

Minutes of the Monthly Meeting of Mumbles Community Council held on 10 October 2023 at 6.30 pm (Hybrid Meeting at the Ostreme Centre and via Teams)

Members Present: Cllrs Martin O'Neill (Chair), Will Thomas (Vice-Chair), Rob Marshall, Francesca O'Brien, Rhian Evans, Richard Jarvis, Ian Scott, Pamela Erasmus, Sara Keeton, Carrie Townsend Jones, Emilia Cox, Rebecca Fogarty, Phil Keeton Angela O'Connor, Michael Parkin, Tim Zhou, and Helen Nelson

Officers Present: Kerry Grabham – Clerk, Diane Athernought – Customer Services Officer and Ian Hughes – Committee Support Officer

C02310-01

Apologies for Absence

Cllrs Emilia Cox, Rebecca Fogarty

C02310-02

Declarations of Interest

There were no declarations of interest.

C02310-03

Public Participation

Grant Parry had notified the chair, Cllr O'Neill that he wished to make representations at the meeting but did not attend. There was no member of the public present at the meeting and no representations were made.

C02310-04

To Approve the Minutes of the Special Meeting held on the 11th of September 2023

RESOLVED to approve the minutes of the meeting held on 11 September 2023 as a true record.

C02310-05

To Approve the Minutes of the Full Council Meeting held on the 12th of September 2023.

C02309-07 did not include the resolution for the approval of Eliane's debit card and the office's pre-paid debt card.

RESOLVED to approve the minutes of the meeting held on 12 September 2023 as a true record with the above amendment included.

C02310-06**Clerk's Report**

The Clerk read her report and wished to thank those who had made MumblesFest such a success. Other items included the future tracking of actions arising from meetings and the completion of Budget Proposal Forms that are required to be with Paul Beynon, The RFO by 30th November 2023.

RESOLVED to note the report.

C02310-07**Chair's Report**

The Chair, Cllr O'Neill read out his report which focused on the recent successful MumblesFest and Twinning events.

In addition Cllr O'Neill was pleased to confirm that MCC had been highly commended in relation to both the Norton Nature Reserve and Oystermouth Community Orchard; which had been entered for 2023/24 CLAS Cymru Community Management Awards.

RESOLVED to note the report.

C02310-08**Financial Report for September 2023**

Financial reports prepared by RFO Paul Beynon had previously been provided to councillors. The Clerk outlined key elements of the reports and answered Councillors' questions including a query from Cllr Thomas relating to expenditure at Underhill Hub connected to the boot locker.

Action: Clerk to update RFO regarding boot locker expenditure.

RESOLVED to retrospectively approve payments and urgent payments as made by the RFO.

C02310-09**2024/25 – Budget Setting Timetable**

Report prepared by RFO Paul Beynon had previously been provided to councillors. Again, the Clerk outlined key elements of the report, including the use of Budget Proposal Forms and answered Councillors questions. A discussion took place relating to reviewing and formalising the Community Plan.

RESOLVED to approve the quarter one budget monitoring report as presented with the amendment that The Finance and Compliance Committee review The Community Plan through the setting up of a working group,

C02310-10**West Cross Vacancy – Update**

The Clerk informed Council that a election had been called. The process now is for SCC to inform MCC of the date of the election. Once the Clerk has this information this will be circulated to all Cllrs. Discussion took place regarding the need for polling cards to be sent to residents concerned.

RESOLVED to await further information regarding candidates from SCC. Should a full election be necessary it would however be necessary for the sake of transparency to have polling cards distributed irrespective of the costs incurred.

C02310-11 Draft Training Plan

The Chair thanked The Clerk for her work in preparing this document, which had previously been distributed to councillors. The Clerk outlined the legal requirements and benefits of undertaking training across the council. A discussion took place on training during which it was proposed by Cllr Carrie Townsend Jones that the training budget be increased from £800 to £1,000,

RESOLVED to approve the Training Plan as presented with the amendment that the training budget be increased from £800 to £1,000.

C02310-12 Civility & Respect Pledge

The Clerk outlined the importance of respect between everyone whilst connected to Local Government, including Councillors, staff, and members of the public. A code of conduct will be distributed to all Councillors who will be expected to sign their agreement. The Code of Conduct was well received by councillors who discussed options available including escalation of concerns to The Ombudsman.

RESOLVED that councillors and council sign up to the Civility & Respect Pledge.,

C02310-13 Langland Tennis Courts - Report Attached

A discussion took place on the report prepared by the Clerk which included the cost of court hire to families. Some concerns were raised regarding the cost to some individuals and the potential for certain groups including coaches to monopolise the courts. However, the overall impression was that recommending the report would provide reasonably priced access for everyone and in some cases free access and coaching. In addition, the report would address the long-standing concern over vandalism and outsource the responsibility of managing/booking the courts.

RESOLVED To accept report as presented with the condition that the situation be reviewed after 12 months.

RESOLVED That Council agrees that the Clerk is authorised to accept the Grant Funding.

RESOLVED That Council agrees for the Clerk progress with the ClubSparks gate access.

RESOLVED That Council agrees to include the required amount in the 2024/2025 budget.

C02310-14 To elect a new chair and members of the Mumblesfest Task and Finish Group – As per Mumblesfest Task and Finish Group terms of reference.

At the outset the outgoing chair of MumblesFest proposed that the role of MumblesFest revert to being within the remit of The Culture, Tourism and Communications Committee. A discussion ensued over the merits of having a separate committee for MumblesFest. In essence whilst the

opportunity to have different members on a MumblesFest Task and Finish Group may arise through a separate group this had not been the case in practice during the preceding year. The same councillors had participated in both The MumblesFest and Culture Committees thereby creating unnecessary duplication of meetings. In addition, The MumblesFest Meetings had taken place during daytime hours thereby preventing some councillors from Participating.

RESOLVED To incorporate MumblesFest within the remit of The Culture, Tourism and Communications Committee.

RESOLVED To dissolve Mumblesfest Task & Finish Group

RESOLVED To re-write Culture, Communications and Tourism Committee Terms of Reference to re-incorporate Mumblesfest.

C02310-15

To agree on a time & date for The OCA Quarterly Meeting.

Due to uncertainty of potential participants for The OCA it was proposed that The Clerk should make the necessary arrangements with those involved via e-mail.

Action: The Clerk to agree a suitable time and date via e-mails with councillors.

RESOLVED To agree a suitable time and date via e-mail between councillors and The Clerk.

C02309-16

Quotation from TecInteractive – Meeting Equipment Annual Support Package – Quote Attached.

The Clerk outlined the costs of maintenance in relation to the hybrid screen and equipment at Ostreme. A discussion over costs took place during which CSO, Ian Hughes detailed how he was arranging a 'site visit' from SA1 in relation to the equipment being used and the opportunity for a professional assessment to be made.

Action: CSO to liaise with SA1 regarding assessment of Ostreme's hybrid equipment.

RESOLVED to defer decision to next Full Council Meeting, pending additional information from CSO.

C02310-17

Recommendations from Culture, Tourism and Communications Committee

- a)** that Cllr. Rob Marshall be appointed a friend of Oystermouth Castle.

RESOLVED to agree to the appointment of Cllr. Marshall, and for the position to be included in representatives to outside bodies at the AGM

- b)** that Liz Fuller be appointed as a co-opted member of The Culture, Tourism and Communications Committee. Cllr Marshall proposed Liz Fuller's appointment and provided background information. Cllr Marshall answered questions and explained that

Liz Fuller resided for approximately one week a month in Las Angeles due to work commitments.

RESOLVED To agree to the appointment of Liz Fuller as a co-opted member of The Culture, Tourism and Communications Committee.

C02310-18

Recommendations from Environmental Committee

Recommended That following the Environmental Committee meeting held on the 2nd October 2023, Councillors consider the following recommendations in relation to the Castle Woods and Washinghouse Brook Paths:

1. Council proceeds with the Landfill Grant Application.
2. Cllrs Helen Nelson & Cllr Carrie Townsend-Jones meet with the RFO to identify any underspent budgets that can be allocated to match funding for the project.
3. That Council commit to ring fencing £20,000.00 in the 2024/25 budget for the purpose of match funding.

Cllr Townsend Jones introduced this item and explained the requirement for the paths to be improved to ensure they are accessible and useable all year round. The paths had not been maintained for many years and as a consequence collected rainwater. Cllr Townsend-Jones believed that an opportunity to improve the paths would have additional wider community benefits including tourism.

Cllr Townsend Jones informed members that a Grant Funding from the Landfill Tax Grant would need to be matched by MCC. She proposed a sum of £20,000 being ring fenced from the 2024/25 budget with any unspent money from the current budget being used in lieu of next year's budget.

In answer to questions Cllr Townsend Jones explained that the paths would need to be porous, probably chippings and she believed that the maintenance of the paths would be the responsibility of MCC. This could be included within the current volunteer scheme.

RESOLVED to agree to the recommendations as detailed above.

C02310-19

To elect the members on to the following committees

Cllr Emilie Cox – Environmental Committee

Cllr Richard Jarvis – Culture, Tourism and Communications Committee

RESOLVED to agree to the appointment of both appointments.

C02310-20

Questions for the Chair of the Community and Social Development Committee

No questions were asked.

C02310-21 Questions to the Chair of the Culture, Tourism and Communications Committee

No questions were asked.

C02310-22 Questions to the Chair of the Environmental Committee

No questions were asked.

C02310-23 Questions to the Chair of the Finance and Compliance Committee

Cllr. Ian Scott was asked whether a grant application in relation to Whitestone Primary School had been progressed and he explained that the application was to be discussed at the next Finance and Compliance meeting on 16th October 2023.

Standing Orders suspended at 8.30pm to allow the meeting to continue beyond 2 hours

C02310-24 Update from Mumblesfest Task & Finish Group

Cllr. Rob Marshall provided an update on MumblesFest stating that despite a postponement due to inclement weather the event had been a great success and that a report would follow shortly.

Action: Cllr. Rob Marshall to provide a closing report to Full Council on MumblesFest.

Exclusion of Press and Public**C023010-25**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that the press and public be excluded from the following items of business due to the confidential nature of the business to be transacted.

RESOLVED that due to the confidential nature of the business to be discussed, the press and public be excluded from the meeting.

C02310-26**To Approve Recommendations made by The Personnel Committee**

Job Evaluation Results & Working Hours Request.

Request from the RFO.

Disc Management Profiles.

Committee Support Officer, Ian Hughes and Customer Service Manager Diane Athernborth left the meeting whilst Councillors discussed the above issues.

RESOLVED: To approve the Job Evaluation Outcome as detailed in the report.

RESOLVED: To approve the Environmental & Sustainability Officers request to increase to 37 hours a week and the associated costs as detailed in the report.

RESOLVED: To approve the request from the RFO and associated costs as detailed in the report.

RESOLVED: To accept the quotation from NSP HR for Disc Management Profiles for all staff

The meeting ended at 8.50pm.

