

**FINAL MINUTES FROM THE MEETING OF PENNARD COMMUNITY COUNCIL  
HELD ON THE 13<sup>th</sup> Mar 2025 AT 7.00 PM**

**Present:** Cllr Mark Parkinson (Chair) MP, Cllr Ralph Cook RC, Cllr Rachel Carter RC, Cllr Cai Carter CC, Cllr Cari Jones CJ, Cllr Richard Beynon RB, Cllr Steve Sheriff SS, Cllr Will Smith WS, Noel Clarke CMP NC, Community and Grants Officer, Clerk

**Apologies for absence:** Cllr Lynda James Cllr Susan Rodaway Cllr Leanne Richards and Cllr Christos Georgakis due to family work and personal commitments.

It was agreed to grant a further 6 month leave of absence to Cllr Leanne Richards and Cllr Christos Georgakis

**Proposed by MP seconded by CC agreed by all**

**Apologies for Lateness:** Cllr Will Smith, Cllr Steve Sheriff

**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)

No Report

**1. 2025/21 To receive and sign the minutes of the Full Council Meeting held on the on the 10<sup>th</sup> Feb 2025 previously circulated**

Accuracy and approval

**Proposed by CC seconded by CJ agreed by all**

**2. 2025/22 To receive and sign the minutes of the Land Management Committee Meeting held on the on the 10<sup>th</sup> Feb 2025 previously circulated**

Accuracy and approval

**Proposed by CJ seconded by CC agreed by all**

**3. 2025/23 To receive and sign the minutes of the Planning Committee Meeting held on the on the 25<sup>th</sup> Feb 2025 previously circulated**

Accuracy and approval

**Proposed by RC seconded by RB agreed by all**

**4. 2025/24 To receive and sign the minutes of the Environment Committee Meeting held on the on the 5<sup>th</sup> Mar 2025 previously circulated**

Accuracy and approval

**Proposed by REC seconded by CJ agreed by all**

**5. 2025/25 Admin**

a) To agree trustee replacement for the Pennard Charity

Cllr Jones put herself forward as a representative

**Proposed by MP seconded by REC agreed by all**

b) To receive update regarding the two vacancies for Southgate Ward

The Clerk gave an update reporting and election had been requested and a date was set - 24<sup>th</sup> April.

c) To receive update regarding the Food Festival

The Clerk reported talks with the TJL Events had started but it was still very early in the process.

d) To receive update from the Public Meeting

Cllr Sheriff gave an update, explaining to all who had not attended the way the meeting had gone and the feeling of some 150 members of the community who had attended.

e) To note receipt of the IPRM annual report for 25-26

Noted

f) To agree Land, Environment and Hall committee meeting dates for the coming month.

Meeting dates were discussed and put in diaries.

Land – 9 Apr

Hall - 7 Apr

FE&P 31 Mar and 7 Apr

Environment - 2 Apr

Planning – 25 Mar

Ex Full Council – 20 Mar

## **6. 2025/26 Finance and Employment**

a) To agree payments for Mar 2025

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

b) To note and ratify closing balances Feb 2024

**Proposed by MP seconded by RC agreed by all**

c) To agree updated Asset Registers as at 13 March 2025

The Clerk went through the asset register with the members line by line.

**Proposed by SS seconded by REC agreed by all**

d) To receive interim audit report and note advice

**Received and noted.**

e) To receive Audit Result for 22/23

**Received**

f) To receive Audit Result for 23/24

**Received**

g) To receive an update regarding Councillor allowance claims for 24-25

The Clerk reminded everyone that she would need opt out requests or a declaration from each Councillor regarding the allowances.

h) To note Grant applications made or in production this month and the results received.

An update was given £950 received from Direct Food Support and £3000 agreed by Pennard Charity. An application to POBL community Chest was going to be submitted for rental of picnic furniture and Marquee for the food festival.

**Cllr Smith joined the meeting at 7.51pm**

i) PEFTA update

Update given by the Community and Grants officer 8 households being supported

## **7. 2025/27 Land Management**

a) To receive update regarding the Field and Burial ground

The Clerk gave a brief update Hedge clippings had been left in the Burial Ground from some recent hedge work at the Vicarage the Clerk was asked to contact the Vicar.

- b) To ratify tree contractor to pollard the Willow tree in the Burial Ground as agreed by the Land Management Committee and the funding transfer from Grave digging budget line.

The Clerk read out the quotes and explained the rationale behind the Land Management Committee's choice. It was proposed to accept the recommendation.

**Proposed by SS seconded by WS agreed by all**

## **8. 2025/28 Environment**

- a) To receive update regarding local current Environmental initiatives.

Cllr Rachel Carter gave an update on some exciting nature recovery projects coming soon.

- b) To agree to organise environmental activities in the area

Cllr Rachel Carter gave an update regarding some environmental activities which she hopes to organise over the easter holidays including Bee and reptile walks.

- c) To discuss and agree a way forward to tackle speeding in the local area

A discussion regarding recent speeding issues in the village took place and the Clerk was asked to speak to Cllr James regarding the data produced by the Speed detection devices.

**Cllr Cook left the meeting at 8.20pm**

- d) To receive Newsletter update

The Clerk was asked to send a reminder of the various articles' members had agreed to complete

- e) To receive update on Community Garden

Cllr Rachel Carter reported on the volunteer sessions which had been taking place and the various tasks still needing to be completed for instance moving the boat which would need a few people to move.

- f) To agree a preferred supplier list of Carpenters to do various small jobs in the Garden

The Clerk read out the hourly estimates she had received and explained that all the contractors were local to the area and all except C were sole traders which their rates were lower.

A - £60 for the first hour the £20 per hour there after

B - £25 per hour or £200 per day

C - £45 per hour

D - £20 per hour

It was agreed to add all, to the list, engaging the cheapest available for each job as it arises.

**Proposed by REC seconded by SS agreed by all**

- g) To receive update on Youth activities.

Cllr Carter updated members on the meeting with MAD and the sessions they had planned which also involved the Community Garden project.

- h) To receive update regarding the running of the Pennard Wellness walk and agree action

Cllr Jones explained that Swansea Councils accessibility group were looking at how they could support this.

- i) To agree new members to the Accessibility working group and to agree meeting date and time.

The call for members once again went out with no response, it was suggested that we advertise through social media and bring back to a future meeting

## **9. 2025/29 Hall**

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

Nothing to report.

## **10. 2025/30 Correspondence**

The Clerk read out an email received from Mumbles Community Council regarding health screening in young people she explained that she had spoken to Mumbles and advised that an agenda item would be raised at the April meeting. She also had an email From Horton Village hall wanting to use the hall to raise funds later in the year.

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 MP seconded by WW agreed by all**

## **11. 2025/31 Employment**

- a) To discuss and agree the new model Employment Contract documents as recommended by the Finance Employment and Policy Committee and following consultation with employees.

The contracts were briefly discussed all employees had seen copies and were happy with them, Cllr Parkinson reported on the work done by the Finance Employment and Policy committee and their recommendation to agree these was accepted.

**Proposed by REC seconded by CJ agreed by all**

**Meeting closed at 8.55pm**