

**FINAL MINUTE FROM THE MEETING OF PENNARD COMMUNITY COUNCIL  
HELD ON THE 14<sup>th</sup> Nov 2023 AT 7.00PM**

**Present:** Cllr Susan Rodaway (Chair) SER, Cllr Darran Hickery DH, Cllr Christos Georgakis CG, Cllr Elsbeth Rodaway ER, Cllr Ralph Cook RC, Cllr Ralph Cook RC, Cllr Cari Jones CJ, Cllr Keith Roberts KR, Cllr Lynda James LJ, Cllr Rachel Carter REC, Clerk, Community/Grants Officer.

**Apologies for absence:** Cllr Will Smith due to personal matters, Cllr Leanne Richards and Cllr Rachel Carter due to Work Commitments and Cllr Keith Atkins due to illness.

**Apologies for Lateness:** Cllrs Elsbeth Rodaway, Georgakis and the Community Grants Officer

**Absent :** Cllr Steve Sheriff

**Declarations of interest:** CG declared an interest at point 7c and 9a

**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 gave her report which included the report that it was the Highway Depts who had requested the railings to be placed at the entrance to Dunes Walk. She went on to explain that further staggered railings would be placed at the top and bottom of the path leading to Pennard Rd to stop the cows, as well as repairs to the path both items would be paid for under the Section 106 funding.

The green path had moved on a step with Highways Dept putting out tenders for the planning stage of the project.

Cllr James also reported that she had requested a cost for the repairs to the top of the road to Sandy Lane.

A recent Gower Commons Group meeting had reported cattle collar trials and that some of the horses on the Common were now wearing reflective collars. To date suitable collars for sheep have not been found. Gosafe Wales have found further suitable location for the motorcycle officer to stop with the speed gun.

The number of drop kerbs being installed had been reduced from 8 to 2, one of which had been placed in Kittle and one on the corner by The Shop on Linkside Drive. Cllr Cook felt this was a very silly position for it to be placed.

Cllr James went on to report an imminent meeting of the PACP to discuss the community bus, Cllr Rodaway asked if they could hold a public meeting to discuss different timetables, she suggested that such a meeting would strengthen any grant bids they wished to make. Cllr Jones asked for details of the meeting so she could attend as a representative of the Active Travel group.

Questions from Councillors (Limited to 10 Minutes) included above

A one-minute silence was observed in memory of Margaret Smith who held a position of Community Councillor and Ward Councillor for many years.

1) **2023/125 To receive and sign the minutes of the Full Council Meeting held on 17<sup>th</sup> Oct 2023**  
**previously circulated**  
Accuracy and approval  
**Proposed by LJ seconded by KR agreed by all**

2) **2023/126 To receive and sign the minutes of the Planning Committee Meeting held on 24<sup>th</sup> Oct 2023 previously circulated**  
Accuracy and approval  
**Proposed by RC seconded by KR agreed by all LJ abstained**

**Cllr Christos Georgakis joined the meeting at 7.24pm**

3) **2023/127 To receive and sign the minutes of the Environment Meeting held on 6<sup>th</sup> Nov 2023 previously circulated**  
Accuracy and approval  
**Proposed by LJ seconded by SER agreed by all**

4) **2023/128 To receive and sign the minutes of the Hall Committee Meeting held on 8<sup>th</sup> Nov 2023 previously circulated**  
Accuracy and approval  
An amendment was **proposed by LJ** to include at point 2.  
The hole in the storeroom wall was discussed Cllr Smith offered to repair it.  
**Seconded by RC agreed by KR CJ CG abstained by SER DH.**  
To approve the amended minutes  
**Proposed by RC seconded LJ agreed by all**

5) **2023/129 Finance and Employment**

a) **To approve payments for Nov 2023.**  
**Proposed by DH seconded by LJ agreed by all**

b) **To note closing balances Oct 2023.**  
**Noted**

c) **To note the accepted Government pay claim for 23/24.**  
**Noted**

d) **To note Remuneration guideline and forthcoming letter.**  
**Noted**

**The Community and Grants Officer joined at 7.32pm**

e) **To note upgrade to level 3 of our finance package.**  
**Noted**

6) **2023/129 Admin**

a) **To receive a report from the OVW / SLCC Conference.**

The Clerk gave an account of her attendance at the Conference which had been full of very useful information. Jane Hutt MS, Minister for Social Justice and Chief Whip had given a very interesting presentation where Pennard CC were mentioned for their efforts in .....

b) **To receive a PEFTA update**

The Community and Grants officer gave an update and the Clerk explained that they were still awaiting news of an application for £3000 which had been made to Pennard Charity. Cllr James asked if the Terms had been reviewed to include help from the Local Area Coordinator, the Clerk explained this was on the agenda for the Finance Employment and Policy Committee taking place next week.

A short discussion took place regarding other funding streams which had come out recently but were not relevant to PEFTA.

## **7) 2023/130 Land Management**

### **a) To agree date of next Land Management Meeting**

Deferred due to the absence of the Chair and Vice Chair.

### **b) To receive an update on Field and Burial Ground matters.**

The Clerk gave an update including the works done at the Burial Ground and the installation of the new wide gate at the Anderson Lane entrance to the park she also explained that she had additional RADAR key. The Clerk asked her to publish the new means of entry on the website and on social media.

### **c) To receive an update regarding the Food Festival**

Cllr Georgakis and the Clerk gave an update. To date 70 producers had expressed an interest in attending, Cllr Georgakis explained that JL Events would make sure that there was not duplication in sellers and the priority would be given to local good quality produce. A social media post would go out calling local sellers to get in touch. The Clerk also reported that she had spoken with the Gower Society who had sent her a Grant Form which is how they sponsor items at events such as this.

## **8) 2023/131 Environment**

### **a) To receive an update from the community garden working group meetings**

There have been two meetings, a PEF had been put together for £33000 which had been submitted to the National Lottery Local Heritage fund. This had been successful in passing the first stage and the full application would be made in December for this stage we would need to strengthen our case with letters of support as we are weak on the Urban deprivation and diversity front, support organisations were suggested. Plans for the land were also being looked at as well as plans for the usage.

### **b) To receive an update from the accessibility working group meetings**

Cllr Jones gave an update explaining that there was going to be an accessibility survey in the next newsletter as well as online.

She had spoken to SeeAllBritain who were hoping to get a volunteer on Gower. Once the results of the survey were available, we would be more aware how accessible or not Pennard actually is.

### **c) To request Cllr James asks Swansea Council to stop Glyphosate spraying throughout Pennard**

**Ward as supported by the community and evidenced by the bee friendly survey conducted by the Environment Committee.**

**Proposed by DH seconded by CJ agreed by all with two abstentions RC and LJ**

### **d) To agree newsletter format ready for printing**

Cllr Rodaway agreed to look at the formatting especially the margins. Everyone agreed that with these tweaks it was ready to be published.

**Proposed by CJ seconded by CG agreed by all with 1 abstention RC**

## **9) 2023/132 Hall**

### **a) To receive update regarding the monthly market**

Cllr Georgakis declared an interest but stayed to give an update. JL Events had agreed to run the market on the 1<sup>st</sup> Saturday of the month starting in February 2024. The fee for a table would be around £10-15 with crafters being encouraged to share a table to keep their costs down. They were in the process of finding a butcher and local veg suppliers. Cllr Georgakis asked if there could be any possibility of the Market organisers obtaining a small discount on the proposed fees for 2024 for the first 6-9 months as this initial period would require them to purchase flyers and banners etc. This was discussed and agreed that the matter would be taken to the next Hall Committee meeting.

**b) To agree a contractor for the repair of the hole in the store room wall made by Cllr. Smith.**  
Although Cllr Smith had offered to repair the hole in the store room Council had also obtained quotes for the repair  
Company A - £120 this included the repair and painting the wall which had also been drawn on.  
Company B - £60 purely filling in the hole.

The matter was discussed Cllr Rodaway said she felt as the damage had been caused without permission Cllr Smith should be invoiced for the repair, Cllr Cook agreed that the repair should be conducted by a chosen contractor and not the Cllr himself.

**Cllr Georgakis left the meeting due to internet problems at 8.23pm**

The quotes were discussed further

**Contractor A was proposed by RC seconded by KR agreed by all**

It was agreed that the invoicing of the repair and decoration of the wall would be taken to the December meeting.

**c) To agree a contractor to install a new rear fire door in the small hall as recommended by the Hall Committee**

The various quotes were discussed and it was agreed to take the matter back to the Hall Committee

**d) To agree a contractor to repair the storeroom ceiling as recommended by the Hall Committee**

it was proposed that the item be amended to include painting the other three walls provided this did not exceed the amount available in the budget.

**Amendment proposed by DH seconded by SER agreed by all**

The Quotes for the repair the storeroom ceiling were

Company A - £1765  
Company C - £1545

As company A price included installing new insulation and painting the ceiling Company A was chosen and the Clerk was asked to obtain a price for painting the three walls.

**Proposed by LJ seconded by RC agreed by all**

Company A was revealed to be M A Hinder Builder and Contractor

**e) To agree the purchase of a storage container for the hall car park as recommended by the Hall Committee.**

The recommendation to purchase a 4m x 2.1m container from BudgetShippingContainers.co.uk was agreed. It was suggested and agreed that it should be sited on the carpark space nearest the wall at the front of the Hall.

**Proposed by DH seconded by CJ agreed by all.**

## **10) 2023/133 Correspondence**

The Clerk reported an email concerning the re-application for retrospective ground works at the Golf Club and the letter from Welsh Govt concerning the S137 limits for 24-25.

**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 RC agreed by all**

**The Community and Grants Officer left the meeting.**

**11) 2023/134 To agree a contractor to conduct EPC certification for Squiggles Nursery.**

The Clerk presented the quotes which had been received.

Company A - £485

Company B - £500

A third company had failed to give a quote.

**Company A was proposed by DH seconded by KR agreed by all**

Company A was revealed to be Easy EPC and the Clerk was asked to arrange an appointment.

**Meeting Closed at 9.15pm**



Pennard Community Council												
Monthly Payments	Oct-23											CHQ/BACS/DD/
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card	
Octopus Electricity Pavillion	31.14									31.14	DD	Local Govt Act 1972 S111
Dwr Cymru	42.50		126.50							169.00	DD	Local Govt Act 1972 S111
Good Energy (Hall Gas)			14.91							14.91	DD	Local Govt Act 1972 S111
Swansea CC - Rates			54.00							54.00	DD	Local Govt Act 1972 S111
ground rent			150.00							150.00	i/n	Local Govt Act 1972 S111
Grave Digging		500								500.00	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	741.67	355	70							1166.67	i/n	Local Govt Act 1972 S111
Street Light in BG Car Park (SWALEC)		6.60								6.60	DD	Highways Act 190 S301
Cleaning	255.00		450							705.00	i/n	Local Govt Act 1972 S111
Swansea CC - Waste disposal charges	83.20									83.20	DD	Local Govt Act 1972 S111
Gas Service			80.00							80.00	i/n	Local Govt (Misc Provisions) Act 1976 s19
Octopus Electricity for Hall			215.74							215.74	DD	Local Govt Act 1972 S111
Internet for Hall			34.24							34.24	DD	Local Govt & Elections (Wales) Act 2021 s47
Fire Equipment inspection refund			-146.85								CR	
Repairs	11.12		24.57							35.69	i/n	Local Govt Act 1972 S111
Waste Collection Hall			168.00								i/n	Local Govt Act 1972 S111
Cleaning Contribution			-45.00							-45.00	i/n	Local Govt Act 1972 S111
Window Cleaning			15.00							15.00	i/n	Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							9.55			9.55	DD	Local Govt Act 1972 S112
Vodafone						39.96				39.96	DD	Local Govt Act 1972 S111
Voxi						10.00				10.00	DD	Local Govt Act 1972 S111
HMRC						1949.87				1949.87	Payroll	Local Govt Act 1972 S112
Employee costs						3055.27				3055.27	Payroll	Local Govt Act 1972 S112
Home Working Allowance						26.7				26.70	Payroll	Local Govt Act 1972 S112
Smart Pension						165.36				165.36	Payroll	Local Govt Act 1972 S112
Smart Pension Admin Fee						15.00				15.00	Payroll	Local Govt Act 1972 S112
Payrol back up						2.52				2.52	DD	Local Govt Act 1972 S112
Zoom						15.59				15.59	DD	Local Govt & Elections (Wales) Act 2021 s47
Web hosting						4.99				4.99	DC	Local Govt (Democracy) (Wales) Act 2013 s55
leberra						3.99				3.99	DC	Local Govt Act 1972 S111
Poppy Wreath						19.98				19.98	DC	Local Govt Act 1972 S111
PEFTA									874.17	874.17	DC	Local Govt & Elections (Wales) Act 2021 s24
Pennard Play									80.00	80.00	DC	Local Govt & Elections (Wales) Act 2021 s24
Stationary						3.99				3.99	i/n	Local Govt Act 1972 S111
Training						188.50				188.50	i/n	Local Govt Act 1972 S112
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
<b>TOTAL</b>	<b>1164.63</b>	<b>861.60</b>	<b>1211.11</b>	<b>0.00</b>	<b>0.00</b>	<b>5503.05</b>	<b>9.55</b>	<b>0.00</b>	<b>954.17</b>	<b>9682.96</b>		