

## Minutes of the Special Meeting of Mumbles Community Council held on 16 December 2025 at 6.00pm (Hybrid Meeting at the Ostreme Centre and via Teams)

**Members Present:** Martin O'Neill (Vice Chair), Ian Scott, Sara Keeton, Pam Erasmus, Rob Marshall, Richard Jarvis, Carrie Townsend Jones, Rebecca Fogarty and Will Thomas (Chair).

**Officers Present:** Kerry-Leigh Graham - CO, Paul Beynon - RFO, and Ian Hughes - CSO

**SM2512-01 Apologies for absence:** Cllrs, Cllr Phil Keeton, David Lewis, Angela O'Connor, Francesca O'Brien, Xanthe Keeton, Helen Nelson, Laura Gilbert, and Tim Zhou

**SM2512-02 Declarations of Interest:** Cllr Rebecca Fogarty declared a personal and prejudicial interest in the Underhill Report as it will be considered by Swansea City's Cabinet of which she is a member. Whilst not a Cabinet Member, Cllr Will Thomas declared a personal interest in the agenda as a SCC Councillor as did Cllr Sara Keeton. In addition, The RFO declared a personal interest in relation to fifth recommendation of the Underhill report, that Council agrees to the change in Job Title for the Assistant Clerk/RFO to Deputy Chief Officer.

**SM2512-03 Public Participation**

Members of the public may make representations, answer questions and give evidence at this meeting in respect of the business on the agenda.

No member of the public was present.

**SM2512-04 Exclusion of Press and Public**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that the press and public be excluded for the following item of business due to the confidential nature of the business to be transacted.

The Chair outlined that the remainder of the meeting needed to be in a 'closed session' due to the sensitive nature of information.

**RESOLVED** that due to the confidential nature of the business to be discussed, the press and public be excluded from the meeting.

Recording of meeting suspended at 6.05pm

**SM2512-05 Underhill Park – Chief Officer Report and Update**

To receive and accept the report and update from the Chief Officer relating to Underhill Park:

**a) To approve the recommendations contained within the report**

The Chair, Cllr Thomas invited Hannah Hunter to provide an overview of a business plan that she had prepared. This document together with other documents including proposed recommendations had been circulated to councillors prior to the meeting.

Following her presentation Hannah addressed question in relation to her report and a number of councillors provided input in relation to the future use of the Hub and the facilities at Underhill Park.

Cllr Thomas noted that the reports relating to Underhill Park were in draft form and are liable to be updated upon further information coming to light. It was also noted by councillors that in the event of proposals being rejected, alternative options need to be provided to resolve the situation.

Cllr Rob Marshall joined the meeting at 6.16pm

A number of votes were then made in relation to proposed recommendations as set out below:-

**RESOLVED** To approve **recommendation seven**, that Council approves the Business Development Plan.

In relation to a new committee being created the consensus of the councillors was that all those groups participating at Underhill should be represented within a committee, albeit without necessarily having voting rights. Whilst wishing for different clubs and participants to be represented there was concern that a committee may become too large and unwieldy to manage the day to day running of the facilities.

**RESOLVED** To approve **recommendation one**, that Council agrees to a new committee to be created, which will consist of four Council members, one of which will be the Chair and co-opted members with no voting rights. These consisting of two members from Mumbles Rugby Club and two from Newton Rangers.

In addition to this committee, it was further agreed that a 'wider' Steering Group should be created. This group would consist of The Committee together with a representative from each constituted group that use Underhill Park facilities. This wider group will meet quarterly.

**RESOLVED** To approve **recommendation two**, that The Chief Officer is instructed to create terms of reference for the new committee and present them for approval at the next Council meeting

Prior to a vote being taken on recommendation three, Councillors discussed the merits of having reduced opening hours during the winter period.

**RESOLVED** To approve **recommendation three** that Council agree operating hours should be 9am–9pm daily. Consistent opening hours, especially for the Café/Bar, are essential to build a reliable customer base and revenue, though initial losses may occur.

**RESOLVED** To approve **recommendation four** that Council encourage clubs to make Underhill their primary venue, relocate key pitches if needed, and organise events to foster club ownership.

Prior to a vote being taken on recommendation five, the CO stated that a new title for the Assistant Clerk would not involve any change such as salary or responsibility but was more compatible to her own new role as CO and would be in keeping with current understanding of the role of CO within local government.

**RESOLVED** To approve **recommendation five**, that Council agrees to the change in Job Title for the Assistant Clerk/RFO to Deputy Chief Officer.

**RESOLVED** To approve **recommendation six**, that Council approves in principle the Underhill Staffing Budget.

Prior to a vote on recommendation eight being taken, Council discussed the merits of the three quotes in relation to who should do the recruitment for the Facilities Manager post.

**RESOLVED** To approve **recommendation eight**, that Council approves the quote from MCC's current HR Advisor to carry out the recruitment for the Facilities Manager post.

**b) To authorise the Chief Officer to progress the agreed actions and report back to Council as required**

**RESOLVED** To approve the Chief Officer to progress the agreed actions and report back to Council as required.

**Meeting Finished** at 7.20pm

**Next meeting:** Full Council Meeting on 13<sup>th</sup> January 2026

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