

**FINAL MINUTES FROM THE ANNUAL MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 6th May 2026 AT 7.00PM**

Present: Cllr Susan Rodaway (Chair) SER, Cllr Lynda James LJ, Cllr Cari Jones CJ, Cllr Richard Beynon RB, Cllr Will Smith WS, Cllr Steven Rodaway SR, Cllr Rachel Carter REC, Cllr Jon Dickson JD, Cllr Jason Thomas JT, Cllr Jasmine Roberts JR, Cllr Keith Roberts KR. Clerk

Cllr Susan Rodaway opened the meeting, welcoming everyone to the last annual meeting of Pennard Community Council in it's present form.

1. Election of Chair

Cllr Dickson nominated Cllr James Seconded by Cllr K Roberts
Cllr Carter nominated Cllr Susan Rodaway who declined as she was not Standing this year.
Cllr James was voted in by all at the Chair of Council for 26-27

Cllr James took over the meeting.

2. Election of Vice Chair

Cllr K Roberts nominated Cllr Smith seconded by Cllr Dickson agreed by all

3. Apologies for Absence Cllr Adam O'Brien, Cllr Ralph Cook, **Cllr Rebecca Donnachie**
Apologies for Lateness Cllr Cari Jones

4. Declarations of Interest Cllr Carter declared an interest at point 17.

5. To review and agree the terms of reference for committees and sub committees.
The terms of reference of the Committees and sub committees were discussed and several changes suggested, the Clerk was asked to make the changes and to bring the document back to the next Full Council meeting.

6. To appoint Designated Councillor for Finance (Chair of Finance, Employment and Policy committee)

Cllr S Rodaway nominated Cllr K Roberts who declined
Cllr Cari Jones nominated Cllr James who declined as she would not be able to take up the post given the recent change agreed in Standing Orders.
Cllr Will Smith nominated Cllr Dickson who declined.

It was suggested to visit this position at a later time.

7. Appointment of Committee Chairs and Vice Chairs- Finance, Employment and Policy, Planning, Land Management, Community Hall, Environment

Finance, Employment and Policy,

Vice Chair – no one put themselves forward.

Planning

Chair: Cllr Richard Beynon was proposed by LJ seconded by SER agreed by all

Vice Chair: Cllr Jon Dickson was proposed by JD seconded by RB agreed by all

Land Management

Chair: Cllr Susan Rodaway was proposed by SER seconded by REC agreed by all

Vice Chair: Cllr Cari Jones was proposed by CJ seconded by SER agreed by all

Community Hall,

Chair: Cllr Lynda James was proposed by WS seconded by JT agreed by KR, JR, LJ, JT, RB, SE WS

Cllr Cari Jones was proposed by SER seconded by REC agreed by REC SER CJ JD

Cllr James was voted in as Hall Committee Chair

Vice Chair: Cllr Jones was proposed by LJ seconded by JT and voted in but stood down later in the meeting leaving the post vacant.

Environment

Chair: Cllr Rachel Carter was proposed by SER seconded by LJ agreed by all

Vice Chair: Cllr Jon Dickson was proposed by JD seconded by WS agreed by all

8. Appointment of Committee Members – Finance, Employment and Policy, Planning, Land Management, Community Hall, Environment

The Clerk read out current membership of the Committees starting with Hall.

She advised Cllr Smith that he should avoid membership of this committee due to his connection with Squiggles and restated the past advice from the Monitoring Officer and One Voice Wales, that he had a personal and prejudicial interest and would not be able to take part in the meetings.

Three Councillors, REC CJ and SER strongly advised that he take the Clerks advice and that they were not happy that this stance may bring the Council into disrepute.

Cllr Smith said he noted the advice but intended to stay on the committee.

Cllr Jones felt so strongly that she stood down at Hall Vice Chair and asked not to be part of that committee.

Cllr Smith left the meeting at 7.40pm

A discussion ensued regarding the acceptance of the Hall Committee membership. Cllr Steven Rodaway expressed concerns regarding the committee being agreed without the presence of Cllr Smith as he had expressed a wish to be a member of it.

The Hall Committee appointments were adjourned for a later meeting

Environment

Cllr Rachel Carter

Cllr Lynda James

Cllr Rebecca Donnachie

Cllr Susan Rodaway

Cllr Cari Jones

Cllr Will Smith

Cllr Jon Dickson

Cllr Richard Beynon

Noel Clark (CMOP)

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

Cllr Smith joined the meeting at 7.51

Planning

Cllr Ralph Cook

Cllr Susan Rodaway

Cllr Richard Beynon

Cllr Jaz Roberts

Cllr Jason Thomas

Noel Clark (CMOP)

Cllr Lynda James

Cllr Adam O'Brien

Cllr Jon Dickson

Proposed by KR seconded by RB agreed by all

Land

Cllr Susan Rodaway
Cllr Cari Jones
Cllr Lynda James
Cllr Adam O'Brien

Cllr Will Smith
Cllr Jason Thomas
Cllr Rebecca Donnachie

Proposed by KR seconded by SER agreed by all

Finance Employment and Policy and the emergency sub committee

Cllr Lynda James
Cllr Susan Rodaway
Cllr Rachel Carter

Cllr Richard Beynon

Proposed by LJ seconded by CJ agreed by all

Cllr Rodaway suggested that when the Hall Committee Vice Chair was appointed that perhaps they could represent Hall at these meetings.

9. Appointment of Sub Committee members – Community Emergency sub-committee
Dealt with above.
10. Appointment of Working Group members
The Working Groups would be set up on a task start and finish basis, but it was suggested by SER that some of those listed would be better placed as Sub Committees to the Environment Committee.
The motion was amended to agree that the communication, community garden and accessibility working groups be changed to sub-committees of the Environment Committee:

Proposed by SER seconded by CJ agreed by all

Communication

Cllr Cari Jones Cllr Susan Rodaway Cllr Jon Dickson Clerk

Community Garden

Cllr Cari Jones Cllr Rachel Carter Cllr Will Smith

Accessibility

Cllr Cari Jones Cllr Rachel Carter MOP

11. To receive reports from previous representatives to outside bodies.

Cllr Susan Rodaway reported on the works, attendance and subjects covered by the **One Voice Wales Swansea Area Committee**

Cllr James reported on the **PACP** which had been very quiet of late

Cllr Susan Rodaway reported on the **Swansea Forum** which had most recently been amending the Charter.

Cllr Dickson gave an update from the **Pennard Charity** which he had recently joined.

Cllr Jones reported from the **Walker are Welcome** group where she represents the Council

12. Appointments to outside bodies –

Parish Hall - Cllr Rebecca Donnachie

One Voice Wales Swansea Area Committee Meeting - Cllr Susan Rodaway, Cllr Ralph Cook

PACP - Cllr Will Smith

Community Council Forum (Swansea CC) - Open to all Councillors

Community Charity - Cllr Lynda James, Cllr Will Smith, Cllr Cari Jones, Cllr Jon Dickson

Membership proposed by REC seconded by KR agreed by all

13. To review and accept standing order for 2026- 2027

These had been recently amended by Full Council and were accepted

Proposed by JT seconded by KR agreed by all

14. To review and accept financial regulations 2026-2027

Proposed by REC seconded by KR agreed by all

15. To affirm Pennard Community Councils criteria eligibility to use the General Power of Competency in 2026- 2027.

Proposed by KR seconded by SER agreed by all

Cllr Cari Jones left the meeting at 8.25

16. To note renewal date for insurance and timetable for obtaining renewal quotes in respect of all insurable risks including building valuations.

The Clerk reported that a long-term agreement was in place until the 30/09/28 and that renewal docs come out early Sept for review ready for the 1st Oct.

17. To review and agree the Council's and/or staff subscriptions to other bodies.

The Clerk read out the subscriptions currently in place:

SLCC - 355

OVW - 600

ICCM - 110

Caring for Gods Acre - 45

Venues 4 hire – 30

Proposed by KR seconded by JD agreed by all with 1 abstention REC

18. To agree all current Council policies and procedures following review by the Clerk.

The policies had been examined and one the Equality and Diversity Policy had a suggested amendment which the Clerk reported.

The amendment was **Proposed by KR seconded by REC agreed by all with 1 abstention JT**

Acceptance of the Policies was proposed by REC seconded by WS agreed by all

19. Determining the time and date of ordinary meetings of the Council up to and including the next annual meeting of the Council.

No body had any changes they wished to make

20. To agree remuneration for councillors and those with other responsibilities

Currently £500 for up to 3 members with responsibilities Chair Finance Enviro
And £156 plus £52 for each council member.

SER proposed that we keep the status quo. Seconded by REC agreed by all

21. To Review and agree Financial and Operational Risk Assessment

The Clerk presented the assessment which had been made available prior to the meeting there were no additions suggested

Proposed by REC seconded by JT agreed by all

22. To Approve List of Regular Monthly Payments for 2026/27

There were no questions or amendments

Proposed by KR seconded by JD agreed by all

23. To agree the asset register for 2025-26 as at 31st Mar 2026

Proposed by WS seconded by SER agreed by all

24. To agree to appoint our Internal Auditor for the next 3 years on a rolling basis,

Proposed by SER seconded by REC agreed by all

Meeting closed at 8.46pm