

Minutes of Meeting of the Mumbles Community Council held on 11 January 2022 at 6 pm by videoconference (Zoom)

Members Present: Martin O'Neill (Chair), Rebecca Fogarty (Vice-Chair), Tim Bull, Pam Erasmus, Adam Gilbert, Richard Jarvis, Sara Keeton, Rob Marshall, Ian Scott, Will Thomas & Carrie Townsend Jones & Linda Tyler Lloyd

Officer Present: Steve Heydon

C02201-01 Apologies for Absence: Rebecca Child, Gareth Ford, Myles Langstone & Pip Reason

C02211-02 Declarations of Interest

BLOCK DECLARATION

ALL councillors declared of interest personal interest in C

C02201-03 Minutes of the Monthly Meeting held on 14 December 2021

RESOLVED to approve the minutes of the meeting held on 14 December 2021 as a true record.

C02201-04 Clerk's Report

The Clerk's report was circulated with the agenda pack.

Advised Council that Louise Thomas had resigned. Advised Council that there was no need to advertise the vacancy as within six-months of the election.

RESOLVED to note the report.

C02201-05 Chair's Report

Chair read his report.

RESOLVED to note the report.

C02201-06 Financial Report

RECOMMEND that the electronic payments be retrospectively approved

RECOMMEND that the and the rest of the report be noted.

RECOMMEND that to maintain maximum flexibility in what can be funded from the Council's budget that the borrowing period for the loan is increased to 15 years.

C02201-07 Digital Archive

Using funds from CTC12 - Digital Archive

PROPOSE that our project manager, Gower Unearthed, be instructed to commission a video, from one of the videographers previously engaged, depicting the history of the development of Underhill Park to include interviews and footage of the new build process at a cost of no more than £1,000.

PROPOSE that our project manager, Gower Unearthed, be instructed to commission further interviews with key prominent local people at a cost of no more than £1,500. (Councillors are encouraged to contribute suggestions to this ever-expanding list.)

Proposed by Cllr Will Thomas

C02201-08 Festive Lighting Newton Road

Using funds from CTC22 - Festoon Lighting - Newton Road

PROPOSE that the quote of £15,670 from Centregreat Ltd to provide new festive festoon lighting for Newton Road be accepted on the proviso that all permissions are in place.

Proposed by Cllr Philip Reason

C02201-09 Questions to the Chair of the Community & Social Development Committee

No questions asked.

C02201-10 Questions to the Chair of the Finance & Compliance Committee

No questions asked.

C02201-11 Questions to the Chair of the Environmental Committee

Cllr Thomas asked if the committee would consider another site for a wildlife pond.

C02201-12 Questions to the Chair of the Culture, Tourism & Communications Committee

No questions asked.

Recommendations from the Personnel Committee

C02201-13 Exclusion of the Press & Public

PROPOSED that the press and public be excluded from the meeting due to the confidential nature of the business to be transacted.

C02201-14 Review of the Staffing Structure of the Council

Report from Paul Egan, One Voice Wales.

RESOLVED that the Council pay the TOIL accrued by staff

RESOLVED to refer the main substantive body of the report back to Mr. Egan and OVW for advice and guidance as to how the recommendations in the report might be implemented to ensure MCC achieve its future aspirations.

C02201-15 Other Staffing Matters

Report from RFO.

RESOLVED to accept the recommendations made in the report

C02201-16 Job Evaluation of Postholders

Report from Paul Egan, One Voice Wales.

RESOLVED to refer the main substantive body of the report back to Mr. Egan and OVW for advice and guidance as to how the recommendations in the report might be implemented to ensure MCC achieve its future aspirations.

Appendix

Electronic Payments Approved

		£	£	£
02/12/21	SA1 Solutions – IT Support	12.60	2.52	15.12
02/12/21	Swansea Council – Oystermouth Xmas Tree Lease	100.00	0.00	100.00
02/12/21	Swansea Council – Blackpill Xmas Tree Lease	100.00	0.00	100.00
02/12/21	Swansea Council – Southend Gardens Tree Lease	100.00	0.00	100.00
02/12/21	HMRC – Payroll Deductions Mth 8	1,260.87	0.00	1,260.87
02/12/21	Swansea Council – Pension Contributions November 2021	1,511.07	0.00	1,511.07
02/12/21	OCA – Coffee Morning Hall Hire	68.00	0.00	68.00
02/12/21	Claire Anderson – Phone November 2021	10.00	0.00	10.00
02/12/21	Claire Anderson – Coffee Morning Re-imburement	10.55	0.00	10.55
02/12/21	Claire Anderson – Coffee Morning Re-imburement	22.58	0.00	22.58
09/12/21	Ollie Heinrich – Newsletter Delivery	45.00	0.00	45.00
09/12/21	Livvy Stewart – Newsletter Delivery	85.00	0.00	85.00
09/12/21	Ollie, Daisy and Bobby Anderson – Newsletter Delivery	165.00	0.00	165.00
09/12/21	Theo Hancock – Newsletter Delivery	55.00	0.00	55.00
09/12/21	Luis Hancock – Newsletter Delivery	55.00	0.00	55.00
09/12/21	Sasha Turner – Newsletter Delivery	25.00	0.00	25.00
09/12/21	Rhodri Harris – Newsletter Delivery	50.00	0.00	50.00
09/12/21	Harvey Wood – Newsletter Delivery	35.00	0.00	35.00
09/12/21	Joseph Board – Newsletter Delivery	75.00	0.00	75.00
09/12/21	Michael Ruddy – Newsletter Delivery	40.00	0.00	40.00
09/12/21	Gabe Davies – Newsletter Delivery	35.00	0.00	35.00
09/12/21	Sam Price – Newsletter Delivery	35.00	0.00	35.00
09/12/21	Oliver Price – Newsletter Delivery	35.00	0.00	35.00
09/12/21	Nye Ridler – Newsletter Delivery	50.00	0.00	50.00
10/12/21	Cllr Sara Keeton – Remuneration	520.00	0.00	520.00
14/12/21	Cllr Richard Jarvis – Remuneration	120.00	0.00	120.00
14/12/21	Cllr Rebecca Fogarty – Remuneration	690.00	0.00	690.00
14/12/21	Cllr Adam Gilbert – Remuneration	150.00	0.00	150.00
14/12/21	Cllr Rebecca Singh – Remuneration	120.00	0.00	120.00
14/12/21	Cllr Will Thomas – Remuneration	90.00	0.00	90.00
14/12/21	Cllr Philip Reason – Remuneration	351.80	0.00	351.80
14/12/21	Cllr Ian Scott – Remuneration	150.00	0.00	150.00
14/12/21	Cllr Carrie Townsend Jones – Remuneration	120.00	0.00	120.00

14/12/21	Cllr Linda Tyler-Lloyd - Remuneration	150.00	0.00	150.00
14/12/21	Cllr Rob Marshall - Remuneration	400.00	0.00	400.00
14/12/21	Cllr Martin O'Neill - Remuneration	3,300.00	0.00	3,300.00
14/12/21	Cllr Pamela Erasmus - Remuneration	150.00	0.00	150.00
17/12/21	Gower Unearthed - Heritage Co-ordinator	2,000.00	0.00	2,000.00
17/12/21	SA1 Solutions - IT Support	8.10	1.62	9.72
17/12/21	Claire Anderson - Xmas Coffee Morning Re-imburement	36.00	0.00	36.00
17/12/21	Npower - Electricity West Cross Xmas Tree November 2021	31.36	1.57	32.93
17/12/21	Virgin Media - Phone & Broadband December 2021	71.75	14.35	86.10
17/12/21	SA1 Creative - Multimedia Consultant November 2021	416.67	83.33	500.00
17/12/21	Cllr Tim Bull - iPad Repair	60.00	0.00	60.00
17/12/21	Value Products Ltd - Sharps Boxes	13.75	2.75	16.50
21/12/21	Cllr Tim Bull - Remuneration	860.00	0.00	860.00
21/12/21	Barclaycard - December 2021	1,871.57	0.00	1,871.57
21/12/21	Mumbles Traders - Grant	1,650.00	0.00	1,650.00
23/12/21	Staff Salaries - December 2021	5,022.68	0.00	5,022.68
23/12/21	Peter Lynn - Legal Fees Skatepark	462.30	92.46	554.76
23/12/21	Peter Lynn - Legal Fees Langland Tennis	160.80	32.16	192.96
23/12/21	Peter Lynn - Legal Fees - Mumbles Fest	703.50	140.70	844.20
23/12/21	Staff Salaries - November 2021	1,348.83	0.00	1,348.83
29/12/21	Apogee - Photocopier	60.00	12.00	72.00
29/12/21	All Saints Church - Ostreme Lease	3,750.00	0.00	3,750.00
04/01/22	OCA - Ostreme Rent January 2022	800.00	0.00	800.00
	Total	29,619.78	383.46	30,003.24

Barclaycard Purchases - December 2021 Statement

Amazon - SMUGS Bird Table	48.95
Reach Publishing - Evening Post Subscription	21.58
RSPB - SMUGS Ground Mix	36.94
CJ Wildlife Foods Ltd - SMUGS Birdfood	37.49
Clickup - Collaboration and Project Management Tool Annual Fee	46.26
Rhino Greenhouses Direct - SMUGS Greenhouse	986.00
Adobe Creative	49.94
Garden Buildings Direct - SMUGS Shed	359.10
Catalyst2 Services - Website Hosting	15.59
Giff Gaff - RFO Mobile Phone	6.00

Microsoft - Online Services	135.36
Microsoft - Online Services	68.40
Zoom - Monthly Fee	14.39
Clickup - Collaboration and Project Management Tool 2nd User	17.61
Amazon - RFO Printer Cartridges	27.96
Total	1,871.57

Appendix

Electronic Payments Approved

		£	£	£
06/10/21	HMRC – Payroll Deductions Mth 6	1,137.48	0.00	1,137.48
06/10/21	South Wales Audio – Mumbles Fest 2020	81.00	0.00	81.00
06/10/21	St John Ambulance – Mumbles Fest	181.33	36.27	217.60
06/10/21	Gower Dough – Mumbles Fest Food Vouchers Refund	40.00	0.00	40.00
06/10/21	Picseli – NHS Day Slate Sign	188.12	37.63	225.75
06/10/21	Board Riding Development – Family Fun Days	150.00	0.00	150.00
06/10/21	Mumbles Development Trust – Grant	1,000.00	0.00	1,000.00
06/10/21	Swansea Council – Trial Holes Langland Tennis Courts	480.61	96.12	576.73
07/10/21	Tuckers – Mumbles Fest Food Vouchers Refund	60.00	0.00	60.00
07/10/21	Joe’s Ice Cream – Mumbles Fest Food Vouchers Refund	1.50	0.00	1.50
07/10/21	Village Creperie – Mumbles Fest Food Vouchers Refund	20.70	0.00	20.70
15/10/21	Jamjar Print – Coffee Loyalty Cards	38.50	7.70	46.20
21/10/21	Picseli – Multimedia Consultant October 2021	416.67	83.33	500.00
21/10/21	OCA – EEO Hall Hire	156.00	0.00	156.00
21/10/21	Atkins Accountants – Payroll Q2	50.00	10.00	60.00
21/10/21	Hurley& Davies – Project Manager Langland Tennis Courts	360.00	72.00	432.00
21/10/21	Phillips Services (Wales) Festoon Lighting Repairs	89.50	17.90	107.40
21/10/21	Paul Beynon – Stationery and Postage Reimbursement	34.78	0.00	34.78
21/10/21	Claire Anderson – Telephone Aug and Sept 2021	20.00	0.00	20.00
21/10/21	Claire Anderson – Mumbles Fest Reimbursement	23.98	0.00	23.98
21/10/21	Claire Anderson – Mumbles Fest Reimbursement	20.00	0.00	20.00
21/10/21	Virgin Media – Broadband and Phone October 2021	73.50	14.70	88.20
21/10/21	Swansea Council – Floral Decorations	9,338.33	1,867.67	11,206.00
21/10/21	Goggi’s – Mumbles Fest Food Vouchers Refund	62.20	0.00	62.20
21/10/21	Urban Foundry – Ostreme Consultation	2,800.00	560.00	3,360.00
21/10/21	Swansea Council – Pension Contributions September 21	1,908.11	0.00	1,908.11
21/10/21	Barclaycard October 2021 – see below	760.74	0.00	760.74
22/10/21	Claire Anderson – Coffee Morning Reimbursement	24.80	0.00	24.80
22/10/21	Claire Anderson – Stationery& Postage Reimbursement	7.98	0.00	7.98
22/10/21	Claire Anderson – Mumbles Fest Reimbursement	90.00	0.00	90.00
25/10/21	Staff Salaries – October 2021	5,145.57	0.00	5,145.57
01/11/21	OCA – Ostreme Rent November 2021	800.00	0.00	800.00

Total	25,561.40	2,803.32	28,364.72
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Barclaycard Purchases – October 2021 Statement

Amazon – Mumbles Fest Hula Hoops			21.49
Brandon Hire – Mumbles Fest Fencing			408.00
Creative Cloud – Adobe for EEO			49.94
Catalyst2 Services – Website Hosting			15.59
Giff Gaff – RFO Mobile Phone			6.00
Reach Publishing – Evening Post Subscription			21.58
Microsoft – Online Services			135.36
Microsoft – Online Services			68.40
Zoom – Monthly Fee			14.39
Amazon –			19.99
Total			760.74