

Minutes of Rhossili Community Council

Rhossili Village Hall and via Zoom

7:15pm Wednesday, 27 August 2025

Chair: Colin Everett (CE)

Members: Ian Button (IB), Maggie Kirk (MK) – Vice Chair, Lesley-Anne Nolan (LAN), Jo Scott (JS)

Clerk: Charlotte Nolan (Acting)

RFO: Francis Morgan (FM)

Public Attendees: 1 resident, Judy Chappell (newly appointed Clerk, starting 1 October 2025)

1. Welcome & Introductions

Chair Colin Everett welcomed the newly appointed clerk, Judy Chappell.

CE explained that RCC meetings will no longer have a dedicated item for public questions at the start of each meeting. Instead, those present will be invited to contribute to agenda items throughout the meeting.

2. Apologies for absence

Jo Scott (JS), Francis Morgan (FM) - RFO

3. Disclosures of Personal and Prejudicial Interests

Cllr Lesley-Anne Nolan declared a personal interest in agenda item 6.9.4.

4. Minutes

4.1. Resolved to approve and sign the Minutes of the RCC extraordinary meeting of Tuesday, 6th May 2025 as a correct record.

4.2. Resolved to approve and sign the extracted Finance Minute (which was an item of ordinary business) of the RCC Annual Council meeting of Tuesday, 13th May 2025 as a correct record.

5. Annual Report & Strategic Priorities

5.1. **Approved** the final Annual Report 2024/2025 – this will be published on the Rhossili CC webpage.

5.2. Updates on Current and Proposed New Priorities

5.2.1. Supporting Local Biodiversity:

The Biodiversity Action report is due at the end of the calendar year. The RCC is on track with most of its objectives. Some ideas for future biodiversity initiatives were raised, such as exploring options for wider recycling activities and potentially entering the Swansea in Bloom competition in 2026.

Action: fuller update due in October in readiness for an end of calendar year report (MK)

5.2.2. Championing community wellbeing

5.2.2.1. Emergency Planning:

Action: Contact has been made with the CCS Emergency Planning Team over the possibility of developing a local emergency plan for Rhossili; a meeting with the Team is to be arranged to scope this work (CE/JS)

5.2.2.2. Mental Health Initiative:

Future initiatives are looking to build on the Samaritans training which took place earlier in the year. Ideas are currently being discussed, such as organising talks and interactive group sessions for different wellbeing topics, publicising existing wellbeing initiatives (such as the Gower Ministry walks and NT walks), and publishing more information for residents on the Hwb.

5.2.3. South Gower Flooding:

The RCC has not yet received a response from its enquiries sent in April 2025 to CCS and the local MP regarding the status of the survey due to be conducted of the south Gower water basin.

Action: Contact CCS and the local MP and MS to follow-up earlier contact on the development of a longer-term plan for flood resilience (CN/CE)

5.2.4. Improving digital connectivity:

This is a potential priority due to the volume of enquiries regarding internet connectivity on the Rhossili Chat. However, more information is required to ascertain if this is a priority for residents, and in what way the RCC are able to support this issue.

Action: Further exploration of the subject is needed prior to confirming as a RCC priority (CN/CE)

5.2.5. Enhancing road safety:

A member of the working group has now spoken to the Gower Police representative. They advised that if there is an emergency or immediate threat, residents should contact 999, however all other incidents should be reported via the portal, giving as much information as possible, and to please not try to contact the Gower police representatives directly.

Action: Email update to be circulated to working group, and then pushed out to community via email (CN)

5.2.6. Local Community Plan:

This is a potential priority due to previous discussions of the RCC. However, more discussion is required to scope out what role a local community plan would play and if this would simply be a duplication of the existing RCC priorities.

Action: Further scoping needed (CN/CE)

5.2.7. Special Outdoor Events:

A discussion was held regarding special outdoor events which take place in or around the Rhossili area. Councillors expressed they are not necessarily opposed to these events, however there are some concerns that there is a lack of:

- Community engagement (some events will reach out to local community groups, community councils and relevant landowners and/or tenants, however with others there is no such engagement);
- Awareness of the potential environmental impact of some of these events;

- Communication of the impact some of these events will have (such as road closures) to the wider community and with enough notice that mitigations can be arranged; and
- Community benefit – some of the events might make a donation to CCS/other organisations, however there is no consistency in this and the financial support might not trickle down to the local communities who are impacted by the events. With the lack of advanced communication and engagement, local business are not necessarily able to put early plans in place to try to benefit from increased numbers of visitors to the area.

CE has been in contact with the Special Events Manager at CCS to start a discussion with the aim of improving the engagement with local community councils over event planning.

Action: to arrange a meeting with the CCS Special Events team to continue discussions (CE/LAN)

6. Governance & Finance

6.1. Planning Protocol – **Adopted**

The new planning protocol outlines the role of the RCC in the planning application process. The protocol will be publicised locally and published on the RCC webpage.

6.2. Policies & procedures review - Updates **approved** and policies & procedures **readopted**

6.3. Freedom of Information Policy – **Adopted**

6.4. Retention & Disposal Policy – **Adopted**

Action: to review all email accounts, physical records and digital folders against the newly adopted policy (CN/All)

6.5. Risk Management Policy – **Adopted**

Action: to produce a risk register in line with the newly adopted policy (JC/CE/FM)

6.6. Standing Orders review – Proposed changes were **approved** and the updated Standing Orders **adopted**

6.7. RCC Training Plan: – **Action:** to be developed over coming months (JC/CE)

6.8. Community Boundary Review:

There has been no response from the Welsh Government to previous requests for an update.

Action: Welsh Government to be re-chased for an outcome of the review, which is now overdue, with a complaint to be made if necessary. (CE)

6.9. Finance

6.9.1. Financial Report for August - **received** and **noted**

6.9.2. **Approved** the following payments:

6.9.2.1. Zoom Licence Fee – payment to S Walmsley for £155.88

6.9.2.2. Payment for Rhossili Village Hall (2 bookings for Mental Health workshops) - £20

6.9.2.3. Payment to Jamie King for IT support (Hwb and RCC – RHOSS-CC-11) for July to September - £150

6.9.2.4. Payment £50 to Tir a Mor Bakes for catering for Mental Health workshops

6.9.2.5. Payment of £58 to One Voice Wales for 2025/2026 membership

6.9.2.6. Payment of £105 to SLCC for 2025/2026 membership

6.9.3. Status of 2024/25 Audit:

The audit for 2024/2025 was submitted prior to the deadline and a receipt of submission has been received. The annual accounts are available for inspection daily, from Monday to Friday commencing from 18 August until 12 September on application to Cllr Ian Button at Pitton Cross Caravan Park.

6.9.4. Local Authority Pay Rise for 2025/26 - **approved** the following:

6.9.4.1. Backdated pay to the Acting Clerk of £36.80 (80 hours * £0.46)

6.9.4.2. New hourly rate of £15.06 for future Clerk Salary payments (resulting in a new monthly pay rate of £301.20)

6.9.5. Ongoing IT support

There is some concern regarding the level of responsiveness we are receiving from the current provider and the associated cost.

Action: Discuss performance and contract terms with provider (MK)

7. Administration

7.1. Judy Chappell has been **appointed** to the role of RCC Clerk and will commence in the role on 1 October 2025. The Chair and all members thanked Charlotte Nolan for looking after this role in a temporary capacity since June 2024. Judy and Charlotte will commence a hand over of the role in the coming weeks.

7.2. Remaining 2025 meetings – **resolved** dates for remaining 2025 meetings, with frequency review in 2026 (Wednesday 8th October 2025 and Tuesday 9th December 2025)

7.3. Annual Community Magazine:

Action: Small editorial group to be formed consisting of CN, JC, MK & CE to outline timelines, content and production. Agreed to explore advertising from local businesses and to apply for grant funding to help pay for publication. **Action:** Required to go to tender for printing services - to be actioned once numbers and dates have been finalised (IB)

7.4. Correspondence:

7.4.1. Email from Middleton resident regarding regulations for agricultural use of human waste. They have asked the CCS environment department for clarification on when this can be used, and how it should be stored following an incident in June when a large amount of waste was deposited adjacent to their property. This resident has since met with Welsh Water and is going to write an article for the Hwb to help residents understand the rules and reasons for spreading this fertiliser. **Noted**

7.4.2. Email request from a visitor asking if there is an opportunity to place a memorial bench in Rhossili or near the Worm's Head in memory of their father who was originally from the area. We have recommended they speak with the National Trust. **Noted**

7.4.3. The Welsh Government has launched a consultation on a deposit return scheme for glass drink containers – this is open until November 10th for responses. **Noted**

7.4.4. A resident has requested the RCC to arrange for a couple of CPR refresher courses at Rhossili Village Hall on the use of the community's defibrillators.

Action: Agreed to incorporate this request into the community wellbeing discussions (MK)

7.4.5. A resident has informed us the Facebook Plug in for the Hwb page is up for renewal on 26 August. This resident has kindly paid for this previously, we will need to set up the plug in from the RCC account directly.

Action – to be included in the wider online support discussion as per minute 6.9.5. (MK)

- 7.4.6. We have been copied into an email from a resident to the National Trust and Swansea Planning team questioning if planning permission should be required for the temporary structures in the Sunflower Fields on the Vile. No response has been received. **Noted**

8. Updates from RCC representatives

8.1. Gower Community Council Forum – CE - **no update**

8.2. One Voice Wales – Swansea Area Committee – CE:

Two presentations were given in the last meeting in July. One was on the potential community council merger, and the other was regarding the special outdoor events in Gower.

8.3. One Voice Wales – Nature Hub – MK:

MK visited Celtic Wildflowers in July for a talk on biodiversity and a tour of their facilities.

8.4. Rhossili Community Hwb Steering Group - MK - **no update**, next meeting February 2026

8.5. Swansea Local Nature Partnership – MK

Update **received** and **noted**

8.6. Rhossili Bunkhouse & Village Hall Trustees - CE - **no update**

8.7. Knelston School – IB

Knelston school now has the 2nd best attendance of all schools in the Swansea Council area 😊!

8.8. National Trust – LAN

The National Trust have asked for the RCC's assistance in contacting local authorities to try to help expedite the repair of the footpath to the beach in Rhossili.

The responsibility for the path officially lays with Rights of Way, however Welsh Government fund the Coast Path, and the National Trust have also carried out maintenance work historically. CCS have started plans to repair the ramp - however, National Resources Wales has raised concerns due to the SSI status. The NT asks the RCC to help the relevant authorities understand the urgency of repairing the footpath in a bid to progress this project forward.

Action: Make contact with multiple parties in CCS (including Councillor Richard Lewis) and Rebecca Evans MS to make sure they are aware of the current condition of the footpath down to Rhossili Bay and to ask for their support in expediting the repairs and maintenance required (CE/LAN)

8.9. Gower Commoners Association – JS - **no update**

8.10. The Gower Society - JS - **no update**

This meeting ended at 8:26pm