Mumbles Community Council

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**

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

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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. 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.

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**

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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 Cllr. Helen Nelson and 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 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 making payments by Direct Devit and Standing Order by The RFO be approved at Full Council for a further 12 months.

FI2310-10

Council Grant Policy

A discussion took place regarding the current Council Grant 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 taxation), 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 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: RFO 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 prior to the transfer of ownership from Swansea Council.

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 whether subject to a rehabilitation programme. In addition, would this programme be supported or connected to The NHS.

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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 seeing 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 have a collection point for their 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

Cofnodion Cyfarfod y Pwyllgor Cyllid a Chydymffurfedd a gynhaliwyd ar 16 Hydref 2023 am 6.30pm
Cyfarfod Hybrid yng Nghanolfan Ostreme drwy gyfrwng Teams

Y Cynghorwyr yn bresennol: Ian Scott (Cadeirydd), Phil Keeton, Will Thomas, Francesca O'Brien, Angela O'Connor, a Carrie Townsend Jones

Y Swyddogion yn bresennol: Paul Beynon – Swyddog Ariannol Cyfrifol, ac Ian Hughes – Swyddog Cymorth Pwyllgorau

FI2310-01 **Ymddiheuriadau:** Rebecca Fogarty

FI2310-02 **Datganiadau o fuddiant**

Dim

FI2310-03 **Cofnodion Cyfarfod Blaenorol y Pwyllgor**

PENDERFYNWYD cymeradwyo cofnodion y cyfarfod a gynhaliwyd ar 18 Medi 2023 fel cofnod gwir.

FI2310-04 **Penodi Is-gadeirydd**

Trafodwyd y dewis o Is-gadeirydd ac enwebwyd y Cynghorwyr Will Thomas a Carrie Townsend Jones.

PENDERFYNWYD yn dilyn pleidlais gan y cynghorwyr bod y Cynghorydd Thomas yn unig yn cael ei ethol yn Is-gadeirydd.

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FI2310-05 **Camau gweithredu heb eu cwblhau o'r cyfarfod blaenorol**

PENDERFYNWYD bod y ddau gam gweithredu a oedd heb eu cwblhau bellach wedi'u diweddaru a'u cwblhau, a bod y manylion wedi'u cofnodi yn yr adroddiad 'camau gweithredu heb eu cwblhau'.

FI2310-06 **Adroddiad Monitro'r Gyllideb hyd at 31 Awst 2023**

Amlinellodd Paul Beynon, y Swyddog Ariannol Cyfrifol, nad oedd ganddo unrhyw bryderon mewn perthynas â chyllideb y Pwyllgor Cyllid a Chydymffurfedd ac y byddai materion yn ymwneud â Chanolfan Ostreme yn cael eu trafod o dan yr eitem nesaf ar yr agenda. **FI2310-07.**
Mewn ymateb i gwestiynau gan y cynghorwyr, dywedodd Paul Beynon nad oedd gwerthusiad allanol wedi'i gynnal ers tair blynedd a thrafodwyd yr angen i gael gwerthusiad o'r fath.

CAM GWEITHREDU: Y Swyddog Ariannol Cyfrifol i nodi paramedrau gwerthuso gan gorff allanol a chael dyfynbris ar gyfer y cyfarfod nesaf ym mis Tachwedd.

FI2310-07 **Cyllideb 2024/2025**

Amlinellodd Paul Beynon, y Swyddog Ariannol Cyfrifol, fod Gweithgor Datblygu Canolfan Ostreme wedi cyfarfod ar 10 Hydref 2023. Yn y cyfarfod hwnnw canfuwyd bod dau gynllun arfaethedig, a ddarparwyd gan y penseiri, yn addas, a chynigiwyd y dylid cytuno ar y ddau fel rhai addas ac y dylid gwneud argymhelliad yn y Cyngor Llawn. Trafodwyd cost y datblygiad. Cyllideb Cyngor Cymuned y Mwmbwls yn y flwyddyn ariannol gyfredol ar gyfer Datblygu Canolfan Ostreme yw £41,450. Bydd angen cael cyllideb o £250,000 naill ai o gyllideb y flwyddyn nesaf (2024/2025) neu ei wasgaru ar draws y ddwy flynedd ariannol nesaf.

ARGYMHELLWYD bod y ddau opsiwn y manylwyd arnynt gan y penseiri ar gyfer datblygu Canolfan Ostreme yn cael eu cymeradwyo gan y Cyngor Llawn.

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CYTUNWYD bod y cynigion o ran y gyllideb ar gyfer datblygu Canolfan Ostreme yn cael eu cytuno yng nghyfarfod mis Tachwedd.

FI2310-08

Adolygiad Cynghorwyr o Gysoniadau Banc a Data Gweithwyr

Amlinellodd Paul Beynon, y Swyddog Ariannol Cyfrifol, fod y Rheoliadau Ariannol yn nodi y dylai'r Cyngor gynnal adolygiad bob tri mis mewn perthynas â Chysoniadau Banc a Data'r Gyflogres. Yn ddelfrydol, dylai tri chynghorydd adolygu'r eitemau hyn a gofynnwyd am wirfoddolwyr i gynnal yr adolygiadau.

CYTUNWYD: Cytunodd Francesca O'Brien a Phil Keeton i gymryd rhan yn yr adolygiadau, gyda'r cyntaf i'w gynnal ym mis Medi 2023 lle bydd angen ei gynnal gydag adolygiad ôl-weithredol ar gyfer Mehefin 2023.

CAM GWEITHREDU: Y Swyddog Ariannol Cyfrifol i ofyn am gyfranogiad naill ai'r Cynghorydd Helen Nelson neu'r Cynghorydd Mike Parkin i gynorthwyo gyda'r adolygiadau.

FI2310-09

Adolygiad o ddebydau uniongyrchol ac archebion sefydlog

Amlinellodd Paul Beynon, y Swyddog Ariannol Cyfrifol, fod y Rheoliadau Ariannol yn caniatáu i ddebydau uniongyrchol ac archebion sefydlog gael eu talu'n ôl-weithredol, a chynigiodd fod y trefniant presennol hwn ar gyfer talu yn cael ei ymestyn am 12 mis arall.

Mewn ymateb i gwestiynau gan y cynghorwyr, cafwyd trafodaeth mewn perthynas â defnyddio cyflenwadau pŵer lleol, sef Gower Electric Co. sy'n cyflenwi ynni drwy Ecotricity. Dywedodd y Swyddog Ariannol Cyfrifol fod Cyngor Cymuned y Mwmbwls ar hyn o bryd yn cael gostyngiad am ddefnyddio ynni gan ei fod yn cael ei gyflenwi trwy Gyngor Dinas a Sir Abertawe. Datganodd y Cynghorwyr Townsend Jones a Keeton fuddiant mewn perthynas â Gower Electric Co.

CAM GWEITHREDU: Y Swyddog Ariannol Cyfrifol i gael dyfynbrisiau gan Gower Electric Co. a chymharu tariffau â'r rhai a ddarperir gan Gyngor Dinas a Sir Abertawe.

ARGYMHELLWYD: bod yr arfer presennol o gymeradwyo taliadau a wneir gan y Swyddog Ariannol Cyfrifol yn ôl-weithredol yn cael ei gymeradwyo gan y Cyngor Llawn.

FI2310-10

Polisi Adolygu Grantiau'r Cyngor
Cafwyd trafodaeth ynghylch Polisi Adolygu Grantiau cyfredol y Cyngor, a chonsensws y pwyllgor oedd bod angen ei adolygu.

PENDERFYNWYD y dylai'r Clerc adolygu'r arferion presennol gyda golwg ar sefydlu gweithgor i adolygu arferion. Gwirfoddolodd y Cynghorwyr Ian Scott a Carrie Townsend Jones i gynorthwyo o fewn gweithgor.

FI2310-11 **CAM GWEITHREDU:** Y Clerc i adolygu'r polisi.

Cais Grant Ysgol Gynradd y Garreg Wen

Cais am grant o £4,000 i wella y buarth chwarae.

PENDERFYNWYD bod y pwyllgor angen gwybodaeth ychwanegol mewn perthynas â'r math o waith a ragwelir a sicrhau nad oes unrhyw ddyblygu o ran ceisiadau (erlyniad dwbl), ac a allai Cymdeithas Rhieni ac Athrawon yr ysgol dalu cyfran uwch o'r cyfanswm (cyfraniad o 50% gan yr ysgol fel arfer). Roedd materion eraill yn cynnwys pam mai'r Pennaeth yn hytrach na'r Gymdeithas Rhieni ac Athrawon a wnaeth y cais am grant, ac a fyddai grant o dan y Cynllun Tirlenwi yn berthnasol.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at Bennaeth Ysgol Gynradd y Garreg Wen i ofyn am wybodaeth ychwanegol mewn cais pellach, gan ofyn hefyd i'r cais gael ei wneud ar ran y Gymdeithas Rhieni ac Athrawon, ei fod yn nodi'r defnydd a wneir o'r cyfleusterau gan y gymuned, p'un a allai canran uwch o'r gwaith gael ei ariannu gan yr ysgol ai peidio, a'r ffynonellau cyllid eraill sydd ar gael.

FI2310-12

Cais Grant Heartbeat Trust UK

Cais am grant o £9,900 tuag at ddarparu diffibrilwyr ym 'Mannau Poblogaidd' y Mwmbwls.

PENDERFYNWYD gohirio hyn tan gyfarfod mis Tachwedd tra bod y pwyllgor yn aros am wybodaeth ychwanegol gan Heartbeat Trust UK.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at Heartbeat Trust UK yn gofyn am wybodaeth ychwanegol. Yn benodol, yr union nifer o ddiffibrilwyr y disgwylir a'u lleoliadau arfaethedig. Yn ogystal, ceisio gwybodaeth am y diffibrilwyr sydd eisoes yn bodoli yn ardal Cyngor Cymuned y Mwmbwls ac unrhyw gyllid arall a dderbyniwyd ac, yn arbennig, a ydyw grant o £5,000 gan Gyngor Dinas a Sir Abertawe yn dibynnu ar y cais hwn neu'n fater cwbl ar wahân.

FI2310-13

Cais Grant Clwb Bowlio y Mwmbwls

Cais am grant o £2,149.46 i gynorthwyo gyda thalu costau cynnal a chadw'r lawnt. Cafwyd trafodaeth ynglŷn â'r tri chlwb sy'n defnyddio'r cyfleusterau, sef Clwb Bowls y Mwmbwls, Clwb Bowls Newydd y Mwmbwls a'r Clwb Croquet. Yn ogystal, mynegwyd pryder gan y cynghorwyr ynghylch cyflwr anhysbys y pafiliwn a strwythurau eraill sy'n gysylltiedig â'r clybiau hyn pe bai Cyngor Cymuned y Mwmbwls yn cymryd drosodd y brydles/perchnogaeth.

PENDERFYNWYD gohirio hyn tan gyfarfod mis Tachwedd tra bod y pwyllgor yn aros am eglurhad o fewn cais newydd, fod y tri chlwb yn cael eu cynrychioli ac y byddant yn rhannu'r arian grant.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at Glwb Bowls y Mwmbwls yn gofyn am gais newydd a fydd yn nodi mai'r tri chlwb y manylir arnynt uchod a fydd yn cael budd o'r grant.

Commented [GE1]: RFO or CSO here - translated as CSO - GE

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i gynnwys o fewn agenda nesaf y Pwyllgor Datblygu Cymunedol a Chymdeithasol yr angen i gynnal arolwg o'r pafiliwn a strwythurau eraill sydd yn y cyfleusterau a ddefnyddir gan Glwb Bowls y Mwmbwls.

FI2310-14

Cais Grant Sunshine Lotus Yoga

Cais am grant o £2,400 i gynnal sesiynau ioga yn y gymuned trwy Yoga 4 Health. Mewn trafodaeth ymhlith y cynghorwyr gwnaed y pwynt bod nifer o gwmnïau ioga

ac unigolion yn gweithredu'n lleol, a llawer ohonynt yn cysylltu â Chyngor Cymuned y Mwmbwls am gefnogaeth, a bod yn rhaid i Gyngor Cymuned y Mwmbwls fod yn wyliadwrus rhag peidio â ffafrio cwmni penodol.

PENDERFYNWYD gohirio hyn tan gyfarfod mis Tachwedd tra bod y pwyllgor yn aros am ragor o wybodaeth gan Sunshine Lotus Yoga. Os caiff ei gymeradwyo, byddai'r grant yn amodol ar gyfnod prawf/adolygu, megis 12 wythnos.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at Sunshine Lotus Yoga i ofyn am wybodaeth ychwanegol gan gynnwys nifer y cyfranogwyr, p'un a ydynt yn byw yn lleol ai peidio, ac a ydynt yn destun rhaglen cyfnod adfer. Yn ogystal, a fyddai'r rhaglen hon yn cael ei chefnogi gan y GIG neu'n gysylltiedig â'r GIG.

FI2310-15 **Cais Grant Pantomeim Ystumllwynarth**

Cais am grant o swm hyd at £2,000 o gymorth ar gyfer cynnal pantomeim Nadolig.

PENDERFYNWYD gohirio hyn tan gyfarfod mis Tachwedd tra bod y pwyllgor yn aros am ragor o wybodaeth.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at gwmni pantomeim Ystumllwynarth i gael gwybodaeth ychwanegol am yr hyn y byddai'r grant yn cyfrannu ato yng nghyd-destun cyllideb gyffredinol y prosiect.

FI2310-16 **Cais Grant Clwb Rygbi y Mwmbwls**

Cais am grant o £2,000 i gyfrannu at yr ŵyl flynyddol gymunedol.

PENDERFYNWYD gohirio hyn tan gyfarfod mis Tachwedd tra bod y pwyllgor yn aros am ragor o wybodaeth, yn enwedig pam y gwnaed cais ôl-weithredol am y grant.

CAM GWEITHREDU: Y Swyddog Cymorth Pwyllgorau i ysgrifennu at Glwb Rygbi y Mwmbwls i geisio gwybodaeth am unrhyw amgylchiadau esgusodol sydd wedi arwain at gais ôl-weithredol am grant. Yn ogystal, unrhyw faterion eraill i'w ceisio a allai fod yn berthnasol i'r cais.

Cais Grant Pêl-rwyd y Mwmbwls

FI2310-17 Cais Grant o £1,150 i gynorthwyo gyda ffioedd cwrt i gyfranogwyr Blwyddyn 6 a Blwyddyn 8.

ARGYMHELLWYD rhoi grant o £1,150 ar gyfer Pêl-rwyd y Mwmbwls i gynorthwyo gyda ffioedd cwrt ar gyfer cyfranogwyr Blwyddyn 6 a Blwyddyn 8.

Cais Grant The Sunday Tea Group

FI2310-18 Cais am Grant o £425 i gynorthwyo'r gwaith o atal ynysigrwydd ymhlith pobl hŷn.

ARGYMHELLWYD rhoi grant o £425 i The Sunday Tea Group i gynorthwyo'r gwaith o atal pobl hŷn rhag mynd yn ynysig.

Diweddariad ar y Gyllideb Hyfforddiant

FI2310-19

Roedd y gyllideb hyfforddiant wedi'i thrafod a'i diweddaru yng nghyfarfod y Cyngor Llawn ar 12 Hydref 2023 pan oedd y Cynghorydd Carrie Townsend Jones wedi cynnig cynyddu'r gyllideb hyfforddi o £800 i £1,000.

PENDERFYNWYD nad oedd angen cymryd unrhyw gamau ychwanegol ar ran y Pwyllgor Cyllid a Chydymffurfedd.

Trafodaeth ar Gasglu Llysiau

FI2310-20 Cafwyd trafodaeth ynghylch y cyfleoedd i dyfwyr ffrwythau a llysiau lleol werthu cynnyrch yn y Mwmbwls gan gynnwys yng Nghanolfan Ostreme.

CAM GWEITHREDU: Y Cynghorydd Will Thomas i gysylltu â phenseiri i geisio eu barn ar y cyfle i Ganolfan Ostreme gynnal arwerthiannau llysiau.

PENDERFYNWYD archwilio'r cyfleoedd ar gyfer casglu llysiau rywbryd eto yn y dyfodol.

Daeth y cyfarfod i ben am 8.19pm