

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON 16th Sept 2021 VIA ZOOM AT 7.47 PM**

Present: Cllr R Cook RC (Chair), Cllr Susan Rodaway SER, Cllr Sally Rogers SR, Cllr Keith Atkins KA, Cllr Jeff Rogers JR, Admin Assistant, Clerk

Under the Public Bodies (Admission to Meetings) Act 1960 (S.1 (7) filming and recording of meetings by the press and the public is not permitted.

Apologies for absence Cllr Sims, Cllr Carter, Cllr Roberts, Cllr A Rogers, Cllr Hickery, Cllr Marnell, Cllr Lynda James.

Declarations of interest: None

Questions from the Public relating to items on this agenda - none

1) 2021/163 Minutes of the Full Council Meeting held on 12th July 2021

Accuracy and approval

Proposed by JR seconded by RC agreed by all

2) 2021/164 Minutes of the Covid Sub Committee Meeting held on 20th July 2021

For ratification

Accuracy and approval

Deferred to Oct meeting

3) 2021/165 Minutes of the Planning Committee Meeting held on 26th July 2021

Accuracy and approval

Deferred to Oct meeting

4) 2021/166 Minutes of the Environment Committee Meeting held on 28th July 2021

Accuracy and approval

Proposed by SER seconded by JR agreed by all

5) 2021/167 Minutes of the Extraordinary Full Council Meeting held on 28th July 2021

Accuracy and approval

Proposed by JR seconded by RC agreed by all

6) 2021/168 Minutes of the Planning Committee Meeting held on 25th Aug 2021

Accuracy and approval

Proposed by JR seconded by SER agreed by all

7) 2021/169 Minutes of the Hall Committee Meeting held on 6th September 2021

Accuracy and approval

Deferred to Oct meeting

8) 2021/170 Finance and Employment

a) To approve payments for Sept 2021

Proposed by RC seconded by JR agreed by all

b) To note closing balances July and Aug 2021

Noted

c) To agree revised budget line for Community Garden Grant income and expenditure
The Clerk explained that an additional revised line would be inserted to capture costs.

Proposed by JR seconded by SER agreed by all

d) To agree cost of park safety Inspection training

The company used by Swansea Parks Dept had agreed to conduct some safety inspection training at a cost of £350, as this was for a maximum of 15 people it was agreed to offer places up to other local councils to offset some of the cost.

Proposed by SER seconded by JR agreed by all

9) 2021/171 Admin

a) Update on PEFTA Scheme

The PEFTA assistant gave an update detailing the changes that had happened over the summer.

b) To discuss and agree insurance quotes.

The Clerk read out the Insurance quotes.

Company A - £1935.08

Company B - £6626.38

Company C - £4200

The various quotes were discussed and Company A, BHIB-AVIVA was chosen

Proposed by JR seconded by SER agreed by all

c) To discuss and agree attendance at the Innovation Practice Conference 22 Sept 2021

The Clerk was asked to attend what should prove to be a very interesting event.

Proposed by SER seconded by JR agreed by all 1 abstention RC

d) To agree Clerk and AA attendance at WCVA Safeguarding training.

A WCVA safeguarding course had been found but the places had filled up quickly, this request is for the next course so bookings can be made quickly without waiting for the next meeting.

Proposed by SER seconded by RC agreed by all

e) To agree the purchase of remembrance wreath

As in previous years a poppy wreath would be purchased and laid at the War Memorial by the Chair of the Community Council

Proposed by SER seconded by SR agreed by all

f) To agree £50 voucher in lieu of Internal Auditors fee

This was discussed and agreed

Proposed by SER seconded by RC agreed by all

g) To agree renewal of Vodaphone contract.

As the best signal in the area is provided by Vodaphone and the hand set is fine it was agreed to renew the contract for another year.

Proposed by RC seconded by KA agreed by all

10) 2021/172 Burial Ground

a) Update on Burial Ground matters

Cllr J Rogers gave a brief update including the need to keep an eye on the row alignment.

b) To confirm details of next burial row.

It was confirmed that two rows would be left blank for future use. The Clerk was asked to mention this to the funeral directors when requests come in to start using the new row, so families are aware that there will be a gap.

11) 2021/173 Field

a) Update on Field matters

None other than discussed below

b) Update on play equipment

It was asked that the Council write to Cllr James asking that when the play equipment is fitted, that the Community Council be involved in any of the publicity regarding this joint venture. It was felt important that the community know we are working together to deliver projects for residents.

c) Update on path between Field and Anderson Lane

The Clerk reported that the path had been repaired and that she had thanked Mr and Mrs Radcliff for dealing with it so promptly.

d) Update on cinder paths

The Clerk reported that the Cinder path work was due to start later this month.

12) 2021/174 Environment

a) Update on Environment matters

b) To agree the formation of a Community Garden Sub Committee

Cllr Rodaway gave an update regarding the garden and expressed a need for the formation of a Sub Committee so things could be progressed quicker and meetings be called at shorter notice than the normal 3 clear days. An update regarding the recent ecologist inspection was also given.

Proposed by SER seconded by KA agreed by all

c) To agree plenary powers for the Community Garden Sub Committee

This was discussed and agreed that it was the best way forward.

Proposed by SER seconded by RC agreed by all

d) Update on new website

Cllr Rodaway briefed the Council on the recent meeting with Visibly Rocks, it was envisaged that the actual build would take them 3-man weeks to build but this was dependant on sections being written by us, she asked for volunteers and also suggested that members of the Community may wish to contribute photos to be included in the pages and suggested we put out a request to the community.

e) Update regarding green path

Cllr Rodaway discussed her conversation with the Chair of the Gower Commoners who had agreed for the land to be given up in order to install the green path from the School to Green Lane. It had been hoped that Cllr James would be at tonight's meeting to discuss the funding bid she had recently instigated so that both aspects could be discussed. It was suggested that the Chair write via the Clerk to Cllr James and ask that the Community Council are kept informed of County Council developments so that we are not always pulling in different directions.

13) 2021/175 Hall

a) Update on Hall Matters

None other than discussed below

b) To discuss and agree Hall Electricity Contract.

The quotes from the Electrical suppliers were read out and discussed.

Company A unit rate 19.99p/kwh, standing charge 41.19p/d for 12 month fixed

Company A unit rate 17.75p/kwh standing charge 55.38p/d for 24 month fixed.

Company B unit rate 19.79p/kwh standing charge 40.02p/d for 12 month fixed

Company B unit rate 18.11p/kwh standing charge 43.33p/d for 24 month fixed

Company C unit rate 17.08p/kwh standing charge 30.00p/d for rolling contract

Company B's 24month fixed rate was chosen.

Proposed by JR seconded by SER agreed by all

14) 2021/176 Covid

a) Update from Covid Meeting

None

15) 2021/177 Updates from Swansea Council

a) Cllr. Lynda James

b) Update on Traffic calming measures

c) Any other matters arising for discussion (any decisions required will be made at a future meeting).

As Cllr James was not at the meeting there were no updates.

16) 2021/178 Correspondence

Issues raised by members of the community to Clerk and Council.

The Clerk was asked to write to Mrs Dyche to thank her and wish her well for the future. She was also asked to write to the National Trust requesting notices be posted in the National trust car park advising the public how to behave around the cows.

It was also agreed that the Active Travel survey would be taken to the next Planning Meeting and the Shaping Wales' future would be taken to the next Environment Committee meeting.

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media 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 RC seconded by SER agreed by all

17) 2021/179 To discuss rate change notification from cleaning company and agree action.

Discussed, Clerk to write to Company.

This was discussed and the Clerk was asked to write to the Company.

Meeting Closed at 9.27pm

Financial Summary - Cashbook

Summary between 01/07/21 and 31/07/21 inclusive.

Balances at the start of the year

Ordinary Accounts

Current Account £81,997.64

Short Term Investment Accounts

Green Path £3,529.75

No 4 Account £76,961.35

Pavillion Account £39,552.73

Total £202,041.47

Balances at start of period

Ordinary Accounts

Current Account £30,105.33

Short Term Investment Accounts

Green Path £3,529.84

No 4 Account £136,963.28

Pavillion Account £39,553.74

Total £210,152.19

RECEIPTS	Net	Vat	Gross
Administration	£1,781.17	£0.00	£1,781.17
Burial	£1,627.00	£0.00	£1,627.00
FIELD	£340.00	£0.00	£340.00
Hall	£40.00	£0.00	£40.00
Total Receipts	<u>£3,788.17</u>	<u>£0.00</u>	<u>£3,788.17</u>

PAYMENTS	Net	Vat	Gross
Administration	£5,746.21	£70.35	£5,816.56
Burial	£1,075.43	£86.10	£1,161.53
FIELD	£880.74	£143.33	£1,004.07
Hall	£1,736.84	£325.79	£2,062.63
Total Payments	<u>£9,419.22</u>	<u>£825.57</u>	<u>£10,044.79</u>

Closing Balances

Ordinary Accounts

Current Account £23,847.55

Short Term Investment Accounts

Green Path £3,529.87

No 4 Account £136,964.08

Pavillion Account £39,554.07

Total £203,895.57

Signed _____

Chair

Clerk / Responsible Financial Officer

Financial Summary - Cashbook

Summary between 01/08/21 and 31/08/21 inclusive.

Balances at the start of the year

Ordinary Accounts

Current Account £81,997.64

Short Term Investment Accounts

Green Path £3,529.75

No 4 Account £76,961.35

Pavillion Account £39,552.73

Total £202,041.47

Balances at start of period

Ordinary Accounts

Current Account £23,847.55

Short Term Investment Accounts

Green Path £3,529.87

No 4 Account £136,964.08

Pavillion Account £39,554.07

Total £203,895.57

RECEIPTS	Net	Vat	Gross
Administration	£19,009.05	£0.00	£19,009.05
FIELD	£5,642.00	£0.00	£5,642.00
Hall	£3,977.17	£0.00	£3,977.17
Environment	£1,933.33	£0.00	£1,933.33
Total Receipts	<u>£30,561.55</u>	<u>£0.00</u>	<u>£30,561.55</u>

PAYMENTS	Net	Vat	Gross
Administration	£5,303.38	£9.27	£5,312.65
Burial	£435.59	£86.10	£521.69
FIELD	£1,286.91	£232.93	£1,519.84
Hall	£564.76	£90.22	£654.98
Total Payments	<u>£7,590.64</u>	<u>£418.52</u>	<u>£8,009.16</u>

Closing Balances

Ordinary Accounts

Current Account £46,398.41

Short Term Investment Accounts

Green Path £3,529.90

No 4 Account £136,965.24

Pavillion Account £39,554.41

Total £226,447.96

Signed _____

Chair

Clerk / Responsible Financial Officer