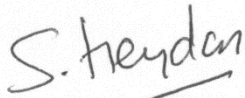


## Summons to the Monthly Meeting of the Environmental Committee

### 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, 24 January 2022 at 6 pm, via Zoom



Steve Heydon  
Clerk to the Council  
Dated 20 January 2022

**Environmental Committee  
Meeting Agenda  
24 January 2022 at 6 pm  
Virtual Meeting (Zoom)**

- 01 Apologies**
- 02 Declarations of Interest**
- 03 Minutes of the Previous Meeting**
- 04 Actions arising from previous meetings**
- 05 Report on Current Projects**
- 06 Environmental Engagement Officer's Report**
- 07 SMUGS**
- 08 E-Cargo Bikes**
- 09 Plastic Free Mumbles Meeting - 21 January 2022 at 10 am**
- 10 PFM - Drain Campaign**
- 11 West Cross Placemaking**
- 12 Mumbles in the Loop - West Cross Bins**
- 13 Reusable Nappies Video**
- 14 Pond at Fairwood Park**
- 15 Finance Report**
- 16 2022/2023 Budget**

**Minutes of Meeting of the  
Environmental Committee  
held on 22 November 2021 at 6 pm  
by videoconference (Zoom)**

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

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

**Officers Present:** Steve Heydon

**EN2111-01 Apologies:** Richard Jarvis (Vice-Chair),

**EN2111-02 Declarations of Interest**

None.

**EN2111-03 Minutes of the meeting held on 25 October 2021**

**RESOLVED** to approve the minutes of the meeting held on 25 October 2021 as a true record.

**EN2111-04 Actions arising from previous meetings**

None.

**EN2111-05 Report on Current Projects**

**Carrie read report on e-cargo bike meeting.**

**RECOMMEND** that approval climate emergency budget – detail to be written by Rebecca and Carrie.

**EN2111-06 Minutes of the SMUGS Operational Team**

**RESOLVED** to approve the minutes of the SMUGS Operational Team meeting held on 14 October 2021.

**EN2111-07 Terms of Reference**

Still outstanding.

**EN2111-08 Nomination for Placemaking Sub-Committee**

**RESOLVED to appoint the following to the sub-committee:**

Sara Keeton, Pam Erasmus, Rebecca Fogarty & Ian Scott

**EN2111-09 Sewage Discharge Meeting**

Hit a wall. Pam has got Claire Anderson working on this. Rebecca Evans is trying to help. The Regulator is natural resources wales.

**EN2111-10 One Voice Wales Nature Forum**

**RESOLVED** to join.

**EN2111-11 Climate Pledge**

**RECOMMEND** that MCC sign Swansea Council's climate pledge

**EN2111-12 Community Fridge**

**ACTION** – CARRIE to ask Ostreme to host a permanent community fridge as they do in America.

**EN2111-13 Finance Report**

**RECOMMEND** that

- i. £4,500 to fund opening of Southend Garden toilets
- ii. Landscaping buildings carry forward to next year.
- iii. Civic amenities – for rest.

**EN2111-14 Budget 2022/23**

**ACTION** – Committee members to forward their proposals to the Chair of the committee.

**Meeting closed at 7.19 pm**

**Minutes of Meeting of the  
Environmental Committee  
held on 13 December 2021 at 6 pm  
by videoconference (Zoom)**

**Councillors Present:** Sara Keeton (Chair), Richard Jarvis (Vice-Chair), Rebecca Child, Pam Erasmus, Rebecca Fogarty & Carrie Townsend Jones

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

**Officers Present:** Steve Heydon

**EN2112-01 Apologies - none**

**EN2112-02 Declarations of Interest - none**

**EN2112-03 SMUGS**

**AGREED** to order:

- Raised beds. 3x metal, 2 x on legs, plus 1 x woodblock If space – Paul to order for 1 February delivery.
- Removal of oak fence – needs to be done carefully and oak kept.
- 2 x tons of topsoil.

**EN2112-04 2022/2023 Budget**

**RECOMMENDED** budget for 22/23 – see appendix below.

# Appendix One

		Budget 21/22	Budget 22/23
		£	£
<b>Environmental Committee</b>			
ENV1	Civic Amenities - Street Furniture	10,000	5,000
ENV2	Wildflowers	500	500
ENV3	Jubilee Garden	650	500
ENV4	Flora in Schools	1,750	3,500
ENV5	Cleansing - General/Dog Poo - 4 hours per day	14,100	17,420
ENV6	Environmental Engagement Officer - Resources	5,000	5,000
ENV7	Community Orchard	1,000	2,500
ENV8	Grass Verge Scheme	2,100	2,100
ENV9	Wildlife Signage Scheme	2,100	0
ENV10	Climate Emergency - Support Actions	10,000	5,000
ENV11	Castle Woods - Paths	2,500	4,000
ENV12	Planning Applications	2,500	0
ENV13	Cleansing - Bus Shelters	1,000	0
ENV14	SMUGS Project	14,797	1,000
ENV15	Recycling Container	0	0
ENV16	Bottle Fillers	0	5,824
ENV17	E-cargo Bikes	0	10,000
ENV19	In the Loop - Recycling Bins	0	6,960
ENV20	Place Plan	0	5,000
ENV21	Placemaking	0	5,000
ENV22	Plastic Free Mumbles Campaign	0	500
	<b>Total</b>	<b><u>67,997</u></b>	<b><u>79,804</u></b>

## Actions arising from previous meetings Report

Meeting paper for Environmental Committee – 24 January 2022

Agenda Item: 4

Item	Actions	Update
EN2109-04	<b>Terms of Reference</b>  <b>ACTION</b> - Chair & Vice Chair to draft and circulate before the next meeting.	<i>Outstanding – consistency checking in progress.</i>
EN2109-08	<b>Environmental Officer's Report</b>  <b>ACTION</b> – Jasmine to produce a list of outstanding work where councillor's support would be helpful.	<i>In progress</i>
EN2109-09	<b>Green Underhill</b>  <b>ACTION</b> – Jasmine & Steve to produce report.	<i>Outstanding – awaiting report from the monitoring surveyor</i>
EN2109-10	<b>E-Cargo Bike Project</b>  <b>ACTION</b> – Ed and Richard to contact the University.	<i>In progress</i>
EN2109-11	<b>SMUGS – Expenditure</b>  <b>ACTION</b> – Jasmine to circulate to committee members for their comments.	<i>In progress</i>
EN2111-14	<b>Budget 2022/23</b>  <b>ACTION</b> – Committee members to forward their proposals to the Chair of the committee.	<i>Completed</i>
EN2112-03	<b>SMUGS</b>  <b>AGREED</b> to order:	<i>Order placed</i>

	<ul style="list-style-type: none"><li>○ Raised beds. 3x metal, 2 x on legs, plus 1 x woodblock If space - Paul to order for 1 February delivery.</li><li>○ Removal of oak fence - needs to be done carefully and oak kept.</li><li>○ 2 x tons of topsoil.</li></ul>	
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## Report on Outstanding Projects

Environmental Committee – 24 January 2022

Agenda Item: 5

Budget Code	Actions	Latest
ENV8	<b>Grass Verge Scheme</b>	<i>This has now been cut.  Planting of next batch will take place early spring.</i>
ENV9	<b>Wildlife Signage Scheme</b>	<i>Chasing manufacturer.</i>
ENV10	<b>Green Underhill</b>	<i>Awaiting report from our Monitoring Surveyor.</i>
ENV10	<b>E-cargo Bikes</b>	<i>Awaiting report from meeting with University.</i>
ENV11	<b>Castle Woods – Paths</b>	<i>Carrie to update</i>
ENV13	<b>Cleansing Bus Shelters</b>	<i>Awaiting quote Swansea Council for how many cleans we get for £1,000.</i>
ENV14	<b>SMUGS</b>	<i>Twice weekly volunteer days are taking place and huge inroads have been made into the development of the site..</i>
	<b>West Cross Placemaking</b>	<i>Awaiting Swansea Council's response to revised plans.</i>
	<b>Plastic Free Mumbles</b>	<i>Meeting to be held on 21 January 2022</i>

**ENVIRONMENTAL COMMITTEE  
BUDGET MONITORING REPORT TO 31/12/2021**

Code and Title	Actual to 31/12/2021			Year End Adj £	Adjusted Net to 31/12 £	Budget 2021/22 £	Net Position +/- Under/Over £	Over/Underspend To be reviewed
	Expenditure £	Income £	Net £					
ENV1 - Civic Amenities	10,812	0	10,812	10,812	0	10,000	10,000	
ENV2 - Wildflowers	0	0	0	0	0	500	500	
ENV3 - Jubilee Garden	111	0	111	102	9	650	641	
ENV4 - Flora in Schools	0	0	0	0	0	1,750	1,750	
ENV5 - Cleansing - General/Dog Poo - 4 hours per day	0	0	0	0	0	14,100	14,100	
ENV6 - EEO Resources	1,753	0	1,753	0	1,753	5,000	3,247	
ENV7 - Community Orchard	724	0	724	249	475	1,000	525	
ENV8 - Grass Verge Scheme	95	0	95	0	95	2,100	2,005	
ENV9 - Wildlife Signage Scheme	2,156	0	2,156	2,156	0	2,100	2,100	
ENV10 - Climate Emergency - Support Actions	0	0	0	0	0	10,000	10,000	
ENV11 - Castle Woods Paths	0	0	0	0	0	2,500	2,500	
ENV12 - Planning Applications	0	0	0	0	0	2,500	2,500	
ENV13 - Cleansing Bus Shelters	0	0	0	0	0	1,000	1,000	
ENV14 - SMUGS Grant	12,055	0	12,055	17,823	-5,768	0	5,768	
ENV15 - Recycling Container	260	0	260	260	0	0	0	
ENV16 - Climate Emergency	56	0	56	0	56	0	-56	
<b>Total</b>	<b>28,022</b>	<b>0</b>	<b>28,022</b>	<b>31,402</b>	<b>-3,380</b>	<b>53,200</b>	<b>56,580</b>	

**NOTES**

1. Year End Adj are invoices paid in 2021/22 that have been charged back to the 2020/21 budget.

## Mumbles Community Council

### Environmental Committee - Expenditure Transactions to 31/12/2021 (Between 01-04-2021 and 31-12-2021)

<b>Code 22 ENV1 - Civic Amenities - Street Furniture</b>										
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	16/04/2021	477.12	1Lloyds Current Account		New Recycling Bins	Broxap	S	9,103.20	1,820.64	10,923.84
71	27/05/2021	477.12	1Lloyds Current Account		Bin Vinyls	Swansea Council	S	1,708.86	341.77	2,050.63
Subtotal for Code: ENV1 - Civic Amenities - Street Furniture								£10,812.06	£2,162.41	£12,974.47
<b>Code 25 ENV3 - Jubilee Garden</b>										
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
24	21/04/2021		Barclaycard		Plants	Penlan Perennials Nursery	X	25.60		25.60
25	21/04/2021		Barclaycard		Plants	RHS Plants	S	58.23	11.64	69.87
26	21/04/2021		Barclaycard		Plants	Naturescape	S	26.66	5.33	31.99
Subtotal for Code: ENV3 - Jubilee Garden								£110.49	£16.97	£127.46
<b>Code 86 ENV6 - EEO - Resources</b>										
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
59	14/05/2021		1Lloyds Current Account		Reimbursement	Madison Bowden-Parry	X	13.00		13.00
168	06/08/2021	218.07	1Lloyds Current Account		Coffee Cups	Branded Coffee Cups Ltd	X	1,008.00		1,008.00
179	20/08/2021		1Lloyds Current Account		Mumbles Market	Uplands Market	X	40.00		40.00
194	07/08/2021	316.07	Barclaycard		Family Fun Days	Learning Bugs	S	31.95	6.80	38.75
195	07/08/2021	316.07	Barclaycard		Family Fun Days	Catering 24	S	11.20	2.24	13.44
196	07/08/2021	316.07	Barclaycard		Family Fun Days	Landlife Wildflowers	S	17.49	3.50	20.99
197	07/08/2021	316.07	Barclaycard		Family Fun Days	NHBS Ltd	S	35.41	7.08	42.49
198	07/08/2021	316.07	Barclaycard		Family Fun Days	NHBS Ltd	X	19.99		19.99
202	07/08/2021	316.07	Barclaycard		Family Fun Days	Field Studies Council Ltd	X	56.00		56.00
203	07/08/2021	316.07	Barclaycard		Family Fun Days	Learning Bugs	S	41.47	9.18	50.65
204	07/08/2021		Barclaycard		Projector Screen	Amazon	S	79.16	15.83	94.99
205	07/08/2021		Barclaycard		Phone Tripod	Amazon	S	9.74	1.95	11.69
257	07/09/2021	042.01	Barclaycard		Bat Walk	NHBS Ltd	S	62.50	12.50	75.00
258	07/09/2021	042.01	Barclaycard		Bat Walk	NHBS Ltd	X	6.60		6.60
264	07/09/2021	316.07	Barclaycard		Family Fun Days	NHBS Ltd	S	13.75	2.75	16.50
285	15/10/2021	218.07	1Lloyds Current Account		Loyalty Cards	Jam Jar Print	S	38.50	7.70	46.20
287	21/10/2021		1Lloyds Current Account		Hall Hire	Ostreme Community Association	X	156.00		156.00
332	05/11/2021		1Lloyds Current Account		Hoodies	Ennea Smith	X	42.97		42.97
363	07/11/2021		Barclaycard		Castle Acre Village Green	Wild Native Bulbs	S	17.90	3.58	21.48
364	07/11/2021		Barclaycard		Castle Acre Village Green	Wild Wales Seeds	S	14.15	2.83	16.98
365	07/11/2021		Barclaycard		Castle Acre Village Green	Wild Wales Seeds	S	5.82	1.16	6.98
366	07/11/2021		Barclaycard		Castle Acre Village Green	Wild Native Bulbs	S	17.20	3.44	20.64
438	17/12/2021	042.01	1Lloyds Current Account		Sharps Boxes	Value Products Ltd	S	13.75	2.75	16.50
Subtotal for Code: ENV6 - EEO - Resources								£1,752.55	£83.29	£1,835.84
<b>Code 87 ENV7 - Community Orchard</b>										
Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
27	21/04/2021		Barclaycard		Mesh Tree Guards	Farm Forestry Co Ltd	S	249.30	49.86	299.16

172	06/08/2021		1Lloyds Current Account		Tree Work	Embark Treecare	X	475.00		475.00	
								Subtotal for Code: ENV7 - Community Orchard	£724.30	£49.86	£774.16
<b>Code</b>	<b>111 ENV16 - Climate Emergency</b>										
<b>Vchr.</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
208	20/08/2021		1Lloyds Current Account		Climate Emergency Meeting	West Cross Community Centre	X	56.00		56.00	
								Subtotal for Code: ENV16 - Climate Emergency	£56.00		£56.00
<b>Code</b>	<b>117 ENV14 - SMUGS Grant</b>										
<b>Vchr.</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
6	16/04/2021		1Lloyds Current Account		Planning Fee	Robert Bowen Planning and Development Ltd	X	147.50		147.50	
48	11/05/2021		1Lloyds Current Account		Ecology Assessment	Deborah Sazer	X	300.00		300.00	
139	23/07/2021		1Lloyds Current Account		Ecology Assessment	Deborah Sazer	X	300.00		300.00	
335	09/11/2021		1Lloyds Current Account		SMUGS Grant	Anthony O'Donoghue	X	3,310.00		3,310.00	
351	26/11/2021		1Lloyds Current Account		SMUGS Grant	Anthony O'Donoghue	X	5,860.00		5,860.00	
367	07/11/2021		Barclaycard		SMUGS Grant	Naturescape	S	10.40	2.09	12.49	
368	07/11/2021		Barclaycard		SMUGS Grant	Primrose	S	89.98	17.99	107.97	
369	07/11/2021		Barclaycard		SMUGS Grant	Wild Garden Seeds	X	12.50		12.50	
371	07/11/2021		Barclaycard		SMUGS Grant	Water Gardening Direct	S	183.32	36.66	219.98	
372	07/11/2021		Barclaycard		SMUGS Grant	Pondkeeper	S	106.87	21.37	128.24	
373	07/11/2021		Barclaycard		SMUGS Grant	CJ Wildbird Foods Ltd	S	99.11	19.84	118.95	
374	07/11/2021		Barclaycard		SMUGS Grant	CJ Wildbird Foods Ltd	X	20.00		20.00	
375	07/11/2021		Barclaycard		SMUGS Grant	Viovet	S	4.23	0.85	5.08	
376	07/11/2021		Barclaycard		SMUGS Grant	Wild Native Bulbs	S	55.25	11.05	66.30	
377	07/11/2021		Barclaycard		SMUGS Grant	Plant World Seeds	X	4.05		4.05	
378	07/11/2021		Barclaycard		SMUGS Grant	Wildflowers	S	112.46	22.49	134.95	
379	07/11/2021		Barclaycard		SMUGS Grant	RSPB	S	187.18	37.45	224.63	
383	07/11/2021		Barclaycard		SMUGS Grant	RSPB	X	16.97		16.97	
450	07/12/2021		Barclaycard		SMUGS Grant	Riverside Woodcraft Ltd	S	40.79	8.16	48.95	
452	07/12/2021		Barclaycard		SMUGS Grant	RSPB	S	3.29	0.66	3.95	
453	07/12/2021		Barclaycard		SMUGS Grant	RSPB	X	32.99		32.99	
454	07/12/2021		Barclaycard		SMUGS Grant	CJ Wildbird Foods Ltd	X	37.49		37.49	
456	07/12/2021		Barclaycard		SMUGS Grant	Rhino Greenhouses Direct	S	821.67	164.33	986.00	
458	07/12/2021		Barclaycard		SMUGS Grant	Garden Buildings Direct	S	299.25	59.85	359.10	
								Subtotal for Code: ENV14 - SMUGS Grant	£12,055.30	£402.79	£12,458.09
<b>Code</b>	<b>120 ENV15 - Recycling Container</b>										
<b>Vchr.</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
11	23/04/2021	481.12	1Lloyds Current Account		Recycling Container	Cllr Gareth Ford	X	110.00		110.00	
12	23/04/2021	481.12	1Lloyds Current Account		Recycling Container	Cllr Gareth Ford	X	150.00		150.00	
								Subtotal for Code: ENV15 - Recycling Container	£260.00		£260.00
<b>Code</b>	<b>121 ENV8 - Grass Verge Scheme</b>										
<b>Vchr.</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
77	07/05/2021	479.12	Barclaycard		Rotovator	Knight and Brenchley Ltd	S	55.83	11.17	67.00	
78	07/05/2021	479.12	Barclaycard		Turf Cutter	Knight and Brenchley Ltd	S	39.17	7.83	47.00	
								Subtotal for Code: ENV8 - Grass Verge Scheme	£95.00	£19.00	£114.00
<b>Code</b>	<b>122 ENV9 - Wildlife Signage Scheme</b>										
<b>Vchr.</b>	<b>Date</b>	<b>Minute</b>	<b>Bank</b>	<b>Cheq. No.</b>	<b>Description</b>	<b>Supplier</b>	<b>Vat Type</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>	
8	16/04/2021	480.12	1Lloyds Current Account		Welsh Translation	Cartwn Cymru	S	36.00	7.20	43.20	
36	21/04/2021	480.12	Barclaycard		Wildlife Signage	Shelley Signs Ltd	S	2,120.00	424.00	2,544.00	

Subtotal for Code: ENV9 - Wildlife Signage Scheme	£2,156.00	£431.20	£2,587.20
Subtotal for Cost Centre: Environmental Committee	28,021.70	3,165.52	31,187.22
<b>TOTALS .....</b>	<b>£28,021.70</b>	<b>£3,165.52</b>	<b>£31,187.22</b>