

## Minutes of Council Meeting

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11 May 2021

MINUTES of the MONTHLY MEETING of MUMBLES COMMUNITY COUNCIL held via Zoom on Tuesday 11 May 2021

**Present:**

**188.05 Councillors(s)  
.2021**

Tim Bull  
Becca Child  
Pam Erasmus  
Rebecca Fogarty  
Gareth Ford,  
Adam Gilbert  
Richard Jarvis  
Sara Keeton  
Rob Marshall

**Councillors(s)**

Martin O'Neill  
Pip Reason  
Ian Scott  
Rebecca Singh  
Louise Thomas  
William Thomas  
Caroline Townsend Jones  
Linda Tyler-Lloyd

**189.05 Officer in attendance:**

Steve Heydon (Clerk) & Paul Beynon (RFO)

**190.05 Apologies for Absence**

None Given

**191.05 Declarations of Interest**

Cllr Gareth Ford declared a personal interest in item **207.05** - approval of a payment to him of expenses claimed.

**192.05 Minutes of the Monthly Meeting held on 13 April 2021**

**RESOLVED** to confirm as a correct record the minutes of the Monthly Meeting held on 13 April 2021.

**193.05 Clerk's Report**

The Clerk joined the Chair in welcoming the two new members.

He thanked those councillors and volunteers, who have been working hard building recycling centres, putting up gazebos and installing wildflower verges, He singled out three people who were particularly deserving of a mention: Cllrs Gareth Ford, Richard Jarvis and Carrie-Townsend Jones

## 194.05 Chair's Report

The Chair read his report to Council.

**RESOLVED** that the report be noted.

## Finance Report

### Electronic Payments for Retrospective Approval

			£	£	£
<b>195.05</b>	15/04/21	Picseli – Multimedia Consultant April 2021	416.67	83.33	500.00
<b>196.05</b>	15/04/21	SLCC – RFO Membership Fee	166.00	0.00	166.00
<b>197.05</b>	15/04/21	One Voice Wales – Membership Fee	2,996.00	0.00	2,996.00
<b>198.05</b>	16/04/21	Virgin Media – Broadband and Phone March 2021	74.97	14.99	89.96
<b>199.05</b>	16/04/21	Npower – Electricity West Cross Xmas Tree March 2021	32.26	1.61	33.87
<b>200.05</b>	16/04/21	Robert Bowen Planning & Development – SMUGS Planning Application	147.50	0.00	147.50
<b>201.05</b>	16/04/21	Hurley and Davies – Underhill Renewable Energy Review	625.00	125.00	750.00
<b>202.05</b>	16/04/21	Cartwn Cymru – Wildlife Signs Translation	36.00	7.20	43.20
<b>203.05</b>	16/04/21	Broxap – New Bins	9,103.20	1,820.64	10,923.84
<b>204.05</b>	21/04/21	BT Group – Back Up Service	28.95	5.97	34.92
<b>205.05</b>	21/04/21	Barclaycard April 2021 – see below	4,453.28	0.00	4,453.28
<b>206.05</b>	23/04/21	Cllr P Reason – Remuneration 2020/21	120.00	0.00	120.00
<b>207.05</b>	23/04/21	Cllr G Ford – Recycling Container Base	260.00	0.00	260.00
<b>208.05</b>	23/04/21	DWJ Group – Event Shelter Signs	75.00	15.00	90.00
<b>209.05</b>	23/04/21	Atkins Accountants – Payroll Q4 2020/21	55.00	11.00	66.00
<b>210.05</b>	25/04/21	Staff Salaries – April 2021	4,491.59	0.00	4,491.59
<b>211.05</b>	28/04/21	Claire Anderson – Mobile Phone April 2021	10.00	0.00	10.00
<b>212.05</b>	30/04/21	HMRC – Payroll Deductions Mth 1	1,055.04	0.00	1,055.04
<b>213.05</b>	04/05/21	OCA – Ostreme Rent May 2021	800.00	0.00	800.00
		<b>Total</b>	<b>24,946.46</b>	<b>2,084.74</b>	<b>27,031.20</b>

## **214.05                      Barclaycard Purchases – April 2021 Statement**

Apple – iPad Additional Storage	0.79
Reach Publishing – Evening Post Subscription	20.54
Penlan Perennials – Jubilee Garden Plants	25.60
RHS Plants – Jubilee Garden Plants	69.87
Naturescape – Jubilee Garden Plants	31.99
Farm Forestry – Mesh Tree Guards	299.16
Charlies Stores – Event Shelters	1,199.97
Creative Cloud – Adobe for EEO	49.94
Catalyst2 Services – Website Hosting	15.59
Amazon – RFO Printer Cartridges	30.00
Giff Gaff – RFO Mobile Phone	6.00
Microsoft – Online Services	45.12
Microsoft – Online Services	100.32
Zoom – Monthly Fee	14.39
Shelley Signs – Wildlife Signage	2,544.00
<b>Total</b>	<b>4,453.28</b>

## **215.05    Income**

£

HMRC VAT Refund	26,048.19
Swansea Council – Precept Inst 1	200,033.33
<b>Total</b>	<b>226,081.52</b>

## **216.05    Bank Balances at 04/01/2021**

£

Current Account	12,849.36
Savings Account	880,711.86
<b>Total</b>	<b>695,246.56</b>

## 217.05 Budget Monitoring to 28/02/2021

The budget monitoring to 28/02/2021 is summarised in the table below.

Service	Budget £	Actual £	+/- Under/Over £
Community & Social	632,600	129,148	503,452
Cultural & Tourism	86,150	52,509	33,641
Economic	85,400	18,786	66,614
Environmental	55,950	153	55,797
Joint Enabling	38,750	19,693	19,057
General Fund	49,200	30,503	18,697
Office Costs	2,300	11,186	-8,886
Payroll	85,000	86,574	-1,574
Ostreme Centre	9,850	12,304	-2,454
Contingency	23,875	0	23,875
<b>Total</b>	<b>1,069,075</b>	<b>360,856</b>	<b>708,219</b>

The budget now includes all earmarked reserves held of £499,450. Actual expenditure to 31/03/2021 is equivalent to **33.8%** of the total budget.

This is not the final year-end position as MCC is required to change the way it prepares its accounts this year. In the past, the accounts have been based on cash transactions only but now it must account for any committed income and expenditure even if it has not been received or spent as at 31/03/2021.

The accounts will be finalised in the next few weeks after all the accounting adjustments have been actioned and will be reported to June Council.

**218.05 RESOLVED** that the RFO's report be noted and the payments be approved.

## 219.05 Langland Tennis Courts

A proposal by Cllr Rebecca Fogarty Seconded by Cllr Pam Erasmus was discussed.

**RESOLVED** that MCC accepts the Tennis Wales offer to:

- i. Support Mumbles Community Council to apply for funding towards LTA Gate Access Technology £10k to manage court

- bookings online, on the basis that access remains free as a minimum to residents booking for social play.
- ii. Support council to setup operation of courts using ClubSpark booking system.
  - iii. Work with council to develop a preferred operation model to ensure long term sustainability of the courts, developing a sinking fund to maintain the facility longer term.
  - iv. Support in developing a coaching provider agreement at the site to drive coaching programmes and community events / access.

### **Recommendations by the Cultural & Tourism Well-being Committee**

#### **220.05 Mumbles Rugby Club – Outdoor Hospitality Area**

The Community Council has been approached by Mumbles Rugby Club with a request to fund the hire of 4 picnic tables for a 4-week period starting on 30/04/2021 so that they can set up an Outdoor Hospitality Area during the period when premises can only serve customers outdoors.

The cost of the hire is £30/table per week which means the total cost would be £480 which could be funded from underspends in the Events Budget for 2021/22.

As arrangements for the hire had to be made in advance of the start date of 30/04/2021, the Chair consulted the Cultural and Tourism Well-being Committee and gave approval to hire the tables. Therefore, Committee and Council are asked to give retrospective approval for the hire of the tables on behalf of Mumbles Rugby Club.

**REESOLVED** that retrospective approval is given for the hire of 4 picnic tables for Mumbles Ruby Club for a 4-week period commencing on 30/04/2021. The cost of £480 will be funded by underspends from the GN14 – Covid-19 Fund.

#### **221.05 Festivals and Events 2021**

A list of planned events in the Mumbles area has been obtained from Swansea Council although it is still unclear whether the events will be allowed to go ahead due to ongoing COVID-19 restrictions.

There is a free weekend at the start of August 2021 but that was thought to be too soon to organise an event and also the first 2 weekends in September 2021 are free.

It was felt that an event combining food and music on the weekend of 10 – 12 September 2021 possibly on a seated only basis may be possible although care would have to be taken as the early booking of tables, chairs, marquees, etc. may require the payment of deposits which may not be refundable.

**REESOLVED** that the Cultural and Tourism Well-being Committee is given delegated authority to organise a food and music-based event in September 2021 subject to the event being logistically possible and allowed under any COVID-19 restrictions in place at the time. The event would be funded from budgets CL10 – Mumbles Fest, CL15 - Food Festival and CL18 – Event Income less any virement from the budgets approved elsewhere.

#### **222.05 NHS, Social Care and Frontline Workers Day – 5 July 2021**

The proposed placing of a memorial/commemorative stone in Southend Gardens will be delayed until the 2022 event to allow time to arrange the sourcing and engraving of the stone and also to obtain any required permissions from Swansea Council.

For the 2021 day, it is proposed that a plaque recognising the work of NHS, Social Care and Frontline Workers be placed on the wall of the Ostreme Centre with the plaque being incorporated into any future development of the Ostreme and subject to the agreement of the Ostreme Community Association.

The Cadets based at West Cross be asked to march to the Ostreme Centre and place a rainbow-coloured wreath under the plaque and a brass quintet perform at the Ostreme. The total cost of the event will be no more than £500.

**RESOLVED** that event outlined above be arranged to commemorate the NHS, Social Care and Frontline Workers Day on 5 July 2021 at a cost of no more than £500 to be funded from underspends on CL10 – Mumbles Fest.

#### **223.05 Ostreme Market**

Discussions have been held with the Ostreme Community Association about holding a monthly, outdoor craft market in the grounds of the Centre with up to 20 stalls. The OCA would take the bookings for the market and retain the income with Mumbles Community Council promoting the market on its website and social media as well as arranging music for the market such as a busker or string quartet.

It is planned that a trial market be held on 29 May 2021 subject to any loose stonework and paving being repaired.

It was felt that, if successful at the monthly market, the provision of live music around the Ostreme could be made a weekly event each Saturday and would be a good way of attracting visitors to the area.

**RESOLVED** that subject to the repairs to area being successful, Mumbles Community Council supports the planned monthly outdoor craft market and agrees to meet the cost of the music up to a maximum of £50/week for the market and at any other times over the summer months where appropriate. The cost would be met from underspends on the CL10 – Mumbles Fest budget.

### **Recommendations by the Community & Social Well-being Committee**

#### **224.05 Langland Bay Tennis Courts – Court 3 and Basketball & Netball Provision**

**RESOLVED** that using underspend from the CS1 - Small & Medium Grants budget we:

- i. (In short medium term) paint the lines on Court 3 with tennis, basketball and netball at a cost of £10,300.
- ii. Undertake consultation on court 3
- iii. Ask Swansea Council permission to use the court for a purpose other than tennis.

#### **225.05 Grant Request from Goleudy Housing & Support Ltd**

Grant request for £996.92 towards a community fridge scheme

**RESOLVED** that the grant be made with funds from CS1 - Small and Medium Grants budget.

#### **226.05 Grant Request from Sculpture by the Sea**

Grant request for £2,600 towards their annual festival.

**RESOLVED** that the grant be made with funds from CS1 - Small and Medium Grants budget.

#### **Recommendations by the Joint Enabling Committee**

##### **227.05 Mumbles Tennis Courts Community Consultation**

**RESOLVED** that up to a further £500 is spent on consultation from underspends in the JE11 - Community Consultation budget

##### **228.05 Review of Staff Grading & Capacity**

**RESOLVED** that the quote of £1,995 from One Voice Wales to undertake this work be accepted. Budget heading to be confirmed by RFO.

#### **Recommendations by the Environmental Well-being Committee**

##### **229.05 Flora for Schools**

**RESOLVED** that the fund of £1,750 be distributed to schools as intended from the EV6 - Flora in Schools budget.

##### **230.05 Exclusion of Press & Public**

**RESOLVED** that the press and public are excluded from the meeting to all consideration of staffing matters.

#### **Recommendations by the Personnel Committee**

##### **231.05 MEEP - Officer Hours & Contract**

**RESOLVED** that

- i. the officers' hours be extended to 30 per week from 1 January 2021
- ii. their contract to be extended for a further 18 months to 31 March 2023.

##### **232.05 Nationally Agreed Pay Scales**

**RESOLVED** that these be passed.



**233.05 Increases following annual appraisals**

**RESOLVED** that these be paid.

**234.05 Appointment of new Officers**

**RECCOMEND** that retrospective approval be given to the appointment of two new officers

A named vote was called for.

FOR: Pam Erasmus, Rebecca Fogarty, Sara Keeton, Rob Marshall, Martin O'Neill, Pip Reason, Rebecca Singh & Carrie Townsend-Jones

AGAINST: Ian Scott, Louse Thomas & Linda Tyler-Lloyd

ABSTAIN: Will Thomas

The motion was **PASSED**.

**AGREED** that a working group comprising of the Chair of Council and Chairs of the four main committees urgently meet to disuses the appointment and procedures.