GOWERTON COMMUNITY COUNCIL

**CYNGOR CYMUNEDOL TREGŴYR**

**Minutes of the Ordinary Meeting of Council**

**Held at The Con Club at 7.30pm**

**on Wednesday 1 October 2025**

**PRESENT**:

**Councillors**: **Vice Chair** Ros Holt,

Barbara Small, Wayne Erasmus, June Merrells, Matt Palmer, Lynne Carey,

Dai Jenkins, Susan Jones

**Clerk to the Council:** Allison James

**69. Apologies for absence** – Cllrs Gareth Evans, Patricia Evans, Kath Jennings, Amanda Guard, Lyneth Howells

**70.** **Disclosures of Personal & Prejudicial** – Cllr Merrells declared an interest in the request for funding by The Hive.

**71 Minutes of Council**

**Resolved** that the Minutes of the Council Meeting held on the following date be approved and signed as a correct record.

1. Wednesday 5 September 2025

**72 Announcements of the Vice Chair of Council**

Cllr Ros Holt said that it was good to see the final Active Travel link completed near the

Station and nice to see such a good turn out at the opening of it.

**73 Public Question Time**

Mr Bob Oliver from Swansea Airport was unwell and unable to attend to give a talk. This will be rescheduled.

**74 Record of Payments**

It was resolved that:

1) The Payments & Receipts be noted.

2) The Clerk be authorised to pay the Payments Raised at the Meeting.

3) To grant the request for £150 payment to The Hive Group for a bus trip from S137 budget.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| 29/08/2025 | Swansea Council | Precept | -13116.67 | 0 | -13116.67 |  | Receipt |
| 01/09/2025 | Amazon | Error | 8.99 | 0 | 8.99 |  |  |
| 02/09/2025 | HP Instant Ink | Sept Ink | 16.79 | 4.2 | 20.99 |  | GA |
| 08/09/2025 | Swansea Council | Floral displays | 1576.67 | 315.33 | 1892 |  | FD |
| 09/09/2025 | Clerk | Refund of error | -8.99 | 0 | -8.99 |  |  |
| 17/09/2025 | Clerk | Phone Sept | 38.99 | 0 | 38.99 |  | CE |
| 20/09/2025 | Clerk | Nest Pension Aug |  | 0 |  |  | Pension |
| 20/09/2025 | Bay Landscapes Ltd | August grounds maintenance | 211.2 | 52.8 | 264 |  | GM |
| 25/09/2025 | Clerk | Sept Salary |  |  |  |  | S |
| 25/09/2025 | Clerk | Nest Pension Sep |  | 0 |  |  | Pension |
| 20/09/2025 | HMRC | PAYE 6/7 - 5/9/25 |  | 0 |  |  | HMRC |
| 25/09/2025 | Clerk | Qtr 2 Office allowance | 200 | 0 | 200 |  | CE |

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| **Quarter 2 Budget report** | **July - Sept** | **2025** |  |  |  |  |  |  |
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| **Detail** | **Budget to date** | **Actual to date** | **Variance to date** | **Annual Budget** | **Budget left** |  | **Variance from budget** | **Projection** |
|  |  |  |  |  |  |  |  |  |
| **Salaries** | 6209 | 6204 | 5 | 12417 | 6213 |  | 9 | 12408 |
| **Pension Cont EE and ER** | 953 | 574 | 379 | 1905 | 1331 |  | 757 | 1148 |
| **HMRC** | 2304 | 1537 | 767 | 4607 | 3070 |  | 607 | 4000 |
| **Clerk Expenses** | 650 | 634 | 16 | 1300 | 666 |  | 0 | 1300 |
| **Chair Allowance** | 250 | 0 | 250 | 500 | 500 |  | 0 | 500 |
| **General Admin** | 200 | 234 | -34 | 400 | 166 |  | 0 | 400 |
| **Subs and Fees** | 2692 | 2000 | 692 | 2692 | 692 |  | 0 | 2692 |
| **Remuneration** | 1014 | 0 | 1014 | 2028 | 2028 |  | 1248 | 780 |
| **Grounds Maintenance** | 1750 | 1680 | 70 | 3500 | 1820 |  | -64 | 3564 |
| **Floral Displays** | 3100 | 1892 | 1208 | 3100 | 1208 |  | 1208 | 1892 |
| **Events** | 2700 | 0 | 2700 | 5400 | 5400 |  | 0 | 5400 |
| **Training** | 250 | 166 | 84 | 500 | 334 |  | 0 | 500 |
| **S137 payments** | 500 | 300 | 200 | 1000 | 700 |  | 0 | 1000 |
|  |  |  |  |  |  |  |  |  |
| **Total** | **22571** | **15221** | **7350** | **39349** | **24128** |  | **3765** | **35584** |
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| **Precept** | **£39,350** |  |  |  |  |  |  |  |
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**75 Correspondence The actions / comments made as in relation to the correspondence reported:**

Emails from Dean Mason giving updates regarding Summer/Autumn Fun Events for 2025.

Emails from Swansea Council giving details of planning applications.

Emails from One Voice Wales giving details of training courses, webinars and other news which are forwarded on to Councillors as applicable.

Email from Swansea Council inviting Councillors to the opening of the Active Travel link to the Railway Station.

Email from Cllr Erasmus giving an example of a newsletter from Grovesend Community Council.

Email from The Hive Community group requesting S137 payment for £150 towards bus costs for trip for local residents to go to Folly Farm.

Email from Bob Oliver, Chairman Swansea Airport requesting to come speak at the October meeting.

Email from Vision ICT giving costs for .gov email addresses. As below.

Hi Allison,

Thank you for contacting us. It's fantastic to hear about your council's initiative to transition to a .gov.uk domain, and we're here to ensure the process is as smooth as possible for you.

To register the .gov.uk domain name is priced at £125 for the initial two years, followed by a renewal fee every two years £65. With a gov.uk domain name you need at least one role-based email address name e.g. Clerk@yourcouncil.gov.uk

There are two packages for email depending on how hands-on you’d like to be:

**1. Fully Managed**

* £15 per mailbox per year
* 10GB storage included
* £75 one-off migration/setup fee (per council, not per mailbox)

**2. Self-managed**

* £75 per domain per year (unlimited 10GB mailboxes)
* Ideal if you have in-house tech support or want complete control
* £75 migration fee (waived if you self-migrate)

Please let us know which option feels right for your council, or if you'd like a quick call to discuss it further. Most councils find the Full managed option easiest, especially when setting up for the first time.

Kind regards,

Daniel, Director

**£15 x 12 (11 councillors plus clerk) (Ward members already have a .gov.uk address)**

**£75 one off migration fee**

**£125 for two years registration of domain name**

**Total - £380**

**76. Planning Applications & Planning Matters**

**Application No: 2025/1863/FUL**

Date Registered: 04.09.2025 Electoral Division: Gowerton - Area 2

Status: Being Considered Map Ref: 259509 195269 Development Type: Householder

Location: 76 Bishwell Road, Gowerton, Swansea, SA4 3BD

Proposal: Retention and completion of detached gym room and shed (one structure)

‘Applicant: Mr Michael Sparkes Agent: Miss Laura Sparkes

No objections

**77. Gowerton Ward Councillors Update**

Cllrs Dai Jenkins and Susan Jenkins gave reports of what they have done during the month of September.

**78. Draft budget requirements for 26/27. What are we looking to achieve?**

Agreed to keep precept as low as possible and provide xmas lights and floral displays. Events are arranged by various other groups in the village, including a variety of events put on by Village Fun (formerly known as Summer/Autumn Fun). Community Council to support wherever possible.

Xmas lights – “pre loved”. More information incoming soon. Ask Bowen Hopkins if they can get something for the Old Mill from underspent budget for floral arrangements.

Cllr Erasmus to provide more information on the “pre-loved” lights from a company who sells ex hire lights at a discount.

Clerk suggested lowering the Chair allowance to £100 next year to allow £400 to be used elsewhere in the budget. Gowerton does not have enough Civic functions to justify £500 chair allowance.

Discussed the newsletter from Grovesend Community Council. Grovesend have 500 houses in the village and their budget for newsletters is £800, though they do receive revenue from advertisements from local businesses to lower costs. Gowerton has over three times as many houses. Higher budget would be needed and resources to deliver the newsletters. As Gowerton CC does not put on events, it was deemed not necessary to produce a newsletter.

**Resolved -**  to keep costs to a minimum where possible and to lower Chair allowance next year.

Cllr L Carey was unwell and left the meeting at 20:27

**79. Opportunities to invite local residents to have their say about what they would like to see in the village** **(Cllr P Evans)**

This was deferred due to the absence of Cllr P Evans

**80. Email addresses for Councillors update.**

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* 10GB storage included

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£15 x 12 (11 councillors plus clerk) (Ward members already have a .gov.uk address)

£75 one off migration fee

£125 for two years registration of domain name

Total - £380

**Resolved – to implement new email addresses next year.**

**81. Motion to set Ward Member report date submission (Cllr Dai Jenkins)**

The motion was not seconded. Motion was dismissed.

**82 Remembrance Day**

**Resolved** - Clerk to contact Rev Ben Jones from St Johns Church and Minister Hunyoung from the Temple to arrange a Remembrance Service at the Flagpole at 11am on 11 November 2025.

**83. Christmas Events (Cllr G Evans)**

There is only enough money in the budget to cover the cost of the Xmas lights. Is this something that can be reviewed next year?

Temple are putting on an xmas fete. Village Fun is arranging Santa on 13 December at Pippa Pughs house (the oldest house in the village).

The Con Club and Mickey Mouse Club usually put on xmas events for Children.

**Resolved** – there are various xmas events in the village. Maybe Community Council could support where necessary.

**.**

**84. Proposed Development at Fairwood Terrace (Cllr P Evans)**

Deferred

**85. Motion to prevent the discussion of other Community Councils in meetings, on email**

**or on minutes (Cllr Dai Jenkins)**

The motion was not seconded. Motion was dismissed.

**86. Agenda items requested for next meeting**

Bins – Cllr Howells

**87. Set date of next meeting.**

The next meeting will be on Wednesday 12 November 2025 at the Con Club in Gowerton.

**Meeting closed at 20:46**

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Chairperson)**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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