

**DRAFT MINUTES FROM THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 15th July 2025 AT 7.07 PM**

Present: Cllr Lynda James LJ (Chair) Cllr Susan Rodaway SER, Cllr Ralph Cook RC, Cllr Cari Jones CJ, Cllr Richard Beynon RB, Cllr Clive Scott CS, Cllr Rebecca Donnachie RD, Cllr Jon Dixon JD, Cllr Steven Rodaway SR, Clerk

Apologies for absence: Cllr Rachel Carter, Cllr Will Smith, Cllr Cai Carter

Apologies for Lateness: Cllr Susan Rodaway

Declarations of interest: None

All votes will be named votes

Questions from the Public relating to items on this agenda (limited to 10 minutes)

Swansea Council Report from Cllr Lynda James

a) Questions from Councillors (Limited to 10 Minutes)

Cllr James reported that the Carnival had been a resounding success this year, although it was a pity that the Sunday event was poorly attended.

The footpaths officer was looking to install seating along the cliffs wanted to have a meeting with her and the National Trust to see where they would go and to get the job complete. Cllr Jones asked to be part of the meeting. Lynda asked if there were any suggestion on where they should be placed. The Clerk advised that one had been requested on East Cliff on the way to Hunts Bay.

Cllr James also reported that there had been some disagreement over who was responsible for the gates between Pennard Dr and Pennard Road with no one at Swansea Council accepting responsibility to change or improve them due to a lack of funding. She suggested that perhaps a chain across the path would be a low cost solution for now whilst she kept an eye out for a funding pot.

1. Welcome to our new Community Councillors

Cllr James introduced the new Councillors who had been successful in the recent uncontested election process, Cllrs Scott, Donnachie, Rodaway and Dixon gave a brief bio of themselves and were welcomed to the Council.

2. To receive and sign the minutes of the Full Council Meeting held on the on the 16th Jun 2025 previously circulated

Accuracy and approval

Proposed by RC seconded by RB agreed by all

3. To receive and sign the minutes of the Planning Committee Meeting held on the on the 8th Jul 2025 previously circulated

Accuracy and approval

Proposed by RC seconded by RB agreed by all

4. Admin

a) To receive update regarding Councillor vacancies

The Clerk gave an update regarding the remaining 2 vacancies.

b) To note community engagement planned for the 15th Aug and provision of community hall for event.

The Clerk explained the background to this event which had been arranged by the Police to be held in Sandy Lane, which was not appropriate or welcomed, the Clerk had offered the use of the Hall and suggested that the event could also include general community engagement sessions with the Community Council.

5. Finance and Employment

a) To agree payments for Jul 2025

The reports and copies of the invoices had been sent to the Committee Chairs who had returned their approval reports.

Proposed by LJ seconded by RC agreed by all

b) To note and closing balances Jun 2025

Noted

Cllr Susan Rodaway joined the meeting at 7.58pm. Cllr James continued to Chair the meeting.

c) To receive PEFTA update

The Clerk reported that there had been no change to the 8 households currently using the scheme.

d) To agree way forward with the Charity regarding PEFTA financial assistance requests

The Clerk shared the correspondence received from the Charity and the matter was discussed with Councillor sharing their opinions. Cllr Susan Rodaway reported that she had asked the local business if they could provide anonymised lists of purchases but they couldn't. The Clerk asked the Councillors representing the Council to ask further questions at the next charity meeting with regards to the need and purpose of such detailed information which none of the other funders had asked for.

e) To note grant applications made or in production this month and any results received.

The Clerk reported that the COAST application had been unsuccessful due to a high number of subscribers, no other applications had been made this month.

Cllr James handed the Chair over to Cllr Susan Rodaway at 8.20pm

6. Land Management

a) To receive update regarding the Field and Burial ground.

The Clerk gave a brief update regarding the Field and Burial Ground including the completion of this year safety inspection of the playpark.

b) To note electrical safety check carried out at the pavilion.

Noted

c) To agree to pay the balance of the field treatment from the repair and maintenance reserve.

The Field treatment had been agreed when setting the budget however the estimate given at the time was a little low it was agreed that the excess would be paid out of the repair and maintenance budget.

Proposed by LJ seconded by SER agreed by all

d) To consider the estimate for the removal of grass waste from the field and agree action.

This matter was deferred to next year whilst further enquires were made.

7. Environment

a) To receive update regarding local current Environmental initiatives.

The Clerk gave a brief update which included the Kittle planter project, she also reported the success of the Butterfly walk which had been well received.

b) To agree the purchase and placements for boulders and trees at the top of Heatherslade Road and Linkside drive.

This was discussed and the Clerk was asked to obtain utility maps from Swansea Council's Highway maintenance dept to make sure nothing was disturbed during any tree planting. Enquires would also be made regarding the cost to procure some large boulders and sizable trees, the matter would then be discussed further in Sept.

c) To agree future newsletter deadline dates.

The Clerk suggested deadline dates of the 31st May and 31st Oct this was agreed Proposed by CJ seconded by RB agreed by all.

Cllr Jones suggested having an editor from each committee this was discussed and Cllr Susan Rodaway suggested a sub committee be set up to oversee the Newsletter in future.

d) To receive update on Community Garden

The Clerk gave an update on the Garden progress including the suggested grand opening event date of the 16th August

e) To receive update on Youth activities and agree any summer actions.

The Clerk gave an update including the ad hoc activities being discussed between MAD and Cllr Carter regarding Garden events for the young people being funded by the Rural Anchor Grant.

Boardability had agreed to run some weekly sessions as they had last year, the funding for this was in the budget therefore this was agreed.

Proposed by SER seconded by CJ agreed by all

f) To receive update on accessibility matters.

Cllr Jones reported that she had several meeting booked over the next few weeks to discuss accessibility, one with our MP for Gower to discuss erosion and accessibility, one with the Local Area Coordinator to speak about the Wellness Walks, she was also in conversation with Swansea Council regarding insurance cover for the Walks. Both Cllr Scott and Jones would be attending a Local Access Forum meeting in the coming week where the remaining style accesses would be discussed.

8. Hall

a) To receive update on Hall repairs and maintenance due this month.

The Clerk gave an update on the upcoming blind repairs and painting of the vestibule as well as the other tasks in hand which she would be chasing.

She also reported that the planning application had gone in for the Solar panels and was awaiting the decision so this work could be started.

b) To receive eco information and agree sanitary bin provider for the hall

The Clerk reported the eco information that she had received from company A and B nothing from C. The provision of 2 sanitary bins and 1 nappy bin and whether they should be serviced or not was discussed, it was agreed that serviced would be best.

Company A - £728 per annum

Company B - £572 per annum

Company C - £395.88 per annum

Keeping in mind the carbon footprint of this service, company B was Chosen who are already in the local area servicing other businesses.

Proposed by SER seconded by RC agreed by all

Company B was revealed to be Swansea Washrooms who are part of the Cathedral Group.

9. Correspondence
None

Meeting closed at 9.13pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/06/25 and 30/06/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £51,938.29

Short Term Investment Accounts

No 4 Account £168,434.27
 Pavillion Account £28,091.48
 PEFTA A/C prev Green Path £1,575.88
 Total £250,039.92

Balances at start of period

Ordinary Accounts

Current Account £56,277.21

Short Term Investment Accounts

No 4 Account £168,899.72
 Pavillion Account £28,133.83
 PEFTA A/C prev Green Path £445.93
 Total £253,556.69

RECEIPTS	Net	Vat	Gross
Administration	£5,962.57	£0.00	£5,962.57
Burial	£3,960.00	£0.00	£3,960.00
FIELD	£20.00	£0.00	£20.00
Hall	£1,688.01	£0.00	£1,688.01
Total Receipts	<u>£11,630.58</u>	<u>£0.00</u>	<u>£11,630.58</u>

PAYMENTS	Net	Vat	Gross
Administration	£13,475.03	£384.84	£13,859.87
Burial	£389.32	£74.04	£463.36
FIELD	£1,274.54	£230.46	£1,505.00
Hall	£1,173.82	£136.57	£1,310.39
Environment	£2,125.16	£156.00	£2,281.16
Youth	£27.22	£5.45	£32.67
Total Payments	<u>£18,465.09</u>	<u>£987.36</u>	<u>£19,452.45</u>

Closing Balances

Ordinary Accounts

Current Account £46,342.63
£46,342.63

Short Term Investment Accounts

No 4 Account £168,826.36
 Pavillion Account £28,152.56
 PEFTA A/C prev Green Path £2,413.27
 Total £199,392.19
£245,734.82

Pennard Community Council												
Monthly Payments	Jun-25										CHQ/BACS/DD/	
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card	
Octopus Electricity Pavillion	20.13									20.13	DD	Local Govt Act 1972 S111
Dwr Cymru	45.50		96.00							141.50	DD	Local Govt Act 1972 S111
Octopus Gas										0.00	DD	Local Govt Act 1972 S111
Swansea CC - Rates										0.00	DD	Local Govt Act 1972 S111
ground rent										0.00	i/n	Local Govt Act 1972 S111
Grave Digging										0.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Plaque engraving										0.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Ground Maintenance	760.21	363.87	71.75							1195.83	i/n	Local Govt Act 1972 S111
Street Light in BG Car Park (SSE)		25.45								25.45	DD	Highways Act 190 S301
Memorial Stone repair payment										0.00	i/n	Local Authorities Cemeteries Order 1977
Cleaning	208.00		432							640.00	i/n	Local Govt Act 1972 S111
Swansea CC - Waste disposal charges	44.20									44.20	DD	Local Govt Act 1972 S111
Subscription										0.00	i/n	Local Govt Act 1972 S111
Cleaning Material			37.87							37.87	i/n	Local Govt (Misc Provisions) Act 1976 s19
Octopus Electricity for Hall										0.00	DD	Local Govt Act 1972 S111
Internet for Hall			58.81							58.81	DD	Local Govt & Elections (Wales) Act 2021 s47
Fire alarm check						47.00				47.00	DC	Local Govt Act 1972 S111
Land Rent										0.00	DC	Local Govt Act 1972 S111
Repairs and maintenance	196.5		477.39							673.89	i/n	Local Govt Act 1972 S111
Professional Services										0.00	i/n	Local Govt Act 1972 S111
Waste Collection Hall										0.00	i/n	Local Govt Act 1972 S111
Cleaning Contribution										0.00	i/n	Local Govt Act 1972 S111
Window Cleaning										0.00	i/n	Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							8.50			8.50	DD	Local Govt Act 1972 S112
Vodafone						22.41				22.41	DD	Local Govt Act 1972 S111
Voxi						20.00				20.00	DD	Local Govt Act 1972 S111
HMRC						1215.10				1215.10	Payroll	Local Govt Act 1972 S112
Employee costs						3723.53				3723.53	Payroll	Local Govt Act 1972 S112
Home Working Allowance and Exp						26.7				26.70	Payroll	Local Govt Act 1972 S112
Audit						570.00				570.00	DD	Local Govt Act 1972 S112
Subscription						692.80				692.80	i/n	Local Govt Act 1972 S112
Zoom						16.79				16.79	DD	Local Govt & Elections (Wales) Act 2021 s47
Ieberra				10						10.00	DC	Local Govt Act 1972 S111
Training										0.00	i/n	Local Govt Act 1972 S112
Web Site										0.00	i/n	Local Govt Act 1972 S112
IT						1186.19				1186.19	DC	Local Govt Act 1972 S112
Community Bus						5000.00				5000.00	i/n	Transport Act 1985, s.106A
Stationary						4.88				4.88	DC	Local Govt Act 1972 S112
Postage										0.00	DC	Local Govt Act 1972 S112
Sport equipt					27.22					27.22	i/n	Local Govt Act 1972 S112
Adobe						16.64				16.64	DD	Local Govt Act 1972 S112
PEFTA									533.16	533.16	DC	Local Govt & Elections (Wales) Act 2021 s24
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
Landscape Grant				329.58						329.58	i/n	Local Govt Act 1972 S111
Community Garden Project				1785.58		390.00				2175.58	i/n	Local Govt Act 1972 S111
TOTAL	1274.54	389.32	1173.82	2125.16	27.22	12933.37	8.50	0.00	533.16	18465.09		

Pennard Community Council														
Monthly Receipts	Jun-25													
Detail		PF		BG		CH		Admin		Environment		Youth		TOTAL
		Invoiced	Rec'd	Invoiced	Rec'd	Invoiced	Rec'd	Expected	Rec'd	Expected	Rec'd	Expected	Rec'd	
Precept														0
Rent								1000	1000					1000.00
Insurance Contribution								20.85	20.85					20.85
Water Contribution							74.5							74.50
Grants														0.00
Interest									145.87					145.87
Wayleaves														0.00
VAT									4795.85					4795.85
PEFTA Donations														
Regular bookings						2757.76	1575.01							1575.01
Casual bookings						83.5	38.5							38.50
Cancellations with 72 hrs + notice	0													
write offs due to heating	0													
Market (not invoiced until fee agreed)														0.00
Pitch Hire		0	20.00											20.00
cancellations due to weather														
Burials				3960.00	3960									3960.00
TOTAL			20.00		3960.00		1688.01		5962.57		0.00		0.00	11630.58