



2022-23



Pennard Community  
Annual Report



**Welcome to the Annual Report for Pennard Community Council covering the year 2022-2023. If you have any questions regarding any of the information contained in this document, please contact the Clerk at [clerk@pennardcc.gov.wales](mailto:clerk@pennardcc.gov.wales). or by phone 07825 225567.**

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## Council Meetings

Over the last year your Community Councillors have been working hard representing your views and making things happen in the community, there have been 56 Full Council and Committee meetings. We continue to use Zoom to conduct our meetings remotely but since February have also been able to hold Hybrid Full Council Meetings giving Councillors and members of the public the ability to join the meetings in person at the hall as well as online, thanks to the purchase of some conference equipment. Similar to last year the public attendance to our meetings has increased on pre pandemic years due to the ease of using the remote software.

### **The Community Councillors in post after the elections in May 2022-2023 were:**

Cllr Susan Rodaway (Chair)	Cllr Darran Hickery (Vice Chair)
Cllr Ralph Cook	Cllr Lynda James
Cllr Keith Atkins MBE	Cllr Jean Marnell
Cllr Will Smith	Cllr Steve Sheriff
Cllr Rhian Hill (resigned Oct 2022)	Cllr Hannah Henwood (resigned Oct 2022)
Cllr Cari Jones	Cllr Rachel Carter (Co-opted in June 2022)
Cllr Karen Penny (co-opted June 2022)	
Cllr Cathy Carr (co-opted June 2022 resigned July 2022)	
Cllr Leanne Richards (elected in Feb 23)	Cllr Elsbeth Rodaway (elected in Feb 23)

## Committees Membership

**The Council uses its committees to aid discussion and to research information their membership in 2022-23 was:**

### **Hall Committee (9)**

Cllr Lynda James (Chair)	Cllr Ralph Cook
Cllr Keith Atkins MBE	Cllr Steve Sheriff
Cllr Susan Rodaway	Cllr Karen Penny
Cllr Cari Jones	Cllr Darran Hickery
Cllr Will Smith (VC)	

### **Environment Committee (10)**

Cllr Jean Marnell (Chair)	Cllr Darren Hickery
Cllr Lynda James	Cllr Steve Sheriff

Cllr Rachel Carter  
Cllr Cari Jones (VC)  
Cllr Will Smith

Cllr Susan Rodaway  
Cllr Karen Penny  
Cllr Leanne Richards

### **Planning Committee (8)**

Cllr Ralph Cook (Chair)  
Cllr Jean Marnell  
Cllr Cari Jones  
Cllr Karen Penny (VC)

Cllr Susan Rodaway  
Cllr Darran Hickery  
Cllr Keith Atkins MBE  
Cllr Leanne Richards

### **Land Management (8)**

Cllr Keith Atkins MBE (Chair)  
Cllr Susan Rodaway  
Cllr Rachel Carter  
Cllr Karen Penny

Cllr Darren Hickery  
Cllr Will Smith (VC)  
Cllr Jean Marnell  
Cllr Elsbeth Rodaway

### **Finance and Employment Committee**

Cllr Darren Hickery (Chair)  
Cllr Susan Rodaway  
Cllr Jean Marnell

Cllr Lynda James (VC)  
Cllr Ralph Cook  
Cllr Keith Atkins MBE

### **Emergency Sub Committee previously known as Covid Sub Committee**

Cllr Darren Hickery (Chair)  
Cllr Susan Rodaway  
Cllr Jean Marnell

Cllr Lynda James (VC)  
Cllr Ralph Cook  
Cllr Keith Atkins MBE

### **The Council also has representatives on outside bodies in the Community**

#### **PARISH HALL**

Keith Atkins

#### **ONE VOICE WALES - Swansea Area Committee**

Ralph Cook and Susan Rodaway

#### **PACP**

Will Smith

## **COMMUNITY COUNCILS FORUM**

*Council Chair and Clerk*

## **COMMUNITY CHARITY**

Cllr Jean Marnell

Cllr Lynda James

Cllr Will Smith

Cllr Keith Atkins

**and working groups who are formed to look at certain tasks and report to the Committees**

### **Hall Renovation Working Group**

Cllr Lynda James (Chair)

Cllr Ralph Cook

Cllr Keith Atkins MBE

Cllr Steve Sheriff

Cllr Susan Rodaway

Cllr Cari Jones

Cllr Darran Hickey

Cllr Will Smith

### **Hall Tender Working Group**

Cllr Lynda James

Cllr Ralph Cook

Cllr Keith Atkins MBE

Cllr Steve Sheriff

Cllr Susan Rodaway

Cllr Karen Penny

Cllr Cari Jones

Cllr Darran Hickey

Cllr Will Smith

### **Website**

Cllr Susan Rodaway

Cllr Keith Atkins MBE

Cllr Jean Marnell

# Annual Return for 2022-2022

We were very pleased to report another year where we have received an unqualified audit, the details are below. The Audit system has been revised to one full transactional audit every three years with a normal sample audit for the other two. This was our first full transactional audit so it took slightly longer to complete.

## Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2022

### Accounting statements 2021-22 for:

Name of body: PENNARD COMMUNITY COUNCIL

	Year ending		Notes and guidance for compilers																								
	31 March 2021 (£) RESTATED	31 March 2022 (£)																									
<b>Statement of income and expenditure/receipts and payments</b>																											
1. Balances brought forward	181671.70	202041.47	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.																								
2. (+) Income from local taxation/levy	82112.00	78800.00	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.																								
3. (+) Total other receipts	74419.08	59238.41	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.																								
4. (-) Staff costs	36329.65	46334.26	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.																								
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).																								
6. (-) Total other payments	99831.66	72981.02	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).																								
7. (=) Balances carried forward	202041.47	220764.60	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).																								
<b>Statement of balances</b>																											
8. (+) Debtors	0	0	<b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body at the year-end.																								
9. (+) Total cash and investments	0	0	<b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.																								
10. (-) Creditors	0	0	<b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.																								
11. (=) Balances carried forward	202041.47	220764.60	<b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).																								
12. Total fixed assets and long-term assets	1503519.50	1506120.79	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.																								
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).																								
14. Trust funds disclosure note	<table border="1"> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Yes	No	N/A	Yes	No	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<table border="1"> <tr> <th>Yes</th> <th>No</th> <th>N/A</th> <th>Yes</th> <th>No</th> <th>N/A</th> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Yes	No	N/A	Yes	No	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).
Yes	No	N/A	Yes	No	N/A																						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>																						
Yes	No	N/A	Yes	No	N/A																						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>																						



## Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref	
	Yes	No*			
1. We have put in place arrangements for: <ul style="list-style-type: none"> <li>effective financial management during the year; and</li> <li>the preparation and approval of the accounting statements.</li> </ul>	<input checked="" type="radio"/>	<input type="radio"/>	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	<input checked="" type="radio"/>	<input type="radio"/>	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	<input checked="" type="radio"/>	<input type="radio"/>	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6	
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	<input checked="" type="radio"/>	<input type="radio"/>	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="radio"/>	<input type="radio"/>	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	<input checked="" type="radio"/>	<input type="radio"/>	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8	
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	<input checked="" type="radio"/>	<input type="radio"/>	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	<input checked="" type="radio"/>	<input type="radio"/>	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
9. Trust funds – in our capacity as trustee, we have: <ul style="list-style-type: none"> <li>discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.</li> </ul>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

### 1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2021-22 was £8.41 per elector.

In 2021-22, the Council made payments totalling £13971.30 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

\* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

## Council/Board/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

### Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.

RFO signature:

Name: Janet Crocker

Date: 15/6/22

### Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref: 2022/859

Chair of meeting signature:

Name: Susan Rodaway

Date: 15/06/2022



## Auditor General for Wales' Audit Certificate and report

I report in respect of my audit of the accounts under section 13 of the Act, whether any matters that come to my attention give cause for concern that relevant legislation and regulatory requirements have not been met. My audit has been conducted in accordance with guidance issued by the Auditor General for Wales.

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2022 of:

### Pennard Community Council

#### Auditor General's report

##### Audit opinion – Unqualified

On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislation and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

##### Other matters arising and recommendations

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the body.

##### Completion of the Annual Return

The Accounting Statement includes two elements, a Statement of Receipts and Payments and a Statement of Balances. The Council did not properly complete the Statement of Balances, reporting the year end cash and bank figure as £Nil.

We recommend that before it approves the accounting statements in future years, the Council checks their consistency and arithmetical accuracy.

We recommend that There are no further matters that I wish to draw to the Council's attention



**Deryck Evans, Audit Manager, Audit Wales**  
**For and on behalf of the Auditor General for Wales**

**Date: 22/02/2023**

\* Delete as appropriate.

## Finance Summary 2022-2023

The table below show the income received, broken down by month and Committee. As predicted the Hall and Field Income is starting to pick up compared to our “Pandemic years”

During this year we obtained grant funding amounting to £16424 due to the hard work of our Community and Grants officer.

PENNARD COMMUNITY COUNCIL									
ANALYSIS OF RECEIPTS- 2022/2023									
	PF	BG	CH	ENV	ADMIN	PRECEPT	VAT	BANK INT	TOTAL
April		4860.00	210.50		3320.85	29724.00	2097.88	1.63	40214.86
May	65.00	3300.00	671.25		820.85			1.38	4858.48
June			116.00		3320.85			1.53	3438.38
July		2430.00	702.00		2320.85			1.58	5454.43
August	665.00		754.50		820.85	29724.00		5.97	31970.32
September			215.00		820.85			7.65	1043.50
October	741.00		822.50		4086.55			7.65	5657.70
November	50.00	1270.00	564.00		1620.85			19.25	3524.10
December	165.00	0.00	1131.62		3970.85	29724.00		41.20	35032.67
January	75.00	2660.00	268.50		926.07		5112.55	76.99	9119.11
February	0.00	4135.00	1110.00		2420.85			91.84	7757.69
March	295.00	4135.00	1995.50		4005.83				10431.33
<b>TOTAL</b>	<b>2056.00</b>	<b>22790.00</b>	<b>8561.37</b>	<b>0.00</b>	<b>28456.10</b>	<b>89172.00</b>	<b>7210.43</b>	<b>256.67</b>	<b>158502.57</b>
Less Precept						89172.00			
Other Receipts	2056.00	22790.00	8561.37	0.00	28456.10	0.00	7210.43	256.67	69330.57

The table below shows expenditure by month and Committee. Several projects were delayed this year due to the wet weather and contractors being unavailable due to the catching up from the pandemic such as the Community Hub and Community Garden but both these will continue over the next year.

PENNARD COMMUNITY COUNCIL											
ANALYSIS OF PAYMENTS - 2022/2023											
	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	S137	SUB TOTAL	VAT	TOTAL
April	787.21	3882.43	1312.22	0.00	0.00	7244.66	7.85	868.00	14102.37	681.12	14783.49
May	1033.14	1218.46	986.68	0.00	0.00	4324.96	11.25	987.99	8562.48	515.20	9077.68
June	1112.69	1064.64	1014.14	0.00	0.00	4969.78	10.40	743.29	8914.94	430.58	9345.52
July	1371.79	1117.10	1230.00	0.00	0.00	4814.08	15.31	670.00	9218.28	486.65	9704.93
August	1365.42	285.50	707.20	0.00	0.00	5278.78	7.85	931.00	8575.75	503.97	9079.72
September	8980.34	429.10	927.56	0.00	0.00	4916.71	9.55	746.00	16009.26	442.38	16451.64
October	1334.04	429.25	1240.05	0.00	0.00	6583.97	8.70	700.30	10296.31	571.29	10867.60
November	3836.70	928.94	3035.95	86.58	0.00	6126.07	7.00	1067.00	15088.24	1481.36	16569.60
December	3443.04	429.10	1029.39	0.00	0.00	6582.62	7.85	931.00	12423.00	1127.18	13550.18
January	1010.40	1159.42	1202.83	0.00	0.00	6685.38	7.00	1225.86	11290.89	510.06	11800.95
February	6765.60	1628.94	1359.89	0.00	0.00	5232.34	7.85	1142.41	16137.03	1683.40	17820.43
March	1125.62	2328.78	1383.50	0.00	0.00	5339.96	12.95	3278.16	13468.97	500.03	13969.00
<b>Total</b>	<b>32165.99</b>	<b>14901.66</b>	<b>15429.41</b>	<b>86.58</b>	<b>0.00</b>	<b>68099.31</b>	<b>113.56</b>	<b>13291.01</b>	<b>144087.52</b>	<b>8933.22</b>	<b>153020.74</b>

# Main Contracts Let In 2022-2023

## **Pavilion Cleaning Contract – 2022-2023**

Five companies were approached do clean the pavilion. The submitted tenders were opened and scrutinised and it was decided to award the one-year contract to Company A The costs submitted based on a 2hr clean providing all cleaning material and equipment were

Company A - £30

Company B - £41.70

Company C - £45

Company A was revealed to be Pink Cleaning Ltd

## **Path refurbishment**

The Land Management Committee had previously discussed the quotes and recommended that the whole cinder path be refurbished the quotes were

Company A - £3400

Company B - £3095.80

Company C - £1720

Company C was chosen and revealed to be James Porter Landscaping and Groundworks.

## **Refurbishment of the boules court**

Three companies were approached and the quotes were discussed.

Company A - £3850

Company B - £1251.60

Company C - £610

Company C was chosen and revealed to be James Porter Landscaping and Groundworks.

## **Repair to the Slide mount**

Quotes were obtained for the repair, turf and strengthen of the slide bank by the installation of rubber matting which would allow the grass to grow through whilst stabilising the surface.

Company A - £2394

Company B - £2623.40

Company C - £652.80

Company C was chosen and revealed to be James Porter Landscaping and Groundworks, this work has been held up due to the weather and will be done in the spring.

# Fees for 2023-24

Due to the Cost-of-living Crisis it was agreed that the fees would remain unchanged except that the fee for a weekend burial would be reduced to £0 and the surcharge for American Style and wicker coffins would be £100.

## Burial Ground Fees

New Grave to the depth of 2 (including the right to erect a headstone)	£2430
New Grave to the depth of 3 (including the right to erect a headstone)	£2660
Re-open existing grave (including the right to re-erect a headstone)	£1270
Cremated remains internment (no charge if at the same time as a burial)	£435
New ashes plot in Garden of Remembrance (includes Plaque)	£463
Surcharge for weekend burial	£0
Surcharge for American casket	£100
Scatter Ashes in Rose Garden (includes Plaque)	£58
Memorial Bench (includes Plaque)	£1500

## Hall Fees

Per Session	Pennard Ward	Outside Ward
Main Hall	£16.50	£19.50
Small Hall	£13	£15
Children's Party *	£30	£40
Adult Party/Event *	£40	£50
Hygge	-	-

- An additional cleaning charge of £15 is levied for post party cleaning

## Pitch Fees

	Pennard Ward	Outside Ward
Football		
Match and Training 11 and under	£0	£10
Training juniors 11 – 18	£0	£10
Match juniors 11 – 18	£15	£25
Match Seniors 18+	£35	£45
Training Senior 18+	£10	£15
Cricket		
Juniors 11-18	£15	£25
Seniors	£28	£40
Touch Rugby	Free for first 12 months	

# Pennard Burial Ground

The Pennard Community Burial Ground, adjoining St. Mary's Church, has served the Pennard Community for 73 years. It is a dignified, peaceful and well-kept area. The burial ground has benefitted from new contracts for maintenance of the area, enhancing the environment, which is enclosed by mature hedges and trees. The Burial Ground Committee ensure that the area is well planned and maintained, so ensuring that it is a suitable area for burials to be conducted in the best possible environment, which is also an ideal place to visit in the times and years following the interment.

Regular risk assessments are carried out at the ground, and any remedial work to be carried out following these assessments is carried out without hesitation to ensure that the place is safe and appropriate.

Occasionally we need to contact the owners who leased the plots for a deceased relative. Sometimes these have moved away or become non contactable, we ask community members to ensure that their details, as held by our clerk, Mrs. Jan Crocker, are kept up to date please!

On this last point, it is not unusual for relatives expecting to use an existing plot for the burial of a loved one do not have the right to the use of the plot. It is wise to keep these rights up to date. If a community member is uncertain if their ownership of the lease is correctly recorded and up to date, I would urge them to contact Jan Crocker.

The committee for the Burial Ground plans for the future of the area by ensuring that each year there is an amount put into reserves to enable additional Burial Ground land to be purchased when needed in the future.

**Keith Atkins MBE**  
**Chair, Land Management Committee, 2022-23**





# Pennard Field and Playground

With the expert work of the groundsman appointed last year The Pennard Community Council Park is an even more attractive environment for both children in the play area and for the sports people using the sports field.

This year the Boules court has been refurbished so is ready for our enthusiastic Boules players in the summer. Pathways within the park have been upgraded to ensure safe places for children to run and play and the play equipment replacement projects in conjunction with Swansea Council was completed.

There are plans in hand to:

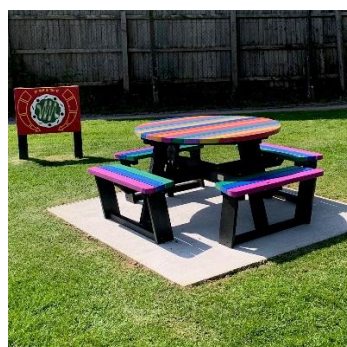
- replace the gates into the park with a more appropriate one to better allow for wheelchair and mobility scooter access.
- replace some of the boundary fencing.
- replace the play area furniture tables and seating with bright new benches and tables with game tops.
- repair the slide mount to help combat the erosion either side of the slide.
- the floodlighting onto the games pitches is also being reviewed.

The field remains a popular facility for both our own community and for players from neighbouring communities. Bookings can be made via the Council clerk, Mrs. Jan Crocker (01792 293924).

It is always a delight to see the Park being used so well, a great place for adults and children alike to socialise, get exercise and enjoy themselves in a safe and attractive environment.

Keith Atkins MBE

Chair, Land Management committee, 2022-23





# Pennard Community Hall

Over the past year 2022/23 the Hall has opened up fully from COVID restrictions and the Internet restored. The main hall is almost fully booked again, with many long-standing users and some new ones. The charges for users have remained the same as in previous years to encourage new users to the hall.

To assist the maintenance of good hygiene, hand sanitiser is still supplied around the hall and a quick wash dish washer installed.

Various other improvements have also been considered, such as E-car charging, updating lighting, and improve insulation in the hall.

Cllr Lynda James

Chair of Hall 2022-23



**Pennard Community Hall**  
**What's on**

<b>Mon</b>	Bowls - pm Archery - eve Garden Society - eve (monthly)
<b>Tue</b>	Parent & toddlers - am Badminton - pm WI - eve 1st Tue monthly Yoga - eve
<b>Wed</b>	Badminton - am Yoga - eve Market 2nd Wed montly
<b>Thur</b>	Art - am Dog training - eve
<b>Fri</b>	Pilates - am Rugbytots - pm Archery - eve
<b>Sat</b>	Dog training - am (occasionally)

FOR MORE INFORMATION CONTACT [clerk@pennrdcc.gov.wales](mailto:clerk@pennrdcc.gov.wales)  
07825 225567

# Environment And Biodiversity

Under the Environment (Wales) Act 2016 Part1 section 6 Town and Community Council need to complete a Biodiversity and Resilience of Ecosystems Duty Report.

It has been three years since we drew up our initial Section 6 report below is the latest edition which covers 2022-2025

## ***The Biodiversity and Resilience of Ecosystems Duty Report 2022 for Pennard Community Council***

### ***Introduction and Context***

As the Pennard Community Council area is home to substantial non-residential land, both private and community council owned, Pennard Community Council identifies significant scope for maintaining and improving biodiversity in our area.

Council administered land such as Pennard Playing Field and Pennard Burial Ground are obvious locations for the Council to undertake action, however they both present their own unique challenges. Pennard Playing Field has been a Queen Elizabeth II protected field since January 2013 and, as such, Pennard Community Council are restricted in what we can do there.<sup>1</sup> Pennard Burial Ground has different but understandably sensitive needs which mean that care must be taken in any action.

In 2020 the Community Council were given access to a parcel of land adjacent to the local primary school to use as a Community Garden, this has been fenced and plans are in place to develop this through the aid of grant funding. This project is to provide growing areas for the local community and the school as well as increasing the biodiversity and ecosystems of the area.

Land not administered by Pennard Community Council presents different challenges in that the Community Council has no direct control. However, there continues to be scope to assist and encourage others as well as seeking transfer orders for land administered by Swansea County Council where we believe that we can add value.

Pennard Community Council is adjacent to and includes the Gower commons the Gower ash woodlands SAC, the Pennard Valley SSSI as well as National Trust land and the Wales coastal path.

The report went on to look at how we could contribute to the following:

- embed biodiversity into decision making & procurement
- raise awareness of biodiversity & its importance
- safeguard principal species and habitats
- restore & create habitats and resilient ecological networks
- tackle negative factors: for e.g. reduce pollution, use nature based solutions, address invasive species
- use improve and share evidence
- support capacity and/or other organisations

The full report and the narrative against the above criteria can be found on the policy area of our web site - <http://www.pennardcc.org.uk>

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<sup>1</sup> Fields in Trust <http://www.fieldsintrust.org/FieldSite/Pennard-Playing-Field>





Changes made to our cutting regime will allow for an increased biodiversity of species and pollinator plants. This along with the changes we have made to the way we treat the wildlife which enjoys the use of our park and burial ground will also help keep us on track to meet the criteria laid out in our Section 6 plan.



## LOOKING FORWARD TO 2023-24

All Town and Community Councils have a duty to make a Budget calculation in compliance with Section 50 of the Local Government Act 1992. They also have a power to issue a precept to a billing authority in compliance with Section 41 of the Local Government Act 1992

In January 2023 Pennard Community Council agreed its Budget for the 2023/24 financial year.

The Council found that some of the works planned for 2022-2023 needed to slip due to contractors being overloaded and catching up with two years' work following the pandemic. This meant that some of the funds put aside for these tasks has been moved forward into next year.

Over the last two years we have managed to build up some reserves, by using these we have been able to reduce some of the burden on the Precept for next year.

The Council continues to put in place a budget that contains initiatives to improve its services to the community including:

- The refurbishment to the Community Hall, which will mean that the small hall will have its own multi user/accessible toilet and a tea point area, remove the need to disturb users of the main hall. The access doors to the storeroom will be widened and access to this will also be available from the small hall. A wider rear door is planned along with an accessway suitable for wheelchair users to this door.
- Adaptation to the entrances to the park and field to allow wheelchair and mobility scooter users access.
- Environmental improvements within the community in line with our Climate and Ecological Emergency Plan and our Section 6 Biodiversity Plan
- The development of a community garden and growing space

Some of the above improvements have been pushed into 2023-24 due to the lack of contractor availability

Park improvements planned are:

- Further upgrades to the park play equipment.
- New bright park furniture including new picnic sets incorporating games boards.

Due to the cost-of-living crisis, it was agreed prudent to stall the funding for a future addition of burial facilities within the local area for this year but this is still planned for future years.

To support members in their decision making, a detailed draft budget was formulated by each Committee Chair, outlining potential options, this was presented for scrutiny at the Finance and Employment meeting held on the 20<sup>th</sup> of January 2022

Based on the information presented, and to continue with the progress started prior to the pandemic restrictions it was decided to recommend a precept of £91,180 to the Full Council meeting held on the 24<sup>th</sup> January 2023 where the 2023/24 Budget was ratified and accepted.

Compliance in relation to governance and accountability has been robustly maintained in line with the advice from the Wales Audit Office regarding spends being allocated against the correct powers and will continue to be so.



## Final Budget 2023/24

The draft budget was drawn up by the Committee before being disseminated to members for their perusal ahead of the Finance and Employment Meeting on the 4<sup>th</sup> January 2023. The budget was further scrutinised and amended prior to ratification at the Full Council meeting held on the 24<sup>th</sup> January 2023 in readiness for submission to Swansea Council for completion of the precept council tax requirements 2023/24.

As reported the precept requirement submitted to Swansea Council for 2023/24 was set at **£91,180**. Being very conscious of the impact the cost-of-living crisis was having on everyone, we were able to keep the increase to a minimum from the 2022-23 figure due to carrying over reserves from 2022/23 financial year as previously mentioned. The reserves carried over includes **£113,450** of restricted reserves, ring fenced for projects including **£50,625** for the Community Hall changes mentioned previously **£10,000** which has been pledged to the skate park group **£12,000** for the planned future burial ground expansion. **£5,000** for a hearing loop for the hall as well as underspend from 2022-23.

The summary budget for 2023/24 broken down by Committee is depicted below with last year's figures also shown for comparison, the full breakdown by Committee is available from the Clerk.

	2022/23		2023/24	
	Income	Expenditure	Income	Expenditure
Administration	£27,450.00	£79,626.98	£20,006.51	£81,969.21
Burial - rev	£35,260.00	£28,510.00	£44,199	£19,735
Field - rev	£3,760.00	£21,130.00	£3,005	£23,225
Hall - rev	£15,075.00	£20,950.00	£12,200	£23,010
Environment	£7,700.00	£9,400.00	£3,900	£9,400
Youth	£750.00	£1,450.00	£1,450	£1,450
Emergency	£20,100.00	£21,100.00	£8,850	£10,000
<b>Capital</b>				
Hall capital	£55,065.54	£57,265.54	55,625.54	£55,625.54
Field capital	£1,800.00	£13,800.00	5,800	23,300
Burial capital	£100.00	£3,000.00	3,000	1,500
Reserves	£20,000.00	£20,000.00	20,000	20,000
<b>Total</b>	<b>£187,060.54</b>	<b>£276,232.52</b>	<b>178,036.05</b>	<b>269,214.75</b>
<b>Precept</b>	<b>£89,171.98</b>		<b>91,178.70</b>	
<b>Grand Total</b>	<b>£276,232.52</b>	<b>£276,232.52</b>	<b>269,214.75</b>	<b>269,214.75</b>

## Precept Overview

In order to support the proposed 2023/24 Budget, an understanding of precept calculations is necessary. This will underpin and offer a wide range of considerations and options to support the Council's decision making in terms of setting the 2023/24 precept.

Based on the 2023/24 budget and the services and functions the Community Council wish to provide, it has been possible with the movement of reserves to keep the increase from the

current precept of **£89,172** to a minimum. The figure of **£91,179** will allow for growth and future development to continue.

In terms of the precept charge, the table below shows the annual cost per household related to property bands.

<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>	<b>Band</b>
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>39.50</b>	<b>46.08</b>	<b>52.66</b>	<b>59.25</b>	<b>72.41</b>	<b>85.58</b>	<b>98.74</b>	<b>118.49</b>	<b>138.24</b>

Looking at a band D property the increase from 2022-2023 rate of £57.05 equates to £2.20 per year or £0.04 per week. If we take inflation which is currently running at 10% this is in real terms a reduction from the current year of 7.75%.

Compliance in relation to governance and accountability has been robustly maintained in line with the advice from the Wales Audit Office regarding spends being allocated against the correct powers this will continue.

### **Section 137 Spend 2022-2023**

**Section 137(1)** of the **1972** Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure.

Community and Town Councils are also permitted under section **137(3)** to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section **137(1) and (3)** for the financial year 2022-23 this is set at **£8.82** per elector.

For Pennard Ward this amounts to a spending cap of **£20391.80** based on the electorate at 1 Apr 2022

It should be noted that this amount does not come from the precept but from grant applications made to charitable funds such as, Swansea Household Support Food Fund, Swansea Direct Food Support Fund, Warm Hub Fund, Swansea Period Poverty Fund and Pennard Charity, this funding has been invaluable throughout the last year by enabling us to provide direct food support to Community members, as well as supporting warm hubs and period poverty within the Community.

As our Clerk attained her CiLCA qualification in 2023-23 and two thirds of our Councillors have been elected rather than co-opted, we now fit the eligibility criteria to use the General Power of Competency which means that next year this limit will not apply to us, so we hope to help more of the community with the various funds available to us. It should be noted that these attainments put us into a very small group of around 68 out of 735.

Any questions regarding any of the items in this report should be sent to the Clerk as [clerk@pennardcc.gov.wales](mailto:clerk@pennardcc.gov.wales)

Jan Crocker

Clerk 23 May 2023