

**DRAFT MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 13th Nov 2024 AT 7.03PM**

Present: Cllr Susan Rodaway SER(Chair), Cllr Lynda James LJ, Cllr Rachel Carter REC, Cllr Will Smith WS, Cllr Cari Jones, Cllr Mark Parkinson MP, Cllr Steve Sheriff SS, Cllr Ralph Cook RC Cllr Cai Carter CC, Clerk. Two members of the Public

Apologies for absence Cllrs Leanne Richards, Christos Georgakis, Elsbeth Rodaway and Rachel Carter due to sickness and previous commitments.

Apologies for Lateness: Cllr Will Smith

Declarations of interest: LJ declared an interest at point 4b.

All votes will be named votes

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

The first member of the public introduced himself and explained he was one of the residents behind the "Village Green" application he gave some background and asked if the matter would be coming to a future meeting, Cllr Rodaway said that a planning meeting would be a good place to initiate discussions.

The second member of the public then introduced himself and asked how the "village green" and the proposed yellow lines would affect parking in other parts of the village this was discussed and agreed that these were valid points and the sort of points for any future consultation.

Swansea Council Report from Cllr Lynda James

a) Questions from Councillors (Limited to 10 Minutes)

Councillor James asked if there were any comments from Cllrs regarding the yellow line map which had been circulated she explained that this section had been missed on the last round of painting and that it was still in a very early stage, advertising and consultation along with sourcing the funding still had to happen. Cllr Sheriff felt the extra lines would start to urbanise the area and Cllr Rodaway was surprised at the area being proposed as she thought it was only the space by the chicane which was being marked.

Cllr James also reported that Swansea Council had introduced a Christmas Scheme where families could apply for supermarket vouchers to a level of £75 for families with children and £50 for families without children. She suggested sending a letter to our PEFTA members who if they wished could apply directly to her to be included.

The Clerk left the meeting at 7.23

1) 2024/99 To receive and sign the minutes of the Full Council Meeting held on the on the 23rd Oct 2024 previously circulated

Accuracy and approval

Proposed by MP seconded by CJ agreed by all with 1 abstention SS

The Clerk rejoined the meeting at 7.26

2) 2024/100 To receive and sign the minutes of the Finance Employment and Policy Committee Meeting held on the on the 5th Nov 2024 previously circulated

Accuracy and approval

Typo point 3 needed to be amended so it read Proposed by REC seconded by RC agreed by all
Proposed by LJ seconded by RC agreed by all with 1 abstention SS

3) 2024/101 To receive and sign the minutes of the Environment Committee Meeting held on the on the 7th Nov 2024 previously circulated

Accuracy and approval

Proposed by REC seconded by CJ agreed by all with 1 abstention SS

4) 2024/102 Admin

a) To receive update regarding the Christmas festival.

The Community and Grants officer reported that a Grant for funding from the Rural Anchor Fund had been submitted and that that a weekend of events had been planned for two villages over the 7th and 8th of December.

Cllr Will Smith joined the meeting at 7.32pm

b) To discuss the Yellow Line proposal and agree action.

The plan which had been sent round previously was discussed and it was agreed that the full coverage detailed on the plan was not needed.

The Community Council would be happy to support yellow lines outside house no 18 in front of the chicane and on the corner opposite the Anderson Lane junction outside house number 14. Cllr Parkinson raised the point of enforcement which had been discussed on previous occasions.

Proposed by SER seconded SS agreed by all with 1 abstention LJ

c) To note and discuss the Swansea Community Review - Final Recommendation Report and agree actions.

Cllr Rodaway reiterated the proposal that Pennard Community Council would merge with Ilston taking our electorate up by 350. The effect on Ilston would be that their precept would increase due to the Pennard facilities now open to them but the overall Councillors numbers currently a joint 25 would be reduced to 9, which is a significant drop in representation. The report has now gone to the Welsh Government and a 6 week consultation window was open. It was proposed that we repeat the response we had previously made but this time to the Welsh Government.

Proposed by MP seconded by RC agreed by all.

d) To note and discuss the IRP Annual Report Consultation

Noted the report had been previously distributed and there were no comments.

5) 2024/103 Finance and Employment

a) To agree payments for Nov 2024

All chairs were in agreement with the reports and invoices they had received.

Proposed by SER seconded by LJ agreed by all

b) To note closing balances Oct 2024

Noted

c) To note statutory pay increase backdated to 1 Apr 2024

Noted

d) To agree the Finance Employment and Policy Committees recommendation to accept the Q1 and Q2 (Apr to Sept) figures and agreed virements.

It was agreed to accept the recommendation made by FE&P committee

Proposed by LJ seconded by MP agreed by all

e) To note the dates agreed for the Pavilion phase 2 tenders.

The dates of the tender closure of the 10th Jan and presentation date of the 23 Jan were noted.

- f) To accept the Finance Employment and Policy Committees recommendation to extend the Ground Maintenance Contract to March 2026

This was briefly discussed and agreed

Proposed by SS seconded by MP agreed by all

- g) To discuss PEFTA funding for the remainder of the financial year and agree action
The Clerk gave an update advising that the current funds would run out mid January 2025, although a grant application for £1500 was being made to the Swansea Direct Food Fund.

It was proposed that we re-apply to the Pennard Charity with some additional information which had come from the recent Bevan report on poverty in Wales and research issued by Citizens Advice regarding the current cost of living crisis.

**Proposed by SER seconded by MP agreed by REC, CJ, RC, LJ Against SS and 1 abstention WS
The motion was moved.**

- h) To note Grant applications made or in production this month.

The Community and Grants officer reported that the following grants had been applied for or were in production this month

£21260 for Solar panels for the hall this also required £5000 match funding

£6384 to the Rural Anchor fund for the Christmas festival

£1500 to Swansea Direct Food Support.

6) 2024/104 Land Management

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

The Clerk reported that the Winter Vertidrain process on the field had taken place.

7) 2024/105 Environment

- a) To receive update on Environment and Youth matters

The Clerk gave an update regarding the Swansea MAD sessions a brief discussion ensued and she was asked to speak to them regarding advertising their sessions and spreading the work to schools other than just Bishopston.

- b) To receive Newsletter update and agree printing

The newsletter was discussed and amendments suggested everyone was happy for this to go to printing once the final changes had been made and agreement received from the Christmas Festival funders.

Cllr Mark Parkinson left the meeting at 8.23pm

- c) To receive update on Community Garden

Cllr Rachel Carter gave an update on where we were with the groundworks and a few photos of the progress were shared with the Council.

8) 2024/106 Hall

- a) To receive update on Hall Matters including storeroom issues

The Clerk explained the problems occurring with the storeroom and the solutions which had been put in place.

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

- c) To discuss and consider request made by hall user.

Pila Pila Pilates has requested permission to install a further single tower along the equipment wall and to install further wall mirror tiles. This was discussed and the Clerk explained the location of the further tower.

**Proposed by LJ seconded by SER agreed by CJ against RC abstentions from WS, SS and REC
Motion carried**

9) 2024/107 Correspondence

The Clerk had received copies of the “Village Green” application and map for anyone who wished to examine it. Notices had been placed on the main notice board, around the “Green” on social media and our Web site.

A request for an application pack for the Councillor vacancy in Southgate had been received and the forms sent out.

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media will be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Proposed by SER seconded by REC agreed by all

Correspondence cont...

The Clerk reported that she had received a letter from a member of the community with a perceived complaint about one of the Councillors, she had advised that they should contact the Ombudsman’s office directly, so as not to prejudice any investigation that may or may not take place into the matter no other details were given either for the same reason.

10) 2024/108 To accept the Finance Employment and Policy Committees recommendation regarding the candidate for the Garden Co-ordination role being funded by the Heritage Grant and agree start date.

Cllr Rachel Carter reiterated her update regarding the prospective Garden Co-ordinator which she had given to the FE&P committee stating how excellent the candidate would be for the role, which had been apparent during her interview. It was agreed to issue an employment contract based on the funding bid, with as early a start date as possible.

Proposed by REC seconded by CJ agreed by all

Meeting closed at 9.02pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/10/24 and 31/10/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £47,753.51

Short Term Investment Accounts

No 4 Account £138,894.43

Pavillion Account £43,627.52

PEFTA A/C prev Green Path £3,733.90

Total £233,809.36

Balances at start of period

Ordinary Accounts

Current Account £35,800.93

Short Term Investment Accounts

No 4 Account £167,596.84

Pavillion Account £21,789.28

PEFTA A/C prev Green Path £2,411.33

Total £227,598.38

RECEIPTS	Net	Vat	Gross
Administration	£1,618.64	£0.00	£1,618.64
Burial	£2,787.00	£0.00	£2,787.00
FIELD	£365.00	£0.00	£365.00
Hall	£1,194.50	£0.00	£1,194.50
Environment	£29,370.00	£0.00	£29,370.00
Total Receipts	<u>£35,335.14</u>	<u>£0.00</u>	<u>£35,335.14</u>

PAYMENTS	Net	Vat	Gross
Administration	£10,224.71	£29.98	£10,254.69
Burial	£1,173.48	£73.25	£1,246.73
FIELD	£1,095.15	£196.10	£1,291.25
Hall	£395.01	£144.81	£539.82
Total Payments	<u>£12,888.35</u>	<u>£444.14</u>	<u>£13,332.49</u>

Closing Balances

Ordinary Accounts

Current Account £58,271.64

£58,271.64

Short Term Investment Accounts

No 4 Account £167,734.59

Pavillion Account £21,807.19

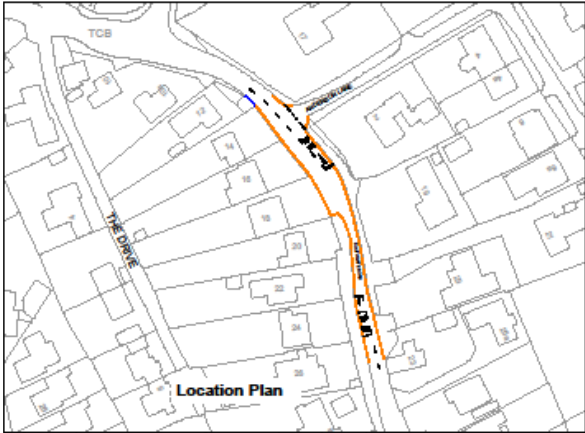
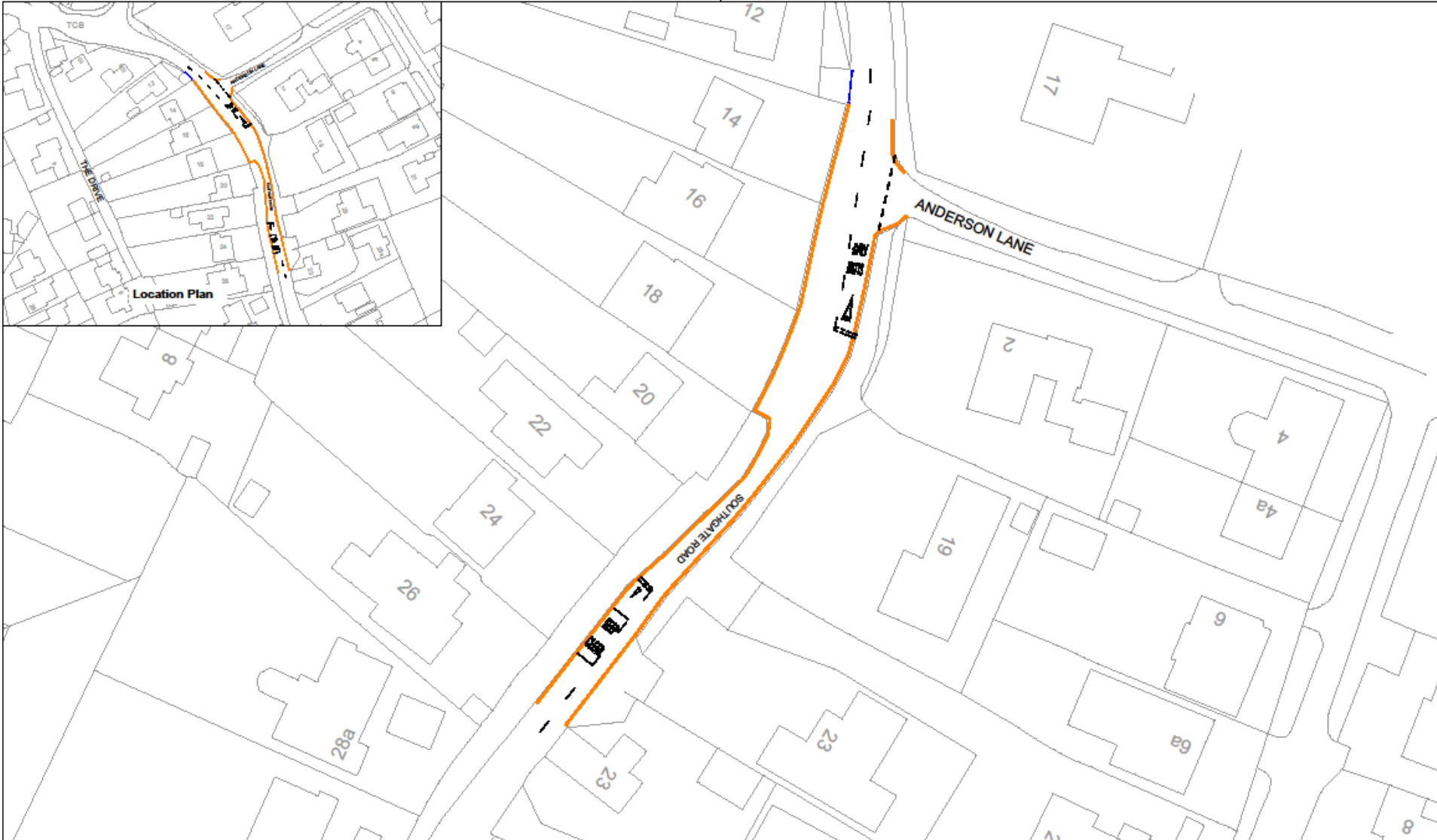
PEFTA A/C prev Green Path £1,787.61

£191,329.39

Total £249,601.03

Pennard Community Council												
Monthly Payments	Oct-24										CHQ/BACS/DD/	
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card	
Octopus Electricity Pavillion	32.38									32.38	DD	Local Govt Act 1972 S111
Dwr Cymru	50.50		93.50							144.00	DD	Local Govt Act 1972 S111
Octopus Gas			59.74							59.74	DD	Local Govt Act 1972 S111
Swansea CC - Rates			146.00							146.00	DD	Local Govt Act 1972 S111
Rates Rebate			-1169.28							-1169.28		
ground rent										0.00	i/n	Local Govt Act 1972 S111
Grave Digging		800								800.00	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)		9.61								9.61	DD	Highways Act 190 S301
Memorial Stone Risk Assessment equipt										0.00	i/n	Local Authorities Cemeteries Order 1977
Cleaning	208.00		384							592.00	i/n	Local Govt Act 1972 S111
Swansea CC - Waste disposal charges	40.00									40.00	DD	Local Govt Act 1972 S111
Professional services			134.44							134.44	i/n	Local Govt Act 1972 S111
Professional services refund										0.00		
Electrical Testing			175.00							175.00		
Cleaning Material										0.00	i/n	Local Govt (Misc Provisions) Act 1976 s19
Octopus Electricity for Hall			121.26							121.26	DD	Local Govt Act 1972 S111
Internet for Hall			52.78							52.78	DD	Local Govt & Elections (Wales) Act 2021 s47
Subscription										0.00	DC	Local Govt Act 1972 S111
Land Rent			150.00							150.00	DC	Local Govt Act 1972 S111
Repairs and maintenance	4.06		160.82							164.88	i/n	Local Govt Act 1972 S111
Insurance										0.00		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			15.00							15.00	i/n	Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							7.00			7.00	DD	Local Govt Act 1972 S112
Vodafone						27.35				27.35	DD	Local Govt Act 1972 S111
Voxi						10.00				10.00	DD	Local Govt Act 1972 S111
HMRC						933.16				933.16	Payroll	Local Govt Act 1972 S112
Employee costs						3705.57				3705.57	Payroll	Local Govt Act 1972 S112
Youth Engagement						3790				3790.00		
Home Working Allowance and Exp						26.7				26.70	Payroll	Local Govt Act 1972 S112
Smart Pension						175.76				175.76	Payroll	Local Govt Act 1972 S112
Smart Pension Admin Fee						22.00				22.00	DD	Local Govt Act 1972 S112
Payrol back up						2.21				2.21	DD	Local Govt Act 1972 S112
Zoom						15.59				15.59	DD	Local Govt & Elections (Wales) Act 2021 s47
Poppy wreath						20.41				20.41	DC	Local Govt Act 1972 S111
Ieberra						3.99				3.99	DC	Local Govt Act 1972 S111
Training						190.00				190.00	i/n	Local Govt Act 1972 S112
Virus Protection										0.00	i/n	Local Govt Act 1972 S111
Stationery										0.00	DC	Local Govt Act 1972 S112
Flowers										0.00	DC	Local Govt Act 1972 S112
Adobe						16.64				16.64	DD	Local Govt Act 1972 S112
PEFTA									637	637.00	DC	Local Govt & Elections (Wales) Act 2021 s24
Youth Engagement										0.00	DC	Local Govt Act 1972 S111
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
Food Festival Expenditure						640.00				640.00		
TOTAL	1095.15	1173.48	395.01	0.00	0.00	9580.71	7.00	0.00	637.00	12888.35		

Pennard Community Council												
Monthly Receipts	Oct-24											
Detail	PF		BG		CH		Admin		Enviroment		TOTAL	
	Invoiced	Rec'd	Invoiced	Rec'd	Invoiced	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					60	60						60.00
Grants							4900.00		29370	29370		29370.00
Interest								157.79				157.79
Wayleaves												0.00
VAT												
Food festival Income								440				440.00
Regular bookings (invoices Feb & Mar)					1464.25	1134.5						1134.50
Casual bookings (Invoices Feb & Mar)					17.5	0						0.00
Cancellations with 72 hrs + notice	0											
write offs due to heating	0											
Market (not invoiced until fee agreed)												0.00
Pitch Hire		370	365.00									365.00
cancellations due to weather	0											
Burials				2787								
TOTAL			365.00		2787.00		1194.50		1618.64		29370.00	32548.14



NOTES

1. THIS IS A CAD DRAWING AND SHOULD NOT BE AMENDED BY HAND.
2. All dimensions in millimeters unless otherwise stated.
3. ©Hawthorn & Gorn a heaffwr cronfa ddiada 2016 Yr Arrolwg Ordnans 100023509.
©Crown Copyright and database rights 2016 Ordnance Survey 100023509.
4. Any errors or omissions to be reported to the Designer.

Proposed Prohibition of Waiting At Any Time Traffic Regulation Order.

Rev	Date	Details	Dr	Ch	Ap

A3		RHAGARWEINIOL - PRELIMINARY	
Dyluniwyd Drawn	JD	Title	Community Budgets 2024/2025
Archwilywyd Checked	ARJ	Project	South Gate Road - Pennard Ward
Cymharwydyd Approved	AFF	Description	Proposed Prohibition of Waiting At Any Time Traffic Regulation Order
Dyddiad Date	Sept 2024	Scale	NTS
Graddfa Scale	NTS	 <small>CYNGOR ABERTAW</small> <small>ORIGINATOR OF PLACE</small> <small>ATYNTU SWANSEA</small> <small>ABERTAW</small> <small>SWANSEA</small> <small>SWANSEA</small> <small>PLANNING PROPOSED A CALLOWY</small> <small>HEID OF SWANSEA'S TRANSPORTS</small>	
<small>Rev'd / Dylunwyd</small> <small>Drawing No</small>		<small>T.24.CB.23.001.01</small>	

C:\Users\jones\OneDrive - Swansea Council - Cyngor Abertawe\Traffic Projects\Projects 2024-2025\Community Budgets\Item\T.24.CB.23.001.01 - DYL BOUTHGATE RD.dwg