

**Full Minutes from the Full Council Meeting
held on the 10th of Feb at 7.04pm
Via Zoom**

Present: Cllr Susan Rodaway (Chair) SER, Cllr Lynda James LJ, Cllr Cari Jones CJ, Cllr Richard Beynon RB, Cllr Ralph Cook RC, Cllr Will Smith WS, Cllr Steve Sheriff SS, Cllr Rachel Carter REC, the Clerk and 7 members of the Community

Apologies for absence Cllr Mark Parkinson Cllr Leanne Richards, Cllr Christos Georgakis.

Absent: Cllr Cai Carter

Declarations of interest Cllr Smith declared an interest at point 8b.

All votes will be named votes

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

One member of the Public read out a statement and asked that the Community Council help seek answers to the following questions from the Local Authority:

1. What evidence or proof was provided in the candidate submission application for it to have passed this first stage?
2. Some local people and elected members are starting to refer to this valuable community asset and important 'place' for the community (from a placemaking perspective) as a 'wasteland' since this site has been passed as a Candidate Site. Please will the Council support us in recognising just how unique and valuable this patch of land is to many local residents?
3. Do any Council members have any declared or undeclared interests in the site being redeveloped?
4. Will the Council support residents in understanding why the application has got this far and what can be done to ensure local people's voices are not just recorded, but heard and acted upon, and as a follow-on from this, please could we get clarification on the dates for consultation which are currently very unclear.

Another member asked that we be proactive rather than reactive and would it be possible to move items 4 g and h to the top of the agenda, this was agreed

Swansea Council Report from Cllr Lynda James

Cllr James gave her report which included

- a brief update regarding the meeting held by Swansea council regarding the LPD 2 she explained that the consultation process would start as soon as the Team had everything set up and would go on till April 2025
- The current licence status of the business trading outside the Premier was given
- Cllr James gave a brief overview of the 80th Anniversary VE day events being organised by the PACP. (Pennard and Community Partnership)

a) Questions from Councillors (Limited to 10 Minutes)

Cllr James was asked why the document and the Swansea Council web sites had different dates, Cllr James explained that the public consultations were being arranged and venues found.

**SER proposed that item 4 G and h be moved to the top of the agenda
Seconded by REC agreed by all**

4 (g) To note receipt of the initial LDP2 2023-2028 document and agree to take this to a planning Committee meeting, which will be open to all councillors, for full consideration.

It was proposed that the document go to a Planning committee meeting for proper consideration
Proposed by SER seconded by REC agreed by all

(h) To consider the land allocation approved for inclusion in Candidate Site Register of the LDP2 2023-2028 and agree to hold a public meeting.

As was custom and practice it was agreed that a Public Meeting should be called so that comments could be captured for inclusion in our submission
Proposed by SER seconded by REC agreed by all

1. 2025/11 To receive and sign the minutes of the Full Council Meeting held on the on the 14th Jan 2025 previously circulated

Accuracy and approval

Proposed by WS seconded by REC agreed by all

2. 2025/12 To receive and sign the minutes of the Environment Committee Meeting held on the on the 22nd Jan 2025 previously circulated

Accuracy and approval

An amendment was suggested at point 5, insert "Cllr Sherriff asked for it to be noted that this was not an issue for the Council"

Proposed by SS seconded by SER agreed by all

Point 6

The sentence should read – which Cllr Sheriff had offered to provide.

Proposed by REC seconded by SS agreed by all

Amended minutes proposed b CJ seconded by LJ agreed by all

3. 2025/13 To receive and sign the minutes of the Finance Employment and Policy Committee Meeting held on the on the 5th Feb 2025 previously circulated

Accuracy and approval

Proposed by RC seconded by LJ agree by all with 2 abstentions WS and SS

4. 2025/14 Admin

a) To agree trustee replacement for the Pennard Charity
Members of the public present were invited to consider this.

b) To agree new co-opted member of the public for Planning and Environment Committees.
Mr Noel Clark had requested to become a Co-opted member of the public on both the Planning an Environment committees, this was agreed.

Proposed by REC seconded by CJ agreed by all with 2 abstentions WS and SS

c) To note Councillor resignation.

It was noted that Cllr Elsbeth Rodaway had tendered her resignation to Council

d) To agree Vacancy notice for two vacancies for Southgate Ward

Proposed by WS seconded by CJ agreed by all

- e) To receive update regarding the Food Festival
The Clerk reported that the Food Festival would take place on the 1st Sept on the Field, she had no other information at this point.
- f) To discuss and consider the construction of a sleigh for future Christmas events.
This was briefly discussed but needed to be investigated further and brought to March meeting
- g) To note receipt of the initial LDP2 2023-2028 document and agree to take this to a planning Committee meeting, which will be open to all councillors, for full consideration.
Dealt with earlier
- h) To consider the land allocation approved for inclusion in Candidate Site Register of the LDP2 2023-2028 and agree to hold a public meeting.
Dealt with earlier in the meeting
- i) To agree Land, Environment and Hall committee meeting dates for the next two months.
It was suggested that this item move to end of meeting

5. 2025/15 Finance and Employment

- a) To agree payments for Feb 2025
Proposed by LJ seconded by CJ agreed by all
- b) To note and ratify closing balances Jan 2024
Proposed by LJ seconded by CJ agreed by all
- c) To agree Budget Report for Publications
Proposed by C seconded by LJ agreed by all
- d) To agree to adopt the new model Finance Regulations document as recommended by the Finance Employment and Policy Committee.
This had been looked at in some length at the committee meeting and distributed prior to this meeting.
Proposed by LJ seconded by RC agreed by all
- e) To note Grant applications made or in production this month and the results received.
An application to the Pennard Charity and Direct Food Grant were noted
- f) PEFTA update
The Clerk gave an update on the current status.

6. 2025/16 Land Management

- a) To receive update regarding the Field and Burial ground
- b) To agree to appoint Dot for phase 2 of the Pavilion project subject to successful funding following tender process and presentation held on the 23rd Jan 2025
Item amended to:
To agree to appoint Down To Earth for phase 2 of the Pavilion project subject to successful funding following tender process and presentation held on the 23rd Jan 2025
Proposed by SER seconded by CJ agreed by all

Cllr Sheriff left the meeting at 8.08pm

The amended item agree

Proposed by CJ seconded by SER agreed by RB against WS abstain LJ and RC motion carried.

Cllr Sheriff re-joined the meeting at 8.11pm

- c) To discuss and consider summer family events.
The Clerk reported that this was going to happen but had no information as yet

7. 2025/17 Environment

a) To receive Newsletter update
Update received

b) To receive update on Community Garden
Cllr Carter gave an update regarding the progress of the Garden and the upcoming volunteer sessions, the Clerk agreed to attend the Garden Society AGM on the 20th Feb at 3.00pm

c) To receive update on Youth activities.
A meeting with Swansea MAD team scheduled for the 11th Feb

d) To receive update regarding the running of the Pennard Wellness walk.
Cllr Jones is awaiting a response from the Gower Society the matter will be brought back to the March Full Council meeting

e) To agree new members to the Accessibility working group and to agree meeting date and time.
The Clerk was asked to put a call out for members

8. 2025/18 Hall

a) To receive update on Hall repairs and maintenance due this month
Update received we are still waiting on the raised path at the back of the hall to be completed.

b) To receive update regarding the mould at Squiggles and agree action.
WS declared an interest

Cllr Sheriff gave a report regarding the wall cavity and the loft space. The Clerk was asked to write to Squiggles regarding the insulation disturbance in the loft space.

9. 2025/19 Correspondence

none

4 (i) To agree Land, Environment and Hall committee meeting dates for the next two months.

Land Management – to be arranged

Environment – 5 March

Hall – to be arranged

Planning – 25th March

The Following item is adjourned to the March Meeting whilst employees look at the new contracts.

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.

10. 2025/20 Employment

a) To discuss and agree the new model Employment Contract documents as recommended by the Finance Employment and Policy Committee and following consultation with employees.

The Meeting ended at 8.38pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/01/25 and 31/01/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £47,753.51

Short Term Investment Accounts

No 4 Account £138,694.43

Pavillion Account £43,627.52

PEFTA A/C prev Green Path £3,733.90

Total £233,809.36

Balances at start of period

Ordinary Accounts

Current Account £76,601.69

Short Term Investment Accounts

No 4 Account £168,015.03

Pavillion Account £25,525.87

PEFTA A/C prev Green Path £373.91

Total £270,516.50

RECEIPTS	Net	Vat	Gross
Administration	£1,223.80	£0.00	£1,223.80
Burial	£439.00	£0.00	£439.00
FIELD	£15.00	£0.00	£15.00
Hall	£702.25	£0.00	£702.25
Total Receipts	<u>£2,380.05</u>	<u>£0.00</u>	<u>£2,380.05</u>

PAYMENTS	Net	Vat	Gross
Administration	£6,954.57	£223.82	£7,178.39
Burial	£1,244.80	£131.27	£1,376.07
FIELD	£1,186.67	£193.82	£1,380.49
Hall	£1,217.73	£199.18	£1,416.91
Environment	£911.04	£171.42	£1,082.46
Total Payments	<u>£11,514.81</u>	<u>£919.51</u>	<u>£12,434.32</u>

Closing Balances

Ordinary Accounts

Current Account £65,410.04

£65,410.04

Short Term Investment Accounts

No 4 Account £168,157.73

Pavillion Account £25,547.55

PEFTA A/C prev Green Path £1,348.91

Total £195,052.19

Total £260,462.23

Pennard Community Council											
Monthly Payments	Jan-25										CHQ/BACS/DD/
Detail	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	GPC	SUB TOTAL	Dr Card
Octopus Electricity Pavillion	17.46									17.46	DD Local Govt Act 1972 S111
Dwr Cymru	45.50		96.00							141.50	DD Local Govt Act 1972 S111
Octopus Gas			430.75							430.75	DD Local Govt Act 1972 S111
Swansea CC - Rates										0.00	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	760.21	363.87	71.75							1195.83	i/n Local Govt Act 1972 S111
Street Light in BG Car Park (SSE)		9.93								9.93	DD Highways Act 190 S301
Memorial Stone Risk Assessment equipt										0.00	i/n Local Authorities Cemeteries Order 1977
Cleaning	180.00		345							525.00	i/n Local Govt Act 1972 S111
Swansea CC - Waste disposal charges	39.00									39.00	DD Local Govt Act 1972 S111
Professional services										0.00	i/n Local Govt Act 1972 S111
Cleaning Material										0.00	i/n Local Govt (Misc Provisions) Act 1976 s19
Octopus Electricity for Hall			67.80							67.80	DD Local Govt Act 1972 S111
Internet for Hall			55.28							55.28	DD Local Govt & Elections (Wales) Act 2021 s47
Subscription										0.00	DC Local Govt Act 1972 S111
Land Rent										0.00	DC Local Govt Act 1972 S111
Repairs and maintenance	144.5	321	181.15							646.65	i/n Local Govt Act 1972 S111
Memorial Repairs		550								550.00	Local Authorities Cemeteries Order 1977
Insurance										0.00	Local Govt Act 1972 S111
Waste Collection Hall										0.00	i/n Local Govt Act 1972 S111
Cleaning Contribution			-30.00							-30.00	i/n Local Govt Act 1972 S111
Window Cleaning										0.00	i/n Local Govt Act 1972 S111
Lloyds Bank (Monthly Service Charge)							8.50			8.50	DD Local Govt Act 1972 S112
Vodafone						29.07				29.07	DD Local Govt Act 1972 S111
Voxi						20.00				20.00	DD Local Govt Act 1972 S111
HMRC						990.52				990.52	Payroll Local Govt Act 1972 S112
Employee costs						3515.63				3515.63	Payroll Local Govt Act 1972 S112
Home Working Allowance and Exp						26.7				26.70	Payroll Local Govt Act 1972 S112
Smart Pension										0.00	Payroll Local Govt Act 1972 S112
Smart Pension Admin Fee						27.67				27.67	DD Local Govt Act 1972 S112
Payrol back up						2.73				2.73	DD Local Govt Act 1972 S112
Zoom						15.59				15.59	DD Local Govt & Elections (Wales) Act 2021 s47
postage						6.80				6.80	DC Local Govt Act 1972 S111
stationery						19.15				19.15	Local Govt Act 1972 S111
Ieberra				5		3.99				8.99	DC Local Govt Act 1972 S111
Training						40.00				40.00	i/n Local Govt Act 1972 S112
Newsletter										0.00	i/n Local Govt Act 1972 S111
Stationery										0.00	DC Local Govt Act 1972 S112
Christmas Festival						1312.50				1312.50	DC Local Govt Act 1972 S112
Christmas										0.00	Local Govt Act 1972 S112
Adobe						16.64				16.64	DD Local Govt Act 1972 S112
PEFTA									527.75	527.75	DC Local Govt & Elections (Wales) Act 2021 s24
Website										0.00	DC Local Govt Act 1972 S111
Google Storage						1.33				1.33	DD Local Govt Act 1972 S142
Community Garden Project				906.04		390.00				1296.04	i/n Local Govt Act 1972 S111
TOTAL	1186.67	1244.80	1217.73	911.04	0.00	6418.32	8.50	0.00	527.75	11514.81	

Pennard Community Council												
Monthly Receipts	Jan-25											
Detail	PF		BG		CH		Admin		Enviroment		TOTAL	
	Invoiced	Rec'd	Invoiced	Rec'd	Invoiced	Rec'd	Expected	Rec'd	Expected	Rec'd		
Precept												0
Rent								1000	1000			1000.00
Insurance Contribution								20.85	20.85			20.85
Water Contribution					60	60						60.00
Grants												0.00
Interest									165.13			165.13
Wayleaves									5.22			5.22
VAT												0.00
PEFTA Donations									32.6			32.60
Regular bookings					378	547.25						547.25
Casual bookings					0	95						95.00
Cancellations with 72 hrs + notice	0											
write offs due to heating	0											
Market (not invoiced until fee agreed)												0.00
Pitch Hire		0	15.00									15.00
cancellations due to weather	0											
Burials						439						439.00
TOTAL			15.00		439.00		702.25		1223.80		0.00	2380.05