

## **Minutes of the Special Meeting of Mumbles Community Council held on 29 January 2024 at 6.32 pm (Hybrid Meeting Ostreme Centre and via Teams)**

**Members Present:** Cllrs Martin O'Neill (Chair), Will Thomas (Vice-Chair), Rob Marshall, Pamela Erasmus, Francesca O'Brien, Richard Jarvis, Ian Scott, Rebecca Fogarty, Sara Keeton, Carrie Townsend Jones, Emilia Cox, Hannah Hunter, Angela O'Connor, Tim Zhou and Helen Nelson

**Officers Present:** Kerry Grabham – Clerk, Paul Beynon – RFO, and Ian Hughes – CSO.

**C02401(S)/01 Apologies for Absence**

Cllrs Rhian Evans and Michael Parkin.

**C02401(S)/02 Declarations of Interest**

None

**C02401(S)/03 Report of the Responsible Financial Officer – Budget & Precept 2024/25**

The draft budget for 2024/25 and the level of precept that Council would like to levy was discussed in detail.

Cllr Angela O'Connor left the meeting at 7.27pm

Cllr Will Thomas left the meeting at Ostreme at 8.30pm, rejoining the meeting via Teams at 8.50pm

Standing Orders were suspended at 8.32pm to allow the meeting to continue beyond 2 hours.

Cllr Emilia Cox left the meeting at 8.50pm

**RESOLVED** that:-

1. A budget of £819,600 be set for 2024/25 and a precept of £81.37 is set. The detailed budget is attached.
2. The RFO be authorised to make payments from any budgets marked with a tick without further authorisation from Council subject to the budget not being exceeded.
3. It was agreed to pay an allowance of £1,300 to the Groundsperson for the use of his own vehicle for work purposes.

**Meeting Closed at 9.18pm**

## Mumbles Community Council - Budget 2024/25

Items	Amount £	RFO Authorised
<b>Office Costs</b>		
Broadband and Telephone	1,600	✓
Stationery	600	✓
Postage	50	✓
Photocopying	600	✓
<b>Total</b>	<b>2,850</b>	
<b>Payroll</b>		
Salary	183,400	✓
Pension - Employers Contributions	44,400	✓
National Insurance - Employers Contributions	15,300	✓
Chair/Vice Chair's Remuneration	2,000	✓
Committee Chair's Remuneration	2,000	✓
Councillor's Remuneration	3,750	✓
Accountants Fees (Payroll)	450	✓
HR Support	2,500	✓
Groundsperson - Vehicle Allowance	1,300	✓
<b>Total</b>	<b>255,100</b>	
<b>General Fund</b>		
Insurance	3,000	✓
Subscriptions	900	✓
Scribe Accounting Package	1,200	✓
Website, Email Hosting and Domain Name	3,700	✓
IT Support	2,000	✓
Audit Fee	3,000	✓
One Voice Wales	3,650	✓
Miscellaneous	5,000	✓
Councillors Individual Fund	18,000	✓
Carer's Allowance	1,800	✓
Breathe HR System	200	✓
Welsh Translation	5,000	✓
Marketing, Publicity, Leaflets and Posters	1,000	✓
Visme	250	✓

<b>Total</b>	<b><u>48,700</u></b>
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***Community and Social Development Committee***

Underhill Park Grant	15,000
Skatepark	10,100
Skatepark Running Costs	7,000
Skatepark Sinking Fund	8,800
Underhill Loan Repayment	97,400
Family Fun Events	5,000
Mumbles Bowls Club	5,000
Langland Bay Tennis Courts - Clubspark Gate	500
Langland Bay Tennis Courts - Annual Sinking Fund	2,400
<b>Total</b>	<b><u>151,200</u></b>

***Culture, Tourism and Communications Committee***

Christmas Motifs	7,250	
Christmas Trees (Inc. Picket Mead Living Trees)	10,600	
Inspection of Southend Tree	600	
Community Parties	3,000	
Coffee with Friends	2,000	
Story of Mumbles - Digital Archive	18,000	
Floral Decorations	9,900	
Newsletter Printing	3,250	
Newsletter Distribution	800	
Twinning	1,000	
St David's Day Event and Dragon Parade	750	
Festoon Lighting - Mumbles Road	1,000	
Multimedia Consultant	8,400	✓
Warm Hubs	2,000	
MumblesFest	28,000	✓*
Event Income	-7,500	
<b>Total</b>	<b><u>89,050</u></b>	

***Environmental Committee***

Civic Amenities	2,500	
Bulbs and Wildflower Planting	1,200	
Jubilee Garden	100	
Environmental & Sustainability Engagement Officer - Resources	2,000	✓
Grass Verge Scheme	2,100	

Norton Nature Reserve	1,000	
Climate Emergency	5,000	
Groundsperson Maintenance Resources	2,000	✓
Clyne Gardens- Gazebo	6,000	
Mumbles Buzz and Bloom	500	
Mumbles Gardener's Question Time	500	
Castle Woods Paths - Grant Match Funding	20,000	
Mumbles Green Heroes	600	
<b>Total</b>	<b>43,500</b>	

### ***Finance and Compliance Committee***

Small and Medium Grants	25,000	
Training Courses and Associated Costs	4,200	✓
Evaluation Services	1,500	
Ostreme Centre - Development Costs	125,000	
Hybrid Meeting Equipment	1,400	
Mumbles Traders Annual Grant	8,500	
West Cross Youth Club Annual Grant	5,000	
<b>Total</b>	<b>170,600</b>	

### ***Ostreme Centre***

Salaries	36,100	✓
Pension - Employers Contributions	6,600	✓
National Insurance - Employers Contributions	2,200	✓
Rent	15,000	✓
Electricity	6,000	✓
Gas	4,000	✓
Water	600	✓
Insurance	2,500	✓
Minor Maintenance	4,000	✓
Annual Gas Safety Check	200	✓
Annual Fire Alarm Check (2)	300	✓
Annual Fire Extinguisher Check	100	✓
Burglar Alarm Contract	200	✓
Music Licence	1,000	✓
Trade Waste Removal	700	✓
Broadband and Telephone	700	✓
Business Rates	750	✓
Janitorial Supplies	800	✓
Stationery	150	✓
Ostreme Centre - Income	-54,000	✓

<b>Total</b>	<b><u>27,900</u></b>
<b>Budget Sub Total</b>	<b>788,900</b>
Add Contingency	74,550
<b>Budget Total</b>	<b>863,450</b>
Less Funded from Earmarked Reserves	43,850
<b>Budget Requirement 2024/25</b>	<b><u>819,600</u></b>
<b>Annual Band D Precept</b>	<b>£81.37</b>

✓\* RFO Authorised for MumblesFest Infrastructure Costs Only