

## Minutes of the Monthly Meeting of Mumbles Community Council held on 9 December 2025 at 6.30pm (Hybrid Meeting at the Ostreme Centre and via Teams)

**Members Present:** Cllrs Will Thomas (Chair), Martin O'Neill (Vice Chair), Rob Marshall, Francesca O'Brien, Ian Scott, Laura Gilbert, Sara Keeton, Rebecca Fogarty, Angela O'Connor, Pam Erasmus, Tim Zhou, Helen Nelson and Carrie Townsend Jones

**Officers Present:** Kerry Graham - Chief Officer, Diane Athernought - Finance Assistant, and Ian Hughes - CSO.

**C02512-01 Apologies for Absence:** Cllrs Phil Keeton, Richard Jarvis, Xanthe Keeton, Dave Lewis and Trevor Carr.

**C02512-02 Declarations of Interest:**

Cllrs Rebecca Fogerty, Sara Keeton, Francesca O'Brien and Will Thomas, all declared personal interests in their capacity as both councillors with SCC and MCC.

Regarding agenda item **C02512-08**. (To consider recommendation relating Ysgol Cymraeg Grant Application both Cllrs Rebecca Fogerty and Helen Nelson left the meeting for the duration of this recommendation being discussed and being voted upon due to a conflict of interest as school, governors, returning to the meeting at 7.03pm

Cllr O'Connor declared a personal interest as a member of Newton Athletic Football Club, regarding agenda item **C02512-08** (review of fees & charges at Underhill Park)

The CO declared a personal interest in agenda item **C02512-15** for which she will leave the meeting at the relevant time.

**C02512-03 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, Mr James Harris joined the meeting in person at 6.52pm. He had a specific interest in agenda item **C02512-10** relating to the Harry Libby Memorial Plinth.

**CO2512-04 To approve the minutes of the meeting held on 11<sup>th</sup> November 2025**

To approve the minutes of the Full Council Meeting held on 11<sup>th</sup> November 2025 as a true record.

**RESOLVED** To approve the minutes of the Full Council Meeting held on 11<sup>th</sup> November 2025 as a true record

**CO2512-05 Chair's Report**

Cllr Will Thomas provided a verbal update on significant events. This included Cllr Thomas stating that the consultation process was now live and can be accessed through the MCC Website. As part of the process a number of schools will be visited, and Cllr Thomas had an informative dialogue with pupils on a recent visit to Newton Primary School.

In addition, Cllr Thomas stressed the importance of the forthcoming budget-setting meeting in January and finally Cllr Thomas wished everyone a Happy Christmas.

**CO2512-06 Clerk's Report**

The CO had provided Councillors with a report prior to the Full Council Meeting.

The CO outlined key aspects from the report and addressed questions from councillors including

- **Graffiti Removal – Skatepark**  
Under delegated powers The CO had instructed One Stop Solutions to carry out graffiti removal at a cost of £2,600 including VAT. The CO also thanked Mumbles Skatepark Association for their generous £350 contribution toward this work
- **Flip The Streets – Update**  
The CO, and Cllr Ian Scott met with Professor Lella Nouri from *Flip The Streets* to explore opportunities for a community-led street art project and improved engagement with skatepark users. It was a very positive discussion and further information to be provided by Cllr Scott in his Chair's Report.
- **Community Consultation – School Engagement**  
CO visited Whitestone Primary School as part of consultation process, raising awareness of the Council's role within the community. Importance of completing the survey highlighted.
- **Section 6 Biodiversity and Resilience Duty Report**  
Approval being sought to publish the updated report on the MCC website to ensure full compliance with statutory requirements.
- **Office Christmas Closure**  
The MCC Office will close on Monday 23rd December at 2:00pm, until Monday 5th January 2026.

**CO2512-07 Financial Report for November 2025****RECOMMENDED that**

1. The payments made by the RFO for November 2025 be retrospectively approved
2. To approve the budget monitoring report for September 2025
3. To retrospectively approve bank transfers made between Mumbles Community Council's bank accounts from November 2025

Financial reports prepared by RFO Paul Beynon had previously been provided to Councillors and the CO addressed questions from Councillors.

The CO noted that the above budget monitoring report should refer to October and not September. It was also noted that councillors' use of their individual budgets should also be recorded within budgeting reports.

The use of translators (English to Welsh) was discussed.

**ACTION:** CO to explore opportunities for free Welsh translation services.

Other items discussed included the cost of a Halloween Party at West Cross, the content of the forthcoming MCC Newsletter, the supplier of coffee to the Hub at Underhill Park and an update on obtaining a higher yield of interest for the MCC bank account.

**RESOLVED** To retrospectively approve the payments made by the RFO for November 2025

**RESOLVED** To approve the budget monitoring report for October 2025

**RESOLVED** To retrospectively approve bank transfers made between Mumbles Community Council's bank accounts from November 2025.

Mr James Harris joined the meeting at 6.52pm

**CO2512-08 To consider Committee Recommendations**

To consider any recommendations to Council made by the Committees in November 2025.

**Cllr Marshall outlined the following recommendations from the Finance and Compliance Committee Meeting held on 17<sup>th</sup> November 2025.**

**1. Mumbles Croquet Club Grant Application**

Grant Application for £656.77 to contribute towards regular maintenance of facilities.

Mr Paul Davies, the secretary of Mumbles Croquet Club had detailed to the committee on 17.11.25 how vital the grant money would be to the maintenance of the bowling green. Mr Davies had confirmed that the grant would be match-funded and that SCC are paid for carrying out the maintenance work.

Full Council supportive of this application but noted that it should be an aspiration for the club to acquire a greater youth membership.

**ACTION:** Applicant to be encouraged to seek greater youth participation, the purchase of specific child equipment to be considered through an additional grant application.

**RESOLVED** that a grant application for £656.77 be awarded to Mumbles Croquet Club to contribute towards regular maintenance of facilities.

**From Budget FC1 Small and Medium Grants.**

## **2. Victoria Inn Grant Application**

Grant Application for £500 to start conversational Welsh classes in a community environment. Cllr Marshall, highlighted key aspects of the application to committee members who were enthusiastic of involving the local community in learning Welsh.

During the discussion councillors confirmed that the grant would not cover alcohol and would only benefit those learning Welsh.

**ACTION:** Cllr Townsend Jones to liaise with applicant in relation to free learning materials being provided.

**RESOLVED** that a grant application for £500 be awarded to The Victoria to start conversational Welsh classes in a community environment.

**From Budget FC1 Small and Medium Grants.**

## **3. Ysgol Cymraeg Grant Application**

Grant Application for £2,000 contribute towards encouraging all pupils at the school to be involved in gardening for purpose.

Cllrs Rebecca Fogerty and Helen Nelson left the meeting for the duration of this recommendation being discussed and voted upon due to a conflict of interest as school governors returning to the meeting at 7.03pm

The CO informed the committee that such a grant application, emanating from a representative of the school body would be inappropriate due to funding being provided to the school from Welsh Government. A non-controlling representative such as a PTA representative would be permitted to apply.

**RESOLVED** that a grant for £2,000 to Ysgol Cymraeg to contribute towards encouraging all pupils at the school to be involved in gardening for purpose could not be recommended for the above reasons. The applicant to be advised on alternative methods of applying for such a grant which would be in line with guidance.

## **4. Re-Engage Grant Application**

Grant Application for £500 to contribute towards reducing isolation of elderly people who live alone locally.

Full Council were supportive of this application, key aspects of which were outlined by Cllr Marshall.

**RESOLVED** that a grant application for £500 be approved for 'Re-Engage' to contribute to towards reducing isolation of elderly people who live alone locally within the community.

**From Budget FC1 Small and Medium Grants**

#### **4. Review of Fees and Charges - Ostreme Centre and Underhill Hub**

The RFO had distributed a detailed review of fees and charges in relation to The Hub and Ostreme Centre to Councillors prior to the meeting.

The CO highlighted the following amendments to the above document:-

- The fee for Seniors using the AWP should be £150
- The fee for residential use of the AWP should be £120
- The cost of hiring the Coffee Shop area is £30 per hour

The CO outlined to Full Council that the fees compared to the previous year were either frozen or in line with inflation.

Cllr O'Connor declared a personal interest as a member of Newton Athletic Football Club.

**RESOLVED** That Full Council approved the proposed increase in fees and charges as set out above

**The Chair of MCC, Cllr Thomas and Cllr Scott outlined the following recommendation from the Community and Social Development Committee which sat on 19<sup>th</sup> November 2025**

#### **CCTV at Mumbles Skate Park**

Full Council were updated on the proposal to relocate the camera pole from Underhill Park to Mumbles Skatepark. The current maintenance budget applicable to Mumbles Skatepark currently stands at £8,800.

**RECOMMENDED** That up to £1,000 be made available through the virement of budget funds (from the maintenance of Mumbles Skatepark budget) for the relocation of a camera pole from Underhill Park to Mumbles Skatepark and the purchase/hire of surveillance equipment.

**Cllr Townsend Jones outlined the following recommendations from the Environmental Committee held on 28th October 2025**

#### **Castle Woods Paths**

Two areas had arisen from SCC in relation to the development of paths at Castle Woods. A maintenance requirement for the work once completed and for an additional £5,000 to be provided to a contingency fund.

A discussion took place on ensuring that this project progressed. Whilst alternative methods of financial contribution to the project may be considered in the future including the use of councillors personal allowances, it was the consensus of the Full Council that any necessary finance be guaranteed in the short term through the use of funds from the contingency fund.

**ACTION** Cllrs Townsend Jones and Thomas to progress any maintenance requirements connected to the project.

**RESOLVED** that up to £5,000 be made available from MCC's Contingency Fund in the event of additional money being required.

Following the above recommendation being resolved, Cllr Townsend Jones as Chair of the Environmental Committee highlighted key aspects from her update report which had been circulated to councillors prior to the meeting. This included updates on a proposal to have a bike repair station on Mumbles Promenade (initiated by Wheelrights who are currently considering whether to seek a grant via MCC Website), bulb planting, picnic tables, a successful Buzz in Bloom Award Ceremony and Repair Café events at The Hub, Underhill Park becoming monthly events on the second Friday of each month. Lastly volunteer events to resume following the appointment of an Environmental Officer.

Cllr Marshall left the meeting between 7.29pm and 7.32pm

The Chair, Cllr Thomas proposed that due to the presence of Mr James Harris, who had attended the meeting in his capacity as a volunteer with The Story of Mumbles in relation to Harry Libby Plinth Direction Indication, that the relevant agenda item be brought forward to accommodate Mr Harris.

**RESOLVED** That agenda item **CO2512-10** be brought forward in the schedule of items listed.

**CO2512-10 Harry Libby Plinth Direction Indication – Cllr William Thomas**

Cllr Thomas outlined that due to the Mumbles Seafront Development a memorial plinth to Harry Libby had been removed. The CO confirmed that the condition of the memorial is in poor state and alternative locations including Norton Nature reserve had been considered for it to be sited. In addition, a number of local residents had expressed concern over the memorials being permanently moved from Mumbles Promenade.

**RESOLVED** That the Story of Mumbles in conjunction with other interested parties such as Oystermouth Historical Association to consider options for how a permanent memorial to Harry Libby can best be achieved. Proposals to be brought to January's Full Council Meeting

**CO2512-09**

**To consider the following policies**

- a) Social Media Policy**
- b) Equality, Diversity & Inclusivity Policy**
- c) Public Participation Policy**
- d) Model protocol on Member/Officer relationships**
- e) Marquee Loan Policy**

**Social Media Policy**

A Social Media Policy had been circulated to Councillors prior to the meeting who discussed the contents. In particular, behaviour was discussed and it was agreed that poor behaviour be addressed through the existing Code of Conduct.

The consensus of councillors was that, where appropriate, they should be included within photographs used to promote MCC. Examples include where councillors have participated at events particularly when they have been responsible for organising them. Councillors were concerned that a fair

distribution of wards and individual councillors be represented throughout the year in photographs. The use of such photographs would be limited in the lead up to elections.

**RESOLVED** To accept the Social Media Policy with consideration being given to the inclusion of photographs containing councillors for distribution within social media outlets.

**Equality, Diversity & Inclusivity Policy**

An Equality, Diversity & Inclusivity Policy had been circulated to Councillors prior to the meeting who discussed the contents.

**RESOLVED** To accept the Equality, Diversity & Inclusivity Policy.

**Public Participation Policy**

A Public Participation Policy had been circulated to Councillors prior to the meeting who discussed the contents. Councillors wished to balance freedom of speech and access of the public to participate at meetings whilst not accepting irrelevant and bad behaviour. The requirement for the public to provide advance notice of questions was debated and as with other recommendations contained within the report was felt that overall, the report was a well-balanced compromise. However the issue of a vexation policy required further deliberation.

**ACTION** The Chair, Cllr Thomas and CO to explore the option of a vexation policy.

**RESOLVED** To accept the Public Participation Policy.

**Model protocol on Member/Officer relationships**

A Model protocol on Member/Officer relationships Policy had been circulated to Councillors prior to the meeting who discussed the contents. It was noted during the discussion that officers should not be contacted by councillors outside of their working hours.

**RESOLVED** To accept the Model protocol on Member/Officer relationships Policy.

**Marquee Loan Policy**

A Marquee Loan Policy had been circulated to Councillors prior to the meeting who discussed the contents.

**RESOLVED** To accept the Equal Marquee Loan Policy.

**CO2512-11 Biodiversity Crisis Budget – Appointment of Ecologist**

The appointment of an Ecologist, at a cost of up to £400 (subject to quotes being obtained), to advise on the optimal locations for bird and bat boxes to support the Council's Biodiversity Crisis work, and to approve the associated expenditure from the Biodiversity Crisis budget.

**RESOLVED** To accept the appointment of an ecologist as set out above.

**CO2512-12****Floral Decorations 2026 - Selection of Preferred Quote from Swansea Council****To consider the quotes received from Swansea Council for next year's floral decorations (peat-free and peat-reduced options) and to agree which quote to accept.**

Two quotations for floral decorations discussed. One related to a peat reduced compost at £11,039 and the second related to peat free compost at £12,220.40

**RESOLVED** To accept the peat free compost quotation (£12,220.40)

**CO2512-13****Newton Ward Christmas Party - Donation to Newton Church****To consider a donation of £350 to Newton Church, to support the Newton Christmas Party, to be funded from the Newton Ward Christmas Party budget**

A discussion took place on the funding of Christmas parties during which it was clarified that Newton Church Hall is in fact Newton Community Hall.

**RESOLVED** To donate £350 to Newton Community Hall to support the Newton Christmas Party.  
**From Budget CTC8 Community Parties**

**CO2512-14****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 from the following items of business due to the confidential nature of the business to be transacted.

The Chair outlined that the remainder of the meeting needed to be in a 'closed session' due to the sensitive nature of information.

**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 at 8.31pm and the recording of the meeting was suspended. Cllr Fogarty left the meeting at 8.31pm.

**CO2512-15****Underhill Park - Chief Officer Report and Update****To receive and accept the report and update from the Chief Officer relating to Underhill Park:****a) To approve the recommendations contained within the report**

**b) To authorise the Chief Officer to progress the agreed actions and report back to Council as required**

The CO set out the above recommendations.

**RESOLVED** Due to time restraints Councillors agreed to vote on urgent recommendations, detailed below, whilst deferring the remainder of the items to a Special Full Council at a date to be confirmed.

**RESOLVED** To approve **recommendation one**, THAT Council agrees to continue to operate the facility.

**RESOLVED** To approve **recommendation four**, THAT Council agrees to the extension of the current agreement with SCC until March 2026

**RESOLVED** To approve **recommendation five**, THAT Council instruct the Chief Officer to inform Swansea City Council of its decision.

**RESOLVED** To approve **recommendation eight**, THAT Council instructs the Chief Officer to share the consultant's report with the wider stakeholders

**RESOLVED** To approve **recommendation nine**, THAT Council agrees to the creation of the Community Facilities Manager Role with a salary banding of SCP 30–34 (£39,513–£43,699 per annum)

**RESOLVED** To approve **recommendation ten**, THAT Council agrees to the outsourcing of recruitment for the Communities Facilities Manager.

**RESOLVED** To approve **recommendation twelve**, THAT Council agrees to the suggested increase and backdated pay of the Assistant Clerk/RFO to SCP 30–34 (£39,513–£43,699 per annum pro rata) with effect from 01.08.2025. Backdated pay with oncosts totalling £1,579.

**RESOLVED** To approve **recommendation thirteen**, THAT Council agrees to the suggested increase and backdated pay for the Chief Officer SCP 42-45 with effect from 01.08. 2025. Backdated pay and oncosts totalling £1,932.

**RESOLVED** To approve **recommendation fourteen**, THAT Council instructs the Chief Officer to progress the national lottery grant funding application.

**RESOLVED** To approve **recommendation fifteen**, THAT Council instructs the Chief Officer to extend the temporary employment contracts until the end of February 2026.

**Meeting Finished** at 8.56pm

**Next meeting:** Special Meeting of Full Council subsequently arranged for 16<sup>th</sup> December 2025

**ANNEX A**

To be added

DRAFT