Mumbles Community Council

Minutes of Meeting of the Facilities and Property Committee held on 24th September 2026. At The Ostreme Centre 6.30pm and via TEAMS

Councillors Present: Cllrs Will Thomas (Chair), Ian Scott, Carrie Townsend Jones, Richard Jarvis and Laura Gilbert.

Officers Present: Hannah Hunter – Facilities Manager and Ian Hughes – CSO

F&P 2609-01	**Apologies for Absence** None
F&P 2609-02	**Declarations of Interest** Hannah Hunter, the Facilities Manager declared a prejudicial interest in relation to the Underhill Machines agenda item (**F&P 2609-10** refers)
F&P 2609-03	**Minutes of Previous Meetings of the Committee** To approve the minutes of the meeting held on 16 July 2026 as a true record. **RESOLVED** to approve the minutes of the meeting held on 16th July 2026 as a true record.
F&P 2609-04	**Outstanding Actions from previous meetings** **RESOLVED** outstanding actions updated, and new actions to be recorded in 'outstanding action' report by CSO
F&P 2609-05	**Budget Monitoring Reports to 31/07/2026 - Paul Beynon, RFO** **Reports attached.** Financial reports prepared by RFO Paul Beynon who when circulating them prior to the meeting indicated that the reports only covered the period until May 2026 and not July 2026 as indicated in the agenda. Councillors desired additional information in relation income in relation to both Ostreme and particularly The Hub before approving the reports.

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	ACTION: RFO to provide additional information on income to committee prior to October's Meeting. **RESOLVED** to defer approval the above reports until October's Meeting
F&P 2609-06	**Budget 2026/2027** A report had been prepared and circulated to Councillors by RFO Paul Beynon in relation to the budget timetable. Councillors considered the contents of the report but were mindful that a new RFO is to be appointed imminently and that Council elections will take place in 2027. ACTION CO to provide guidance to Committee on future events prior to October's Meeting **RESOLVED:** To accept the above report provided by The RFO and submit budget proposal forms within the agreed timescale.
F&P 2609-07	**MCC Pavilion usage policy for current and future potential development.** **Memorandum of Understanding to be discussed.** **Hannah Hunter outlined that Memorandum of Understanding document is nearing completion and will be circulated to committee members prior to October's Meeting (Subject to existing action)**
F&P 2609-08	**3G Pitch Dugouts** **Hannah Hunter** outlined how the original dugouts had been removed and that the acquisition of a new dugout is in hand. Cllr Thomas noted that 'solid' dugout/s should be obtained as opposed to 'flimsy' Perspex ones. Agenda item is subject to an existing outstanding action.
F&P 2609-09	**Underhill Signage** **Hannah Hunter** outlined that she had received a quote for signage for signs within Underhill Park. The total cost being £4,000 although this did not cover the cost of the area around the Car Park. Although the signs need replacing there are two signs that require urgent replacement on Newton Road on the grounds of health and safety. These two signs would cost £678 to replace.

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	Councillors whilst mindful of the need for new signs, recognised that SCC still had responsibility for the park. Councillors considered prioritising the two signs which posed a safety risk (Newton Road) whilst recommending expenditure on the remainder of the signs subject to SCC contributing 50% of the costs. The remainder of the signs would cover the whole of Underhill Park with an estimated cost (not including the £675 for Newton Road signs) of £5,000 **RECOMMENDED:** To replace two signs on Newton Road at a cost of £675, to be provided through the **Contingency Fund.** **RECOMMENDED:** To replace the remainder of signage within Underhill Park including signs on The Hub at a total cost of £5,000 subject to SCC contributing 50% of the funding. MCC to provide funding through the **Contingency Fund.**
F&P 2609-10	**Underhill Machines** Hannah Hunter, the Facilities Manager had declared a prejudicial interest in relation to this agenda item at the start of the meeting. In order for Hanna to provide some background information in relation to the machines, The Chair, Cllr Thomas proposed that Standing Orders be suspended. **RESOLVED:** Standing Orders suspended at 6.57pm Hannah detailed that the machines in question had been installed on a 'trial' basis as an additional source of income and that this type of machine were very popular in the leisure industry. Hannah Hunter left the meeting at 6.58pm when Standing Orders were re-instated. Deferring this agenda item until October's Meeting was considered in order to allow a photograph of the machine/s in question to be made available to committee members. However all of the committee had either seen the machine in question or were familiar with the type in question. As a consequence it was felt that an adjournment of this agenda item was unnecessary. A number of councillors had received complaints about the machines including children pestering parents for cash to play the machines and the general 'tastelessness' of the machines.

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	The consensus of the committee was that the machines were not in keeping with the ethos of MCC, in particular their aim to reduce plastic waste. **RESOLVED:** To remove the machines in question from The Hub.
F&P 2609-11	**Ostreme Plan** **RESOLVED:** Item deferred until October's Meeting of Full Council
F&P 2609-12	**Payments - options facilities card?** Councillors discussed the use of a facilities card at The Hub. **ACTION:** The newly appointed RFO to liaise with Hannah over the use of a facilities card
F&P 2609-13	**Reporting Spend Monthly** Councillors discussed the need for Hannah Williams, the Facilities Manager to have access to relevant accounts connected to The Hub. Access could be restricted to a read-only option. **ACTION:** The newly appointed RFO to liaise with Hannah over access to The Hub's income/expenditure accounts
F&P 2609-14	**Gardener hours** Councillors discussed the need for ground maintenance at The Hub, Underhill Park. In addition, gardening and maintenance duties at The Ostreme Centre, were also discussed. Currently a number of staff/volunteers are responsible for both sites including a caretaker and ground maintenance officer. In addition, responsibility for The Hub is also under the control of SCC. A number of options were considered by Councillors including increasing the hours of the grounds maintenance officer and employing a gardener to carry out additional work. **ACTION:** CO to consider options for grounds maintenance, including quotes and report to Chair, Will Thomas.
F&P 2609-15	**Bollard Lighting** Agenda item resolved at Full Council Meeting on 8th September 2026

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F&P 2609-16	**Ostreme Handrail and Painting edge.** Hanna Hunter outlined how the painting of the edge had been completed due to the low cost and safety aspect. The handrail is also a safety concern but cannot be approved as a recommendation due to the lack of a quote. **RESOLVED;** In principle the committee approved the installation of a hand rail but require a quote before being proposed to Full Council. **ACTION**: Hannan Hunter to obtain quotes for handrail and arrange for recommendation to be made to Full Council.
F&P 2609-17	**Consider a further £7,500 towards entrance gate improvements off Newton Road.** The Chair, Cllr Thomas stated that SCC had not agreed to contribute £7,500 towards gate improvement to Underhill Park, off Newton Road. Full Council had approved a budget for £15,000 to cover the cost of improvements provided SCC contributed 50% of the funding at Full Council Meeting on 14th July 2026. The committee discussed whether they could make a further recommendation to Full Council for the additional £7,500 due to the original recommendation having been approved within the previous month. **RESOLVED;** Advice to be sought as to whether the additional £7,500 can be sought from Full Council. Irrespective of advice provided, Full Council to be updated at October's Full Council Meeting.
F&P 2609-18	**Underhill Car park action plan** **The committee discussed concerns over the use of Underhill Car Park. The car park is currently not set out with markings and safety concerns exist due to overcrowding. Councillors were keen to provide a long-term solution through an action plan and liaison with SCC who are responsible for the car park. Although SCC are responsible for the car park a number of councillors considered that MCC should take responsibility for at least some of the funding if necessary to ensure the safety of those attending the park.** **ACTION; Hannah Hunter to liaise with SCC and provide recommendations and cost implications for October's meeting. Dependant on recommendations and costings, a budget proposal form to be considered.**

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F&P 2609-19	**Bowls green asset transfer update** The SCC officer with responsibility for the bowls green lease commences employment on 4th October 2026. Update to be postponed until later meeting **RESOLVED;** Agenda item to be deferred until October's Meeting.

Meeting finished 7.26pm

Next Meeting 22nd October 2026

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