

**FINAL MINUTES FROM THE ANNUAL MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 6th May 2025 AT 7.00PM**

Present: Cllr Susan Rodaway (Chair) SER, Cllr Lynda James LJ, Cllr Cari Jones CJ, Cllr Richard Beynon RB Cllr Steve Sheriff SS, Cllr Ralph Cook RC, Cllr Cai Carter CC, Cllr Will Smith WS, Cllr Mark Parkinson MP, Clerk, Noel Clarke (CMOP).

All votes will be named votes

1. Election of Chair

SS nominated Cllr Lynda James seconded by RC votes for RC, WS, SS, LJ, MP abstained
CJ nominated Cllr Susan Rodaway seconded by REC votes for REC, CJ, RB, SER, MP abstained.

SER used her casting vote to maintain the status quo and Cllr Susan Rodaway was elected as Chair for 2025 – 26

Cllr Parkinson let the members know that he would be resigning as a Councillor due to his work commitments so would not be voting on any of the items.

2. Election of Vice Chair

RC nominated Cllr Lynda James seconded by SER agreed by all

Cllr Cai Carter joined the meeting at 7.11pm

3. Apologies for Absence: Cllr Christos Georgakis due to work commitments

4. Declarations of Interest

REC declared an interest at point 16.

Cllr Smith left the meeting at 7.13pm

**5. To review and agree the terms of reference for committees and sub committees.
Proposed RC seconded by LJ agreed by all with 1 abstention SS**

6. To appoint Designated Councillor for Finance (Chair of Finance, Employment and Policy committee)

LJ nominated herself as Chair of Finance seconded by SER agreed by all with 1 abstentions SS

SER proposed that items 7 and 8 be swapped seconded by RC agreed by all.

At this point Cllr Steve Sheriff stated that he too wanted to stand down as a Community Councillor, the Chair thanked him for his input over the last 3 years and said she was sorry to see him go.

Steve Sheriff left the meeting at 7.18pm

8. Appointment of Committee Members - Finance, Employment and Policy, Planning, Land Management Community Hall, Environment

It was proposed that all Councillors sit on all Committee Members
Proposed by SER seconded by RC agreed by all

7. Appointment of Committee Chairs and Vice Chairs- Finance, Employment and Policy, Planning, Land Management, Community Hall, Environment

Chair of Planning - Cllr Ralph Cook

Proposed by RC seconded by CJ agreed by all

Vice Chair of Planning – Cllr Richard Beynon

Proposed by SER seconded by CJ agreed by all

Chair of Land Management - Cllr Susan Rodaway

Proposed by SER seconded by REC agreed by all

Vice Chair of Land Management – Cllr Cai Carter

Proposed by CC seconded by SER agreed by all

Chair of Hall – Cllr Lynda James

Proposed by SER seconded by CJ agreed by all

Vice Chair of Hall – Cllr Cari Jones

Proposed by SER Seconded by LJ agreed by all

Chair of Environment – Cllr Rachel Carter

Proposed by SER seconded by CJ agreed by all

Vice Chair of Environment – Cllr Cari Jones

Proposed by CJ seconded by REC agreed by all

Vice Chair Finance Employment and Policy

SER put herself forward seconded by LJ agreed by all

9. Appointment of Sub Committee members – Community Emergency sub-committee

It was proposed that all Councillors would be considered members as with the committees.

Proposed by SER seconded by RC agreed by all

10. Appointment of Working Group members – Community Hub, Climate Emergency and Biodiversity, Youth Provision, Community Garden, Accessibility

Working groups would be formed as and when needed for the task in hand.

11. To receive reports from previous representatives to outside bodies.

One Voice Wales Area Committee

SER gave an update of the committee which meets 4 times a year and was a very useful event to find out what other Councils were doing and to discuss current developments.

12. Appointments to outside bodies –

Parish Hall (1) - Deferred for now

One Voice Wales Swansea Area Committee Meeting (2) - Cllr Rodaway and Cllr Cook PACP
(1) - Cllr Will Smith

Community Council Forum (3) - Open to all Councillors

Community Charity (4) - Cllr Lynda James, Cllr Will Smith, Cllr Cari Jones plus 1 vacancy

Walkers are welcome - Cllr Cari Jones

Proposed by SER seconded by RC agreed by all

13. To review and accept standing order for 2025- 2026

Acceptance proposed by REC seconded by RC agreed by all

14. To review and accept financial regulations 2025-2026

These had been reviewed and accepted recently and included the additions made due to the Procurement Act 2023 and the Procurement (Wales) Regulations 2024 amendments

Proposed b RC seconded by CG agreed by all

15. To note renewal date for insurance and timetable for obtaining renewal quotes in respect of all insurable risks including building valuations.

Renewal date of 1 Oct was noted Long Term Agreement runs until 30 Sept 2025.

16. To review and agree the Council's and/or staff subscriptions to other bodies;

The Clerk read out the subscriptions which were included in the budget for 25-26

Proposed by SER seconded by CC agreed by all with 1 abstention REC who declared an interest.

17. To agree all current Council policies and procedures following review by the Clerk.

The Policies remained unchanged from last year

Proposed CJ seconded LJ agreed by all.

18. Determining the time and date of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Deferred to the May Full Council Meeting

19. To accept the Independent Remuneration Panel Wales Annual Report for 2025-2026

The Annual report sent round previously was accepted

Proposed by REC seconded by LJ agreed by all

20. To agree remuneration for councillors and those with other responsibilities

CJ proposed Council accept the guidelines set by the remuneration panel including the payment of £500 to the Chair, Vice Chair, Finance Chair and Chair of Environment

Seconded RC agreed by all

21. To Approve List of Regular Monthly Payments for 2025/26

Proposed by SER seconded by LJ agreed by all

22. To note the asset register for 2024-25 as of 6th May 2025

This had recently been reviewed and accepted no changes had been made.

Proposed by CJ seconded by LJ agreed by all

Meeting closed at 8.53pm