

Minutes of the Monthly Meeting of Mumbles Community Council held on 14 January 2025 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, Helen Nelson, Phil Keeton, Laura Gilbert, Trevor Carr and Will Thomas (Vice-Chair).

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

C02501-01 Apologies for Absence: Cllrs Tim Zhou, Richard Jarvis, Hannah Hunter and Angela O'Connor

C02501-02 Declarations of Interest:
There were no declarations of interest.

C02501-07 Introduction from New Cllrs Trevor Carr & Laura Gilbert
The Chair, Cllr O'Neill brought forward this agenda item and formally welcomed two new Councillors, Cllr Trevor Carr and Cllr Laura Gilbert.

At the invitation of The Chair, Cllrs Carr and Gilbert briefly detailed their involvement and connections to Mumbles over many years, both in their family and professional lives. Cllr Carr, a qualified charter surveyor and Cllr Gilbert a qualified teacher, who is actively involved in local business; both hoped to make a valuable contribution to Mumbles and the surrounding area through their involvement with MCC.

C02501-03 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.

One member of the public appeared to join the meeting via the video link and was identified on the screen as 'Jo', however this person declined to engage with the meeting when invited to do so by The Chair, Cllr O'Neill. No representations from the public had been made prior to the meeting commencing.

C02501-04 Minutes of the Monthly Meeting held on 10 December 2024

To approve the minutes of the Monthly Meeting held on 10 December 2024 as a true record.

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

C02501-05 Clerk's Report

The Clerk outlined two main points.

Firstly, that MCC is undertaking a new initiative, The Support Café, that is being piloted on Thursdays. The next meeting will be taking place on Thursday 16th February between 1 and 3pm and will be looking to support individuals in relation to food poverty.

Secondly, the Office at The Ostreme Centre will not be staffed on Friday 28th January 2025 due to staff training. All Councillors will be provided with a reminder closer to the time.

C02501-06 Chair's Report

The Chair, Cllr O'Neill read out his report which had been circulated to all Council members. In addition to welcoming the two new Councillors (Cllrs Carr and Gilbert), Cllr O'Neill highlighted the importance for all Councillors to properly prepare for the forthcoming Budget Scrutiny Meeting on 21st January 2025 which should facilitate this important event.

Cllr O'Neill detailed a number of events that had either taken place over the Christmas Period or will take place in the coming weeks, however The Chair wished to highlight the benefits of The Support Café, a new initiative that will augment the existing Coffee With Friends held on Tuesdays.

C02501-08 Financial Report for January 2025**RECOMMENDED that**

1. The payments made by the RFO in December 2024 are retrospectively approved.
2. The budget monitoring report to 30/11/2024 is approved

Financial reports prepared by RFO Paul Beynon had previously been provided to councillors. The Clerk offered to take questions in relation to these reports. The Clerk confirmed that money held by MCC was in an interest-bearing deposit account.

ACTION: The Clerk will update all Councillors with details of the MCC Deposit Account, including the interest rate on 15.01.25 via e-mail

Reports attached at **Annex A**

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

RESOLVED to approve the budget monitoring report to 30/11/2024.

CO2501-09 Mumbles Tennis Courts (Sea front) Consultation -
https://www.swansea.gov.uk/MumblesSurvey0912?fbclid=IwY2xjawHrKQhleHRuA2FibQIxMAABHf6iJqhhW_5oun-MNu97qHi5oX9NbCDFD-3giTLn-xVuMIQrjPvS7y7bAA_aem_Tl8bMSxmTmTnugro9R52-w

A discussion took place on the future of the tennis courts on the Mumbles Promenade. This has already generated considerable public interest with over 1,000 members of the public providing feedback to SCC on the first day of seeking the public views on the matter. It was the general consensus that whilst the tennis courts should remain in the public domain and for the public use, the precise nature for their use should be decided through public consultation. Should MCC provide specific guidance on this matter it may stifle public consultation on the matter.

RESOLVED: The Clerk will write to SCC expressing a wish on behalf of MCC that the tennis courts remain in the public domain for the use of the public, who should decide on their precise use following a period of public consultation.

CO2501-10 Report from Chair of Finance and Compliance Committee

Cllr Rob Marshall had no further update due to no meeting taking place in December 2024.

CO2501-11 Report from Chair of Community and Social Development Committee

Cllr Ian Scott stated that no meeting had taken place in December 2024. Cllr Scott thanked The Clerk for arranging through SCC for the installation of exercise equipment at the West Cross Seafront to be paid for by SCC.

Cllr Helen Nelson arrived at 6.57pm

CO2501-12 Report from Chair of Environmental Committee

Cllr Carrie Townsend Jones outlined planned events for the forthcoming months which had been circulated to Councillors prior to the meeting.

Key events include:-

- The design of signage on Mumbles Road being progressed to direct the public to water fillers and Norton Nature Reserve.
- Progress on Jubilee Gardens which should be completed in March 2025 (designs again circulated to members prior to the meeting).
- Climate Emergency link with SCC with an initial focus on addressing flooding.
- Mumbles Garden Question Time on 28th March 2025.
- Green Heroes Event in March 2025
- Tree pruning workshop at The Orchard, Norton Nature Reserve on 18th January 2025
- Details of litter pick and other volunteer events.

ACTION: Cllr Townsend Jones to forward plans of proposed changes to Jubilee Gardens to all councillors.

C02501-13 Report from Chair of Culture, Tourism and Communications Committee

In the absence of Cllr Angela O'Connor, Cllr Rob Marshall stated that Claire Anderson, the Events Officer was currently focused on arranging the Family Fun Days in preparation for The February Half Term.

C02501-14 Committee Recommendations

There were no committee recommendations as no committees were held in December 2024.

C02501-15 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.

Standing Orders were suspended, and the recording of the meeting was suspended at 7.06pm.

C02501-16**Quotes**

To agree on quotes received for various services provided to Council.

Discussion took place regarding recommendations made in the previously circulated document in relation to the post of Heritage Co-Ordinator.

RESOLVED to approve recommendations made within the report.

Discussion took place regarding recommendations made in the previously circulated documents in relation to HR provision.

RESOLVED to approve proposals made by 'worknest' contained within their report for a 36 month period.

Discussion took place regarding the provision of IT contained within previously circulated documents.

RESOLVED to defer a recommendation until the February Full Council Meeting pending further enquiries being made by RFO regarding whether the cost of maintaining hybrid equipment can be included and whether the overall costs provided by the companies can be reduced.

Cllr Carr left the meeting at 7.38om returning at 7.39pm

Meeting Finished at 8.42pm

Next meeting: Full Council 11th February 2025

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ANNEX A
Electronic and Cheque Payments for Retrospective Approval
December 2024

		£	£	£
02/12/24	Swansea Council – Ostreme Trade Waste	15.60	0.00	15.60
02/12/24	DCWW – Ostreme Water December 2024	104.00	0.00	104.00
02/12/24	Giff Gaff – E&SEO Mobile Phone	8.33	1.67	10.00
02/12/24	M&S – Coffee with Friends 03/12/2024	23.05	0.00	23.05
06/12/24	Swansea Council – Annual Rent West Cross Christmas Tree	100.00	0.00	100.00
06/12/24	Swansea Council – Annual Rent Southend Gardens Christmas Tree	100.00	0.00	100.00
06/12/24	Swansea Council – Annual Rent Blackpill Christmas Tree	100.00	0.00	100.00
06/12/24	Swansea Council – Annual Rent Oystermouth Christmas Tree	100.00	0.00	100.00
06/12/24	Baker Ross – Craft Goods West Cross Warm Hub	46.88	9.37	56.25
06/12/24	Cash Hardware – Groundsperson’s Resources	42.47	8.49	50.96
06/12/24	Ian Hughes - Mileage	13.50	0.00	13.50
06/12/24	Jargon 3 – Ostreme H&S Consultant December 2024	242.50	0.00	242.50
09/12/24	Amazon – West Cross Christmas Party Lights	27.82	5.58	33.40
09/12/24	Amazon – West Cross Christmas Party Lights	17.48	3.50	20.98
10/12/24	Greggs – Coffee with Friends 10/12/2024	102.80	0.00	102.80
10/12/24	Tesco – Coffee with Friends 10/12/2024	1.55	0.00	1.55
10/12/24	M&S – Coffee with Friends 10/12/2024	47.25	0.00	47.25
11/12/24	Locally Baked – West Cross Christmas Party	317.00	0.00	317.00

11/12/24	Caswell Catering – Oystermouth Christmas Party	375.00	75.00	450.00
11/12/24	Caswell Catering – Newton Christmas Party	480.00	96.00	576.00
11/12/24	Rob Hernando – Environmental Fair	11.75	0.00	11.75
11/12/24	Cllr Sara Keeton – West Cross Warm Hub 29/11/2024	10.60	0.00	10.60
11/12/24	Diane Athernought – Office Milk 02/12/2024	1.20	0.00	1.20
11/12/24	Claire Anderson – Newton Christmas Party	19.90	0.00	19.90
11/12/24	Newton Primary School – Concert Buffet	200.00	0.00	200.00
11/12/24	Gower Unearthed – Story of Mumbles November 2024	1,100.00	0.00	1,100.00
11/12/24	Wild Horizons – Jubilee Garden Ecological Assessment	250.00	0.00	250.00
11/12/24	All About The Image – Essence of Mumbles Project Management	200.00	0.00	200.00
12/12/24	Tesco – Oystermouth Christmas Party	20.30	0.00	20.30
16/12/24	Giff Gaff – RFO Mobile Phone December 2024	5.00	1.00	6.00
16/12/24	Adcock - Ostreme Janitorial Supplies	194.64	38.93	233.57
16/12/24	M&S – Coffee with Friends 17/12/2024	19.05	0.00	19.05
18/12/24	Apogee - Photocopier	69.30	13.86	83.16
19/12/24	Swansea Council – Land Train Hire	200.00	0.00	200.00
19/12/24	Greggs – Cllr/Staff Christmas Meeting	38.55	0.00	38.55
19/12/24	M&S – Cllr/Staff Christmas Meeting	54.40	0.00	54.40
20/12/24	Upper Norton Field Allotment Association - Grant	1,836.00	0.00	1,836.00
20/12/24	Infinity Document Solutions – Photocopier Usage October 2024	20.27	4.05	24.32
20/12/24	OCA – Broadband and Phone December 2024	72.29	0.00	72.29
20/12/24	Cllr Phil Keeton – West Cross Christmas Party	72.23	0.00	72.23
20/12/24	Claire Anderson - Mileage	30.60	0.00	30.60
20/12/24	Npower – Electricity West Cross Christmas Tree November 2024	55.54	2.78	58.32
20/12/24	NSP – HR Solutions – HR Support November 2024	325.00	65.00	390.00

20/12/24	Cllr Sara Keeton – West Cross Warm Hub 06/12/2024	20.54	0.00	20.54
20/12/24	Diane Athernought – Office Milk 10/12/2024	1.20	0.00	1.20
20/12/24	Rob Hernando – No Admittance Sign and Cable Ties Jubilee Garden Boxes Merry Mumbles Event	9.49	0.00	9.49
20/12/24	Kerry Grabham – Meeting Expenses	6.05	0.00	6.05
20/12/24	Kerry Grabham – Meeting Expenses	6.00	0.00	6.00
20/12/24	Cllr Sara Keeton – West Cross Christmas Party	12.98	0.00	12.98
20/12/24	One Voice Wales – Cllr Training	40.00	0.00	40.00
20/12/24	Cash Hardware – Account February to November 2024	1,023.92	169.93	1,193.85
20/12/24	Jargon 3 – Ostreme H&S Consultant January 2025	242.50	0.00	242.50
20/12/24	St Peter’s Church & Hall – Newton Christmas Party	100.00	0.00	100.00
20/12/24	Diane Athernought – Office Milk 17/12/2024	1.20	0.00	1.20
20/12/24	SA1 Solutions – Laptop Charger	25.00	5.00	30.00
20/12/24	SA1 Solutions – IT Support	49.00	9.80	58.80
20/12/24	SA1 Creative – Multimedia Consultant December 2024	700.00	140.00	840.00
20/12/24	Clear Translation – Welsh Translation November 2024	423.63	84.70	508.33
20/12/24	West Cross Community Association – Warm Hub and Quiz Hall Hire November and December 2024	290.00	0.00	290.00
20/12/24	SA1 Solutions – IT Support	69.55	13.91	83.46
20/12/24	Banner Business Solutions – Plastic Wallets and Coffee	31.65	1.34	32.99
20/12/24	Banner Business Solutions – Printer Paper	18.50	3.70	22.20
20/12/24	SA1 Solutions – External Hard Drive	81.00	16.20	97.20
20/12/24	Infinity Document Solutions – Photocopier Usage November 2024	114.53	22.91	137.44
20/12/24	Friends of Clyne Gardens – Gazebo Grant	6,000.00	0.00	6,000.00
20/12/24	Amusement Equipment Co – West Cross Christmas Quiz Food	275.00	0.00	275.00

20/12/24	All Saints Church – Ostreme Rent Review Arrears September 2024	1,243.50	0.00	1,243.50
23/12/24	Staff Salaries - December 2024	17,734.49	0.00	17,734.49
23/11/24	Staff Telephone Allowances – December 2024	60.00	0.00	60.00
23/12/24	Cheers Wine Merchants – Oystermouth Christmas Party	82.92	16.58	99.50
23/12/24	Barclaycard – December 2024 see below	1,057.73	0,00	1,057.73
27/12/24	All saints Church – Ostreme Lease Q3	4,993.50	0.00	4,993.50
27/12/24	Total Energies – Ostreme Gas November 2024	347.53	17.38	364.91
31/12/24	HMRC – Payroll Deductions December 2024	6,490.30	0.00	6,490.30
31/12/24	Swansea Council – Pension Contributions December 2024	6,630.38	0.00	6,630.38

Total		55,253.94	826.68	56,080.62
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Barclaycard Purchases – December 2024 Statement

	£
Adobe - Adobe Creative	56.98
Microsoft Corp – Online Services	197.76
Microsoft Corp – Online Services	147.00
Breathe – HR System	21.60
Click Up - Subscription	632.80
Google – Storage	1.59

Total				1,057.73
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2- Income – December 2024

	£
Swansea Council – Team Mumbles Coffee with Friends Sponsorship	100.00
Swansea Council – Team Mumbles Printing	25.00
Swansea Council – Holiday Food Fund Grant	2,500.00
Swansea Council – Family Fun Day Grant	1,900.00

Swansea Council – West Cross Pantry Grant	1,500.00
Swansea Council – Warm Hub and Support Cafe	4,020.00
Swansea Council – Precept Inst 3	273,200.00
Ostreme Centre – Income December 2024	3,697.50
Total	286,942.50

3 – Bank Balances as at 10/01/2025

	£
Current Account	13,317.97
Savings Account	569,361.59
Total	582,679.56

4 - Budget Monitoring to 30/11/2024

The Budget Monitoring reports to 30/11/2024 are summarised in the table below.

Service	Budget £	Actual £	+/- Under/Over £
Community & Social Development	156,200	105,519	50,681
Culture, Tourism & Communications	89,450	48,062	41,388
Environmental	43,500	-2,666	46,166
Finance & Compliance	170,600	53,222	117,378
Ostreme Centre	32,900	11,004	21,896
General Fund	48,700	32,130	16,570
Office Costs	2,850	3,069	-219
Payroll	255,100	165,257	89,843
Contingency	64,150	0	64,150
Total	863,450	415,597	447,853

Actual expenditure to 30/11/2024 represents 40% of the annual budget for 2024/25.

RECOMMENDED that

- a) The payments made by the RFO in December 2024 are retrospectively approved.
- b) The Budget Monitoring report to 30/11/2024 is approved.

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