

Minutes of the Monthly Meeting of Mumbles Community Council held on 12 November 2024 at 6.30pm (Hybrid Meeting at the Ostreme Centre and via Teams)

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

Officers Present: Kerry-Leigh Grabham – Clerk, Diane Athernought – Customer Services Officer and Ian Hughes – CSO

C02411-01 Apologies for Absence: None

C02411-02 Declarations of Interest:

CSO stated that he had an interest in relation Ostreme Centre Update, (C02411-16 refers) being the vice-chair of the Ostreme Association. Left the meeting during this agenda item between 7.53pm and 8.09pm.

C02411-03 Public Participation

Members of the public may make representations, answer questions and give evidence at this meeting in respect of the business on the agenda.

No members of the public were present and there were no representations from the public prior to the meeting commencing.

C02411-04 Minutes of the Monthly Meeting held on 8 October 2024

To approve the minutes of the Monthly Meeting held on 8 October 2024 as a true record.

RESOLVED to approve the minutes of the Monthly Meeting held on 10 September 2024 as a true record.

C02411-05 Tribute to Former Cllr Brian Arthur

Purpose: To pay respects to Councillor Brian Arthur, who has sadly passed away, and honour their contributions to the council and community.

The Chair, Cllr O'Neill led praise to Brian Arthur who had made a valuable councillor with MCC and had been Chair between 2009 and 2011. Brian had been instrumental in promoting and developing a number of key projects including Jubilee Gardens, and Cllr O'Neill wished for his passing to be formally noted.

C02411-06 Chair's Report

The Chair, Cllr O'Neill read out his report which has been circulated to all Councillors. Within his report Cllr O'Neill highlighted the success of recent events including Halloween Parties at both West Cross and at The Hub, Underhill Park.

Cllr O'Neill attended two events locally to mark Remembrance Commemorations. He attended Oystermouth Castle at the invitation of The Friends of Oystermouth Castle and witnessed the unveiling of 6,000 poppies being draped down the side of The Castle. This magnificent display had been created and netted together through the efforts of local volunteers. In addition, Cllr O'Neill attended the Remembrance Sunday Service at All Saints Church and the Service at the Seaside Memorial both of which were well attended.

In contrast to the well-established remembrance services, Cllr O'Neill highlighted the inaugural photographic competition entitled 'Essence of Mumbles' which will be commencing on 16th November 2024.

C02411-07 Clerk's Report

The Clerk thanked all councillors and staff for their best wishes and support during her sick leave. During her absence projects had been progressed including preparations for installing Christmas Lights for Mumbles, together with fencing and resurfacing at Langland Tennis Courts. A discussion took place concerning maintenance of the shrubbery surrounding Langland Tennis Courts.

C02411-08 Financial Report for October 2024**RECOMMENDED that**

1. The payments made by the RFO in October 2024 are retrospectively approved.
2. The budget monitoring report to 30/09/2024 is approved

Financial reports prepared by RFO Paul Beynon had previously been provided to councillors. The Clerk provided a brief outline on the reports and offered to take questions in relation to these reports. No questions were raised.

Reports attached at Annex A

RESOLVED to retrospectively approve payments made by the RFO for October 2024.

RESOLVED to approve the budget monitoring report to 30/09/2024.

C02411-09 Report from Chair of Finance and Compliance Committee

Cllr Rob Marshall outlined that the main focus of the previous meeting had revolved around grant applications which are the subject of agenda items to follow, [C02411-15 and 16](#) refer. Cllr Marshall was pleased to inform Council that Mumbles Movers and Groovers (who had previously applied for grants with MCC) had successfully applied for lottery funding which will cover the cost of providing free lessons to groups at Ostreme for between three and three and a half years.

C02411-10 Report from Chair of Community and Social Development Committee

Cllr Ian Scott stated that issues concerning the exercise equipment on Mumbles Front at West Cross were progressing. Cllr Scott will further progress the fencing, re-surfacing and ground maintenance of Langland tennis Courts at the next committee meeting.

Cllr Helen Nelson arrived at the meeting at 6.52pm

C02411-11 Report from Chair of Environmental Committee

Cllr Carrie Townsend Jones had provided a written report which had been circulated to councillors prior to the meeting. A recommendation to create a working group in relation The Big Climate Leap is detailed within agenda item [C02411-13](#). Other highlights of the report include details of monthly litter picks, the forthcoming Environmental Green Fair at The Waterfront Museum on 23rd and 24th November 2024. The next Green Heroes event takes place on 3rd December 2024 at 5.30pm at The Hub, Underhill Park.

Following Cllr Townsend Jones outlining her report a discussion took place as to whether litter collection days should also take place on Saturdays, it was **RESOLVED** that individual councillors should liaise with Robert Hernando on an event-by-event basis.

C02411-12 Report from Chair of Culture, Tourism and Communications Committee

Cllr Angela O'Connor outlined that recommendations made by the committee are detailed within agenda item [C02411-13 and C02411-20](#).

In addition, The Honour of Mumbles Award is to be discussed at the next committee meeting as an agenda item. Although the recent Halloween events had been very successful, concerns were raised that some posters advertising the events had not reflected the financial support provided by MCC. It was the general consensus of the Council that this was an administrative error but that such cases should be fed back to the respective working groups to prevent future breaches of the guidelines occurring.

C02411-13 Committee Recommendations

To consider the recommendations to Council made by Committees at their September meetings.

The Chair outlined the following recommendations from The Environmental Committee held on 28 October 2024

Recommended that a Big Climate Leap Working Group be established to review the report and take forward the recommendations made. Membership of the Group is open to all councillors and anyone who would like to be a member of the Group to give their names to the Clerk by Friday, 15/11/2024.

RESOLVED: That that a Big Climate Leap Working Group be established as detailed above with particular emphasis on all councillors not just those from The Environmental Committee contributing. Anyone who would like to be a member of the Group to give their names to the Clerk by Friday, 15/11/2024.

The remaining recommendation from The Culture, Tourism and Communication Committee was discussed under agenda item [C02411-20](#).

C02411-14 Report: To consider grant funding application - Lanes of Mumbles

Lanes of Mumbles Grant Application

Grant Application for £700, to improve the appearance and biodiversity of The Mumbles Lanes.

During the discussion all councillors were enthusiastic concerning the proposed improvements to Mumbles and pleased that Cash Hardware, a local business would be benefiting from the initiative. The Councillors hoped that similar projects will be initiated for other areas within MCC.

RESOLVED: that using the Budget FC1, the amount of £700 be granted to improve the appearance and biodiversity of The Mumbles Lanes.

C02411-15 Report: To consider Councillors Remuneration Policy 2024/2025

The Clerk outlined individually recommendations arising from the Independent Remuneration Panel for Wales (IRPW) who publish an annual report outlining the type of remuneration that can be paid. MCC derives its power to accept or reject these recommendations under The local Government (Wales) Measure 2011.

Each of the recommendations were discussed and voted upon as outlined below:-

1. Reimbursement for Consumables

RESOLVED : The Council recommended a payment of £52 per councillor to be made as opposed to the full reimbursement of costs being met.

2. Senior Roles

RESOLVED: The Council recommended that the Chair of each committee (Finance & Compliance, Environment, Community & Social Development and Culture, Tourism & Communication) each receive £500 Senior Role Payment in 2024/25. It was further agreed not to take up the option of providing payment for three additional Senior Roles.

3. Travel and Subsistence Costs

In discussion it was outlined that the policy of MCC is to pay travel and subsistence costs to councillors when undertaking approved duties at the rates outlined in the current Remuneration Policy.

RESOLVED: The Council recommended the option to pay Travel and Subsistence costs as outlined in the above policy document for 2024/25.

4. Compensation and Financial Loss

In discussion it was outlined that the policy of MCC is to compensate councillors where financial loss has occurred as a result of attending approved duties.

RESOLVED: The Council recommended that councillors be compensated for financial loss during 2024/25.

5. Civic Head and Deputy Civic Head

RESOLVED: The Council recommended the payment of £1,500 to the Chair and £500 to the Vice Chair for 2024/25.

6. Attendance Allowance

In discussion it was the opinion of all Councillors that whilst limited financial provision is made for the wide-ranging and time-consuming duties of Councillors, particularly The Chairs, attendance payments were not appropriate as the councillors contribute to such meetings as part of their civic duties and not to be financially compensated for.

RESOLVED: the Council recommended not to introduce a scheme for the payment of Attendance Allowance for councillors.

To consider: Virement of underspend from Underhill Halloween Event to Christmas Light Switch on.

C02411-16

A discussion took place as to why £382 was being considered to be transferred for the purpose of contributing towards the costs of providing Christmas Lights. The Councillors were displeased that £382 was being added to a budget of £2,000.

RESOLVED: To Approve the virement of underspend from Underhill Halloween Event to Christmas Light Switch on.

C02411-17 Exclusion of Press and Public

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that the press and public be excluded for 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.

Cllr Marshall left the meeting between 7.47pm and 7.49pm

Standing Orders were suspended, and the recording of the meeting was suspended at 7.53pm.

C02411-18 Ostreme Centre Update

Report on the progress of the Ostreme Centre and to consider issuing a public statement on the update.

RESLOVED: To accept the recommendations contained within the update report.

C02411-19 Underhill Discussion

To consider advice from MCC's Solicitors

The legal advice from MCC Solicitors had not been received and the agenda item was deferred to December's Meeting.

C02411-20 Mumblesfest

To discuss recommended changes to Mumblesfest

RESLOVED: To accept the recommendations relating to MumblesFest 2025

C02411-21 Story of Mumbles

Verbal update Cllr Will Thomas

RESLOVED: To accept the recommendations as set out by Cllr Thomas relating to The Story of Mumbles.

Meeting Finished at 8.38pm

Next meeting: Full Council 10th December 2024.

ANNEX A

Electronic and Cheque Payments for Retrospective Approval**October 2024**

	£	£	£
01/10/24 Swansea Council – Ostreme Trade Waste September 2024	15.60	0.00	15.60
01/10/24 DCWW – Ostreme Water October 2024	104.00	0.00	104.00
01/10/24 M&S – Coffee with Friends 01/10/2024	21.55	0.00	21.55
02/10/24 NHBS – Pond Dipping Kit	44.99	9.00	53.99
03/10/24 Grenke – Photocopier Leasing October to December 2024	186.00	37.20	223.20
04/10/24 Information Commissioner’s Office – Data Protection Fee 2024-25	40.00	0.00	40.00
04/10/24 Clear Translation – Welsh Translation August 2024	312.51	62.50	375.01
04/10/24 Virgin Media – Broadband and Phone September 2024	68.99	13.80	82.79
04/10/24 Don Bagley – Unibond Adhesive	9.38	0.00	9.38
04/10/24 Purple Penguin Party – Boarspit Bash Entertainer	300.00	0.00	300.00
08/10/24 M&S – Coffee with Friends 08/10/2024	1.45	0.00	1.45
09/10/24 Amazon – West Cross Halloween Party Lights	18.32	3.66	21.98
09/10/24 Amazon – West Cross Halloween Party Lights	10.82	2.16	12.98
09/10/24 Managed Technology – Photocopier Usage August 2024	5.54	1.11	6.65
09/10/24 Blachere Illuminations – Hire Charge New Ostreme Christmas Lights	2,299.00	459.80	2,758.80
11/10/24 IONOS – Story of Mumbles Domain Name	41.00	5.20	46.20
11/10/24 K Evans Electrical – Repair Fusebox Fault	75.00	15.00	90.00
14/10/24 J Parker Dutch Bulbs – Bulb Planting	750.75	150.15	900.90
14/10/24 Giff Gaff – RFO Mobile Phone October 2024	5.00	1.00	6.00
15/10/24 Gower Unearthed – Story of Mumbles August 2024	1,100.00	0.00	1,100.00
15/10/24 Amazon – West Cross Halloween Party Lights	16.15	3.23	19.38
15/10/24 M&S – Coffee with Friends 15/10/2024	19.05	0.00	19.05

15/10/24	HD Adcock – Ostreme Janitorial Supplies	234.73	46.95	281.68
16/10/24	Royal British Legion – Remembrance Wreath	20.41	4.08	24.49
17/10/24	Atkins Accountants – Payroll Q2 2024/25	75.60	15.12	90.72
17/10/24	Maverick – Skatepark Sealing	1,500.00	300.00	1,800.00
18/10/24	Ashley Lawson – Phone Allowance	40.00	0.00	40.00
18/10/24	Baker Ross – Halloween Party Craft Goods	88.21	17.64	105.85
18/10/24	Jargon 3 – Ostreme H & S Consultant September 2024	242.50	0.00	242.50
18/10/24	One Voice Wales – Councillor Training	40.00	0.00	40.00
18/10/24	One Voice Wales – Councillor Training	40.00	0.00	40.00
18/10/24	One Voice Wales – Councillor Training	40.00	0.00	40.00
18/10/24	Cllr Sara Keeton – West Cross Warm Hub 07/06 and 05/07/2024	26.30	0.00	26.30
18/10/24	Cllr Sara Keeton – West Cross Warm Hub 16/08 and 03/10/2024	23.19	0.00	23.19
18/10/24	Cllr Sara Keeton – West Cross Halloween Party Pumpkin/Skeleton Lights	4.99	0.00	4.99
18/10/24	Diane Athernought – Office Milk 07/10	1.20	0.00	1.20
18/10/24	Elaine Wright – Ostreme Signs	4.99	0.00	4.99
18/10/24	Elaine Wright – Ostreme Ladder Tags	14.89	0.00	14.89
18/10/24	Elaine Wright – Ostreme Signs	11.48	0.00	11.48
18/10/24	Cllr Sara Keeton – West Cross Halloween Party Pumpkins	40.00	0.00	40.00
18/10/24	Cllr Sara Keeton – West Cross Warm Hub 18/10/2024	4.68	0.00	4.68
18/10/24	Stephen Thomas – Halloween Party DJ Balance	120.00	0.00	120.00
18/10/24	West Cross Sunday Tea Group - Grant	425.00	0.00	425.00
18/10/24	Elaine Wright – Blu Tac for New Internal Signs	4.49	0.00	4.49
21/10/24	BT Group – Back Up Service	29.85	5.97	35.82
21/10/24	Swansea Council – Twinning Buffet	880.00	176.00	1,056.00
21/10/24	Barclaycard October 2024 – see below	424.93	0.00	424.93
22/10/24	Emorsgate Seeds – Wildflower Planting	172.00	0.00	172.00
21/10/24	M&S – Coffee with Friends 22/10/2024	24.00	0.00	24.00
25/10/24	Staff Salaries – October 2024	13,743.53	0.00	13,743.53
25/10/24	Staff Telephone Allowances – October 2024	60.00	0.00	60.00
25/10/24	Total Energies – Ostreme Gas September 2024	79.28	3.96	83.24
25/10/24	Giff Gaff – E&SEO Mobile Phone	10.00	0.00	10.00

28/10/24	White Hinge – Reusable CPR Face Masks	31.50	6.30	37.80
29/10/24	M&S – Coffee with Friends 29/10/2024	22.45	0.00	22.45
29/10/24	HMRC – Payroll Deductions October 2024	3,590.20	0.00	3,590.20
29/10/24	SA1 Creative – Multimedia Consultant October 2024	700.00	140.00	840.00
29/10/24	The Environment Centre - Green Fair Stall	45.00	0.00	45.00
29/10/24	SA1 Solutions – IT Support	42.90	8.58	51.48
29/10/24	Banner Business Solutions – Photocopier Paper	17.50	3.50	21.00
29/10/24	Banner Business Solutions – Office Kettle	29.00	5.80	34.80
29/10/24	Banner Business Solutions – Laptop Stand	18.48	3.70	22.18
29/10/24	CIA Fire and Security – Smart Access Gate Maintenance Contract	551.00	110.20	661.20
29/10/24	Npower – Electricity West Cross Christmas Tree September 2024	53.49	2.67	56.16
29/10/24	OCA – Broadband and Phone October 2024	72.29	0.00	72.29
29/10/24	Diane Athernought – Office Milk 21/10/2024	1.20	0.00	1.20
29/10/24	Don Bagley – Gorilla Tape and Evo Stik	18.50	0.00	18.50
29/10/24	Bev Rogers – Story of Mumbles Refreshments	8.65	0.00	8.65
29/10/24	Virgin Media – Broadband and Phone October 2024	68.75	13.75	82.50
29/10/24	Clr Helen Nelson – Easter Egg Hunt	246.00	0.00	246.00
29/10/24	Kerry-Leigh Grabham – Meeting Expenses	6.25	0.00	6.25
29/10/24	Swansea Council – Pension Contributions October 2024	4,858.93	0.00	4,858.93
	Total	34,267.62	1,628.03	35,895.65

Barclaycard Purchases – October 2024 Statement

	£
Adobe - Adobe Creative	56.98
Microsoft Corp – Online Services	197.76
Microsoft Corp – Online Services	147.00
Breathe – HR System	21.60
Google – Storage	1.59

Total **424.93**

2- Income – October 2024

	£
Swansea Council – MumblesFest Damage Bond Refund	500.00
National Lottery – Skatepark Revenue Grant	3,662.50
Amazon – Faulty Halloween Light Refund	21.98
Ostreme Centre – Income September 2024	4,533.76
Total	8,718.24

3 – Bank Balances as at 06/11/2024

	£
Current Account	14,988.44
Savings Account	373,383.17
Total	388,371.61

4 - Budget Monitoring to 30/09/2024

The Budget Monitoring reports to 30/09/2024 are summarised in the table below.

Service	Budget £	Actual £	+/- Under/Over £
Community & Social Development	151,200	107,025	44,175
Culture, Tourism & Communications	89,450	36,535	52,915
Environmental	43,500	-4,727	48,227
Finance & Compliance	170,600	48,675	121,925
Ostreme Centre	32,900	11,452	21,448
General Fund	48,700	28,416	20,284
Office Costs	2,850	2,449	401

Payroll	255,100	120,303	134,797
Contingency	69,150	0	69,150
Total	863,450	350,128	513,322

Actual expenditure to 30/09/2024 represents 32.5% of the annual budget for 2024/25.

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