

Minutes of Meeting of the Mumbles Community Council held on 8 March 2022 at 6 pm by videoconference (Zoom)

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

Officer Present: Steve Heydon

C02203-01 Apologies for Absence: Pip Reason

C02203-02 Declarations of Interest

Cllr Rebecca Fogarty declared a personal & prejudicial interest in item C02203-06 as she is in receipt of a payment to be authorised. She left the meeting when the item was discussed.

Cllr Pam Erasmus declared a personal & prejudicial interest in item C02203-06 as she is in receipt of a payment to be authorised. She left the meeting when the item was discussed.

C02203-03 Minutes of Previous Meetings

RESOLVED to approve the minutes of the meetings held on 8 February 2022 as a true record.

RESOLVED to approve the minutes of the meeting held on 23 February 2022, as a true record.

C02203-04 Clerk's Report

RESOLVED that the report be noted.

C02203-05 Chair's Report

Chair read his report.

RESOLVED that the report be noted.

Cllr Rebecca Fogarty asked that her thanks to the Clerk & RFO for all their work preparing our response to Audit Wales be noted.

The meeting was adjourned to allow questions to the members of the public.

Cllrs Rebecca Child, Adam Gilbert and Rob Marshall joined the meeting.

C02203-06 Financial Report

RESOLVED that the electronic payments be retrospectively approved

RESOLVED that the rest of the report be noted.

Recommendations from the Community & Social Development Committee

C02203-07 Jubilee Arch

RESOLVED that MCC pay for

- (i) planning application (if needed)
- (ii) installation
- (iii) add to insurance & cover maintenance.

C02203-08 Questions to the Chair of the Community & Social Development Committee

No questions were asked.

Recommendations by the Finance & Compliance Committee

C02203-09 The Creatory Wales Grant Application

Grant application for £350 towards producing a Jubilee 'Yarnbomb'.

Using funds from the FC1 – Small & Medium Grants budget.

RESOLVED that a grant of £350 be made with the proviso that items be put across the whole of the MCC area, and they consider holding a 'yarnbomb' treasure hunt for children.

C02203-10 Mumbles First Scout Group Grant Application

Grant application for £19,080 towards completing works on Sutton Hall.

Using funds from the FC1 – Small & Medium Grants budget.

RESOLVED that a grant of £19,080 be made

C02203-11 Appointment of an Internal Auditor

RESOLVED that our RFO be empowered to appoint an Internal Auditor

C02203-12 Questions to the Chair of the Finance & Compliance Committee

A question was asked wondering why we needed to appoint a new internal audit and it was explained that our previous one had retired.

C02203-13 Questions to the Chair of the Environmental Committee

No questions were asked.

C02203-14 Questions to the Chair of the Culture, Tourism & Communications Committee

No questions were asked.

Recommendations by the Environmental Committee

C02203-15 Friends of Oystermouth Castle

RESOLVED that council accept the offer from friends of Oystermouth Castle to take part in a guided tour of the castle with the view to exploring future potential for greater partnership working and to plan accordingly

C02203-16 Mumbles Traders Grant Application

Using funds from the FC1 – Small & Medium Grants budget.

RESOLVED to make a retrospective grant of £1,630 to put welsh Flags up in the existing Christmas tree holders and change in May for the jubilee

RESOLVED to arrange quarterly meetings with representatives from Mumbles Traders.

C02203-17 Purchase of Hybrid Meeting Equipment

RESOLVED that

- I. MCC purchase Tecinteractive Hybrid Meetings equipment at a cost of £7,897
- II. MCC purchase 2 No. 1200 x 615 meeting tables at a cost of £156

C02203-18 Exclusion of the Press & Public

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

C02203-19 Appointment of HR services

RESOLVED that the quote received from NSP HR Solutions is accepted and that initially the Premium Level of retained service is selected with any unused time being utilised to review or prepare any HR policies or procedures that the Council is required to have.

RESOLVED that the Retained Services appointment is for three years with a review after the first year and a fourth year which may be offered if beneficial to both parties after the initial three-year contract.

Meeting Closed at 7.19 pm

Appendix

Electronic Payments Approved

	£	£	£
	£	£	£
01/02/22 Linden Church Trust – Summer of Fun Grant	70.00	0.00	70.00
08/02/22 HMRC – Payroll Deductions Month 10	1,676.69	0.00	1,676.69
08/02/22 Cllr Rebecca Fogarty – Childcare	535.00	0.00	535.00
08/02/22 Claire Anderson – Phone January 2022	10.00	0.00	10.00
08/02/22 Virgin Media – Phone & Broadband February 2021	73.50	14.70	88.20
17/02/22 MPM Wristbands – Winter of Fun Grant	20.00	4.00	24.00
17/02/22 Second Life Products Wales – Park Bench Cllr Linda Tyler-Lloyd	545.00	109.00	654.00
17/02/22 SLCC – Climate Change Summit EEO	90.00	18.00	108.00
18/02/22 Cover to Cover – Book Tokens – Cllr Pamela Erasmus	500.00	0.00	500.00
18/02/22 Cllr Pamela Erasmus – Gift Cards	16.25	0.00	16.25
18/02/22 OCA – Hall Hire for Coffee Morning January 2022	68.00	0.00	68.00
18/02/22 Dave Cottle – Music for Coffee Morning February 2022	100.00	0.00	100.00
18/02/22 Caswell Catering – Sandwiches for Coffee Morning February 2022	60.00	0.00	60.00
18/02/22 SA1 Creative – Multimedia Consultant February 2022	416.67	83.33	500.00
18/02/22 SA1 Solutions – IT Support	15.75	3.15	18.90
18/02/22 Claire Anderson – Cakes for Coffee Morning February	18.00	0.00	18.00
21/02/22 Barclaycard February 2022 – see below	2,623.07	0.00	2,623.07
23/02/22 Swansea Council – Pension Contributions January 2022	2,049.18	0.00	2,049.18
25/02/22 Staff Salaries – February 2022	4,789.56	0.00	4,789.56
25/02/22 Linden Church Trust – Winter of Fun Grant	36.00	0.00	36.00
25/02/22 Claire Anderson – Crayons Winter of Fun Grant	7.96	0.00	7.96
25/02/22 One Voice Wales – Training	30.00	0.00	30.00
25/02/22 The Shared Plate – Lunches for Winter of Fun Grant	1,000.00	192.00	1,192.00
25/02/22 HMRC – Payroll Deductions Month 11	1,258.45	0.00	1,258.45
01/03/22 OCA – Ostreme Rent March 2022	800.00	0.00	800.00
Total	16,809.08	424.18	17,233.26

Barclaycard Purchases – February 2022 Statement

Signed by Chair

Reach Publishing – Evening Post Subscription	21.58
Landlife Wildflowers – SMUGS Bulbs	231.50
Click Up – Collaboration and Project Management Tool	59.85
Click Up – Collaboration and Project Management Tool	37.53
Adobe Creative – Adobe	49.94
Catalyst2 Services – Website Hosting	15.59
Giff Gaff – RFO Mobile Phone	6.00
Green Tech – SMUGS Tree Guards and Supports	75.60
Amazon – Staples for Office	4.49
Microsoft – Online Services	135.36
Microsoft – Online Services	72.96
Zoom – Monthly Fee	14.39
Toolstation – Weed Control Fabric	39.98
WoodblocX – SMUGS Planter	311.80
Primrose – SMUGS Planter	319.98
Rainclear Systems – SMUGS Metal Raised Beds	1,114.20
Shred-It – Confidential Waste	112.32
Total	2,623.07