CYNGOR CYMUNED LLANDEILO FERWALLT
BISHOPSTON COMMUNITY COUNCIL MEETING

FULL COUNCIL

HELD AT: Bishopston Community Centre
DATE: 28/09/26
TIME: 19:00

ATTENDEES:

A James, L Ellis, N. Matthews, I Shemilt, R Brace, J Jones, N Lomas, B Ball, Cllr Lyndon Jones

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1. APOLOGIES

1. Apologies for absence were received from:

- S. Dunce
- H Hartshorn
- K Lawrence

The apologies were noted and accepted.

2. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST

No declarations of personal or prejudicial interest were identifiable from the recording.

3. APPROVAL OF PREVIOUS MINUTES

The minutes of the previous meeting were considered and approved.

4. PLANNING

Members considered a planning application relating to premises at 14 Bishopston Road, involving the use or improvement of an existing function room.

Members generally welcomed the proposed improvements and raised no objection in principle.

However, concerns were expressed regarding the potential impact of late-night music and noise on neighbouring residents.

It was agreed that the Council's response should suggest consideration of an appropriate restriction or curfew on late-night music to protect residential amenity.

ACTION: Submit the Council's planning response, indicating no objection in principle but requesting consideration of late-night noise restrictions.

5. FINANCE

The financial position of the Council was discussed.

Members were advised that the principal budget variances related to ongoing capital and community projects. Expenditure on these projects depended upon external processes, funding arrangements and project progress, meaning that some anticipated expenditure had not yet occurred.

It was acknowledged that consideration would need to be given to carrying forward relevant project budgets into the following financial year.

Community Council Elections – May 2027

Members were informed that the next Community Council elections were scheduled for 6 May 2027.

The anticipated election cost was reported as £2,131, covering polling arrangements, postal voting, staffing and stationery.

Members discussed the reduction in the number of Council seats from 14 to nine, together with the importance of ensuring that candidates submitted nominations for the correct electoral wards.

It was acknowledged that confusion over ward nominations had caused difficulties at a previous election.

The Clerk advised that further information regarding the nomination process and secure submission arrangements was awaited.

6. PROJECT UPDATES

6.1 ACTIVE TRAVEL TRACK

Members received an update on the proposed Active Travel Track.

It was reported that outstanding legal documentation had been chased and that the relevant information had now been received by the parties involved.

Further discussions with Swansea Council were expected, including a forthcoming meeting to clarify the current position and next steps.

Members were advised that the legal and contractual arrangements remained an important part of securing the funding necessary for the project to proceed.

Concerns previously raised by the Community Council had been forwarded to Swansea Council, and a formal response was awaited.

These included the reinstatement of planting, including daffodils, future maintenance responsibilities, access arrangements and the implications of the land transfer for adjoining Council facilities.

Members emphasised the importance of ensuring that these matters were properly addressed within the contractual documentation.

It was acknowledged that the project had experienced previous delays following changes to the proposed route and the requirements of commoners, resulting in revisions to the scheme.

Members expressed the hope that all outstanding matters could be resolved before construction commenced to avoid further interruptions.

ACTION: Obtain an update following the forthcoming meeting with Swansea Council and report back on the legal arrangements, funding position and outstanding concerns.

6.2 BISHOPSTON COMMUNITY PARK / MURTON PARK

Members received an update on the continuing development and maintenance of the Council's recreational facilities.

MURTON GREEN PLAY PARK

Members expressed disappointment at the continued delay in replacing the removed play equipment at Murton Green.

It was reported that the project was still awaiting progress through Swansea Council's procurement and tendering arrangements.

Members acknowledged the frustration experienced by residents, particularly families with younger children, because of the extended period without replacement facilities.

Concerns were also expressed regarding the performance and after-sales service of an equipment supplier, including delays in replacing damaged or defective items.

Members considered that these experiences should be taken into account when considering future procurement arrangements.

PLAY AREA SURFACING

Members discussed reports of children experiencing black marks or residue on clothing and skin following use of a play area surface.

The matter had been reported to the relevant parties, and feedback was awaited.

Members agreed that the issue required investigation to establish whether the surfacing material was performing appropriately and whether any remedial action was necessary.

ACTIONS: Continue pursuing the procurement and installation of replacement play equipment, seek an update on outstanding repairs and obtain feedback concerning the play area surfacing.

6.3 COPLEY WOODS – INCLUDING PUMP TRACK

Members received a brief update regarding the proposed pump track at Copley Woods.

It was reported that the project remained at an early stage, with the Council awaiting the relevant terms of reference and further information from Swansea Council.

Members were advised that an update was anticipated following forthcoming discussions, with the outstanding documentation expected by the end of the month.

Members expressed their continued support for progressing the project.

ACTION: Chase the outstanding terms of reference and provide a further update at the next meeting.

7. CONFIDENTIALITY

7.1 COUNCIL WHATSAPP GROUP

Members discussed a recent incident involving the sharing of correspondence from the Council's private WhatsApp group with individuals outside the Council.

It was reported that a message posted by J Jones had been forwarded to a third party without her permission. Her personal telephone number had also been shared, resulting in unwanted contact.

Members expressed concern regarding the breach of trust and the potential implications for councillors' privacy and personal safety.

It was acknowledged that the councillor responsible had apologised and that the matter had caused considerable distress.

The Clerk advised that guidance had been sought from One Voice Wales. Members were informed that potential breaches of the Members' Code of Conduct could not be investigated internally by the Council and would need to be considered through the appropriate external complaints process.

Members recognised the usefulness of WhatsApp for informal communication, sharing information and discussing Council matters between meetings. However, it was agreed that clear boundaries and expectations were necessary.

The introduction of a formal Council WhatsApp policy was supported.

Members discussed temporarily closing or restricting the group until a policy could be agreed.

It was agreed that discussions within the Council WhatsApp group should be treated as confidential and must not be forwarded or shared outside the group without appropriate permission.

Members also emphasised that councillors' personal contact details, including telephone numbers, email addresses and home addresses, must not be disclosed without consent.

ACTIONS: Prepare a formal WhatsApp and electronic communications policy for Council consideration and establish clear expectations regarding confidentiality and the sharing of personal information.

7.2 COMMUNITY EMERGENCY PLANNING

Members received an update on the work being undertaken by the Council's Emergency Planning Committee.

A draft Community Emergency Plan had been prepared and copies were circulated to members.

The plan was intended to provide practical guidance to residents in the event of emergencies, including severe weather, prolonged power cuts, flooding and other disruptions to essential services.

Members were advised that the plan drew upon UK Government guidance and other recognised emergency preparedness resources.

The Committee had also been preparing an emergency preparedness article for the forthcoming Chronicle, providing practical advice in an accessible and reassuring manner.

The proposed information included household emergency supplies, grab bags, emergency contact numbers, arrangements for checking on vulnerable neighbours and opportunities for residents to volunteer.

Members discussed the potential creation of a confidential register of vulnerable residents who might require additional support during an emergency, together with a separate register of community volunteers.

The importance of appropriate data protection arrangements was recognised.

Members were informed that emergency supplies had been obtained or were being sourced, including torches, radios, power banks and other equipment.

A secure, lockable cupboard was proposed within the Community Centre to ensure that supplies could be stored together and accessed quickly when required.

Members also discussed working with local community organisations, faith groups and other partners to support residents during prolonged disruptions.

It was emphasised that the Council's role would be to supplement, rather than replace, the statutory responsibilities of emergency services and other public authorities.

Additional matters raised included the identification of local electricity supply arrangements, water supplies, the risks associated with flooding and sewage pumping stations during prolonged power outages, and the importance of encouraging residents to register with utility providers' Priority Services Registers where appropriate.

Members welcomed the progress made and acknowledged the work undertaken by the Emergency Planning Committee.

ACTIONS: Continue developing the Community Emergency Plan, finalise the emergency preparedness article for the Chronicle, progress arrangements for secure equipment storage and explore appropriate arrangements for volunteer and vulnerable-resident registers.

8. CITY COUNCIL UPDATE – CLLR LYNDON JONES

Cllr Lyndon Jones provided an update on several matters affecting Bishopston and the surrounding area.

8.1 LOCAL DEVELOPMENT PLAN 2

Members were advised that three potential development sites remained under consideration as part of the Local Development Plan 2 process.

These included land behind Long Acre, land in the Eastlands Park area and land near Northway and the Glebe.

Cllr Jones explained that Swansea Council was reviewing the sites and that a further report was anticipated before Christmas.

A public consultation was expected to follow early in the new year.

Members discussed the potential implications for the character of the village, wildlife, traffic and existing residential areas.

It was suggested that a public meeting should be arranged once the proposed sites were confirmed, enabling residents to understand the proposals and respond during the consultation period.

8.2 PROPOSED NURSERY AT THE CHAPEL

Cllr Jones reported that proposals for the use of the Chapel as a children's nursery were progressing.

He advised that he had sought clarification from the planning authority and understood that the proposed use would not require a separate change-of-use planning application.

However, he expressed significant concerns regarding traffic congestion, parking and highway safety, particularly during morning drop-off and afternoon collection periods.

Members discussed the potential impact on the nearby junction, local residents and businesses, including the Post Office.

It was reported that concerns had been raised with the relevant childcare registration and inspection body.

Members also discussed the possibility of working constructively with the nursery operator to identify potential solutions, including parking arrangements.

It was agreed that traffic and parking implications required careful consideration.

8.3 DEFIBRILLATOR AND CPR TRAINING

Cllr Jones reported on the continued delivery of CPR and defibrillator training to pupils at Bishopston Comprehensive School.

Further sessions had taken place, with approximately 720 pupils reported to have received training across three year groups.

Members welcomed the initiative and recognised its contribution to community safety.

8.4 COMMUNITY EVENTS

Members were informed that arrangements were progressing for the Christmas Lantern Parade / Tree switch on, scheduled for 27 November, including arrangements for Father Christmas.

8.5 ENVIRONMENTAL IMPROVEMENTS

Cllr Jones reported that additional wildflower planting was being considered for suitable locations around the village.

Members discussed potential sites and the need to ensure that planting locations were practical for installation and future maintenance.

8.6 ROAD SAFETY AND SPEED MONITORING

Cllr Jones reported that speed monitoring had been undertaken on Mansfield Road.

The average recorded speed was reported as approximately 26 mph, exceeding the applicable 20 mph limit.

Further enforcement activity had been requested, including consideration of mobile speed camera deployment.

Additional speed monitoring had also been requested for Bishopston Road.

Members expressed concern regarding speeding through the village and the risks posed to pedestrians, children and other road users.

8.7 DRAINAGE IMPROVEMENTS

Members were informed that drainage works in the vicinity of the Community Centre had been completed.

The works included improvements to drainage infrastructure and the provision of connections which might assist with future drainage requirements affecting nearby Council land.

Members welcomed the completion of the works and hoped that they would reduce future drainage problems.

8.8 GRASS CUTTINGS AND METHANE INCIDENT

Members discussed a recent incident involving a large accumulation of decomposing grass cuttings near the Community Centre.

A strong smell had been reported, and subsequent checks indicated the presence of gas associated with decomposition.

The Fire and Rescue Service had attended and taken precautionary action.

Members expressed concern regarding the potential health, safety and environmental implications of allowing grass cuttings to accumulate in this manner.

It was agreed that the existing arrangements required review and that options for removing the accumulated material should be investigated.

ACTION: Obtain costs for removing the accumulated grass cuttings and consider alternative arrangements for managing grass waste.

8.9 COMMUNITY BUS SERVICE

Members received an update on the ongoing discussions concerning the future of the community bus service.

It was reported that changes to the regulatory and contractual arrangements were creating additional challenges.

The relevant transport representatives were exploring options to maintain and, where possible, improve the service.

Members were advised that passenger numbers remained encouraging, with approximately 950 passenger journeys reported during July.

Further financial and operational information was being sought before any proposals could be considered.

Members reiterated the importance of retaining this valued community service.

9. ANY OTHER BUSINESS

9.1 ROAD SAFETY – OLDWAY

Members expressed concern regarding recent incidents involving cats being injured or killed by vehicles in the Oldway area.

It was recognised that speeding and inappropriate driving also posed risks to children, pedestrians and other road users.

Members discussed possible additional traffic-calming measures, road markings, temporary signage and awareness campaigns.

It was suggested that the Council consider allocating funding within a future budget for additional road safety measures, subject to the necessary permissions.

A road safety article was also proposed for inclusion in the forthcoming Chronicle, encouraging motorists to slow down and drive carefully throughout the village.

ACTIONS: Road safety message in the Chronicle.

9.2 PARKING ON PAVEMENTS

Members raised concerns regarding vehicles parking on pavements, particularly where insufficient space was left for pedestrians, wheelchair users and parents with pushchairs.

Examples of obstructive parking near local facilities were discussed.

It was agreed that the forthcoming Chronicle should remind motorists to park considerately and avoid obstructing pedestrian access.

9.3 COMMUNITY CENTRE BOOK DONATIONS

Members discussed the Community Centre's book exchange.

It was reported that a substantial number of donated books had recently been received and that storage and sorting had become difficult.

A temporary pause in further donations had been requested to allow the existing stock to be organised.

Members welcomed the continued use of the book exchange and recognised its value to the community.

9.4 CHRONICLE CONTRIBUTIONS

Members were invited to submit articles and suggestions for the forthcoming edition of the Chronicle.

Suggested subjects included road safety, considerate parking and emergency preparedness.

Members were asked to provide contributions promptly to meet the publication deadline.

MEETING CLOSED - NEXT MEETING 26/10/26 AT 7:00