

**FINAL MINUTES FROM THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 14th July 2026 AT 7.17 PM**

Present in the room: Cllr Lynda James LJ (Chair), Cllr Rebecca Donnachie RD, Cllr Jon Dickson JD, Cllr Will Smith WS, Cllr Cari Jones CJ and Cllr Jason Thomas JT, Clerk

Present online: Cllr Rachel Carter REC, Cllr Richard Beynon RB, Cllr Ralph Cook RC

Apologies for absence: Cllr Susan Rodaway, Cllr Keith Roberts, Cllr Jasmine Roberts

Absent: Cllr Adam O'Brien

Declarations of interest: Cllr James declared an interest at point 3 f and g and left the room. Cllr Smith declared an interest at point 9 and left the meeting.

All votes will be named votes

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

None

Cllr James opened the meeting with the request that members observe a minute silence in memory of Margaret Waymark who died recently. Margaret served on the Community Council from 1974 to 2012 and had held other roles in the Community including Chair of the Parish Hall.

Swansea Council Report from Cllr Lynda James

Cllr James gave her report which included:

reporting the success of the Carnival which had very well supported by all, despite the heat. She thanked the Clerk and Park Caretaker for all their help.

The National Trust have advised that they will be extending the Southgate Carpark for the Summer, and on the subject of carparks a new sign indicating the direction of the carpark had been ordered for the entrance to Southgate.

A speed survey had been ordered for outside the school.

The grass encroaching onto the path from the field in Kittle was booked to be trimmed back as was the clearance of the path going down the road from Kittle to Bishopston and the clearance of sapling from the Pennard Pound.

A litter pick had been done on the airport road and a grit bin had been placed on the round pavement at the bottom of Foxhole Drive soon to be accompanied by several large boulders to stop parking on the round area as asked for by residents.

The CWOT team had cleared the area in front of the school gates and also tidied up around the library.

a) Questions from Councillors (Limited to 10 Minutes)

There were no questions, but Cllr Carter did express concerns regarding the stimming of brambles hard back to the wall at the front of the school.

1. 2026/69 To receive and accept the minutes of the Full Council meeting held on the 15th June 2026 previously circulated
Proposed by JD seconded by WS agreed by all with 1 abstention JT.

2. 2026/70 To receive and accept the minutes of the Environment Committee meeting held on the 29th Jun 2026 previously circulated
The item was adjourned to the next meeting as not all Councillors had read the minutes
Proposed by WS seconded by JT agreed by all

3. 2026/71 Admin

a) To note any Biodiversity issues on agenda

Other than the bramble strimming none to raise at this time.

b) To agree co-opted member to fill the current casual vacancy position

The candidate applications had been examined and two of the candidates interviewed, it was proposed that Jack Allum be invited to join the Council as a co-opted councillor

Proposed by REC seconded by WS agreed by all

c) To agree co-opted members of the public to join the committees and working group of their choice.

As there was only 1 vacancy and 3 applicants the remaining two applicants were invited to join as co-opted members of the public to a committee of their choice. The Clerk was asked to contact both Ms Storey and Mr Shaw with the invite.

Proposed by WS seconded by JD agreed by all

d) To discuss training plan and agree way forward.

The Clerk reported on the very poor take up of training, explaining the benefits the online training modules run by One Voice Wales brings to their roll as Councillors. She explained that there were even a few Councillors who had yet to do their Code of Conduct training despite being urged to do so.

e) To receive brief report from the One Voice Wales National Conference and Awards Ceremony 2026

The Clerk gave her report from the Conference which included information on the speakers and exhibitors and the wonderful news that we had won two commended awards, one for Community Engagement – our Newsletter and one for our Environmental Project – The Community Garden/Growing Space.

Cllr James declared an interest and left the room

f) To discuss and agree to making a request to Swansea Council regarding transport linking Ilston with Pennard.

The Clerk explained that with the formation of the New Pennard Community Council in May 2027, we would have approx. 500 new community members

who would not have easy access to the facilities they were contributing to unless transport links were put in place. Cllr James had already explained before she left the room that Swansea Council had some plans to take over the bus routes but not until 2028. The matter was discussed and it was agreed that we should write to Swansea Council asking them to look at the matter this should include all active travel and accessibility routes as well as buses.

Proposed by CJ seconded by RD agreed by all with 1 abstention LJ

g) To agree to write to Welsh Govt representatives regarding help with Swansea Councils Article 4 review consultation.

The Clerk gave an update on the correspondence between the Gower Community Councils the Senedd and departments within Swansea Council on this matter and it was agreed that we would continue to raise our views in support of the Community Councils throughout the peninsular.

Proposed by CJ seconded by JD agreed by all with 1 abstention LJ.

Cllr James rejoined the room.

h) To ratify the email sent to Swansea Council in reply to the Event Strategy Survey.

Ratification proposed by LJ seconded by CJ agreed by all

i) To discuss and consider organising a screening of the *People's Emergency Briefing*

This matter which had been raised at the last meeting was briefly discussed and it was agreed to organise a shown in the Community Hall in the Autumn.

Proposed by CJ seconded by WS agreed by all

j) To discuss public information source responsibilities, such as social media posts, notice boards management and newsletters and agree a way forward.

Responsibilities for maintain the information contained in the notice boards was discussed and several Councillor volunteered

Cllr Donnachie offered to look after board at Pennard Stores

Cllr Smith the board at the Southgate

Cllr James would continue to look after the Kittle Board

The Clerk would look after the main board and do an audit of all boards to start things off. The board outside the Premier had been changed and a councillor would be approached to look after that one in due course.

Cllr Jones expressed a wish to be included in the Social Media admin.

The Clerk also reported that a member of the Community had expressed a wish to be part of the Communications working group to particularly help with proof reading the newsletter.

4. 2026/72 Finance

a) To agree payments for Jul 2026

Proposed by LJ seconded by CJ agreed by all

- b) To note closing balances for Jun 2026**
Noted

- c) To receive PEFTA update**

The Clerk gave an update reporting that the Area Co-ordinator had almost completed her referral visits and that all remained unchanged for now.

- d) To note grant applications made or in production this month and any results received.**

The Clerk reported success in obtaining a £980 food aid grant which would go towards the PEFTA scheme and that two other grants had come to light one for a Men's Shed to be mentioned in the point after this and a Rural Anchor Decarbonisation Grant which she would be looking into following the Working Group meeting.

- e) To consider the idea of forming a "community shed" in Pennard**

Cllr Jones explained that she had researched into this and had gathered some community opinions on the matter. The subject was briefly discussed and agreed that we should apply for some funding to see how it could be developed.

Proposed by CJ seconded by WS agreed by all

5. 2026/73 Land Management

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

The Clerk gave an update which included reports that the NEET team had started to paint the toddler playpark fence and that the new flood lights had been fitted thanks to the Dark Skys project.

- b) To note Grant of Rights**
None

- c) To agree meeting date for the Pavilion Structure Working Group.**

Some dates were discussed, and it was agreed to meet on Tuesday 21st July at 11,00am in the Pavilion. The Clerk would send out invitations to all member current and potential.

- d) To receive Legionella Risk assessment results.**

The Legionella Risk assessment had been sent round previously, there were no questions and the Clerk advised the steps that were being taken and that she was still awaiting the results of the water tests.

- e) To note Legionella tests being conducted on the pavilion water systems**
Noted

- f) To receive update regarding the Burial Ground Car Park Light and discuss way forward.**

The Clerk reported that the cost to convert the lamp post to a metered supply would amount to approx. £1000. She had also looked at other companies for

a non-metered supply which had proven to be quite difficult. The current supplier SSE had quoted a standing charge from Sept of £1.59 per day which amounted to £48 per month before the electricity charge. The light was discussed, and it was proposed to cancel the fitting of the new lamp by the Dark Sky Project, to disconnect the post altogether and try some alternative solar/battery solution.

Proposed by WS seconded by CJ agreed by all

6. 2026/74 Environment

a) To receive update regarding local current Environmental initiatives.

Cllr Carter had met with the new National Trust Ranger who is keen to improve communication with the community, an agreement was in place with the Commoners Association and a contractor had been approached to do some scrub management on the cliff paths.

She also gave an update on the Golf Clubs planned work with the Royal and Ancient's ecologist to develop an ecological habitat plan which would be a long process but a positive move.

She went on to report that Swansea Bay Tourism would be attaching statements to their drone footage of Gower, advising that it had been shot under strict guidelines due to the area being part of restricted airspace to discourage casual operators.

b) To receive update on Fresh Creative project.

Cllr Carter showed the proposed design which was discussed and several amendments suggested.

c) To receive "Wellness Walk" update.

Cllr Jones reported that she had been promoting the Walks widely and had also spoken to the Gower Surgery practice manager who was also going to help spread the word.

**d) To agree to the formation of a working group to formulate the Biodiversity Action Plan as proposed by the Environment Committee
Proposed by JD seconded by WS agreed by all**

e) To agree members of the Biodiversity Action Plan Working Group and invite members of the community with the relevant experience and interest.

Members who put themselves forward included Cllr Dickson, Jones and Thomas, the Clerk would also invite member of the community.

**f) To agree the formation of a working group to discuss the findings of the Road Safety Consultation as proposed by the Environment Committee
Proposed by CJ seconded by JD agreed by all**

g) To agree members of the Road Safety Consultation Working Group and invite members of the community

Members who put themselves forward included Cllrs Jones, Donnachie, Carter and James, the Clerk would also invite member of the community.

h) To discuss the recent wildlife shooting incident on the burrows and agree action

Cllr Carter reported that she had received several messages regarding this incident and had been asked to bring it to this meeting. The matter was discussed and a few Councillors reported having heard shots at various times over the past few weeks. Cllr Dickson did not think the Golf Club would be involved as it was not in their interest to get rid of foxes. It was proposed that we contact the Golf Club to enquire as well as the local Police to see if they were aware of the activities.

Proposed by REC seconded by RB agreed by all

Cllr Ralph Cook left the meeting at 8.50pm

7. 2026/75 Correspondence

The Clerk explained the background to a recent complaint regarding the Cricket Pitch being used on a Saturday. A local resident had indicated that historically they had been given assurance that Cricket would only be played on a Thursday, the Chair had no recollection of this and neither did the longer standing Council members. The matter was discussed and the Clerk was asked to investigate the cost of high cricket netting which would catch any wayward balls which were the main issue of the complaint.

A letter addressed to the National Trust regarding the state of the paths and cliffs by the roundabout and the additional danger this posed due to the poor access to people and cows, she read the letter out. She reported that she would contact the writer as the news of the scrub management may address some of the concerns.

A complaint regarding the music played by the Friends of Pennard Primary during their water station manning at the recent Iron Man event was reported. She explained that she had spoken to one of the organisers and matters would be handled differently next year.

Jack Allum who had joined the meeting from home left the meeting

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 at point 8 only.

Proposed by LJ seconded by WS agreed by all

8. 2026/76 To receive employee update

The Clerk gave an update regarding the current sick leave situation and the action need to be taken over the coming month to ease the employee back to work.

The meeting then came out of "camera"

Cllr Smith who had declared an interest left the meeting at 9.05

9. 2026/77 Hall

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

The Clerk reported that the bike racks had been fitted to the left of the main hall door and on the wall in front of the container. Cllr Carter felt they were not in the right place, but we would give them a trial before making a decision to move them.

b) To agree new part fibre internet contract for the hall which will include extra

upfront cost to Openreach of £219 for re-cabling.

The Clerk gave the details of the new internet contract and its associated costs and savings. it was proposed that we go ahead with the order.

Proposed by LJ seconded by JD agreed by all

c) To receive permission request from Squiggles Nursery to apply for a grant to extend nursery provision.

Permission to put in an expression of interest was agreed on the provision that they should come back to us if the Grant was successful to discuss the proposal again.

Proposed by JT seconded by JD agreed by all

**d) To receive Legionella Risk assessment results.
Not received yet.**

e) To agree a meeting date for the hall decarbonisation working group

Cllr Thomas asked to join the working group who would meet in Monday the 20th of July in the Main Hall at 7.30pm, the Clerk would also invite member of the community.

The meeting ended at 9.15pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/06/26 and 30/06/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£33,145.95
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Short Term Investment Accounts

No 4 Account	£149,777.68
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Pavillion Account	£28,282.40
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PEFTA A/C prev Green Path	£2,516.60
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Total	<u>£213,722.61</u>
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RECEIPTS	Net	Vat	Gross
Administration	£1,471.35	£0.00	£1,471.35
FIELD	£417.00	£0.00	£417.00
Hall	£1,332.00	£0.00	£1,332.00
Total Receipts	<u>£3,220.35</u>	<u>£0.00</u>	<u>£3,220.35</u>
PAYMENTS	Net	Vat	Gross
Administration	£8,982.27	£542.29	£9,524.56
Burial	£523.48	£97.72	£621.20
FIELD	£2,675.36	£445.01	£3,120.37
Hall	£1,388.77	£44.38	£1,433.15
Environment	£337.30	£67.46	£404.76
Youth	£1,605.00	£0.00	£1,605.00
Total Payments	<u>£15,512.18</u>	<u>£1,196.86</u>	<u>£16,709.04</u>

Closing Balances at 30/06/26

Ordinary Accounts

Current Account	£45,864.81
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Short Term Investment Accounts

No 4 Account	£143,401.37
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Pavillion Account	£28,318.06
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PEFTA A/C prev Green Path	£1,007.37
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	<u>£172,726.80</u>
Total	<u>£218,591.61</u>

Signed _____
Chair

Clerk / Responsible Financial Officer

Pennard Community Council											
Monthly Payments	Jun-26										CHQ/BACS/DD/
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card
Octopus Electricity	25.30		29.15							54.45	DD Local Govt Act 1972 S111
Dwr Cymru	92.00		104.50							196.50	DD Local Govt Act 1972 S111
Octopus Gas			11.37							11.37	DD Local Govt Act 1972 S111
Swansea CC - Rates			377.00							377.00	DD Local Govt Act 1972 S111
ground rent										0.00	i/n Local Govt Act 1972 S111
Grave Digging										0.00	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	950.00	477	93							1520.00	i/n Local Govt Act 1972 S111
Fertilising and Grass removal	1175.00									1175.00	i/n Local Govt Act 1972 S111
Street Light in BG Car Park (SSE)		46.48								46.48	DD Highways Act 190 S301
Memorial Stone repair payment										0.00	i/n Local Authorities Cemeteries Order 1977
Cleaning	292.50		585							877.50	i/n Local Govt Act 1972 S111
Finance and Payrol system						713.8				713.80	i/n Local Govt Act 1972 S111
Cleaning Material										0.00	i/n Local Govt (Misc Provisions) Act 1976 s19
Internet for Hall			62.99							62.99	DD Local Govt & Elections (Wales) Act 2021 s47
Fire Alarm Check										0.00	DC Local Govt Act 1972 S111
Fence										0.00	i/n Local Govt Act 1972 S111
Repairs and maintenance	93.76		125.76							219.52	i/n Local Govt Act 1972 S111
Land Rent										0.00	i/n Local Govt Act 1972 S111
Professional Services										0.00	i/n Local Govt Act 1972 S111
Rural Anchor solar grant										0.00	i/n Local Govt Act 1972 S111
Waste Collection	46.8									46.80	i/n Local Govt Act 1972 S111
Toilet bins										0.00	i/n Local Govt Act 1972 S111
Membership										0.00	i/n Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							4.25			4.25	DD Local Govt Act 1972 S112
Vodafone						26.5				26.50	DD Local Govt Act 1972 S111
Voxi										0.00	DD Local Govt Act 1972 S111
HMRC						1290.59				1290.59	Payroll Local Govt Act 1972 S112
Employee costs						3806.03				3806.03	Payroll Local Govt Act 1972 S112
Pension Costs						64.26				64.26	Payroll Local Govt Act 1972 S112
Home Working Allowance and Exp						21.08				21.08	Payroll Local Govt Act 1972 S112
ICO						47.00				47.00	DD Local Govt Act 1972 S112
Stamps						14.40				14.40	i/n Local Govt Act 1972 S112
Zoom						16.79				16.79	DD Local Govt & Elections (Wales) Act 2021 s47
IT						145.19				145.19	i/n Local Govt Act 1972 S112
Civic Budget						10.45				10.45	DC Local Govt Act 1972 S112
Adobe						16.64				16.64	DD Local Govt Act 1972 S112
CANVA						17.00				17.00	DD Local Govt Act 1972 S112
PEFTA									460.62	460.62	DC Local Govt & Elections (Wales) Act 2021 s24
Training						110.00				110.00	i/n Local Govt Act 1972 S111
Windows										0.00	i/n Local Govt Act 1972 S111
Youth Club					1605					1605.00	i/n Local Govt Act 1972 S111
Google Storage						1.33				1.33	DD Local Govt Act 1972 S142
Notice board				218.96						218.96	i/n Local Govt Act 1972 S112
Garden Grant				-121.66						-121.66	i/n Local Govt Act 1972 S112
National Landscape project				240		1720.00				1960.00	i/n Local Govt Act 1972 S112
Newsletters						496.34				496.34	i/n Local Govt Act 1972 S112
TOTAL	2675.36	523.48	1388.77	337.30	1605.00	8517.40	4.25	0.00	460.62	15512.18	

Pennard Community Council

Monthly Receipts														
Jun-26														
Detail		PF		BG		CH		Admin		Enviroment		Youth		TOT
		Invoiced	Rec'd	Invoiced	Rec'd	Invoiced	Rec'd	Expected	Rec'd	Expected	Rec'd	Expected	Rec'd	
Precept														
Rent								1000	1000					
Insurance Contribution								20.85	20.85					
Food Festival														
Polling Fee							140.00							
Water Contribution							74.5							
Grants									370					
Interest									80.5					
Wayleaves														
VAT														
PEFTA Donations														
Regular bookings						932.00	964.00							
Casual bookings						198.5	133.5							
Cancellations with 72 hrs + notice														
write offs due to heating														
Market						20	20							
Pitch Hire		52.5	417.00											
cancellations due to weather														
Cancellations with 72 hrs + notice														
Bench donation														
Burials				0.00	0									
TOTAL			417.00		0.00		1332.00		1471.35		0.00		0.00	32

Pennard Community Council

Expenditure transactions - payments approval list Start of year 01/04/26

July 2026

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
212	FPS260715 JP	£1,824.00	£304.00	£1,520.00	£1,824.00	28/06/26	690	J Porter Landscaping & Groundworks - Ground Maintenance	£1,824.00
	1	£572.40	£95.40	£477.00		BUR	Burial Ground Grass Cu		
	2	£111.60	£18.60	£93.00		HALL	Hall Grass Cutting		
	3	£1,140.00	£190.00	£950.00		FIELD	Field Grass Cutting		
116		£160.50	£0.00	£160.50	£160.50	01/07/26		DWR CYMRU - Water Supply	
	1	£92.50	£0.00	£92.50		HALL	Water Supply for Hall		
	2	£68.00	£0.00	£68.00		FIELD	Water Supply for Pavilic		
166		£17.00	£0.00	£17.00	£17.00	01/07/26		CANVA - Canva subscription (Newsletter and leaflet production)	
211	FPS260716 DC	£877.50	£0.00	£877.50	£877.50	01/07/26	137	Dependable Cleaniers -	£877.50
	1	£292.50	£0.00	£292.50		FIELD	Pavilion Clean		
	2	£585.00	£0.00	£585.00		HALL	Hall Cleaning		
215		£85.00	£0.00	£85.00	£85.00	01/07/26		Bernie's Handwerk Services - Bike rack installation and notice board intallation	
	1	£40.00	£0.00	£40.00		ADMIN	Notice board installation premier		
	2	£45.00	£0.00	£45.00		HALL	Bike Rack install		
157		£377.00	£0.00	£377.00	£377.00	02/07/26		Swansea County Council (Rates) - 2026-27 Rates	

Signature

Signature

Date

Pennard Community Council

Expenditure transactions - payments approval list Start of year 01/04/26

July 2026

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
147		£40.00	£0.00	£40.00	£40.00	04/07/26		Swansea County Council Waste - Waste collection Field	
213	FPS260615	£850.00	£0.00	£850.00	£850.00	06/07/26	6/7/26	Glossing It - Painting of the pavilion toilets with mould resistant paint	£850.00
214	DC2507061 P	£52.52	£8.75	£43.77	£52.52	06/07/26		Instantprint - Adder Posters	£52.52
216	FPS	£55.20	£9.20	£46.00	£55.20	06/07/26	602053	Fire Protection Services - fire eqiptment check at hall	£55.20
217		£43.53	£7.25	£36.28	£43.53	06/07/26		Instantprint - adder signs for Golf Course	
112		£26.40	£4.40	£22.00	£26.40	07/07/26		Smart Pension - Admin Fee	
150		£31.45	£5.24	£26.21	£31.45	12/07/26		Vodaphone - Telephone	
172		£75.59	£12.60	£62.99	£75.59	15/07/26		Daisy was XLN Telecom - Internet for Hall	
160		£19.97	£3.33	£16.64	£19.97	16/07/26		Adobe - Product purchase	
153		£16.79	£0.00	£16.79	£16.79	17/07/26		Zoom Video Communications - Covid 19 - Video Conf tool	
124		£48.00	£2.29	£45.71	£48.00	19/07/26		SSE - Car Park light	
132		£4.25	£0.00	£4.25	£4.25	24/07/26		Lloyds Bank - Service Charge	
136		£1.59	£0.26	£1.33	£1.59	24/07/26		Google Storage - Monthly Storage fee for Google Drive	

Signature

Signature

Date

Pennard Community Council

Expenditure transactions - payments approval list Start of year 01/04/26

July 2026

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference Total
183	DD26CL	£171.58	£28.60	£142.98	£171.58	25/07/26		Cathedral Leasing Ltd - Q3 lease of sanitary and nappy bins for hall	£171.58
		£4,644.53	£0.00	£4,644.53	£4,644.53	Confidential			
Total		£9,422.40	£385.92	£9,036.48	£9,422.40				

Signature

Date

Signature