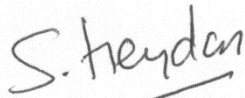


## Summons to the Monthly Meeting of the Environmental Committee

**Councillors:**

Sara Keeton (Chair)  
Richard Jarvis (Vice-Chair)  
Rebecca Child  
Pam Erasmus  
Rebecca Fogarty  
Carrie Townsend Jones  
Linda Tyler-Lloyd

You are **SUMMONED** to the **MONTHLY MEETING** of the **COMMUNITY & SOCIAL DEVELOPMENT COMMITTEE** to be held on Monday, 25 October 2021 at 6 pm, via Zoom



Steve Heydon  
Clerk to the Council  
Dated 21 October 2021

**Environmental Committee  
Meeting Agenda  
25 October 2021 at 6 pm  
Virtual Meeting (Zoom)**

- 01 Apologies**
- 02 Declarations of Interest**
- 03 Minutes of the meeting held on 27 September 2021**  

To approve the minutes of the meeting held on 27 September 2021 as a true record.
- 04 Actions arising from previous meetings**
- 05 Terms of Reference**
- 06 Environmental Officer's Report**
- 07 E-Cargo Bike Project**
- 08 West Cross Placemaking Scheme**
- 09 Planting of Bulbs at Castle Acre**
- 10 Mumbles in Bloom**
- 11 Licences for Water Bottle Fillers**
- 12 Ash Tree Dieback**
- 13 Finance Report**
- 14 Budget 2022/23**
- 15 Items for social media & website**

**Minutes of Meeting of the  
Environmental Committee  
held on 27 September 2021 at 6 pm  
by videoconference (Zoom)**

**Councillors Present:** Sara Keeton (Chair), Pam Erasmus, Richard Jarvis  
& Carrie Townsend Jones

**Co-opted Members Present:** Ed Hall & Ennea Smith

**Officers Present:** Steve Heydon & Jasmine Weedon

**EN2109-01 Apologies for Absence**

Apologies for absence were received from Rebecca Fogarty.

**EN2109-02 Declarations of Interest**

None.

**EN2109-03 Election of Vice Chair**

Richard Jarvis was elected Vice Chair.

**EN2109-04 Terms of Reference**

**ACTION** - Chair & Vice Chair to draft and circulate before the next meeting.

**EN2109-05 Appointment of Sub Committees**

- SMUGS Steering Group – as is currently.
- SMUGS Operational Working Group – as is currently.
- Planning – Richard Jarvis & Ian Scott expressed an interest.
- Placemaking

**ACTION** – Clerk to advertise vacancies in the Planning & Placemaking committees to all of councillors

**EN2109-06 Co-option of Members**

**RESOLVED** to formally co-opt Ed Hall & Ennea Smith.  
Ruth Cronin to a consultant and be sent details of meetings.

**EN2109-07 Budget Timetable & Proposal**

**RESOLVED** to note timetable and proposal.

**EN2109-08 Environmental Officer's Report**

Jasmine led the councillors through their report.

**ACTION** – Jasmine to set up google drive with Mumbles in Bloom photos and circulate the link to members of the committee.

**ACTION** – Jasmine to produce a list of outstanding work where councillor's support would be helpful.

**EN2109-09 Green Underhill**

For the following reasons:

- To meet MCC's environmental goals
- To discover the numerical value of potential savings
- To help 'future-proof' this community asset
- To enable an informed decision to be made

**RECOMMEND** that

- i. Our consultant is invited to a meeting with MCC/MCA to discuss the report at a cost of £285
- ii. Following the meeting, MCC consultant to produce a costed list of actions to be considered at a cost of £450

**ACTION** – Jasmine & Steve to produce report.

**EN2109-10 E-Cargo Bike Project**

Ed outlined the 3 major strands of the committee – obtaining a bike, support from a major shop & getting interest from the university. So far – *Sustrans* have offered us a bike for six months and West Cross Co-op have expressed interest in using a bike for deliveries.

**ACTION** – Ed and Richard to contact the University.

**EN2109-11 SMUGS – Expenditure**

**ACTION** – Jasmine to circulate to committee members for their comments.

**EN2109-12 Castle Acre – Autumn Planting Bulbs**

**ACTION** – Jasmine to order bulbs and arrange a planting event.

**EN2109-13 West Cross Placemaking Scheme**

**AGREED** to defer to next meeting of meeting

**EN2109-14 Finance Report**

First report will be available at the October meeting of the committee.

**Meeting closed at 7.24 pm**

## Actions arising from previous meetings Report

Meeting paper for Environmental Committee – 25 October 2021

Agenda Item: 4

Item	Actions	Update
EN2109-04	<p><b>Terms of Reference</b></p> <p><b>ACTION</b> – Chair &amp; Vice Chair to draft and circulate before the next meeting.</p>	<p><i>Outstanding – drafting in progress</i></p>
EN2109-05	<p><b>Appointment of Sub Committees</b></p> <p><b>ACTION</b> – Clerk to advertise vacancies in the Planning &amp; Placemaking committees to all of councillors</p>	<p><i>Completed – Skate Park advisers added to the members list used to send out Zoom invitations.</i></p>
EN2109-08	<p><b>Environmental Officer’s Report</b></p> <p><b>ACTION</b> – Jasmine to set up google drive with Mumbles in Bloom photos and circulate the link to members of the committee.</p> <p><b>ACTION</b> – Jasmine to produce a list of outstanding work where councillor’s support would be helpful.</p>	<p><i>Completed – Clerk has written to the monitoring surveyor accordingly.</i></p> <p><i>In progress</i></p>
EN2109-09	<p><b>Green Underhill</b></p> <p><b>RECOMMEND</b> that</p> <ul style="list-style-type: none"> <li>i. Our consultant is invited to a meeting with MCC/MCA to discuss the report at a cost of £285</li> <li>ii. Following the meeting, MCC consultant to produce a costed list of actions to be considered at a cost of £450</li> </ul> <p><b>ACTION</b> – Jasmine &amp; Steve to produce report.</p>	<p><i>The proposal was amended to:</i></p> <p><b>RESOLVED</b> that our monitoring surveyor, as part of their report on the tender, is asked to include clear guidance on installation, costs and running costs of various types of heating and lighting.</p> <p><i>Outstanding</i></p>

<b>EN2109-10</b>	<b>E-Cargo Bike Project</b>  <b>ACTION</b> – Ed and Richard to contact the University.	
<b>EN2109-11</b>	<b>SMUGS – Expenditure</b>  <b>ACTION</b> – Jasmine to circulate to committee members for their comments.	<i>In progress</i>
<b>EN2109-12</b>	<b>Castle Acre – Autumn Planting Bulbs</b>  <b>ACTION</b> – Jasmine to order bulbs and arrange a planting event.	<i>In progress</i>

## Environmental Engagement Officer's Report October 2021:

The main focus for Mumbles Community Council's Environmental work this month has been making progress on our Sustainable Mumbles Urban Green Spaces (SMUGS) project, sponsored by the heritage lottery.

### **Sustainable Mumbles Urban Green Spaces (SMUGS) planning:**

The aim of the SMUGS project is to create a multi-use community greenspace on a section of underused land next to the woods in Castle Acre in the Mumbles. Once completed, this site will be home to vibrant native wildflowers, allotment space for local community groups, and a nature pond that allows visitors to learn about freshwater environments. This month the final plan has been approved by the SMUGS operational group. Contractors are now being hired to build the foundations for the site's shed and pond, and help with vegetation maintenance.

Volunteer contributions are vital for the success of this project. Volunteer days for planting trees and flowers, laying woodchip paths and creating the raised beds will be run regularly in November. With volunteering information advertised on our environmental facebook page @Mumbles Community Council Environmental and our newly designed website: [www.mumbles.gov.uk](http://www.mumbles.gov.uk).

Guided tours and expert talks will also be run on this site throughout November and December for anyone interested, following the success of our August Bat Walk at the SMUGS site.



**Exciting additions, coming soon.** Photographs from the SMUGS site showing where raised allotment beds and a pond will be built this month.



**Water refill stations:**

This month, Mumbles Community Council also continues planning talks with Swansea Council to finalise and start work on new water refill stations for the public in Clyne Garden and near Oystermouth Castle. We hope to have another progress update on these stations very soon.

**Plant management:**

In response to feedback from the public, members of Mumbles Community Council have highlighted areas of problem vegetation to our sanitation team from Swansea Council. We as a community council believe in plant management strategies which are effective, demonstrate clear respect and planning for all sites, and are also as environmentally friendly as possible. We are pleased to announce that Swansea Council has recently purchased a new plant removal device that can be used to remove problem plants from public spaces without the need for hazardous herbicides. This means Mumbles Community Council have been able to approve management work of key areas while working within our goals to be a herbicide free area. We have been advised that this approach is safest for public health and environmental impacts. As always, if you would like to discuss the plant management of any areas within the Mumbles, please send your comments or queries to Mumbles Community Council to our facebook page, @Mumbles Community Council Environmental, email our Environmental Engagement Officer at [jasmine.weedon@mumbles.gov.uk](mailto:jasmine.weedon@mumbles.gov.uk), or visit our office in the Ostreme building during our opening hours (see [www.mumbles.gov.uk](http://www.mumbles.gov.uk) for more information).

**From:** Simon Aspland <Simon.Aspland@swansea.gov.uk>  
**Sent:** Monday, October 4, 2021 10:35 AM  
**To:** Mumbles Community Council <council@mumbles.gov.uk>  
**Subject:** Re: Filling stations cost

Good Morning Steve,

Although I do understand where you are coming from there are staffing and other costs that need to be covered, A view was taken to not charge for my time spent on this matter and also have discussed further with the legal team and can reduce the legal fees for the works on the licence's to £500 combined.

I will look further at the site of Norton green for you as sure there is a water supply in the allotments that could be taken from. Do you know who runs the Allotments as may be worth having a conversation with them?

I hope this helps,

Regards

  
**Simon Aspland**  
Syrfëwr Cynorthwyol  
Assistant Surveyor  
Cyngor **Abertawe** Swansea Council  
07866 896840 (Mobile)  
Simon.Aspland@Swansea.Gov.uk

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**From:** Mumbles Community Council <council@mumbles.gov.uk>  
**Sent:** Sunday, October 3, 2021 5:33 PM  
**To:** Simon Aspland <Simon.Aspland@swansea.gov.uk>  
**Subject:** Re: Filling stations cost

**CAUTION:** External email - Do not click links/open attachments unless you recognise the sender and know the content is safe

Hi Simon

My council is trying to work with your council in partnership to improve the facilities in Mumbles, which residents use throughout the city and region.

£950 for two simple, off the peg licences, is a ridiculous sum to pay, and we ask you to waive this payment.

Best wishes

Steve

**From:** Simon Aspland <Simon.Aspland@swansea.gov.uk>  
**Date:** Monday, 20 September 2021 at 14:05  
**To:** Clerk <council@mumbles.gov.uk>  
**Subject:** Re: Filling stations cost

Good Morning,

I have spoken with the relevant departments to just go over the matter so that it was fresh as previously stated there were concerns over covid and contact but they are happy for you to proceed if we monitor the timelines and don't rush install at this moment.

Based on this I will instruct legal to draft up a license for use on the land. Although there will be no fee for use of the land there is a general legal fees and professional fees to be paid of around £950.

I have attached plans for the agreed locations based on previous site meetings.

  
**Simon Aspland**  
Syrfëwr Cynorthwyol  
Assistant Surveyor  
Cyngor **Abertawe** Swansea Council  
07866 896840 (Mobile)  
Simon.Aspland@Swansea.Gov.uk

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**From:** Mumbles Community Council <council@mumbles.gov.uk>  
**Sent:** Tuesday, September 14, 2021 9:55 AM  
**To:** Simon Aspland <Simon.Aspland@swansea.gov.uk>  
**Subject:** Filling stations cost

**CAUTION:** External email - Do not click links/open attachments unless you recognise the sender and know the content is safe

Hi Simon

We would like to accept option 2 in both quotes.

How do we proceed from here.

Best wishes

Steve Heydon  
Clerk to Mumbles Community Council

**From:** Simon Aspland <[Simon.Aspland@swansea.gov.uk](mailto:Simon.Aspland@swansea.gov.uk)>  
**Sent:** 28 June 2021 15:22  
**To:** Carrie Townsend Jones <[carrie.townsendjones@mumbles.gov.uk](mailto:carrie.townsendjones@mumbles.gov.uk)>  
**Subject:** Filling stations cost

Please find attached the costings for the installs as discussed, Please note there are two options for each.

Hopefully this helps the decision process.

Regards



**Simon Aspland**  
Syrfëwr Cynorthwyol  
Assistant Surveyor

07866 896840 (Mobile)  
[Simon.Aspland@Swansea.Gov.uk](mailto:Simon.Aspland@Swansea.Gov.uk)

# Mumbles Community Council - Budget 2021/22

Code	Items	Amount £	RFO Authorised
<i>Environmental Committee</i>			
ENV1	Civic Amenities - Street Furniture	10,000	
ENV2	Wildflowers	500	
ENV3	Jubilee Garden	650	
ENV4	Flora in Schools	1,750	
ENV5	Cleansing - General/Dog Poo - 4 hours per day	14,100	
ENV6	Environmental Engagement Officer - Resources	5,000	✓
ENV7	Community Orchard	1,000	
ENV8	Grass Verge Scheme	2,100	
ENV9	Wildlife Signage Scheme	2,100	
ENV10	Climate Emergency - Support Actions	10,000	
ENV11	Castle Woods - Paths	2,500	
ENV12	Planning Applications	2,500	
ENV13	Cleansing - Bus Shelters	1,000	
ENV14	SMUGS Grant	0	
	<b>Total</b>	<b>53,200</b>	