

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 10th JANUARY 2023 AT 7.07PM**

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

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 Cllr Rachel Carter due to personal commitments.

Council resolved to accept their apologies.

Proposed by DH seconded by CJ agreed by all

Dispensations Declarations of interest Cllr James declared an interest at points 6 d and i Cllr Rodaway declared an interest at point 10a

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

Cllr James gave her report which included notice that refurbishment work would be commencing at the castle by a specialist contractor, she also reported that the Community Bus team were looking at a Saturday service.

Questions from Councillors (Limited to 10 Minutes)

Cllr Rodaway asked if there was any update on the Green Path – no update was available.

Address from the Chair None

1) 2023/1 Minutes of the Planning Committee Meeting held on the 14th Nov 2022

Accuracy and approval

Proposed by RC seconded by JM agreed by all with 3 abstentions SS, KP, WS

2) 2023/2 Minutes of the Meeting of Full Council held on 15th Dec 2022

Accuracy and approval

Amendment due to typo "t" missing from meeting.

Proposed by SER seconded by CJ agreed by all

With amendment Proposed by JM seconded by DH agreed by all

3) 2023/3 Minutes of the Planning Committee Meeting held on the 20th Dec 2022

Accuracy and approval

Proposed by RC seconded by KA agreed by all with 3 abstentions SS,KP,WS

4) 2023/4 Minutes of the Finance Employment and Policy Committee held on the 4th Jan 2023

Accuracy and approval

Amendment due to typo "t" missing from meeting and "&" missing between Community and Grants.

Proposed by RC seconded by DH agreed by all

With amendments Proposed by JM seconded by DH agreed by all with 3 abstentions, WS,SS,KP.

5) 2023/5 Admin

a) Update on PEFTA Scheme

The Admin Assistant gave an update regarding the scheme, there has been an additional household added in December.

b) Update on current funding bid applications.

Applications are being made to Charity and to Swansea Direct Food Support

c) Update regarding community warm hubs

Funding of £1290 has been received and will be used to support the venues able to take part.

6) 2023/6 Finance Employment and Policy

a) To approve payments for Jan 2023

Proposed by DH seconded by CJ agreed by all

b) To note closing balances Dec 2022

Noted

c) To approve £950 for polling cards ready for upcoming election if required.

Proposed by CJ seconded by RC agreed by all

d) To agree funding of £2000 to the Community Bus Project as recommended by the Finance Employment and Policy Committee.

These funds which came from a refund from the Swansea West and South Gower Action Committee are to kick start the project during this financial year, prior to a stakeholders meeting being arranged.

Proposed by CJ seconded by RC agreed by all with one abstention

LJ

e) To agree Hybrid Meeting Procedure
The procedure was discussed and agreed.

Proposed by JM seconded by CJ agreed by all

f) To agree the Budget for 2023 – 2024 as recommended by the Finance, Employment and Policy committee
The Budget was examined and discussed

Proposed by JM seconded by WS agreed by all

g) To agree the Precept for 2023 - 2024 as recommended by the Finance, Employment and Policy committee
The Precept amount created by the 2023-2024 budget was presented

Proposed by LJ seconded by WS agreed by all

h) To agree to change Covid 19 to Community Emergency for both subcommittee name and budget.

Proposed by SER seconded by CJ agreed by all with 1 abstention WS

i) To appoint a Community Council trustee to the Pennard Charity.

Deferred to February meeting

7) 2023/7 Planning

a) To receive an update on the Poultry Farm pre-planning application consultation No new information has been received

b) To note the date of the next Planning Committee Meeting
Planning meeting arranged for 24 January at 7.00pm

8) 2023/8 Hall

a) To agree council meeting risk assessment for the Community Hall
The document was discussed and agreed.

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

b) To note the date of next Hall Committee meeting
The next hall committee meeting was arranged for 17 Jan at 8.00pm

9) 2023/9 Land Management

a) Update from Land Management
An update on the recent improvements was given by the Clerk

b) To note Grant of Right issue for grave 418
noted

c) To note the date of next Land Management Meeting
The next land management meeting was arranged for 17 Jan at 7.00pm

10) 2023/10 Environment

a) Update on the Participatory Budget Project 2022/23

The Clerk explained that the Participatory Budget project 2022/23 is now at its voting stage which would close at 11.59pm on the 31 Jan 2023. The Clerk would put a notice on social media and Cllr James was asked to put out a note regarding this deadline in her weekly newsletter.

b) To note the of the next Environment Meeting

The Next meeting was arranged for the 30th of Jan but subsequently changed to the 6th of Feb to consider the Participatory Budget project response.

11) 2023/11 Correspondence

The Clerk read out the email received from Highways Dept regarding the proposed park in Kittle

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 CJ agreed by all

12) 2023/12 To agree title for employee as recommended at appraisal and recommended by the Finance Employment and Policy Committee.

The title of Community & Grants Officer was Proposed by KP seconded by CJ agreed by all

Meeting closed at 8.50pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/12/22 and 31/12/22 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 £40,939.52

Short Term Investment Accounts

Green Path £3,531.03
No 4 Account £137,008.67
Pavillion Account £39,566.97
Total £221,046.19

RECEIPTS	Net	Vat	Gross
Administration	£19,487.72	£0.00	£19,487.72
Burial	£966.67	£0.00	£966.67
FIELD	£9,955.00	£0.00	£9,955.00
Hall	£3,823.28	£0.00	£3,823.28
Environment	£566.67	£0.00	£566.67
Youth	£233.33	£0.00	£233.33
Total Receipts	<u>£35,032.67</u>	<u>£0.00</u>	<u>£35,032.67</u>

PAYMENTS	Net	Vat	Gross
Administration	£7,521.47	£269.57	£7,791.04
Burial	£429.10	£84.83	£513.93
FIELD	£3,443.04	£847.14	£4,090.18
Hall	£1,029.39	£125.64	£1,155.03
Total Payments	<u>£12,423.00</u>	<u>£1,127.18</u>	<u>£13,550.18</u>

Closing Balances

Ordinary Accounts

Current Account £62,380.81

Short Term Investment Accounts

Green Path £3,531.84
No 4 Account £137,040.01
Pavillion Account £39,576.02
Total £242,528.68

Pennard Community Council												
2021- 2022 Regular Payments												
Detail	Dec-22										CHQ/BACS/DD/	
	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	S137	SUB TOTAL	Dr Card	
Octopus Pavilion Electricity	15.98									15.98	DD	Local Govt Act 1972 S111
Dwr Cymru	65.00		33.40							98.40	DD	Local Govt Act 1972 S111
Good Energy (Hall Gas)			206.17							206.17	DD	Local Govt Act 1972 S111
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 S135
Lloyds Bank (Monthly Service Charge)							7.85			7.85	DD	Local Govt Act 1972 S111
Octopus Electricity for Hall			200.15							200.15	DD	Local Govt Act 1972 S111
Internet for Hall (2mth)			27.95							27.95		Local Govt Act 1972 S111
Vodafone						37.92				37.92	DD	Local Govt Act 1972 S111
Voxi						10.00				10.00	DD	Local Govt Act 1972 S111
HMRC						1410.83				1410.83	Payroll	Local Govt Act 1972 S111
Employee costs						3152.32				3152.32	Payroll	Local Govt Act 1972 S111
Home Working Allowance						26.7				26.70	Payroll	Local Govt Act 1972 S111
Expences						5.65				5.65		Local Govt Act 1972 S111
Youth worker 1 (Leader) (12hr)										0.00	i/n	
youth worker 2 (12hr)										0.00	i/n	
Smart Pension						267.81				267.81	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 S111
Goal Post Test	55.00									55.00		Public Health Act 1875, section 164; LGA 1972 Schedule 14 paragraph 27; Public Health Acts Amendment Act 1890 section 44
Plumbing repairs										0.00		Local Govt Act 1972 S133
Cleaning			391.77			232.16				623.93	i/n	Local Govt Act 1972 S111
Cleaning for party			-15							-15.00	i/n	Local Govt Act 1972 S111
New Toilet seat			20.83							20.83		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
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									931	931.00	DC	Local Govt Act 1972 S137
Grave Digging										0.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Cloudnext						49.99				49.99		Local Govt Act 1972 S142
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
Training										0.00	i/n	Local Govt Act 1972 S111
Leaflets						29.14				29.14		Local Govt Act 1972 S111
Elections						270.00				270.00		Local Govt Act 1972 S111
Stationary						7.94				7.94		Local Govt Act 1972 S111
Conf equipment						858.25				858.25		Local Govt Act 1972 S111
Web site										0.00		Local Govt Act 1972 S111
Christmas decorations						182.81				182.81		Local Govt Act 1972 S145
Path and Boules court refurb	2330									2330.00		Public Health Act 1875, section 164; LGA 1972 Schedule 14 paragraph 27; Public Health Acts Amendment Act 1890 section 44
TOTAL	3443.04	429.10	1029.39	0.00	0.00	6582.62	7.85	0.00	931.00	12423.00		