

Summons to the Monthly Meeting of the Environmental Committee

Councillors:

Helen Nelson (Chair)

Rhian Evans

Tim Zhou

Sara Keeton

Angela O'Connor

Carrie Townsend Jones

You are **SUMMONED** to the **MONTHLY MEETING** of the Environmental **COMMITTEE** to be held on 28, November 2022 at 6.30 pm, hybrid meeting, join remotely via Zoom or in-person at the Ostreme Centre



Sydney Lee
Democratic Services Officer
Dated 23 November 2022

Environmental Agenda 28, November at 6.30 pm Virtual Meeting (Zoom) / Hybrid

01 Apologies for Absence

02 Declarations of Interest

03 Minutes of the Previous Meetings of the Committee

To approve the minutes of the meeting held on 24 October 2022 as a true record.

04 Action Points Arising from Previous Minutes

05 EEO Report

06 Skatepark Report

07 Street Furniture

08 Planting

09 Dog Mess and Rats

10 Lanes Project

11 Budget 2022/23

12 Budget 2023/24

**Minutes of Meeting of the
Environmental Committee
held on 24 October 2022 at 6.30 pm
(Hybrid Meeting Ostreme Centre and via Zoom)**

Councillors Present: Helen Nelson (Chair), Rhian Evans, Ed Hall, Angela O'Connor and Carrie Townsend Jones

Officer Present: Paul Beynon, Lydia Graham and Meg Jordan

EN2210-01 Apologies:

Chris Evans, Richard Jarvis and Sara Keeton

EN2210-02 Declarations of Interest

None

EN2210-03 Minutes of previous meetings

RESOLVED to approve the minutes of the meeting held on 2 October 2022 as a true record.

EN2210-04 Actions arising from previous meetings

ACTION – Environmental Engagement and Sustainability Officer to contact Pennard Community Council to discuss installation of water bottle fillers.

ACTION – meeting urgently required between SABA, Renewable Energy Consultant and Underhill Contractor's site manager. Helen and Rhian to raise with site manager at visit to Underhill development on 28/10/2022.

ACTION – Helen/Carrie/RFO to meet to discuss grant applications.

EN2210-05 Welcome to Environmental Engagement and Sustainability Officer

Chair welcomed Lydia Graham to her first meeting and said that Lydia had a key role to play in driving forward the Committee's ambitions. Lydia introduced herself and outlined her background

ACTION – an Outline Work Programme for Lydia is to be developed by the Chair and clerk

EN2210-06 Lanes Project

Carrie had been approached by a resident of Woodville Road who has been in contact with residents of Kings Road and Oakland Road. All 3 roads had rear lanes which were in parts overgrown and in need to maintenance. The lanes were well used as they were a safer route than the main roads.

The residents would like to work with the Living Streets charity to improve the lanes and had asked what support Mumbles Community Council could provide.

ACTION – Carrie, Lydia and Meg to meet with the residents to have a walkabout meeting in the lanes to discuss a way forward and report back to a future meeting of the Committee

EN2210-07 Street Furniture

The Committee has an initial budget of £5,000 in 2022/23 for street furniture and a list of councillor requests has been drawn up which exceeded the budget. However due to underspends in previous years reserves had been carried forward and added to the budget making a total of £14,700 available,

RECOMMENDED – that the items shown in the following table be purchased

£1,350	Bench and picnic table Yalton Park, West Cross	Originally requested by Cllr Rhian Evans
£1,350	Bench and picnic table Mumbles Hill, Oystermouth	Originally requested by Cllr Will Thomas
£350	Additional bench at new park West Cross	Originally requested by Cllr Rhian Evans
£350	Replacement bench on Mayals Green (the one there is broken)	Originally requested by Cllr Helen Nelson
£400	Notice board for Highmead Park, Newton	Originally requested by Cllr Ian Scott
£400	New notice board for Mayals (top or bottom of Mayals Road.	Originally requested by Cllr Helen Nelson
£750	Bike racks (x 5) Location TBC	Requested by 2 members of the public
£4,950		

*Costings approximate.

ACTION – the long list of requests be reported to the next meeting of the Committee to decide what further purchases should be recommended from the additional funding identified.

RESOLVED – that community art projects such as the painting of murals on telephone cabinets also be included as street furniture.

EN2210-08 Wildflower Planting

A budget of £100 is available for the Mayals, Newton and West Cross wards with £200 available for the Oystermouth ward.

ACTION – Councillors be requested to identify locations for the planting ASAP.

EN2210-09 Dog Mess and Rats

A number of potential actions were raised and discussed to prevent dog mess and rats.

ACTION – hold a meeting with Mumbles Chamber of Trade to discuss how businesses can be encouraged to be involved in preventative measures

ACTION – Helen to summarise suggestions and actions for Lydia to take forward

EN2210-10 Budget 2023/24

The budget to be recommended to Council in January 2023 will need to be approved at the November meeting of the Committee

ACTION – RFO to circulate Budget Proposal Form to all members of the Committee

ACTION – Committee members to review budget and suggest potential items for inclusion in the 2023/24 budget.

EN2210-11 Date of next meeting

28 November 2022.

Action Points Arising from Previous Minutes

Meeting paper for Community & Social Committee 23 November 2022

Agenda Item: 4 , 5, 6, 8, 9, 10

Item	Actions	Update
CM2210-04	<p>Action Points Arising from Previous Meetings</p> <p>ACTION- Environmental Engagement and Sustainability Officer to contact Pennard Community Council to discuss installation of water bottle fillers.</p> <p>ACTION- meeting urgently required between SABA, Renewable Energy Consultant and Underhill Contractor's site manager. Helen and Rhian to raise with site manager at visit to Underhill development on 28/10/2022.</p> <p>ACTION – Helen/Carrie/RFO to meet to discuss grant applications.</p>	<i>In Progress</i>
EN2210-05	<p>Welcome to EEO</p> <p>ACTION- An outline Work Program for Lydia is to be developed by the Chair and Clerk</p>	<i>In Progress</i>
EN2210-06	<p>Lanes Project</p> <p>ACTION- Carrie, Lydia, and Meg to meet with the residents to have a walkabout meeting in the lanes to discuss a way forward and report back to a future meeting of the Committee.</p>	<i>In Progress</i>
EN2210-08	<p>Wildflower Planting</p>	<i>In Progress</i>

	ACTION- Councillors be requested to identify locations for the planting ASAP.	
EN2210-09	<p>Dog Mess and Rats</p> <p>ACTION- hold a meeting with Mumbles Chamber of Trade to discuss how businesses can be encouraged to be involved in preventative measures.</p> <p>ACTION- Helen to summarise suggestions and actions for Lydia to take forward.</p>	<i>In Progress</i>
EN2210-10	<p>Budget 2023/2024</p> <p>ACTION- RFO to circulate Budget Proposal Form to all members of the Committee.</p> <p>ACTION- Committee members to review budget and suggest potential items for inclusion in the 2023/24 budget.</p>	<i>In Progress</i>

Environmental Committee

List of Street Furniture for spend in 2022/23 budget

Summary:

1.1 We have £5,000 in this year's budget for "civic amenities" / street furniture.

1.2 My aim was to draw up a 'long-list' of civic amenities for this year, and possibly into next year too (assuming that there would be a budget line next year).

1.3 All MCC cllrs were asked for suggestions, and we've had replies from all 4 wards. There have also been suggestions from some members of the public.

1.4 The suggestions include (see table below for detail):

- **8** noticeboards
- **4** benches
- **5** suggestions for picnic tables
- **2** suggestions for cycle parking
- **2** suggestions for green walls

1.5 Regarding bins, I've included in the table below the suggestions for bins that we have so far.

However, I propose to discuss bins at the Oct 24th meeting. There is a separate budget for recycling bins (£7,000) and we would need to factor in the extra cost of emptying. So please disregard the suggestions regarding bins in this meeting. They are included just FYI, and we'll come back to this in more detail later.

1.6 Regarding costs, Paul will be able to check these. The approximate costs that I've included in this paper are from research I did myself, and are **just for indicative purposes only**. The final costs could be higher or lower, and would need to be made through the MCC procurement policy.

Recommendations for Committee:

- A) That MCC funds seven of the eight noticeboards (those in **yellow**) at a total cost of circa £2,800. This includes two in Mayals, two in West Cross, two in Newton and one in Oystermouth ward.
- B) That MCC funds 5 new benches (those in **green**) at a total cost of £1,750
- C) This costs us £4,550 approximately.
- D) That the £10,000 in the Environment Committee budget line "e-cargo bikes" (which we decided not to progress this year) is transferred to equally to civic amenities (so + £5,000) and to recycling bins (so + £5,000). This would bring our TOTAL civic amenity budget this year to £10,000 this year.

- E) If this additional money is granted, then the recommendation is that MCC funds three picnic tables (those in [blue](#)). Two would be in West Cross and one in Oystermouth at a cost of circa £3,000.
- F) Finally, MCC spends circa £2,500 on new cycle parking infrastructure across the 4 wards as suggested by member of the public Chris Sherrington. This would cost approx. 15 [sheffield stands](#), enabling cycle parking for 30 bikes.

The costs in this list which are not funded in this round include:

- A third noticeboard for Mayals which Helen N and Cllr Chris Evans could fund separately.
- A Fixtures board for Mumbles major sporting clubs, located in the village center. We need a better agreement of likely design and cost. Once we know this, the cost of the fixture board could either to go as a proposal to full council to come from the contingency budget or from the Environment Committee’s civic amenities budget next year.
- Southend garden picnic tables and tables at Blackpill. These need more discussion.
- Greenwalls could be from other funding pots. All need a lot more discussion and looking at alternative sources of funding.

Table 1 – what cllrs asked for

What	Location	Ward	Cost	Suggested by
Notice board	Entrance to Fairwood Road Park by Sherbourne.	Mayals	£400	Helen N
Notice board	On Fairwood Rd, near F’wood park at bottom corner.	West Cross	£400	ClareAnna
Notice board	Bottom of Mayals – Clyne Common (by gate)	West Cross	£400	
Notice board	Mill Lane or Lido	Mayals	Helen N and Chris E to pay from their budget	Helen N
Notice board	Skatepark	Mayals	£400	Pam
Notice board	Entrance to Underhill by bus stop	Oystermouth	£400	Carrie
Notice Board	Slade Road Newton Wall Mounted.	Newton	£400	Ian
Notice board	Highmead Park On Posts	Newton	£400	
Notice board/	In the middle of the village, possibly by the Ostreme.	Oystermouth	Around £1,000 Will	Will

Fixtures list.	Discussed in the Finance Committee		thinks for a good one. Possibly from contingency	
Signage	There are signs to go on the railings along the prom. They are in the office and need to be put up!	Oystermouth	N/A	Carrie
GREEN WALL	Top shops west cross (potentially part of Place-making scheme)	West Cross	TBC	Rebecca
GREEN WALL	Next to M&S by chippie (potentially could be funded by M&S?)	Oystermouth	TBC	Fran and Angela
Bench	Outside Marks and Spencer as people eat sandwiches on steps	Oystermouth	£350	Fran and Angela
Bench	Bench at the Norton Community Orchard	Oystermouth	£350	
Bench	Bench at the SMUGS site	Oystermouth	SMUGS budget	
Picnic tables	Bench and picnic table at new WX park	West Cross	£350 £1,000	Rhian
Picnic tables	Benches and picnic table at Yalton Park	West Cross	£350 £1,000	Rhian
Picnic tables	Bench and picnic tables at Mumbles Hill Nature Reserve	Oystermouth	£350 £1,000	Will
Picnic tables	More benches and tables at Southend gardens More?? (CTJ)	Oystermouth	£1,000	Pam
Picnic tables	Replace picnic benches at Blackpill?	Mayals	£1,000	Suggested by resident mike butt on social media Sent to me by Emma McNamara
Cycle parking	<i>"It would be great to have cycle parking further down on Newton Road - perhaps at either end of the row of parking spaces that run from the fishmongers up towards Tesco. Mumbles Road is also really lacking in places to park bicycles, but there are quite a few spaces that would be</i>	All 4 wards	£150 per rack	Email from member of the public to Helen N as Chair of Environment Committee. Chris Sherrington: Standards for Public Cycle Parking, from the

	<i>suitable for Sheffield stands, such as outside the Co-op.</i>			Bicycle Association, Sustrans and Secured by Design, could be helpful. https://www.bicycleassociation.org.uk/wp-content/uploads/2021/06/05132-Cycle-Parking-and-Security-Standards-June-2021-REV-5.pdf
Cycle parking	Blackpill, the pier, Langed, Rotherslade.	All 4 wards	£150 per rack	Cllr. Chris Evans
Bin	Litter bin at the top of West Cross, Cross Acre Square	West Cross	TBC	Rhian
Bin	At the square, Cross Acre, West Cross. Kids		TBC	?
Bin	Bottom of Clyne common	Mayals	TBC	Helen N
	Litt Common by bin -			

**ENVIRONMENTAL COMMITTEE
BUDGET MONITORING REPORT TO 31/10/2022**

Code and Title	Actual to 31/10/2022			Year End Adj £	Adjusted Net to 31/10 £	Budget 2022/23 £	Net Position +/- Under/Over £	Over/Underspend To be reviewed
	Expenditure £	Income £	Net £					
ENV1 - Civic Amenities	294	0	294	294	0	14,700	14,700	
ENV2 - Wildflowers	0	0	0	0	0	500	500	
ENV3 - Jubilee Garden	200	0	200	0	200	650	450	
ENV4 - Flora in Schools	0	0	0	0	0	3,500	3,500	
ENV5 - Cleansing SLA	0	0	0	0	0	18,400	18,400	
ENV6 - EEO Resources	868	0	868	0	868	7,200	6,332	
ENV7 - Community Orchard	0	0	0	0	0	2,500	2,500	
ENV8 - Grass Verge Scheme	0	0	0	0	0	4,100	4,100	
ENV9 - Wildlife Signage Scheme	0	0	0	0	0	2,100	2,100	
ENV10 - Climate Emergency - Support Actions	0	0	0	0	0	9,950	9,950	
ENV11 - Castle Woods Paths	0	0	0	0	0	6,500	6,500	
ENV13 - Cleansing Bus Shelters	0	0	0	0	0	0	0	
ENV14 - SMUGS Grant	1,163	0	1,163	63	1,100	1,000	-100	
ENV17 - Refuse Collection Point	0	0	0	0	0	10,000	10,000	
ENV18 - Water Bottle Fillers	393	0	393	0	393	5,800	5,407	
ENV21 - Recycling Bins	0	0	0	0	0	7,000	7,000	
ENV22 - Plastic Free Mumbles Campaign	0	0	0	0	0	500	500	
ENV23 - E Cargo Bikes	0	0	0	0	0	10,000	10,000	
Total	2,918	0	2,918	357	2,561	104,400	101,839	

NOTES

1. Year End Adj are invoices paid in 2022/23 that have been charged back to the 2021/22 budget.
2. All Earmarked Reserves brought forward from 2021/22 agreed at Council on 27/09/2022 have been included in this report.

Mumbles Community Council

Environmental Committee - Expenditure Transactions to 31/10/2022
(Between 01-04-2022 and 31-10-2022)

Code 22 ENV1 - Civic Amenities - Street Furniture

Code Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
53	17/05/2022	477.12	1Lloyds Current Account		New Recycling Bins	Swansea Council	S	294.17	58.83	353.00
Subtotal for Code: ENV1 - Civic Amenities - Street Furniture								£294.17	£58.83	£353.00

Code 25 ENV3 - Jubilee Garden

Code Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
308	09/09/2022		1Lloyds Current Account		Tree Work	Cantellow Tree Surgery	X	200.00		200.00
Subtotal for Code: ENV3 - Jubilee Garden								£200.00		£200.00

Code 79 ENV18 - Water Bottle Fillers

Code Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
330	15/09/2022		1Lloyds Current Account		Water Bottle Filling Station	Andrew D'Auria Solutions Ltd	S	231.11	46.22	277.33
450	07/10/2022		Barclaycard		Water Bottle Filling Station	Dwr Cymru	S	81.00	16.20	97.20
451	07/10/2022		Barclaycard		Water Bottle Filling Station	Dwr Cymru	S	81.00	16.20	97.20
Subtotal for Code: ENV18 - Water Bottle Fillers								£393.11	£78.62	£471.73

Code 86 ENV6 - EEO - Resources

Code Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
109	14/06/2022		1Lloyds Current Account		Washinghouse Brook Woods Report	Deborah Sazer	X	700.00		700.00
180	22/07/2022		1Lloyds Current Account		Washinghouse Brook Woods Report	Deborah Sazer	X	168.00		168.00
Subtotal for Code: ENV6 - EEO - Resources								£868.00		£868.00

Code 117 ENV14 - SMUGS Grant

Code Vchr.	Date	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
68	31/05/2022	184.04	1Lloyds Current Account		SMUGS Purchases	Cllr Carrie Townsend Jones	X	62.90		62.90
108	14/06/2022	184.04	1Lloyds Current Account		SMUGS Survey and Report	Deborah Sazer	X	700.00		700.00
110	14/06/2022	184.04	1Lloyds Current Account		SMUGS Training Day	Deborah Sazer	X	350.00		350.00
241	09/08/2022	184.04	1Lloyds Current Account		Welsh Translation	Cartwn Cymru	S	50.00	10.00	60.00
Subtotal for Code: ENV14 - SMUGS Grant								£1,162.90	£10.00	£1,172.90
Subtotal for Cost Centre: Environmental Committee								2,918.18	147.45	3,065.63

TOTALS £2,918.18 £147.45 £3,065.63