



Minutes of Meeting of the Finance and Compliance Committee held on 16 October 2023 at 6.30 pm Hybrid Meeting at the Ostreme Centre & via Teams

Councillors Present: Ian Scott (Chair), Phil Keeton, Will Thomas, Francesca O'Brien, Angela O'Connor and Carrie Townsend Jones

Officers Present: Paul Beynon – RFO and Ian Hughes – Committee Support Officer (CSO)

FI2310-01 **Apologies:** Rebecca Fogarty

FI2310-02 **Declarations of Interest**
None

FI2310-03 **Minutes of the Previous Meetings of the Committee**

RESOLVED to approve the minutes of the meeting held on 18 September 2023 as a true record.

FI2310-04 **Appointment of Vice-Chair**

Choice of Vice-Chair discussed and Cllrs. Will Thomas and Carrie Townsend Jones were nominated.

RESOLVED that following a vote by Councillors only Cllr. Thomas was elected Vice-Chair.



FI2310-05 Outstanding Actions from Previous Meeting

RESOLVED both outstanding actions updated and completed, details recorded in 'outstanding action' report.

FI2310-06 Budget Monitoring Report to 31/08/2023

Paul Beynon, The RFO, outlined that he had no concerns in relation to The Finance and Compliance Budget and that issues connected to Ostreme would be discussed under the next agenda item **FI2310-07**.

In answer to questions by councillors, Paul Beynon stated that an external evaluation had not taken place for three years and the need to have such an evaluation was discussed.

ACTION: RFO to identify parameters of evaluation from an outside body and obtain a quote for the next meeting in November.

FI2310-07 Budget 2024/25

Paul Beynon, The RFO, outlined that the Ostreme Development Working Group sat on 10th October 2023. At that meeting two proposed plans, provided by the architects were both found to be suitable, and it was proposed that both be agreed as suitable and that a recommendation be made at Full Council. The cost of the development was discussed, MCC's budget in the current financial year for Ostreme Development is £41,450, it will be necessary to have a budget of £250,000 either from next year's budget (2024/25) or spread over the next two financial years.

RECOMMENDED: that the two options as detailed by the architects for the development of Ostreme be approved at Full Council

AGREED that budget proposals for the development of Ostreme be agreed at the November Meeting.



FI2310-08 Councillor Review of Bank Reconciliations and Employee Data

Paul Beynon, The RFO, outlined that Financial Regulations stipulated that a review by Council should take place every three months in relation to Bank Reconciliations and Payroll Data. Three councillors ideally should review these items and volunteers were sought to conduct the reviews.

AGREED: Cllrs. Francesca O'Brien and Phil Keeton agreed to participate in the reviews, the first due in September 2023 which will need to be carried out with a retrospective review for June 2023.

ACTION: RFO to request the participation of either Cllr. Helen Nelson or Cllr Mike Parkin in assisting with the reviews.

FI2310-09 A review of direct debits and standing orders

Paul Beynon, The RFO, outlined that Financial Regulations allowed for direct debits and standing orders to be paid retrospectively and he proposed that this existing arrangement for payment be extended for a further 12 months.

In answer to questions by councillors, a discussion ensued in relation to using local power supplies, namely The Gower Electric Co. who supply energy through Ecotricity. RFO stated that currently MCC receive a discount for their energy usage as it is supplied through SCC. Both Cllrs. Townsend Jones and Keeton declared an interest in relation to The Gower Electric Co.

ACTION: RFO to obtain quotes from The Gower Electric Co. and compare tariffs with those provided by SCC.

RECOMMENDED: that the current practice of approving payments made by The RFO retrospectively be approved at Full Council.

FI2310-10 Council Grant Review Policy

A discussion took place regarding the current Council Grant Review Policy and it was the consensus of the committee that it requires to be reviewed.



RESOLVED: that the Clerk should review the current practices with a view to establishing a working group to review practices. Both Cllrs. Ian Scott and Carrie Townsend Jones volunteered to assist within a working group,

ACTION: Clerk to review policy.

FI2310-11

Whitestone Primary School Grant Application

Grant application for £4,000 to improve play yard areas.

RESOLVED: That the committee required additional information in relation to the type of work being envisaged and ensure that there is no duplication of claim (double jeopardy), and whether a greater proportion of the total cost could be met by The School's PTA (normally 50% contribution from school). Other issues included why The Head Teacher and not the PTA had made the grant application and whether a grant under the Landfill Scheme would be applicable.

ACTION: CSO to write to the Head Teacher of Whitestone Primary requesting additional information in a further application including it being made on behalf of The PTA, community use of facilities, whether a greater percentage of the work could be funded by the school and other sources of funding available.

FI2310-12

Heartbeat Trust UK Grant Application

Grant Application for £9,900 towards providing defibrillators in Mumbles 'Hotspots'.

RESOLVED: Deferred to November Meeting pending additional information from heartbeat Trust UK.

ACTION: CSO to write to the Heartbeat Trust UK requesting additional information. In particular the precise number of defibrillators anticipated and their proposed locations. In addition, information on existing defibrillators throughout the MCC area sought and other funding received, in particular whether a £5,000 grant from SCC is dependent upon this application or an entirely separate issue.



FI2310-13 Mumbles Bowls Club Grant Application

Grant Application for £2,149.46 to assist in the payment of green maintenance charges. A discussion took place regarding the three clubs using the facilities, namely Mumbles Bowls Club, The New Mumbles Bowls Club and The Croquet Club. In addition concern was raised by councillors over the unknown condition of the pavilion and other structures connected to these clubs should MCC take over the lease/ownership.

RESOLVED: Deferred to November Meeting pending clarification within a new application that all three clubs are represented and will be sharing the grant money.

ACTION: CSO to write to the Mumbles Bowls Club requesting a new application which will state that the three clubs detailed above will be the beneficiaries of the grant.

ACTION: RSO to include within the next agenda for the Community and Social Development Committee the need for a survey to be carried out on the pavilion and other structures contained within the facilities used by Mumbles Bowls Club.

FI2310-14 Sunshine Lotus Yoga Grant Application

Grant Application for £2,400 to support yoga within the community through Yoga 4 Health. In discussion amongst Councillors the point that numerous yoga companies and individuals operated locally, many of whom make contact with MCC for support and that MCC must be wary of not favouring a particular company.

RESOLVED: Deferred to November Meeting pending further information from Sunshine Lotus Yoga. If subsequently approved the grant would be subject to a period of trial/review, such as twelve weeks.

ACTION: CSO to write to The Sunshine Lotus Yoga requesting additional information including the number of participants, whether residing locally and are whether subject to a rehabilitation programme. In addition, would this programme be supported or connected to The NHS.



FI2310-15 Oystermouth Panto Grant Application

Grant Application for an amount up to £2,000 to assist in relation to a Christmas Panto.

RESOLVED: Deferred to November Meeting pending further information,

ACTION: CSO to write to Oystermouth Panto seeking additional information on what the grant would contribute towards in the context of the overall budget for the project.

FI2310-16 Mumbles Rugby Club Grant Application

Grant Application for £2,000 to contribute towards the community-based annual festival.

RESOLVED: Deferred to November Meeting pending further information, in particular why a retrospective application for the grant had been made.

ACTION: CSO to write to Mumbles Rugby Club seeking any extenuating circumstances resulting in a retrospective grant application being made. In addition any other issues to be sought that may be relevant to the application.

FI2310-17 Mumbles Netball Grant Application

Grant Application for £1,150 to assist with court fees for Yr 6 and Yr 8 participants.

RECOMMENDED that a grant of £1,150 be made to Mumbles Netball to assist with court fees for Yr 6 and Yr 8 participants.

FI2310-18 Sunday Tea Group Grant Application

Grant Application for £425 to assist in the prevention of elderly people from becoming isolated.

RECOMMENDED that a grant application for £425 be made to The Sunday Tea Group to assist in the prevention of elderly people from becoming isolated.

**FI2310-19 Training Budget Update**

Training budget had been discussed and updated at Full Council Meeting on 12th October 2023 when Cllr. Carrie Townsend Jones had proposed increasing the training budget from £800 to £1,000,

RESOLVED: No additional action required on the part of The Finance and Compliance Committee.

FI2310-20**Vegetable Collection Discussion**

A discussion took place concerning the opportunities for local growers of fruit and vegetable to sell produce in Mumbles including at the Ostreme Centre.

ACTION: Cllr Will Thomas to liaise with architects seeking their views on the opportunity for The Ostreme Centre to hold vegetable sales.

RESOLVED: Opportunities on vegetable collection to be explored at a later date.

Meeting ended 8.19pm