

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 13th FEBRUARY 2023 AT 7.00PM**

Present: Cllr Susan Rodaway SER (Chair), Cllr Lynda James LJ, Cllr Ralph Cook RC, Cllr Rachel Carter REC, Cllr Elsbeth Rodaway ER, Cllr Leanne Richards LR, Cllr Jean Marnell JM. Cllr Steve Sheriff SS, Cllr Will Smith WS, Cllr Darren Hickery DH, Cllr Cari Jones CJ, Community & Grants Officer, Clerk and Rebecca Evan MS.

Apologies for absence were received from Cllr Keith Atkins due to personal commitments.

Apologies for lateness were received from Cllr Darren Hickery

Declarations of interest None

All votes will be named votes

Questions from the Public relating to items on this agenda (limited to 10 minutes) None

Welcome to Rebecca Evans MS

Rebecca briefed the members and answered the questions which had been sent to her previously, she explained that the requested change to the section 137 limit would require primary legislation to be changed so this would not be possible and would encourage as many Community Councils as possible strive to achieve General Power of Competency.

She also spoke at length about diversity in democracy and explained the work being done to look at democratic health. Meetings taking place on line have meant that people with disabilities or women with young families now find it easier to attend meetings thus increasing the diversity of Council members.

Help with funding had also been given to people with protected characteristic to help with campaigning during the last election which had been well received, during a recent survey, requests for more training on equality and diversity issues had been made, which was really positive and would be looked at.

A democratic health start and finish group was being put together which will also help with equality and diversity.

The First Minister had asked for a disability needs task force to be set up to look at how the social model is embedded into everything we do, more details on this will be coming out soon, along with a toolkit and training.

Questions from Councillors (Limited to 10 Minutes)

Cllr Jones asked if help was available for disabled councillors after the elections, and was curious to know what help would be available and would the social model be co-produced and how would people take part.

Rebecca said the social model toolkit had been co-produced with several organisations and regarding what happens to disabled councillors after the election would be down to the principal council to work with the councillor to make sure their needs were met.

Rebecca said she would speak to elected members who had been helped to see how they had been supported during the last 6 months, she was also going to speak to disability Wales to find out if there would be a wider consultation.

Cllr Rodaway also spoke about a recent request we had made regarding an audio version of the Code of Conduct which we were told does not exist, would it be possible for a video or audio version to be produced centrally of this and the good councillor guide.

As there were no other questions Cllr Rodaway thanked Rebecca for her time.

Swansea Council Report from Cllr Lynda James

Cllr James gave her report which included the obstacles she had encountered in finding a suitable area for a park in Kittle other areas around Kittle were discussed.

She also reported that the Pennard Area Community Partnership were organising events for the Coronation weekend involving decorating the villages and hosting an indoor picnic on the 5th May, which would also screen the London events to those participating, She requested use of the Hall for this.

Cllr James also advised that she was awaiting footpath maps from County so the Councillors could conduct the footpath survey once the weather improved.

Questions from Councillors (Limited to 10 Minutes) None

Address from the Chair and welcome to new councillors

Cllr Rodaway welcomed the two new Councillors who had recently joined us following the bi election results in January.

1) 2023/17 Minutes of the Meeting of Full Council held on 10th Jan 2023

Accuracy and approval

Proposed by RC seconded by JM agreed by all

2) 2023/18 Minutes of the Hall Committee Meeting held on the 17th Jan 2023

Accuracy and approval

An amendment was proposed by SS to add “create and purchase of a banner was discussed” to point 5. Seconded LJ agreed by all.

With amendment Proposed by LJ seconded SS agreed by all

3) 2023/19 Minutes of the Land Management Committee Meeting held on the 17th Jan 2023

Accuracy and approval

Proposed by SER seconded by WS agreed by all with one abstention SS

4) 2023/20 Minutes of the Planning Committee Meeting held on the 24th Jan 2022

Accuracy and approval

Proposed by RC seconded by JM agreed by all with one abstention SS

5) 2023/21 Minutes of the Extraordinary Full Council Meeting held on the 24th Jan 2023

Accuracy and approval

Proposed by SS seconded by RC agreed by all

6) 2023/22 Minutes of the Environmental Committee Meeting held on the 6th Feb 2023

Accuracy and approval

Proposed by REC seconded by JM agreed by all with one abstention SS

7) 2023/23 Admin

a) Update on PEFTA Scheme

The Community & Grants officer gave her monthly update explaining a new member had joined the scheme through a LAC referral.

b) Update on current funding bid applications.

Funding of £1500 has been received from Swansea Direct Food Supply and we are still awaiting the outcome of a bid made to the Pennard Charity for £3000.

c) Update regarding community warm hubs

Supplies have been ordered and being distributed to The Muddy Mail Room, The Library, The Langrove Lounge and the Beaufort, Three cliffs coffee shop were providing their own drinks which we will reimburse from our warm hub grant funding. Posters will also be placed around the village on our noticeboards.

d) Training update from course attendees

Cllr S Rodaway gave an update from the planning aid wales training she had attended

Clerk gave an update from the Module "The Council Meeting" which had also been attended by Cllr S Rodaway

Both gave thier recommendations for the courses.

e) To agree to advertise the councillor vacancy for Kittle and timetable for co-option

This was discussed and the following timetable agreed

Notice to be placed on notice board before the 17th February.

Closing date for application to be received 6th March at 5.00pm

Selection will then take place ready for the successful applicant to attend their first meeting on the 15th March 2023.

8) 2023/24 Finance Employment and Policy

a) To approve payments for Feb 2023

Payment reports and receipts had been received and reviewed by the Committee Chairs.

Proposed by SS seconded by LJ agreed all

b) To note closing balances Jan 2023

Noted

c) To appoint a Community Council trustee to the Pennard Charity.

Cllr Keith Atkins had asked the Clerk to report he wanted to put himself forward for the position

Proposed by SER seconded by REC agreed by all with 1 abstention CJ

- d) Update from 2021-22 Audit.
No update has been received at this time.

9) 2023/25 Planning

- a) To note the date of the next Planning Committee Meeting 15 Feb 2022

Noted

10) 2023/26 Hall

- a) Update from Hall tender working party.
Cllr James gave an update from the working group who had looked at the tender wording, the Clerk was currently working on a suitably understandable evaluation matrix ready for the next meeting.

11) 2023/27 Land Management

- a) Update from Land Management
The Clerk gave an updated in the Chairs absence.

- b) To note grant of right for graves 419

Noted

- c) Approve purchase of Rota Roka based on updated price
The Clerk reported the up-to-date price received from the Hags as the discount shown on the precious quote no longer applied.

The updated price of £2463 was proposed by REC seconded by SER agreed by all with 3 abstentions WS, SS, RC.

- d) Approve purchase of furniture based on updated price
A discussion took place regarding whether to have the furniture delivered fully assembled, part assembled or picked up privately. It was decided to have the SecondLife Products Wales Ltd deliver the item part assembled which would save delivery costs.

The updated price of £3172 was proposed by JM seconded by REC agreed by all with 1 abstention.

12) 2023/28 Environment

- a) Update on the Participatory Budget Project 2022/23
The Clerk gave an update regarding the top rated ideas, and explained that the Environment committee had agreed to postpone a decision to a later date.

Cllr Hickery joined the meeting at 8.47 pm

- b) To agree to apply for the installation of fully funded Electric Vehicle charging points at the hall and burial ground as recommended by the environment committee subject to survey. The Clerk was asked to arrange a survey.

- c) To agree new logo as recommended by the environment committee.
Suggestions were looked at and an amendment requested, the Clerk will pass this on to the Web designer.

Proposed by REC seconded by JM agreed by all

- d) To note the date of the next environment meeting

The 2nd March was noted by all.

e) Update regarding green path.

The Clerk reported the cost which had been quoted by Swansea Highways department was £63000. This was briefly discussed Cllr James said she would be looking at Grant availability.

f) Update regarding newsletter

The next newsletter was planned to be produced around May/June, Cllr Marnell asked everyone to start thinking about articles and photos to be included. Cllr Richards said she would be happy to help.

Correspondence

An email regarding the recent activity at the Golf Club had been sent to the Clerk. She agreed to contact the Golf Club asking if they would like to include an article in the newsletter regarding the recent grounds maintenance activity and to invite them to the next environment meeting.

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 DH agreed to all

13) 2023/30 To agree to pay employee hours accumulated up to and including the 30 Nov 2022.

It was agreed to pay the 48.5 hours built up to and including the 30 Nov 2022.

Proposed by DH seconded by JM agreed by all

Meeting closed at 9.25pm

Financial Summary - Cashbook

Summary of receipts and payments between 01/12/22 and 31/12/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account £40,704.57

Short Term Investment Accounts

Green Path £3,530.11

No 4 Account £136,973.20

Pavillion Account £39,556.72

Total £220,764.60

Balances at start of period

Ordinary Accounts

Current Account £40,939.52

Short Term Investment Accounts

Green Path £3,531.03

No 4 Account £137,008.67

Pavillion Account £39,566.97

Total £221,046.19

RECEIPTS	Net	Vat	Gross
Administration	£19,487.72	£0.00	£19,487.72
Burial	£966.67	£0.00	£966.67
FIELD	£9,955.00	£0.00	£9,955.00
Hall	£3,823.28	£0.00	£3,823.28
Environment	£566.67	£0.00	£566.67
Youth	£233.33	£0.00	£233.33
Total Receipts	<u>£35,032.67</u>	<u>£0.00</u>	<u>£35,032.67</u>

PAYMENTS	Net	Vat	Gross
Administration	£7,521.47	£269.57	£7,791.04
Burial	£429.10	£84.83	£513.93
FIELD	£3,443.04	£847.14	£4,090.18
Hall	£1,029.39	£125.64	£1,155.03
Total Payments	<u>£12,423.00</u>	<u>£1,127.18</u>	<u>£13,550.18</u>

Closing Balances

Ordinary Accounts

Current Account £62,380.81

Short Term Investment Accounts

Green Path £3,531.84

No 4 Account £137,040.01

Pavillion Account £39,576.02

Total £242,528.68

Pennard Community Council												
2021- 2022 Regular Payments												
Detail	Dec-22										CHQ/BACS/DD/	
	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	S137	SUB TOTAL	Dr Card	
Octopus Pavilion Electricity	15.98									15.98	DD	Local Govt Act 1972 S111
Dwr Cymru	65.00		33.40							98.40	DD	Local Govt Act 1972 S111
Good Energy (Hall Gas)			206.17							206.17	DD	Local Govt Act 1972 S111
Swansea CC - Rates			78.00							78.00	DD	Local Govt Act 1972 S133
ground rent										0.00	i/n	Local Govt Act 1972 S133
Swansea CC - Waste disposal charges	75.40									75.40	DD	Local Govt Act 1972 S135
Lloyds Bank (Monthly Service Charge)							7.85			7.85	DD	Local Govt Act 1972 S111
Octopus Electricity for Hall			200.15							200.15	DD	Local Govt Act 1972 S111
Internet for Hall (2mth)			27.95							27.95		Local Govt Act 1972 S111
Vodafone						37.92				37.92	DD	Local Govt Act 1972 S111
Voxi						10.00				10.00	DD	Local Govt Act 1972 S111
HMRC						1410.83				1410.83	Payroll	Local Govt Act 1972 S111
Employee costs						3152.32				3152.32	Payroll	Local Govt Act 1972 S111
Home Working Allowance						26.7				26.70	Payroll	Local Govt Act 1972 S111
Expences						5.65				5.65		Local Govt Act 1972 S111
Youth worker 1 (Leader) (12hr)										0.00	i/n	
youth worker 2 (12hr)										0.00	i/n	
Smart Pension						267.81				267.81	Payroll	Local Govt Act 1972 S111
Smart Pension Admin Fee						15.00				15.00	Payroll	Local Govt Act 1972 S111
Payrol back up						1.40				1.40	DD	Local Govt Act 1972 S111
Ground Maintenance	901.66	422.5	86.12							1410.28	i/n	Local Govt Act 1972 S111
Goal Post Test	55.00									55.00		Public Health Act 1875, section 164; LGA 1972 Schedule 14 paragraph 27; Public Health Acts Amendment Act 1890 section 44
Plumbing repairs										0.00		Local Govt Act 1972 S133
Cleaning			391.77			232.16				623.93	i/n	Local Govt Act 1972 S111
Cleaning for party			-15							-15.00	i/n	Local Govt Act 1972 S111
New Toilet seat			20.83							20.83		Local Govt Act 1972 S133
Zoom						14.39				14.39	DD	Local Govt & Elections (Wales) Act 2021 s47
Street Light in BG Car Park (SWALEC)		6.60								6.60	DD	Highways Act 190 S301
Web hosting Krystal						4.99				4.99	DC	Local Govt Act 1972 S142
leberra						3.99				3.99	DC	Local Govt Act 1972 S111
PEFTA									931	931.00	DC	Local Govt Act 1972 S137
Grave Digging										0.00	i/n	Local Authorities Cemeteries Order 1977 S.214(6)
Cloudnext						49.99				49.99		Local Govt Act 1972 S142
Google Storage						1.33				1.33	DD	Local Govt Act 1972 S142
Training										0.00	i/n	Local Govt Act 1972 S111
Leaflets						29.14				29.14		Local Govt Act 1972 S111
Elections						270.00				270.00		Local Govt Act 1972 S111
Stationary						7.94				7.94		Local Govt Act 1972 S111
Conf equipment						858.25				858.25		Local Govt Act 1972 S111
Web site										0.00		Local Govt Act 1972 S111
Christmas decorations						182.81				182.81		Local Govt Act 1972 S145
Path and Boules court refurb	2330									2330.00		Public Health Act 1875, section 164; LGA 1972 Schedule 14 paragraph 27; Public Health Acts Amendment Act 1890 section 44
TOTAL	3443.04	429.10	1029.39	0.00	0.00	6582.62	7.85	0.00	931.00	12423.00		