

**SULLY AND LAVERNOCK COMMUNITY COUNCIL/CYNGOR CYMUNED ABERSILI A LARNOG**

**Annual Meeting of the Council  
6.30pm Monday 13<sup>th</sup> May 2024**

In accordance with the provisions of the Local Authorities (Coronavirus)(Meetings)(Wales) Regulations 2020, the meeting was held by way of the remote participation (Zoom) of the members of the Council and public. The Community Councils remote meetings protocols applied.

**Part 1**

**1. Minutes 57/24**

**Present**

- Steve Oaten (Proper Officer)
- Vicki Judd (VJ)
- Kay Bowring (KB)
- Nicky Parry (NP)
- Jackie Payne (JP)
- Robin Lynn (RL)
- David Cannon (DC)
- Lino Scaglioni (LS)
- Martyn James (MJ)

**Apologies 58/24**

- There were no apologies.

**2. Declarations of interests. (Previously verbally disclosed and as the councillors were in attendance applies to all meetings) 59/24**

- JP. Works for the WAG
- VJ. Jubilee Playgroup/Chair of Governors and Minor Authorities Rep Sully School/Saving Sully and Lavernock Group/Trustee Sully and Lavernock Community Library Trust
- RL. Council Rep Evenlode School/Member of the Liberal Democratic Party
- NP. Trustee Sully and Lavernock Community Library Trust

**3. To elect a new Chair and confirm acceptance of office (As meeting conducted via Zoom verbal confirmation of acceptance with a signed declaration provided ASAP) 60/24**

- The community council elected Councillor Bowring as Chair. She accepted the appointment and will sign the acceptance of office in due course.

**4. To elect a new Vice Chair 61/24.**

- The community council elected Councillor Lynn as Vice Chair. He accepted the appointment.

**5. To approve and resolve upon the councils bankers 62/24**

- The Community Council, on the Proper Officers recommendation, have retained Barclays Bank as the nominated account holders for the councils finances. The Proper Officer is still looking at options due to

some other councils experiencing difficulties with their services. Any change has been previously agreed by councillors.

**6. To appoint signatories to the councils bank accounts 63/24**

- The following are currently listed on the councillors banking mandate and will remain so. Councillors Bowring, Lynn, Parry, James, Scaglioni and the Proper Officer. They will be responsible for the authorisation of payments in line with the councils Financial Regulations.

**7. To discuss and resolve upon the regular payment schedule prepared by the clerk. This to authorise the approval of regular payments for the next twelve months 64/24**

- In relation to the Financial Regulations of the community council, Part 5, Paragraph 5.6 the Proper Officer formally requested that the community council consider and agree to authorise a list of “due payments that arise on a regular basis” for the year. They included the councils utilities and other regular payments. The community council agreed to the request from the Proper Officer.

**8. To discuss and resolve upon committees and working groups 65/24**

- This item was discussed and the following was agreed by all councillors. The Finance Committee would be made up of all councillors. The Personnel Committee would comprise of Councillor Payne, Councillor Lynn, Councillor Judd, Councillor Cannon and Catherine Pearce, should she be willing to accept. Working groups would be established as and when required.

**9. To appoint councillors to working groups and committees 66/24**

- This item was a duplication of item 8 and business moved to item 10. What was agreed was that working groups would be constituted as when required for specific tasks.

**10. To appoint representatives to external organisations (Sully Primary School, Evenlode School, Chemical Advisory Board and the Community Liaison Panel) 67/24**

- The councillors who were previously appointed to the various groups agreed to remain in post. Councillor Judd at Sully Primary School, Councillor Lynn at Evenlode Primary School, Councillor James at the Chemical Advisory Board and Councillor Parry on the Community Liaison Panel.

**11. To approve the minutes of the previous meeting 68/24**

- The community council agreed that the minutes of the previous meeting were an accurate reflection of the meeting that took place.

**12. To approve the schedule of payments 69/24**

- The community council agreed the payment schedule as prepared by the Proper Officer and explanations were given where appropriate.

**13. To receive a report from the previous representatives of external bodies Sully Primary School, Evenlode School, Chemical Advisory Board and the Community Liaison Panel 70/24.**

- Sully Primary School
- Councillor Judd updated the council that the school had been declined recent section 106 funding. It was noted that there may be a MUGA possibly sited near the school but there has been no communication from the VOGC. Finances were still extremely tight.

- Evenlode School
- Councillor Lynn advised that the school had been subject of an inspection by Estyn with the report due end of June, beginning of July. It is believed it went reasonably well. The school is facing the same financial challenges as many others.
- Chemical Advisory Board
- Councillor James advised that there had been no recent meeting
- Community Liaison Panel
- Councillor Parry advised that the latest meeting took place on the 18th April. All emergency services were represented. Criminality in the VOGC consisted mainly of Drugs/ASB/Violent Crime and there will be another summer initiative to combat these offences around the coastal areas. The fire service gave some details of fires which had decreased. 40% were accidental, 56% deliberate and 4% other. A worrying trend is that fly tipped rubbish is being set alight in order to destroy any potential evidence that could identify those responsible. Grass fires were also a concern. There had been an increase in false alarms mainly due to inadequate servicing of alarm systems possibly as a result of cost cutting. Kyle Philips gave an overview of the Vales work in relation to bus routes. There is work ongoing with TFW and WAG. They are working towards an Integrated Transport Network, One network-one time table-one ticket being the strapline. There is a timeline for this project of 2026-2028. There are also moves to streamline the community asset transfer process as it appears somewhat cumbersome with some community councils waiting long periods of time for matters to be completed.

**14. Democratic Half Hour. The public were invited to make representations on business being transacted at the meeting or propose items for the agenda of the next meeting (Time constraints applied) 71/24**

- There were no members of the public present at the meeting therefore there was no need to exclude anyone.

**15. To receive any updates from the Proper Officer and Councillors and resolve upon any further actions required 72/24**

- Updates were given by the Proper Officer and Councillors although most business was already itemised on the agenda.

**16. To discuss and resolve upon any increase in hire fees for users of the SLCC facilities 73/24**

- The community council agreed that the fees and charges levied by the council would not change and will be reviewed next May.

**17. To discuss and resolve upon any response to the results of the boundary commission review 74/24**

- There is to be a Special Community Liaison Committee meeting to discuss the review carried out by the Boundary Commission. This is to be attended by Councillor Lynn. He will then look at whether any further response will be put forward by the community council.

**18. To receive an update and resolve upon a new lease in respect of the community library 75/24**

- The Proper Officer updated the council regarding a number of meetings that had taken place and e mail correspondence between the BP Club and himself. It was agreed that the Proper Officer write to the BP and request the cost of any fees for the lease of the library building. It is felt that the matter cannot be progressed unless the community council are advised of the costs of maintaining the lease for the library trust.

**19. To discuss and if necessary resolve upon recommendations in correspondence submitted by Councillor Lynn regarding village benches 76/24**

- Councillor Lynn had circulated an e mail regarding the number of benches in the village owned by the VOGC. Most of them needed some sort of refurbishment, but given the VOGC,s cost cutting, this would not be one of their priorities. The council agreed that the VOGC be written to, in the first instance, to confirm ownership and then the community council would look at the feasibility of repairs, costs etc.

**20. To discuss and resolve upon a budget in respect of the D Day celebrations 77/24**

- The community council agreed a budget of a £1000 in respect of the D Day celebration event.

**21. To discuss and resolve upon any required changes to the Terms of Reference of the community councils Personnel Committee 78/24**

- The community council asked that the policy be reviewed when the Personnel Committee next meet and should any changes be required they could then be implemented.

**22. To discuss and resolve upon any required changes to current policies of the council. Proposed changes will have been circulated by the Proper Officer along with any new policies for approval ( Urgent Matters, Safeguarding, Access to meetings, Notice Board, Memorials and Co Option) 79/24**

- The community council agreed and accepted the policies/procedures/protocols that had been sent out for review. They related to urgent matters, safeguarding, access to meetings, notice boards, memorials and co-option. Should issues arise then they would be subject to further review.
- **To provisionally approve the date of the next meeting of the Finance Committee as the 3<sup>rd</sup> June 2024 80/24**

**Part 2**

**In accordance with section 1(2) of the Public Bodies (Admission to meetings) Act 1960. In view of the confidential nature of the business to be transacted the public were excluded from this part of the meeting**

**There was no requirement for the declaration or exclusion of the public as there were none present.**

**23. To discuss and resolve upon issues of employment and the future use and maintenance of the playing fields, including the cricket square and bowling green, associated costs and training needs 81/24**

- Councillor James would be looking to further the application process in respect of arrangements for grounds maintenance towards the end of this week.
- The Proper Officer updated the council with regard to a number of incidents that had occurred which had resulted in property, owned or managed by the community council being damaged. The proper Officer was advised that the parties should be written to with regard to further arrangements. The community council agreed that a playing fields working group would meet to discuss the issue further.

**24. To discuss any further steps in respect of the provision of allotments 82/24**

- The community council agreed that a sum of up to £5000 be set aside in respect of a desk based survey regarding the suitability of the proposed land at Hayes Road being able to support a community or separate allotments.

**25. To discuss and resolve upon the provision of waste bins and the new recycling guidance 83/24**

- The Proper Officer gave an update at to where the community council were in respect of the new recycling arrangements. The bins issue at the BP is still some way off being resolved although a meeting had taken place with the relevant stakeholders.

**26. To discuss and resolve upon any tenders for the councils website 84/24**

- The issue of a new website has been remitted to a working group who will meet to discuss and bring forward recommendations. It appears that initial costs were not as simple and straightforward as first thought.

**The meeting concluded at 21.00 hours.**

**Steve Oaten - Proper Officer to the Council.**

..... **Chair.**