the sign was **proposed by LAN seconded by NR and agreed.**

**7.3 Microphone for ZOOM meeting** – IB explained that he had purchased a new microphone to improve sound quality for resident joining RCC meetings by ZOOM as there had been complaints. The expenditure was agreed by the council members and it was proposed that the expenditure of £40 should be reimbursed. **Proposed NR Seconded TH.**

**7.4 Audit costs** – SW reported that he had still not had a reply regarding his query of the costs of the 2020-21 audit (£413). He also reported that the new invoice from the auditors was for £200 the 2021-22 audit. According to the Audit Wales published fee level the cost should have been between £105 and £125. This invoice had also been queried and he will not pay either invoice until the costs have been clarified.

**7.5 Submission of 2022-23 accounts for audit** – SW reported that the auditors had asked for more information regarding 2 aspects of the RCC submission. They had requested The minute detailing the decision of the councillors not to take their allowances - RCC members re-iterated that they have never taken any of the allowances, to which they are legally entitled, preferring these funds to be used for the good of the community. SW would send the minute of the June meeting that gave this response of the councillors and their commitment to waive the allowances for 2022-23.

**7.6 Evidence of the email submission of the RCC members Allowances Statement to Independent Remuneration Panel of Wales.** SW would supply this to the auditors.

**7.7 Review of Vevox licence needed to run the online polling for Rhossili Hwb** - Not discussed – this will be automatically renewed in September so need agreement ahead of that.

## **8. Planning applications & RCC Planning**

### **8.1**

2023/1268/FUL The Granary, Lower Pitton Farm SA3 1PH (no comment received from RCC already)

2023/1448/ELD Change of use of existing log cabin at Pilton Moor Trekking – no comment.

2023/0154/FUL Gower cottage – no comment

### **8.2 Creating a RCC planning policy document**

GB is collating everyone's data on housing use in the village and changes over past 5 years. Proposed and agreed to invite Ian Davies back to Rhossili in October to tour the village before the meeting and share this information with him. GB proposed publishing a check list for evaluating planning applications on RCC planning portal, so we have an objective process which is applied to every application. GB to begin work on this and asked all to respond with ideas over the summer break.

### **9. Forward planning:**

To consider approaches to outlining activities to underpin key objectives 1-3 as set out in the Annual Report:

**9.1 Representing the community:** To agree primary responsibility for outreach and other activities 2023-24, all agreed that this needed to be done. Agreed that it is the responsibility of those covering these meetings to find a substitute councillor to attend if they are unable to do so. Feedback from these meetings to be shared with councillors as soon as possible.

**TH/NR** to attend Gower Community Forum – frequency of online meetings are yet to be determined.

**GB/LAN** to attend One Voice Wales Swansea Area Community & Town Council which meets quarterly, most meetings are both online and in person.

**NR** to continue to attend the Gower Commoners Association meetings.

**IB** to continue to attend the Knelston Primary School Board of Governors as community council representative.

**MK** to continue attending Hwb Advisory Network meetings & Swansea Local Nature Partnership.

**9.2 Communicating effectively:** We need to develop a framework to map communication approaches. Key points are that communication is a 2-way process between council and the community, primarily to promote engagement and involvement in decision making.

**9.3 Promoting involvement and creating a community vision:** MK proposed convening a small working group to work on this.

Whilst councillors were largely supportive of developing both a communication framework and a community vision, Items 9.2 and 9.3 were both deferred for action until September's meeting when councillors may be more available to work on this.

**10. Chair's Items:**

**10.1** Bobby Blewitt & Green upkeep – Rhossili Community Council unanimously thanked Bobby for maintaining the green on behalf of the village.

**10.2** D-Day Celebrations 2024- LAN has begun work on this and all agreed to work jointly on this. National Trust has been contacted and in principle will support out plans for a village celebration on the beach. The Lookout will also collaborate – the fish and chips scheme supporting veterans charities. LAN will also contact Knelston School regarding holding D Day activities in Rhossili.

**10.3** Approve purchase of and payment to IB for new microphone (see Finance 7.3).

**11. Outreach**

**11.1** Planning Aid Wales- Meeting Community Needs in Wales Weds 12<sup>th</sup> July 10am – no one available to attend.

**11.2** Gower Forum – Tuesday 18<sup>th</sup> July 7.30pm Zoom – TH unable to attend and NR unsure yet. IB may attend if available.

**11.3** Swansea Area Community & Town Council AGM followed by Ordinary meeting Monday 17<sup>th</sup> July 7pm Guildhall Swansea GB and LAN attending in person.

**11.4** Informal celebration of the achievements of RDP LEADER grant programme in Swansea, Wednesday 19<sup>th</sup> July, Llanrhidian MK attending in person.

**12. Questions or comments from public** (invited by Chair) - none

**13. Date of next RCC meeting:** 12<sup>th</sup> September 2023 7.15pm

**Meeting ended 21.14 pm**