

**FINAL MINUTES OF THE MEEING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 11th OCTOBER 2022 AT 7.03PM**

Present: Cllr Susan Rodaway (Chair)SER, Cllr Lynda James LJ, Cllr Steve Sheriff SS, Cllr Will Smith WS, Cllr Ralph Cook RC, Cllr Jean Marnell JM, Cllr Keith Atkins KA, Cllr Karen Penny KP, Clerk, Admin Assistant.

Apologies for Lateness: Cllr Will Smith, Cllr Steve Sheriff

Apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

Apologies were received from Cllrs Cari Jones Darran Hickery and Cllr Rachel Carter due to personal commitments.

Council resolved to accept their apologies.

Proposed by JM seconded by RC agreed by all

Declarations of interest: Cllr Susan Rodaway declared an interest at point 2022/132.

Cllr Will Smith declared an interest at point 2022/134

Cllr Steve Sheriff declared an interest at point 2022/134

All votes will be named votes

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

None

Swansea Council Report from Cllr Lynda James

Cllr James reported that the 2-man team supplied by County had been busy cleaning gutters and asked for a list of tasks they could be put to around the villages, she also explained that the NEET teams would be available to help with any jobs needed to kick start the community garden.

Questions from Councillors (Limited to 10 Minutes)

Rather than questions from Councillors, Cllr James asked some questions regarding the Kittle Covid 19 Bench and when it would be delivered, the Clerk explained she had been chasing the National Trust and asked if it would be ok for it to be delivered directly to Cllr James for easier installation, she agreed.

Cllr James also asked on behalf of the Carnival Committee if the earth mound at the end of the playing field could be removed the Clerk agreed to investigate.

Cllr Will Smith joined the meeting at 7.15pm

1) 2022/124 Minutes of the Meeting of Planning Committee Meeting held on 27th Jul 2022

Accuracy and approval

Proposed by RC seconded by JM agreed by all with 2 abstentions WS and KP

Cllr Steve Sheriff joined the meeting at 7 20pm

- 2) **2022/125 Minutes of the Meeting of Full Council held on 28th Sept 2022**
Accuracy and approval
Proposed by JM seconded by LJ agreed by all with 1 abstention SS
- 3) **2022/126 Minutes of the Meeting of Planning Committee Meeting held on 28th and concluded on the 29th Sept 2022**
Accuracy and approval
Proposed by RC seconded by JM agreed by all with 1 abstention SS
- 4) **2022/127 Admin**
- a) PEFTA update
The Admin assistant reported that there had been not change and that 8 households were being supported, she also reported the success of two bid which had been submitted recently on for household support amounting to £600 and one for Period Dignity for £1992.52.
- b) To agree procedure for filling Councillor vacancy
As we had just received 2 more resignations it was agreed that this be deferred until the November meeting.
- c) To discuss the Annual Report and timetable for publication
The Annual Report was presented and discussed and publication onto the website agreed as per the legislation laid out in the Local Govt and Elections (Wales) act 2021.
Proposed by RC seconded by SS agreed by all.
- d) To discuss and agree Training Plan for publication
The Clerk presented the training plan which was agreed for publication to the website as per the legislation laid out in the Local Govt and Elections (Wales) act 2021.
Proposed by KP seconded by SS agreed by all
- e) To pass a resolution to sign up to the civility and respect pledge.
The Clerk presented the Civility and Respect Pledge which was agreed and signed up to.
Proposed by SS seconded by WS agreed by all.
- f) To agree appointment of 2 nominative trustees for Pennard Charity
This was deferred to the November meeting
- 5) **2022/128 Finance Employment and Policy**
- a) To approve payments for Oct 2022
Proposed by LJ seconded by RC agreed by all
- b) To note closing balances Sept 2022
Noted
- c) To agree timetable for 2023-24 budget setting meetings
Committee chairs were asked to provide dates for their Committee Budget Meetings before the November Full Council meeting on the 16 November.

- 6) **2022/129 Planning**
Report from “The Value of Place plans” session
Cllr Rodaway and the Clerk had attended this session, Cllr Rodaway gave an account of her findings of the webinar and the fact that it would take around 18 months to produce a place plan.
- 7) **2022/130 Land Management**
Update for Land Management
The formality surrounding the see saw discussion was deferred to the November meeting.
- 8) **2022/131 Hall**
a) To discuss and agree Quotes for electrical work marked C2 on the electrical inspection
No quotes had been received the Clerk asked for recommendations of local electricians whom she could contact.
- 9) **2022/132 Environment**
a) To agree format of PB meetings and process
The format and attendance was discussed and the Pennard date was set as Saturday the 22nd October from 10.00 till 12.00.
- 10) **2022/133 Correspondence**
The Clerk read out some correspondence she had received regarding the green path, the Christmas event and the possibility of finding some “Warm Hubs”. The matters were discussed and would be taken to future meeting for them to be progressed.

Cllr Will Smith, Cllr Steve Sheriff and the Admin Assistant left the meeting at 9.14

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media 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 RC agreed by all

- 11) **2022/134 To agree Squiggles rent review for 2022-23 following discussion with Squiggle’s Nursery representatives.**

The Clerk gave a brief report of the meeting held on the 6th of October attended by the Finance Employment and Policy Committee and a representative from squiggles nursery concerning the rent for the next 12 months. The agreement which had been reached was that the rent would increase to £10,800 for the 12-month period equating to £900 per month.

The meeting closed at 9.30pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/09/22 and 30/09/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £40,704.57

Short Term Investment Accounts

Green Path £3,530.11

No 4 Account £136,973.20

Pavillion Account £39,556.72

Total £220,764.60

Balances at start of period

Ordinary Accounts

Current Account £74,637.61

Short Term Investment Accounts

Green Path £3,530.35

No 4 Account £136,982.39

Pavillion Account £39,559.38

Total £254,709.73

RECEIPTS	Net	Vat	Gross
Administration	£828.50	£0.00	£828.50
Hall	£215.00	£0.00	£215.00
Total Receipts	<u>£1,043.50</u>	<u>£0.00</u>	<u>£1,043.50</u>

PAYMENTS	Net	Vat	Gross
Administration	£5,672.26	£14.07	£5,686.33
Burial	£429.10	£84.83	£513.93
FIELD	£8,980.34	£200.74	£9,181.08
Hall	£926.17	£144.13	£1,070.30
Total Payments	<u>£16,007.87</u>	<u>£443.77</u>	<u>£16,451.64</u>

Closing Balances

Ordinary Accounts

Current Account £59,221.82

Short Term Investment Accounts

Green Path £3,530.50

No 4 Account £136,988.21

Pavillion Account £39,561.06

Total £239,301.59

Signed _____

Chair

Clerk / Responsible Financial Officer

Pennard Community Council												
2021- 2022 Regular Payments	Sep-22											CHQ/BACS/DD/
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	S137	SUB TOTAL	Dr Card	
Octopus Pavilion Electricity	11.65									11.65	DD	Local Govt Act 1972 S133
Dwr Cymru	32.50		16.70							49.20	DD	Local Govt Act 1972 S133
Good Energy (Hall Gas)			9.68							9.68	DD	Local Govt Act 1972 S133
Swansea CC - Rates			78.00							78.00	DD	Local Govt Act 1972 S133
ground rent										0.00	i/n	Local Govt Act 1972 S133
Swansea CC - Waste disposal charges	75.40									75.40	DD	Local Govt Act 1972 S133
Lloyds Bank (Monthly Service Charge)							9.55			9.55	DD	Local Govt Act 1972 S111
Octopus Electricity for Hall			147.70							147.70	DD	Local Govt Act 1972 S133
Internet for Hall			48.00							48.00		Local Govt Act 1972 S133
Vodafone						17.65				17.65	DD	Local Govt Act 1972 S111
Voxi						10.00				10.00	DD	Local Govt Act 1972 S111
HMRC						929.90				929.90	Payroll	Local Govt Act 1972 S111
Employee costs						3027.42				3027.42	Payroll	Local Govt Act 1972 S111
Home Working Allowance						26.7				26.70	Payroll	Local Govt Act 1972 S111
Youth worker 1 (Leader) (12hr)										0.00	i/n	
youth worker 2 (12hr)										0.00	i/n	
Smart Pension						173.94				173.94	Payroll	Local Govt Act 1972 S111
Smart Pension Admin Fee						15.00				15.00	Payroll	Local Govt Act 1972 S111
Payrol back up						1.40				1.40	DD	Local Govt Act 1972 S111
Ground Maintenance	901.66	422.5	86.12							1410.28	i/n	Local Govt Act 1972 S133
Electrical inspection										0.00		Local Govt Act 1972 S133
Signage										0.00		Local Govt Act 1972 S133
Fire Protection Services	58.00		36.85							94.85		Local Govt Act 1972 S133
Plumbing work in Pavilion for Covid tests										0.00		Local Govt Act 1972 S133
Cleaning			377.26							377.26	i/n	Local Govt Act 1972 S133
Cleaning Materials	41.13		30.86							71.99		Local Govt Act 1972 S133
Pest Control			95							95.00		Local Govt Act 1972 S133
Zoom						14.39				14.39	DD	Local Govt & Elections (Wales) Act 2021 s47
Street Light in BG Car Park (SWALEC)		6.60								6.60	DD	Highways Act 190 S301
Pest Control										0.00	i/n	Local Govt Act 1972 S133
Website Key Frame										0.00	i/n	Local Govt Act 1972 S142
Web hosting Krystal						4.99				4.99	DC	Local Govt Act 1972 S142
leberra						3.99				3.99	DC	Local Govt Act 1972 S111
PEFTA									746	746.00	EST1023	Local Got Act 1972 S137
Grave Digging										0.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Memorial Stone Maintenance repayment						60.00				60.00	chq/FPS	Local Authorities Cemeteries Order 1977 S.214(6)
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
Training						225.00				225.00	i/n	Local Govt Act 1972 S111
SLCC Membership										0.00		Local Govt Act 1972 S111
Playground Equipment	7860									7860.00		Local Govt Act 1972 S133
Audit Fee for 2020/21 audit						405.00				405.00		Local Govt Act 1972 S111
Plaques										0.00		Local Authorities Cemeteries Order 1977 S.214(6)
Postage										0.00	DC	Local Govt Act 1972 S111
Stationary										0.00	DC	Local Govt Act 1972 S111
TOTAL	8980.34	429.10	926.17	0.00	0.00	4916.71	9.55	0.00	746.00	16007.87		

