



Mumbles

Community Council

AGENDA PACK MEETING OF FULL COUNCIL 10 DECEMBER 2019

Table of Contents

AGENDA – FULL COUNCIL 10 DECEMBER 2019	2
MINUTES OF THE COUNCIL MEETING HELD ON 12 NOVEMBER 2019.....	6
MINUTES OF THE SPECIAL MEETING HELD ON 21 NOVEMBER 2019	13
CLERK’S REPORT.....	16
CHAIR’S REPORT.....	17
FINANCIAL REPORT	18
HEADS OF TERMS OF LEASE	21
GRANT APPLICATION FROM VIVIAN HALL	24

AGENDA – FULL COUNCIL 10 DECEMBER 2019

- 1 - Apologies for Absence**
- 2 - Declarations of Interest**
- 3 - Adjourn meeting to allow presentation by Mr Alain Thomas – Evaluation Consultant**
- 4 - Minutes of the Monthly Meeting held on 12 November 2019**

To confirm as a correct record the minutes of the Monthly Meeting held on 12 November 2019.
- 5 - Minutes of the Special Meeting held on 21 November 2019**

To confirm as a correct record the minutes of the Special Meeting held on 21 November 2019
- 6 - Clerk's Report**

The report forms part of the digital agenda pack and comprises of the following item(s): 1. Letters Listing (2) Purchase of a replacement noticeboard
- 7 - Chair's Report**
- 8 - Financial Report**
- 9 - Recommendations by the Cultural Well-being Committee**
- a - Visit to Havre de Grace 2020**

RECOMMENDED that Council should decide whether a budget of £1,000 be included in the Cultural Well-Being Committee's budget for the travel costs of a representative of Mumbles Community Council to attend the twinning visit to Havre de Grace in 2020.
- 10 - Questions to the Chair of the Cultural Well-being Committee**
- 11 - Recommendations by the Economic Well-being Committee**
- a - Ostreme Centre**

RECOMMENDED that

 - i. The Heads of Terms of the Lease be accepted

- ii. Approval is given to pay the search fees estimated to be in the region of £600 + VAT
- iii. Mumbles Community Council pay the legal fees of the Diocese at a cost of £2,100 + VAT
- iv. The Premises Sub-Committee start drawing up the terms of the future agreement with the Ostreme Community Association
- v. Fees for MCC solicitor Peter Lynn, including the draft of the sub-lease, totalling £5,635 are paid
- vi. Mallards are appointed to undertake a Schedule of Conditions for the Ostreme Centre at a cost of £500 + VAT
- vii. Mallards are appointed to enter into negotiations with the representative of the Ostreme Community Association over the sub-lease at a cost of £400 + VAT

b - Painting Grant Application

An application for a painting grant had been received from The Front Room for £1,000 to *'revamp and fix the tired frontage of the café'*. . Painting grants offered by Mumbles Community Council are to meet the cost of the paint and scaffolding if required with the applicant paying for the labour costs.

RECOMMENDED that the Council meets the cost of the paint but that scaffolding should not be required in this instance. Payment would be made on production of receipts for the paint purchased.

c - Storage of Bins – Mumbles Road

A meeting had been held with residents and business owners in the area of Mumbles Road around Hallbank to discuss issues about deliveries and the storage of refuse before it is collected. The Committee felt that the issue of the storage of refuse was much wider than just the area around Hallbank.

RECOMMENDED that a meeting be arranged with the Cabinet Member for Environment and Infrastructure Management to try to find an acceptable solution to the storage of refuse in the area. Cllr Myles Langstone as the City and County Councillor for the area should also attend the meeting along with representatives of the Economic Well-Being Committee.

d - Traffic Calming Measures at Hillgrove

Cllr Will Thomas provided details of a meeting that Newton councillors had had with Jeff Green from Highways over a year ago and provided a copy of a plan showing a proposed scheme for improved road

markings and signage to address the problem of the blind corner exiting Hillgrove.

RECOMMENDED that the scheme be approved, and the City and County of Swansea be requested to undertake the work at a cost of £1,431 + VAT to be met from the Road Safety budget.

12 - Questions to the Chair of the Economic Well-being Committee

13- Questions to the Chair of the Joint Enabling Committee

14 - Recommendations from the Environmental Well-being Committee

a - Glyphosate Free Mumbles

Communities throughout the world are banning the use of Glyphosate both because of concerns regarding (a) its effect on human health – especially children (b) contamination of the water supply and (c) over its detrimental effect of the environment, especially bees.

RECOMMEND that:

- i. Steps are taken to eliminate the use of Glyphosates in Mumbles
- ii. We suggest to Swansea Council that Oystermouth be trial are
- iii. We use some of our cleansing hours to eradicate weeds in the trial area, organically.

15- Questions to the Chair of the Environmental Well-being Committee

16 - Recommendations from the Community & Social Well-being Committee

a - Grant Application from Vivian Hall

Grant application for a defibrator

RECOMMEND that a grant of £488 be made.

b - Langland Bay Tennis Courts

Swansea Council are insisting that as the retaining wall is one of their assets that they themselves undertake the building of a second retaining wall.

RECOMMEND that MCC pay Swansea Council the £29,452 for them to undertake the necessary work on the wall to enable the tennis courts to be refurbished.

17 - Questions to the Chair of the Community & Social Well-being Committee

18 - Exclusion of Press & Public

RECOMMEND that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw

19 - Confidential Items

MINUTES OF THE COUNCIL MEETING HELD ON 12 NOVEMBER 2019

MINUTES of the MONTHLY MEETING of MUMBLES COMMUNITY COUNCIL held in the Minor Hall, Ostreme Centre, Mumbles on Tuesday 12 November 2019

Present

443.11. Councillors(s) **19**

Pam Erasmus
Rebecca Fogarty
Gareth Ford
Adam Gilbert
Mike Griffiths
Richard Jarvis
Sara Keeton
Rob Marshall

Councillors(s)

Martin O'Neill
Philip Reason
Ian Scott
Rebecca Singh
Carwyn Thomas
Will Thomas
Carrie Townsend Jones
Linda Tyler-Lloyd

444.11 In attendance:

Steve Heydon (Clerk)

445.11 Apologies for Absence

Councillors: Tim Bull & Myles Langstone

446.11 Declarations of Interest

Cllr Ian Scott declared a personal interest in 440.10 Higher Lane as he has lodged an objection to the planning application.

Cllr Will Thomas declared a personal interest in 440.10 Higher Lane as he has lodged an objection to the LDP site application.

447.11 The meeting was adjourned to allow the following item:

448.11 Presentation on Proposal to Develop Double Tennis Courts at Langland by Huw Griffiths (Architect)

449.11 Minutes of the Monthly Meeting held on 8 October 2019

RESOLVED to confirm as a correct record the minutes of the monthly meeting held on 8 October 2019

450.11 Clerk' Report

The Clerk asked for approval to purchase a replacement Notice Board.

AGREED that a small working party comprising of Cllr Phillip Reason, the Clerk and the RFO be set-up to look into the matter.

451.11 Chair's Report

The Chair asked Council for retrospective permission to represent the Council at Remembrance Service and Ceremony held on Sunday, 10 November.

REOSLVED to give retrospective permission.

Finance Report

Cheque Payments for Approval			£	£	£
452.11	4092	Jack of All Trades – Fit Signs and Letter Box	50.00	0.00	50.00
453.11	4093	Royal British Legion – Wreath	18.00	0.00	18.00
454.11	4094	kPa Consulting – Ostreme Centre Monitor Building	478.65	95.73	574.38
455.11	4095	Cllr Adam Gilbert – Councillors Allowances 2018/19 and 2019/20	240.00	0.00	240.00
456.11	4096	Cllr Mike Griffiths – Councillors Allowances 2018/19 and 2019/20	240.00	0.00	240.00
457.11	4097	Maverick – Skatepark Reports	4,943.00	988.60	5,931.60
458.11	4098	Cash Hardware – School's Planting	267.19	53.44	320.63
459.11	4099	MEC – Skatepark Flood Risk Assessment	1,000.00	200.00	1,200.00
460.11	4100	Npower – Alderwood Xmas Tree	95.37	4.77	100.14
461.11	4101	Total Sound Solutions – Mumbles Fest Tower Light	150.00	30.00	180.00
462.11	4102	Complete Self Storage – Nov 2019	116.67	23.33	140.00
463.11	4103	Picseli Ltd – Multimedia Consultant Oct/Nov 2019	833.34	166.66	1,000.00
464.11	4104	TAM – Havre de Grace Visitors	160.00	0.00	160.00
465.11	4105	Paul Beynon – Ostreme Keys	89.90	0.00	89.90
466.11	4106	CCS – NEAT Team and Southend Toilets Apr to Sept 2019	7,182.00	1,436.40	8,618.40
467.11	4107	HMRC – Payroll Deductions	1,190.49	0.00	1,190.49
468.11	4108	Bridgend Festivals – Food Festival Marquee	4,000.00	0.00	4,000.00
Total			21,054.61	2,998.93	24,053.54

469.11 Non-Cheque Payments for approval

£

	Trf	Ostreme Community Association – Rent Sept/Oct 2019	1,093.33
	Trf	Goggi’s Cuisine – Mumbles Fest Food Vouchers	202.50
	Trf	Heatwave Marketing – Event Planner Aug/Se 2019	367.50
	DD	Barclaycard – See below	605.85
	DD	BT Group – July - Sept 2019	405.23
	DD	Apogee – Install Printer	1,021.20
	SO	Clerk – Salary October 2019 and Backpay	1,616.22
	SO	RFO – Salary October 2019 and Backpay	803.39
	SO	Ostreme Community Association – Rent Nov 2019	800.00
		Total	6,915.22
470.11		Barclaycard Purchases	£
		iTunes -	0.79
		Catalyst2 Services – Website Hosting	15.59
		Microsoft – Online Services	22.56
		Microsoft – Online Services	100.32
		Kingsbridge Print – Community Plan Newsletters, Sail Flags and Banner	445.60
		Giff Gaff – RFO Mobile Phone	6.00
		Giff Gaff – RFO Mobile Phone	8.00
		32 nd Shop - Cover for RFO Mobile Phone	6.99
		Total	605.85
471.11		Income	£
			0.00
		Total	0.00
472.11		Bank Balances at 11/08/2019	£
		Current Account	17,384.89
		Savings Account	425,448.56
		Total	442,833.45

Recommendations by the Cultural Well-being Committee

473.11 Christmas Lights 2019

The estimate provided by the Council's supplier for the installation of the Christmas Lights was discussed, and it was felt that due to the short timescale it was not possible to obtain alternative quotes. The total cost of installing and removing the Christmas Lights is included in the Committee's budget for 2019/20

RESOLVED that

- i. The estimate provided by Phillips Services be accepted subject to confirmation of which trees on Picket Mead were to be lit.
- ii. A specification be prepared early in 2020 for the Christmas Lights and quotes sought from suppliers

474.11 Christmas Parties

RESOLVED that the Event and Marketing Planner arrange a Christmas Party in the wards of Mayals, Newton, Oystermouth and West

Cross with a budget of £500 for each Party to meet the cost of food and entertainment.

475.11 Dragon Parade and St David's Day Event

The Event and Marketing Planner had met with the Mumbles Development Trust to discuss the arrangements for the Dragon Parade and St David's Day event to be held on Sunday, 1 March 2020.

The Mumbles Development Trust will make arrangements for the Dragon Parade with the schools and it is intended that the Council will apply for a road closure between 2pm and 5pm on 1 March 2020 and street stalls and rides will be set up along Newton Road. A budget of £2,400 is available for the St David's Day event.

RESOLVED that the St David's Day event be held between 2pm and 5pm on Sunday, 1 March 2020.

476.11 Honour of Mumbles

The Committee also felt that the Honour of Mumbles should have an annual budget with the budget being held centrally rather than in the Cultural Well-Being Committee budget.

RESOLVED that a Council wide budget be established for the Honour of Mumbles and that the award be presented at the annual Mumbles in Bloom presentation evening. Honour of Mumbles to form standing item on the Annual Meeting Agenda.

Recommendations by the Economic Well-being Committee

477.11 Planning Application 2018/2634/FUL Land off Higher Lane

The MCC commissioned Lichfield's Report formed part of the agenda pack.

RESOLVED that:

- i. a letter is sent to the developer asking that the issues raised in Lichfield's Report be addressed.
- ii. A copy of the letter be sent to Swansea Council Planning asking that they ensure that the Developer responds before any planning permission is granted.

478.11 Cllrs Adam Gilbert & Rob Marshall left the meeting

479.11 Committee Structure

A proposal that One Voice Wales should be asked to look at the Community Plan and to align the Council's committee structure to the Community Plan to ensure the delivery of the Plan's conclusions and priorities was disused.

A vote was held, and the proposal was **REJECTED**

480.11 Ostreme Centre

Recommendations regarding the Ostreme Centre were **DEFERRED** until the next meeting of Council

Recommendations from the Joint Enabling Committee

481.11 Professional Support Staff Budget for 2020/21

Agreed that additional staff are needed. Staffing requests coming in from Well-being Committees

RESOLVED that the post of Marketing, Events Planning and Editorial Consultant be made into a 0.5 post initially for 18 months from April 2020.

482.11 Financial Remuneration Panel Draft Report

RESOLVED that no comments on the draft report be made.

Recommendations from the Environmental Well-being Committee

483.11 Climate Emergency Declaration

RESOLVED that

- i. Mumbles Community Council declare a 'Climate Emergency'
- ii. A public meeting be held in the new year. Susan Rodway (Pennard Community Council) to be one of the speakers

484.11 Glyphosate Free Mumbles

Due to time pressures, item **DEFERRED** until the next meeting of Council.

Recommendations from the Community & Social Well-being Committee

485.11 Grant Application from St David's RC Primary School

Grant application for outdoor equipment.

RESOLVED that MCC pay for a 'Yukon Trail' - £4,995 and 2 no. Balance Beams - £594

486.11 Standing Orders

To enable the meeting to continue into its third hour

RESOLVED that standing order 3.x. be suspended.

487.11 Grant Application from Oystermouth Primary School

Grant application towards painting the school.

RESOLVED that no grant should be made to avoid 'double taxation' this should be paid out of core funding by the Local Education Authority.

488.11 Grant Application from Mayals Primary School

Grant application towards replacement of a vandalized defibrillator.

RESOLVED that a grant of £1,000 be made with a condition that they work with the Heartbeat Trust UK.

489.11 Grant Application from Plunch Lane Allotments

Grant application towards the cost of a communal storage shed.

RESOLVED that a grant of £450 be made with a condition that our contribution be acknowledged.

490.11 Grant Application from Friends of Clyne Gardens

Grant application towards the cost of a website.

RESOLVED that a grant of £970 be made with a condition that our contribution be acknowledged on the homepage of the website.

491.11 Grant Application from Mumbles Traders

Grant application towards the cost of the Christmas Road Closure.

RESOLVED that a grant of £2,200 be made on the conditions that we are shown on all publicity material as chief sponsor and that there is a banner below tree noting any lights replaced are LED lights.

492.11 Report(s) by Councillors Representing MCC

The following reports form part of the agenda pack:

- i. Report from Swansea Community and Town Councils Forum
- ii. Report on OVW Larger Councils Committee

RESOLVED that the reports be noted.

493.11 Exclusion of Press & Public

RESOLVED that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw

494.11 Confidential Items

RESOLVED that the report from the Personnel Committee be accepted.

Meeting closed at 8.15 pm.

MINUTES OF THE SPECIAL MEETING HELD ON 21 NOVEMBER 2019

MINUTES of the **SPECIAL MEETING of MUMBLES COMMUNITY COUNCIL**
held in the Minor Hall, Victoria Hall, Dunns Lane, Mumbles on Thursday, 21
November 2019

495.11.19 Councillors

Pam Erasmus
Rebecca Fogarty
Gareth Ford
Richard Jarvis

Councillors

Sara Keeton
Rebecca Singh
Carrie Townsend Jones

496.11 In attendance:

Steve Heydon (Clerk) and Paul Beynon (RFO/Assistant Clerk)

497.11 Apologies for Absence

Councillors: Tim Bull, Adam Gilbert, Mike Griffiths, Myles
Langstone, Rob Marshall, Martin O'Neill, Philip Reason, Ian Scott,
Carwyn Thomas, Will Thomas, and Linda Tyler-Lloyd

498.11 Declarations of Interest

None

**499.11 Report in the Public Interest – Expenditure on Planning
Consultants – Mumbles Community Council**

The meeting was **SUSPENDED** to allow the members of the public
present to ask any questions on the report issued by the Auditor
General for Wales. However, the members of the public requested
that the time for public questions be allowed after the report has
been discussed by the Council therefore the meeting was **RE-
CONVENED**.

The Council was required to hold a meeting of the full Council within
1 month of the date of the issue of the report to decide

- Whether the report requires it to take any action
- Whether the recommendations in the report are to be accepted
- What action (if any) to take in response to the report and recommendations

The Council is required to prepare a written response and agree
the wording of the response with the Auditor General for Wales
before it is published.

The Council went through the report page by page and discussed the issues identified by the Auditor General for Wales.

RESOLVED that the Council is required to take action in response to the report to improve its financial procedures and controls.

RESOLVED that the following actions be taken in response to the recommendations made in the report

Recommendation 1 – the Council should review its standing orders and financial regulations and ensure that these documents are drafted in a way which is clear and free from ambiguity and are internally consistent.

The recommendation is **agreed** and the Council will review its Financial Regulations in line with the new guidance issued by NALC and One Voice Wales in 2019. The Council will ensure its Standing Orders and Financial Regulations are consistent and unambiguous. The review of Standing Orders and Financial Regulations will be completed by 29/02/2020

Recommendation 2 – the Council should review its arrangements for appointing consultants to ensure it complies with its own standing orders and financial regulations.

The recommendation is **agreed** and the RFO has been tasked with preparing a specification for each contractor currently used by the Council and seeking quotes or tenders depending on the likely value of the contract. This exercise will commence when the updated Standing Orders and Financial Regulations have been approved by Council in February 2020 and will be reviewed periodically, probably every 3 years. The review will be completed by 30/09/2020.

Recommendation 3 – the Council should ensure that it has an appropriate contract terms of reference setting out the nature of the relationship between the Council and each of its contractors.

The recommendation is **agreed** and will follow on from the review of contractors shown above in response to Recommendation 2. Legal advice will be sought on the contract terms for all contracts in excess of £25,000 and for any contracts below that figure where it is thought to be advisable due to the nature of the contract. This will be completed by 30/09/2020.

Recommendation 4 – the Council should ensure that when ad-hoc requests for planning and other forms of advice are made, it is clear how the costs of advice will be met from revenue budgets or other resources.

The recommendation is **agreed** and the RFO will ensure that any requests or recommendations to spend will include the budget that the expenditure is to be charged to. Where possible a fixed price will be obtained which will not be exceeded. Where it appears that

a budget will be exceeded for whatever reason the Committee will be required to follow the Council's Virement Policy which is currently being prepared. Monthly budget monitoring reports will be presented to each Well-Being Committee and the RFO will identify any budgets where it appears that there is a potential risk of an under or overspend and the Well-Being Committee will be required to take action in response to the potential under or overspend identified. The Virement Policy will be approved by 31/01/2020 and the other controls identified are already in place.

RESOLVED that the following actions will also be taken in response to the report

The Council will take any action required in response to the report based on the advice obtained from the City and Country of Swansea's Monitoring Officer. It was noted that the Council is not permitted to make a referral to the Public Service Ombudsman for Wales as this is a personal responsibility of each councillor under the Code of Conduct.

The Clerk and the RFO will issue guidance to councillors on the level of relationships permitted under Standing Orders between outside bodies, chairs, individual councillors, Clerk and RFO.

The meeting was **SUSPENDED** at 8.10pm to allow the members of the public present to ask any questions on the report issued by the Auditor General for Wales and the discussion of the report by the Council.

Members of the public asked questions on a number of issues relevant to the report and where possible answers were provided.

The meeting was **RE-COVENED**.

RESOLVED that a written response be prepared to the report and agreed with the Auditor General for Wales prior to being published.

The meeting ended at 8.30pm

CLERK'S REPORT

1 - Notice Board

A replacement notice board is needed urgently.

RECOMMEND we purchase the following model: **Lockable LED Outdoor Menu Case** SCT27XA4PHLED holding up to 27 A4 pages be brought at a cost of £730 + VAT

2 - Correspondence received since last report to Council

- Grant Request from Vivian Hall
- Thank You Letter from Mayals Primary School
- 90+ emails supporting the Skate Park Planning Application

CHAIR'S REPORT

This last month has been mostly taken up with preparing budgets for next year and of course the election. I have not attended any events on behalf of MCC but, in my role as MCC Governor for Oystermouth Primary School I will be attending the Foundation Phase Christmas show on Thursday December 5th and the Key Stage 2 Carol Service at All Saints Church on Tuesday December 17th.

MCC have been given two tickets to the Gower Chorale performance of The Messiah at the Brangwyn Hall on Sunday December 15th. As neither myself or Vice-chair Gareth Ford are able to attend, I sincerely hope that another councillor is able to use them as I'm sure it will be a fabulous concert.

If I could just remind councillors that Mumbles Foodbank are greatly in need of donations to give their users some Christmas treats and would be really grateful for anything that you can give. If you have brought any with you tonight many thanks, or you can drop them directly to the Foodbank at their office in what was Red Cafe, or put them in the collection point at the Co-op.

Going forward I have been invited to attend the City Carol Service at St Mary's Church on Thursday December 19th and request full council's approval to attend.

Finally, can I remind you that the office will close for Christmas on Friday December 20th and reopen on Thursday January 2nd.

I wish you all a very Happy Christmas! Thank you
Carrie T Jones
Chair, Mumbles Community Council

FINANCIAL REPORT

1 - Wales Audit Office

The Auditor General for Wales has issued a Report in the Public Interest on Expenditure by Planning Consultants by Mumbles Community Council. The report was discussed at a Special Meeting of Council held on 21/11/2019 and a response to the report is being prepared which must be agreed with the Auditor General for Wales before it is published.

2 - Cheque Payments for Approval

		£	£	£
4109	Mumbles Traders - Grant	2,200.00	0.00	2,200.00
4110	Mayals Primary School - Grant	1,000.00	0.00	1,000.00
4111	St David's Primary School - Grant	5,591.00	0.00	5,591.00
4112	Mumbles Methodist Church – Hire of Victoria Hall	23.00	0.00	23.00
4113	Pennard Community Council - Training	40.00	0.00	40.00
4114	SA1 Solutions – IT Support	450.00	90.00	540.00
4115	Picseli Ltd – Multimedia Consultant Dec 2019	416.67	83.33	500.00
4116	Complete Self Storage – Dec 2019	116.67	23.33	140.00
4117	Virgin Media – Phone and Broadband Sept – Dec 2019	261.75	52.35	314.10
4118	HMRC – Payroll Deductions Mth 8	529.01	0.00	529.01
4119	Cllr Rebecca Singh – Councillors Allowances 2019/20	95.15	0.00	95.15
4120	Cllr Rebecca Fogarty – Councillors Allowances 2019/20	120.00	0.00	120.00
4121	Paul Beynon – Ostreme Keys and Paper	54.59	0.00	54.59
	Total	10,897.84	249.01	11,146.85

3 - Non-Cheque Payments for approval

		£
DD	Barclaycard – See below	616.58
SO	Clerk – Salary Nov 2019	1,488.36
SO	RFO – Salary Nov 2019	653.75
SO	Ostreme Community Association – Rent Dec 2019	800.00

Total	3,558.69
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Barclaycard Purchases	£
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iTunes -	0.79
Catalyst2 Services – Website Hosting	15.59
Microsoft – Online Services	22.56
Microsoft – Online Services	100.32
Furniture @ Work – Office Tables	216.00
Giff Gaff – RFO Phone Nov 2019	8.00
CCS Skatepark Planning Fee	190.00
ICO Registration Fee	40.00
Amazon – Printer Cartridge RFO Printer	23.32

Total	616.58
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4- Income

	£
Business Rates Refund – Walters Crescent	721.81
VAT Refund 2017/18	17,471.67

Total	18,193.48
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5 – Bank Balances at 03/12/2019

	£
Current Account	20,155.63
Savings Account	405,468.12
Total	425,623.75

6 - Budget Virement

Following a review of expenditure to 31/10/2019 against the approved budget for 2019/20 for the Joint Enabling Committee, Office Costs, Payroll and General Fund it is **RECOMMENDED** that the following budget virement is approved.

Joint Enabling Committee

Vire £516 from JE6 Newsletter Printing
Vire £57 from JE5 Newsletter Editor
Vire £4 from JE4 Marketing/Publicity
Vire £577 to JE 7 Newsletter Distribution

Office Costs

Vire £511 from OC6 Postages
Vire £54 from OC1 Rent
Vire £20 from OC8 Office Cleaner
Vire £585 to OC2 Broadband/Telephone

General Fund

Vire £10,856 from Contingency
Vire £256 to GN2 Subscriptions
Vire £1,500 to GN9 Chair's Remuneration
Vire £3,600 to GN10 Councillors Allowances
Vire £3,500 to GN11 General Fund Miscellaneous
Vire £2,000 to GN12 Senior Allowances

Payroll

Vire £2,000 from Contingency
Vire £500 to PR2 Pension Contributions
Vire £1,500 to Tax/NI

Following the above virement from the Contingency, the balance on the Contingency will be £36,303

HEADS OF TERMS OF LEASE

HEADS OF TERMS

For the letting of

Ostreme Centre
Castle Avenue
Mumbles
Swansea
SA3 4BA

Date : 24th September 2019

SUBJECT TO CONTRACT

The Landlord

Swansea & Brecon Diocesan Trust (Incorporated) as Custodian Trustee for the Parish of Oystermouth

FAO: Rev. Canon Keith Evans

Tel:

Email: revkeith.evans@talktalk.net

Landlord's Solicitors

Red Kite Solicitors
48 Free Street
Brecon
LD3 7BN

FAO: Mr James Davenport

Tel: 01874 625151

Email:

Landlord's Agents

RJ Chartered Surveyors
Ethos
Kings Road
Swansea Waterfront
SA1 8AS

FAO: Gareth Harries

Tel: 01792 648809

Email: gareth@rj-cs.co.uk

The Tenant

Mumbles Community Council
Ostreme Centre
Castle Avenue
Mumbles
Swansea
SA3 4BA

FAO: Carrie Townsend-Jones

Tel:

Email: carrie.townsendjones@mumbles.gov.uk

Tenant's Solicitors	Tenant's Agents
<p>Peter Lynn & Partners 2nd Floor, Langdon House Langdon Road Swansea SA1 8QY</p> <p>FAO: Mr Adrian Westoby Tel: 01792 450010 Email: adrian@plandp.co.uk</p>	<p>Mallard Chartered Surveyors 23 Chapel Street Mumbles Swansea SA3 4NH</p> <p>FAO: Rhodri Poiner Tel: 01792 361300 Email: Rhodri.poiner@mallard-properties.co.uk</p>

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THE PROPERTY:	Ostreme Centre, Castle Avenue, Mumbles, SA3 4BA
	As set out in Land Registry Title No. WA150340.
LEASE TERM:	50 years from 29 th September 2019.
RENT:	£15,000 per annum, payable quarterly in advance on the usual quarter days.
RENT REVIEW:	The rent to be reviewed every fifth year of the term.
BREAK OPTION:	The review to be by reference to the retail price index.
ASSIGNMENT:	T.B.C.
ASSIGNMENT:	The tenant may assign the whole of the lease with landlord consent not to be unreasonably withheld or delayed subject to an Authorised Guarantee Agreement. Assignment of part will not be permitted.
SUBLETTING:	
	The property will be held subject to, but with the benefit of a Statutory Tenancy pursuant to Part II of the Landlord and Tenant Act 1954 in favour of the Ostreme Community Association at a rent of £7,000 per annum. The Lease will be a Lease of the Reversion to that tenancy. Subject to that, subletting of whole or part is permitted with landlord consent not to be unreasonably withheld or delayed. Provision to be made to allow informal lettings to the various organisations which use the building on the basis that they do not acquire rights of occupation.
USER CLAUSE:	The property is to be used for the benefit of the community but not for any commercial use.
REPAIRS:	
	The tenant to be responsible for repairing and maintaining the property to a good standard. The tenant requires a schedule of condition to be attached to the lease recording the condition at the time of the grant of the lease. The landlord has agreed to this and the tenant's agent will prepare the necessary schedule for approval by the landlord's agent.

INTEREST:

The lease will be subject to a penalty interest rate of 4% above bank base rate on arrears of rent and other payments due to the Landlord.

INSURANCE :

The tenant is to insure the property.

COSTS:

The tenant to be responsible for the landlord's surveyors' costs of £1,500 plus VAT for negotiating the lease terms, together with the landlord's surveyors costs for dealing with the schedule of condition. The tenant is also to be responsible for the landlord's solicitor's costs which are to be confirmed.

SUBJECT TO:**Tenant:**

Approval of Mumbles Community Council.

Landlord:

Approval of All Saints Parochial Church Council.

Approval of the Swansea and Brecon Diocesan Trust.

GRANT APPLICATION FROM VIVIAN HALL

Grant Application

#58

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, November 04, 2019 3:25:18 PM
Last Modified: Monday, November 04, 2019 5:26:25 PM
Time Spent: 02:01:07
IP Address: 23.1.237.23

Page 1: Overview

Q1 Name of Organisation

Vivian Hall Management Committee

Q2 Name and official position of person in your organisation to contact about this application.

WJ Anderson, Treasurer

Q3 Contact Information

Email Address	banderson@talktalk.net
Phone Number	01792 523930

Q4 Alternative Contact Name and Position

Bob Cuthill, Chairman

Q5 Alternative Contact Information

Email Address	bobcuthill47@btinternet.com
Phone Number	01792 208907

Q6 Name of project

installation of defibrillator

Q7 Amount of grant requested

£488.00

Page 2: About the project

Q8 What is the purpose of the project? (In not more than 150 words)

To make available a defibrillator in the Blackpill area

Q9 Start date of project	Date / Time	02/12/2019
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Q10 End date of project	Date / Time	02/12/2019
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Q11 Who will benefit from the project?

Anyone in the area having a heart attack.

Q12 How many people living in the MCC area will benefit from the project? (clearly specify estimated numbers)

Impossible to estimate.

Grant Application

Q13 How will you monitor both the numbers participating and meeting of project objectives?

St John's Ambulance personnel will commission the unit.

Q14 What is the total cost of the project?

£448.00

Q15 What amount of funding are you requesting from MCC?

£448.00

Q16 What amount of funding are you requesting from other bodies?

The unit has been supplied free to us.

Q17 When will you hear the result of this application?

as soon as possible

Q18 What is the amount of funding you are investing from your organisation's own sources?

We will be providing the electricity supply.

Q19 MCC is very conscious that any grant awarded is raised directly from householders in our area, if some of them were to say why should our money be spent on this what would your answer be? (in not more than 150 words).

It is to be hoped that no-one has to use this but it could be life-saving to anybody suffering a heart attack. The 999 service will provide the code to access the equipment.

Page 3: About Your Organisation

Q20 What is the purpose of your organisation? (in not more than 150 words - if you are enclosing a copy of your constitution and this answers this question, please note below)

We run the Vivian Hall for the benefit of local residents.

Q21 Does your organisation have a website?

Yes

Q22 If yes, please give details

vivianhall.org

Q23 Is your organisation a registered charity?

Yes

Q24 Do you have a written constitution?

Yes

Q25 If yes, please attach copy

Respondent skipped this question

Q26 Can your company reclaim VAT?

No

Page 4: Major Capital Projects

Q27 Please provide a business plan to indicate that the income generated by the new/improved facilities will cover the revenue costs of such use. This business plan should include SWOT analysis and detailed estimates of hours of use and the pricing policy for such use.

Respondent skipped this question

Grant Application

Q28 Please provide a copy of the tender document/specification that has been submitted to three building contractors/design architects.

Respondent skipped this question

Q29 I confirm that

I am authorised to sign this declaration and that to the best of my knowledge all information within this application is accurate.

,

I understand that the grant must be spent for the purpose for which it is awarded otherwise it may be subject to repayment in part or in whole.

,

I accept the terms and conditions of grant.

Q30 I attach a copy of our most recently accounts.

2018.19 Summary.pdf (5.3KB)

Q31 I attach copies of our last 3 bank statements

Respondent skipped this question

Q32 I attach all quotes/estimates that we have.

Respondent skipped this question

Q33 How did you hear about MCC Grants?

From a Committee Member