RHOSSILI COMMUNITY COUNCIL

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), Sue Muddeman (SM)

Acting Clerk/notetaker: Maggie Kirk

Responsible Finance Officer: Steve Walmsley

Minutes

7.15pm Tuesday 12th September 2023

1. **Welcome & Attendance:** Councillors – IB, MK, GB, LAN
   RFO: SW
   Residents – 1 (1st 6 items)
   The Chair welcomed the newly-appointed Clerk who was in attendance as an observer.
2. **Apologies:** TH; NR
3. **To receive declarations of interest**
   None noted.
4. **Minutes of last Meeting**
   Approved by LA, seconded LA-MK
5. **To note appointment of Clerk**
   Members were unanimous in welcoming Lauren Walters (LW) following a successful interview from a strong short-list.
6. **Co-option of Councillor**
   Members noted that there had been interest in the councillor vacancy and several had expressed willingness to help the community council by contributing to specific tasks. One nomination was received and members voted by show of hands to approve the nomination. All were in favour. The Chair announced that Sue Muddeman was duly co-opted as a councillor and thanked her for being willing to serve the community in this capacity.
   SM signed the declaration of acceptance of office, witnessed by IB.
   SM joined the meeting and was welcomed by all.
   GB offered to consult with SM and LW on training requirements.

7 **To review items on Action List**

12 items now complete, 1 remains on hold.

8 Finance

8.1 To receive reports from Responsible Finance Officer

SW met with a local resident who has agreed to take over the RFO role, pending appropriate due process and a period of shadowing the role. All clerk candidates were asked who also agreed. This level of resilience was welcomed as we need to have +1 people to have access to bank account for resilience purposes.

SW offered apologies for the late issue of the reports and talked through them. Signed off by IB.

8.2 To receive and agree budget/spend proposals

GB proposed to pay for room hire for interviews, seconded by IB.

Disappointing slow responses from audit office re audit costs.

Awaiting invoices for microphone.

9 Hwb update

MK noted that the Advisory Network had not identified any issues at their meeting in July that needed to be brought to the attention of the Council. MK highlighted the importance of supporting the site as a valuable resource in promoting community resilience, especially at times of crisis. There needs to be a turnover of new content and to raise awareness about the site. An issue with the Twitter news feed was noted.

Action: MK and LW to liaise over news feed once LW in post.

Action: All to contribute to Hwb and act as ambassadors

Action: Add links to RCC and Hwb to bottom of emails

10 To receive Planning applications

None

11 Footpaths

SW raised concerns re footpaths over bridges from Pilton Green to Paviland as the locations of the ditches are now not clear. The availability of an online form for footpath complaints was noted.

Action: to contact footpath officer at SCC. LW with IB

Action: Footpath map & link to online complaint form to go on RCC site. IB/MK

12 **Forward planning** (Objectives from Annual Report)

12.1 Representing the community: To agree primary responsibility for outreach and other activities 2023-24

Gower Community Councils forum. 6.9.23 7.30pm remotely. TH unable to attend

Special Meeting of Community/Town Councils 25.9.23 4.30-5.30 (Community Review and C/T Council Size Policy)- remotely: IB to attend

Swansea area committee 9.10.23 at 7.00pm. remotely: LAN/SM/LW

Town and community council forum Wednesday, 22 November 2023 at 5.00 pm? remotely: SM/MK

(All links for remote meetings etc are on RCC email)

12.2 Communication: to consider use of organisational (council) email addresses

Brief discussion on value of separate email addresses for council business and to have online access to shared file storage.

Action: MK to ask JK re email addresses and to explore cloud storage options via website or Microsoft 365.

Action: Review next meeting

Action: LW & SM to be given access to rcc email account

13 Chair's Items

13.1 D Day commemoration – progress and ideas (all- discussion)

LAN outlined national plans to commemorate the landings, including the lighting of main beacons (including on the Normandy beaches) at 9pm, June 6th 2024, with other (community) beacons to be lit at 9.15pm. There will be a Proclamation at 8am, a reading of a Schools poem at 11am and an International tribute at 9.15pm. Fish & Chips is to be a national (UK) theme and the events of the day are to raise funds for 5 charities.

LAN has canvassed some villagers for ideas. Ideas have included sowing poppy seeds and a beacon on the beach. National Trust Gower is keen to support the event, including making accessible a route to view beacon on beach.

MK proposed RCC take lead role, IB seconded, 1 abstention.

There was discussion highlighting the importance of planning for the day being inclusive across local stakeholders and the need to start with top level planning before detailed planning gets underway, needing teamwork towards common goals.

Action: LAN & SM to outline top level plan of who to involve

Deadline for notifying national organisers of involvement: May 30th 2024

13.2 Chair/Individual councillor meetings 2023-4 (GB)

GB outlined practice in other CTCs of having annual conversation with councillors about interests and capacity for further commitments. Agreed to represent good practice.

Action: IB and GB to meet with all councillors on an individual basis in coming weeks

14. Questions or comments from Members of the Public (invited by Chair)

None

15. Date of next RCC meeting: 10th October 2023

Meeting ended 21.17

Note from Acting Clerk
Apologies for the inconsistencies in formatting. There is an ongoing and common issue in Word 365 with list numbering and bold.