

## **Bishopston Community Council**

### **Annual General Meeting Minutes**

**Held at:** Bishopston Community Centre

**Date:** 01/06/26

**Time:** 19:00

#### **1. Apologies**

Apologies for absence were received from: B Ball and H Hartshorn

#### **2. Approval of Minutes of the Previous Meeting**

Resolved: That the minutes of the previous meeting be approved as a true and accurate record.

#### **3. Election of Chair for the Council Year 2026/27**

Cllr Susan Dunce be elected Chair of the Council for the 2026/27

#### **4. Election of Vice-Chair for the Council Year 2026/27**

Cllr Alan James be elected Vice-Chair of the Council for the 2026/27 Municipal Year.

#### **5. Declaration of Acceptance of Office**

Declarations of Acceptance of Office as Community Councillors were received.

#### **6. Declarations of Personal and Prejudicial Interests**

Members received declarations of personal and prejudicial interests for the 2026/27 Municipal Year.

#### **7. Appointment of Committees and Working Parties**

*Resolved to appoint the following Committees and Working Parties for the 2026/27 Municipal Year:*

##### **Recreational Facilities Committee**

L Ellis (Chair), N Matthews, B Ball, J Jones, S Dunce, R Brace and (Lay Member – Cllr L Jones).

### **Finance Committee**

A James (Chair), N Matthews, H Hartshorn, N Lomas and I Shemilt.

### **Human Resources Committee**

L Ellis, H Hartshorn, S Dunce and A James.

### **Transport Committee**

Membership to remain unchanged from the previous Council year.

### **Emergency Planning Committee**

Membership to remain unchanged from the previous Council year, with the addition of N Lomas.

### **Biodiversity Working Party (combine with RFC matters)**

K Lawrence, I Shemilt, Vicky Jones (Lay Member) and Paul Llewellyn (Lay Member).

### **Planning Committee**

I Shemilt.

### **Public Rights of Way / Footpaths Representative**

Clive Scott (Lay Member).

## **8. Appointment of Council Representatives**

### **Primary School**

Cllr Helen Hartshorn continue as the Council's representative.

### **Comprehensive School**

Cllr Julie Jones continue as the Council's representative.

## **9. Planning**

Members considered the following planning applications:

### **2026/0761/FUL – 5 Oldway**

Resolved: No objection.

## **2026/0633/FUL – 17a Manselfield**

Resolved: No objection.

## **2026/0751/FUL – 1 Caswell Bay Road**

Resolved: No objection, subject to the Local Planning Authority retaining the condition requiring obscure glazed, non-opening side windows below 1.7 metres.

# **10. Finance**

The Responsible Financial Officer presented the April financial report.

Members noted that several budget variances reflected timing differences between invoices and payments rather than overspends.

Resolved: approved the financial report.

# **11. Project Updates**

## **Active Travel Track**

Members noted that there were no significant updates.

## **Community Parks**

### **Wellfield Play Area**

**The Clerk reported that:**

- Repairs to the zip wire and damaged play equipment are scheduled for 30 June.
- A mature ash tree within the play area has been professionally assessed as dead.
- Concerns have been raised regarding public safety.
- A quotation had been received for its removal.

**Resolved:**

- To approve the removal of the dead ash tree.

## **Copley Woods (inclusive of Pump Track)**

**Members noted:**

- There had been no significant update regarding the wider regeneration project since the previous meeting.
- Cllr Lyndon to chase up Gareth Govier for a progress update.

## **Murton Green Play Park**

- Swansea Council continues to lead the procurement process.

- The project is expected to progress later in the year.
- Opportunities for additional grant funding continue to be explored.

Members discussed the disposal of grass arisings.

The Clerk advised that:

- Grass arisings have historically been deposited adjacent to Copley Woods.
- The grounds maintenance contractor has identified Japanese Knotweed behind the existing grass pile and advised that the area should not be disturbed.
- A quotation will be obtained for the lawful disposal of future grass arisings.

**Action:**

- Clerk to obtain disposal costs and report back to Council.

## **12. Councillor and City Council Update – Cllr Lyndon Jones**

Cllr Jones provided an update on recent matters including:

- Significant parking and congestion issues experienced at Caswell during the recent Bank Holiday.
- Meetings arranged with Swansea Council officers and South Wales Police to discuss improved parking enforcement, emergency access and traffic management.
- Consideration of additional signage, Traffic Regulation Orders and public transport options.
- Community Speed Watch training continues to receive strong support.
- Additional speed signs have been ordered.
- Road marking improvements are being progressed.
- Further meetings have been arranged regarding highway safety improvements.

**Action:**

- Cllr Jones to report back following meetings with Swansea Council and South Wales Police.

## **13. Correspondence / Clerk's Report**

The Clerk reported on a recent meeting with the Council's fireworks contractor.

Members were advised that:

- The contractor remains satisfied that the current firing location is appropriate.
- The contractor does not consider the organised display to have caused the property damage previously alleged.
- Monitoring of fallout during future displays was recommended.
- It was proposed to increase the low-noise element of this year's display from five minutes to seven minutes.

## 14. Any Other Business

*Cllr J Jones left the meeting*

### Community Hall Hot Water Cylinder

Members considered three quotations for the replacement of the Community Hall hot water cylinder.

Following discussion regarding the scope of the quotations, long-term compatibility with future improvements to the heating system and value for money, Members agreed that additional consideration was required before making a decision.

Resolved:

- That no contractor be appointed at this meeting.
- That the Clerk circulate copies of all quotations to Members.
- That further information be obtained regarding longer-term heating system options before a final decision is made.

*Members also expressed their appreciation to Cllr Lynne Ellis and Cllr Nic Matthews for their time as Chair and Vice Chair.*

## 15. Close of Meeting

There being no further business, the Chair thanked Members for their attendance and declared the meeting closed.