

**FINAL MINUTES FROM THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 27th April 2026 AT 7.03 PM**

Present: Cllr Susan Rodaway SER(Chair), Cllr Lynda James LJ, Cllr Rebecca Donnachie RD, Cllr Steven Rodaway SR, Cllr Ralph Cook RC, , Cllr Will Smith WS, Cllr Cari Jones CJ, Cllr Rachel Carter REC, Cllr Keith Roberts KR, Cllr Adam O'Brien AOB, Cllr Jasmine Roberts JR, the Clerk a Member of the Public representing the Cricket Club.

Apologies for absence: Cllr Richard Beynon Cllr Jon Dickson JD

Apologies for lateness: Cllr Ralph Cook

Absent: Cllr Jason Thomas

Declarations of interest: None

All votes will be named votes

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

The President of the Pennard Panthers, who had contacted the Clerk, gave a brief overview regarding the plans for the coming year up to summer 2027, which would mark the 50th anniversary of the Cricket Team in Pennard. They had lots of ideas regarding collecting memories of old players and games and intended to have a festival of cricket on the Carnival Sunday which hopefully would be a great addition to the weekend events.

As this matter was to come under correspondence the Clerk was asked to put in on the next Full Council agenda, where it would be discussed further and any articles for the newsletter could be considered.

Swansea Council Report from Cllr Lynda James

a) Questions from Councillors (Limited to 10 Minutes)

Cllr James reported the sad news of the passing of Ex Community Councillor Mark Smith who had served both with the Community Council and PACP for many years.

She also reported the serious accident which had recently occurred near the Gower Inn in Parkmill, it was felt that this may prompt some much-needed speed signage in the area. Also on the subject of speed safety, she also reported the signage which had been placed on the road by the school and explained that they were still awaiting the new bollards.

Pothole patching is still ongoing.

Before the meeting started the Chair called on everyone to observe a one-minute silence in remembrance of Mark Smith.

1. 2026/38 To receive and accept the minutes of the Planning meeting held on the 25th Mar 2026 previously circulated

Proposed by AOB seconded by LJ agreed by all

2. 2026/39 To receive and accept the minutes of the Full Council meeting held on the 16th Mar 2026 previously circulated

Proposed by LJ seconded by RD agreed by all

3. 2026/40 To receive and accept the minutes of the Planning meeting held on the 8th April 2026 previously circulated

Proposed by JR seconded by RC agreed by all with 1 abstention WS

4. 2026/41 To receive and accept the minutes of the Hall meeting held on the 14thApr 2026 previously circulated

Proposed by LJ seconded by WS agreed by all

5. 2026/42 Admin

a) To receive feedback and report from the Vision setting session

The report from the Vision Setting session had been sent round previously everyone agreed it had been a useful workshop there were no comments or additions to add other than to expand the list of communities we cover.

The formal receipt was proposed by SER seconded by WS agreed by all

b) To approve vision for Community Consultation.

The Vision formulated from the session was as follows:

“Pennard Community Council VISION is:

- to preserve, protect and develop community life throughout our communities,
- to maintain and improve the environmental, social and economic wellbeing of the area for the benefit of all who live here and visit our area, regardless of age or ability, and for future generations.

To achieve this, we will work with residents of all ages and abilities and with other organisations to secure good quality local services and facilities that meet people’s changing needs and help them enjoy the best possible quality of life”.

Approval of this Vision was proposed by KR seconded by AOB agreed by all

It was agreed that the vision be shared with the Community for consultation, asking how it made them feel?

If they agreed with it? and

was there anything they would like to add or take away from the statement?

c) To note any Biodiversity issues on agenda

6. 2026/43 Finance

a) To agree payments for Apr 2026

The reports had been shared prior to the meeting and the Committee Chairs had been sent invoice details along with their reports. There were no comments or amendments. The Clerk advised that a late invoice for Plumbing work had come in for £75 which the Hall Chair was happy with.

Proposed by LJ seconded by REC agreed by all

b) To note closing balances for Mar 2026

Noted

c) To receive PEFTA update

The Clerk gave an update explaining that there had been no change to previous months.

d) To note receipt of Audit Notice for 2025-26 Audit

It was noted that the Audit notice and accompanying papers had been received and distributed.

e) To agree audit process and timetable for 2025/26

The Clerk explained the process that would take place the figures for 25-26 would be finalised and the accounts etc would be sent to the Internal Auditor for scrutiny by the first week in June.

The AGAR and return would be completed and signed by the Chair and RFO at the June Full Council meeting

The Audit Notice would be published the day after.

The Audit information would be sent to Audit Wales by the 7th of July

And the accounts made available for public inspection between the 6th and 31st of July.

This was proposed by LJ seconded by RD agreed by all

f) To agree the internal audit terms of reference for 2025/26

Two versions of the internal audit terms of reference had been sent round, it was agreed to continue to use the one we used in the past.

Proposed by KR seconded by SSR agreed by all with one abstention AOB.

g) To note councillor remuneration report for 2025/26

This was noted and would be sent to the boundaries commission for their records.

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

None

i) To note Asset Register as at 31 Mar 2026

The Clerk had sent round the register and asked if there were any additions.

Cllr Carter had a couple of items from the Garden she wished to include. The Clerk will add these and finalise the report ready for the Annual meeting.

7. 2026/44 Land Management

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

The Clerk reported an issue that had occurred at the burial ground regarding the slow removal of a head stone ready for a funeral. She also reported the new fence at the Field was being installed this week.

b) To note NEET Team offer to paint toddler fence.

Noted

c) To note Grant of Rights

None

d) To agree interim caretaker appointment.

This matter was discussed, and several councillors offered their service when they are needed. The Clerk was asked to send round a description of the sort of tasks which will need to be done in the absence of the caretaker.

8. 2026/45 Environment

a) To receive update regarding local current Environmental initiatives.

Cllr Carter reported that the first line of hedging had been planted at the Burial Ground rose garden and that the Kittle Planters had been tidied up and were doing well. She also reported that she had found someone to lead on of the bioblitz event during the summer.

b) To receive update on Fresh Creative project.

The Youth group had taken part in the first painting session where they learnt various painting technique which they will need to paint the mural on the side of the community hall. Strangely it was mainly the girls who wanted to take part but there is another session coming up this week before the young people and members of the Community are invited to take part in the Fresh Creative Project funded by the Heritage Fund, which will see a mural depicting Pennard's nature, history and heritage on the pine end of the Community hall, tying the hall and garden together.

c) To receive update from Stakeholder meeting and agree a way forward.

Despite the technical problems it had been a very good meeting with came up with lots of good information which will form the terms of reference for the group going forward. Cllr Carter will be circulating the notes once complete. Cllr Rodaway expressed disappointment that neither the National Trust of Golf Club had managed to attend given they are the major land owners in the area.

9. 2026/46 Hall

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

The Clerk gave a brief update of the repairs due this month which mainly came from the Health and Safety walk round and were all minimal.

b) To note health and safety walk round report.

This had been discussed more fully at the hall meeting.

Noted

10. 2026/47 Correspondence

The Clerk reported on the correspondence receive this month which included:

The information regarding the Cricket Club initiatives as described at the beginning of the meeting

Problems faced by residents on Southgate road regarding the yellow line placement.

News that the Family Fun Day would not go ahead due to the cost of renting the field

11. 2026/48 To note dates of meetings coming up in April and May

The next meeting is the Annual meeting on the 6th May followed by a Finance Employment and Policy committee meeting to look at the last quarter of 25-26 on the 7th May and then the Full Council Meeting on the 14th May

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 REC agreed by all

12. 2026/49 To receive employee update

Staff matters including absence were reported to members along with details of the staff appraisals which had been conducted for 2025-26

The meeting closed at 8.31pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/03/26 and 31/03/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £51,938.29

Short Term Investment Accounts

No 4 Account £168,434.27

Pavillion Account £28,091.48

PEFTA A/C prev Green Path £1,575.88

Total £250,039.92

RECEIPTS	Net	Vat	Gross
Administration	£1,102.45	£0.00	£1,102.45
FIELD	£1,392.10	£0.00	£1,392.10
Hall	£2,998.75	£0.00	£2,998.75
Environment	£639.97	£0.00	£639.97
Total Receipts	<u>£8,133.27</u>	<u>£0.00</u>	<u>£8,133.27</u>
PAYMENTS	Net	Vat	Gross
Administration	£7,728.00	£24.42	£7,752.42
Burial	£1,635.85	£74.87	£1,710.72
FIELD	£5,004.11	£925.10	£5,929.21
Hall	£1,192.53	£30.29	£1,222.82
Environment	£677.03	£62.44	£739.47
Total Payments	<u>£16,237.52</u>	<u>£1,117.12</u>	<u>£17,354.64</u>

Closing Balances a 31/03/26

Ordinary Accounts

Current Account £33,145.95

Short Term Investment Accounts

No 4 Account £149,777.66

Pavillion Account £28,282.40

PEFTA A/C prev Green Path £2,516.60

Total £180,576.66

Total £213,722.61

Signed _____

Chair

Clerk / Responsible Financial Officer

Pennard Community Council

Monthly Payments												
Detail	Mar-26										CHQ/BACS/DD/	
	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card	
Octopus Electricity	15.89		70.54							86.43	DD	Local Govt Act 1972 S111
Dwr Cymru	92.00		104.50							196.50	DD	Local Govt Act 1972 S111
Octopus Gas			398.85							398.85	DD	Local Govt Act 1972 S111
Swansea CC - Rates			180.57							180.57	DD	Local Govt Act 1972 S111
ground rent										0.00	i/n	Local Govt Act 1972 S111
Grave Digging		1200								1200.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Plaque engraving		30								30.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Ground Maintenance	760.21	363.87	71.75							1195.83	i/n	Local Govt Act 1972 S111
Street Light in BG Car Park (SSE)		41.98								41.98	DD	Highways Act 190 S301
Memorial Stone repair payment										0.00	i/n	Local Authorities Cemeteries Order 1977
Cleaning	208.00		384							592.00	i/n	Local Govt Act 1972 S111
Subscription										0.00	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			-110.00							-110.00	DC	Local Govt Act 1972 S111
Repairs and maintenance	2208.31		9.33							2217.64	i/n	Local Govt Act 1972 S111
Professional Services	900									900.00	i/n	Local Govt Act 1972 S111
Rural Anchor solar grant										0.00	i/n	Local Govt Act 1972 S111
Waste Collection	44.2									44.20	i/n	Local Govt Act 1972 S111
Toilet bins										0.00	i/n	Local Govt Act 1972 S111
Bench (donation)	775.5									775.50	i/n	Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							4.67			4.67	DD	Local Govt Act 1972 S112
Vodafone						24.42				24.42	DD	Local Govt Act 1972 S111
Voxi						10				10.00	DD	Local Govt Act 1972 S111
HMRC						1284.99				1284.99	Payroll	Local Govt Act 1972 S112
Employee costs						3812.03				3812.03	Payroll	Local Govt Act 1972 S112
Pension Costs						64.26				64.26	Payroll	Local Govt Act 1972 S112
Home Working Allowance and Exp						26.7				26.70	Payroll	Local Govt Act 1972 S112
Councillor payments						1644.13				1644.13	DD	Local Govt Act 1972 S112
Stationary										0.00	i/n	Local Govt Act 1972 S112
Zoom						16.79				16.79	DD	Local Govt & Elections (Wales) Act 2021 s47
Electical Check										0.00	i/n	Local Govt Act 1972 S112
Civic Budget - card						6.7				6.70	DC	Local Govt Act 1972 S112
Adobe						16.64				16.64	DD	Local Govt Act 1972 S112
PEFTA									640.59	640.59	DC	Local Govt & Elections (Wales) Act 2021 s24
Training						99.75				99.75	i/n	Local Govt Act 1972 S111
Windows			20							20.00	i/n	Local Govt Act 1972 S111
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
christmas						75.00				75.00	i/n	Local Govt Act 1972 S112
National Landscape Grant				677.03						677.03	i/n	Local Govt Act 1972 S112
TOTAL	5004.11	1635.85	1192.53	677.03	0.00	7082.74	4.67	0.00	640.59	16237.52		

Pennard Community Council

Monthly Receipts		Mar-26												
Detail	PF		BG		CH		Admin		Enviroment		Youth		TOTAL	
	Invoiced	Rec'd	Invoiced	Rec'd	Invoiced	Rec'd	Expected	Rec'd	Expected	Rec'd	Expected	Rec'd		
Precept													0	
Rent								1000	1000				1000.00	
Insurance Contribution								20.85	20.85				20.85	
Food Festival													0.00	
Water Contribution							74.5						74.50	
Grants										639.97			639.97	
Interest									81.6				81.60	
Wayleaves													0.00	
VAT													0.00	
PEFTA Donations														
Regular bookings						0.00	2784.25						2784.25	
Casual bookings						0	140						140.00	
Cancellations with 72 hrs + notice														
write offs due to heating														
Market													0.00	
Pitch Hire		0	160.00										160.00	
cancellations due to weather														
Cancellations with 72 hrs + notice														
Bench donation														
Burials			1232.10										1232.10	
TOTAL			1392.10		0.00		2998.75		1102.45		639.97		6133.27	