

Minutes of Council Meeting

12 March 2019

MINUTES of the MONTHLY MEETING of MUMBLES COMMUNITY COUNCIL held in the Council Office, Walters Crescent, Mumbles on Tuesday 12 March 2019

Present:

083.03 Councillors(s)

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Tim Bull (arrived at 7.15pm)
Pam Erasmus
Adam Gilbert (arrived at 6.20pm)
Mike Griffiths
Richard Jarvis
Sara Keeton
Myles Langstone (arrived at 6.10pm)
Rob Marshall

Councillors(s)

Helen Mitchell
Martin O'Neil
Ian Scott
Rebecca Scott
Carwyn Thomas
William Thomas
Carrie Townsend Jones
Linda Tyler-Lloyd

084.03 In attendance:

Steve Heydon (Clerk)

085.03 Apologies for Absence

Councillors: Gareth Ford & Philip Reason

086.03 Declarations of Interest

Cllr Martin O'Neill declare a personal interest in item 100.03 as he is a Mumbles Community Council Appointed Trustee of Mumbles Community Association

Cllr Carrie Townsend Jones declared in a prejudicial interest in item 119.03 and left the room when the matter was discussed.

087.03 Minutes of the Monthly Meeting held on 12 February 2019

RESOLVED to confirm as a correct record the minutes of the Monthly Meeting held on 12 February 2019

Clerk' Report

088.03 New Councillors

The Clerk welcomed the two new councillors and advised Council that they both signed their Declaration of Office forms.

089.03 Letters Received

The Clerk advised councillors that apart from two grant applications (which are both in the correspondence folder on One Drive there had been very little correspondence received since his last report and therefore he had not produced a letter listing this month.

He drew the councillor's attention to a letter and card from local residents thanking the council in investing in the path across Picket Mead.

090.03 Chair's Report

The Chair read her report. She attended two events during the last month. The first was a Wine Tasting and Quiz evening organized by The Twinning Association of Mumbles and a Briefing by the High Sherriff to update people on his Defibrillator Awareness Campaign. She advised that she has not received any invitations since the last meeting of Council. She will, however, be attending the One Voice Wales Innovative Practice and National Awards Conference on 28 March 2019.

RESOLVED to accept the Chair's Report

091.03 Local Councillor Report – Myles Langstone

RESOLVED to note Cllr Langstone's report

Recommendations from the MME Committee

092.03 Mayals Urban Gull Issue

RESOLVED that a post be put on the Mumbles Community Council website, on our social media and in our notice boards, highlighting the urban gull issue and suggesting that the issue is worsened by the feeding of the gulls.

093.03 School Competition

RESOLVED that a school competition be arranged to design banners based on the title '*Mumbles through a Child's Eyes*' be organised, and the banners be put up to coincide with the Mumbles Fest.

094.03 Marketing Strategy Planner

Please see OneDrive for a copy of the draft marketing strategy planner.

RESOLVED that this be approved for use.

095.03 Marketing & Events Planning Assistant

Please see draft of job description on OneDrive.

RESOLVED that:

- (i) Job description be approved
- (ii) Job is advertised in both Universities
- (iii) MME be delegated to interview and appoint candidate

Recommendations from the Development Committee

096.03 Skate Park – Update

Chair gave a brief update on progress with this project. She confirmed that Maverick were about to incur some costs that they would be invoicing us for.

RESOLVED that the committee be given delegated powers to approve such expenditure up to a total of £16,000.

097.03 Langland Bay Tennis Sub-Committee

RESOLVED that the Heads of Terms of the Lease be approved subject to Swansea Council adding a break clause to the full terms.

RESOLVED that Peter Lynn be appointed to deal with this matter on our behalf

RESOLVED that the tender brief be approved and that we ask our consultants SFPD to send it out as soon as possible, ensuring one goes to Roger Mulcahy at Swansea Council.

RESOLVED that a letter is sent to Roger Mulcahy of Swansea Council accepting his quote for groundworks for the Langland Bay tennis courts in principle, subject to formal approval at the next meeting of Council.

Recommendations by the F&GP Committee

098.03 Lighthouse Theatre

Application for a grant of £1,000 towards a Mumbles, A Walk Through Time project which will be an historical, performance-based walking tour of Mumbles to be performed between 6 and 12 times between April and September on weekends to benefit the people and local businesses of Mumbles and visitors to the village. The total cost of the project is £2,500.

RESOLVED that a grant of £1,000 be made, subject to a minimum of nine events taking place.

099.03 MCC Budget Explanation Leaflet

RESOLVED that the Community Council publish a budget explanation leaflet for the 2019/20 financial year to be delivered to each household in the area using the available funding in the MME budget.

Please note OneDrive for wording and rough draft of leaflet to be sent to our consultant for final design.

Cllr Myles Langstone left the meeting

100.03 Mumbles Community Council Position Statement on Underhill

RESOLVED that the draft position be rejected.

101.03 Continuance of Meeting

Standing Orders state that the meeting should not exceed two hours in length. In order to allow the agenda to be completed it was:

RESOLVED to suspend standing orders.

102.03 Grants Procedure

Please note proposed revision to the grants procedure in OneDrive.

RESOLVED that the revision be adopted into the grants procedure.

103.03 Financial Regulations

The Council is required to undertake an annual review of its Financial Regulations and an updated draft is available in OneDrive.

RESOLVED that the updated Financial Regulations be approved.

Cllrs Pam Erasmus and Sara Keeton left the meeting

Finance Report

104.03 Wales Audit Office

The Wales Audit Office report for 2017/18 has not yet been received but they have submitted a request for further detail.

105.03 Friends of Mumbles Parks

Council agreed to include £30,000 in the Development Committee budget 2019/20 for the installation of an accessible surface (wetpour) for the Underhill Park Play Area. The Friends of Mumbles Parks have undertaken a competitive tender process and have appointed a contractor who can install the surface in April 2019. The contractor has requested payment in advance of the work being undertaken and the Friends have requested release of the funding by Mumbles Community Council to allow payment of the contractor.

RESOLVED that this be paid in the next financial year upon receipt of an invoice and completion of work.

106.03 Independent Remuneration Panel for Wales Report 2018

RESOLVED to defer this matter to the next meeting of Council.

107.03	3949	*Water Delivery Company – water bottle filler	1,632.50	326.50	1,959.00
108.03	3950	Oystermouth School PTA Grant – replacement cheque	4,067.00	0.00	4,067.00
109.03	3952	Paul Beynon – Salary Feb 2019	632.56	0.00	632.56
110.03	3953	Steve Heydon – Salary Feb	443.26	0.00	443.26
111.03	3954	Urban Foundry Expenses – replacement cheque	125.26	25.05	150.31
112.03	3955	Came and Company - Insurance	1,477.18	0.00	1,477.18
113.03	3956	Chris Smith – IT Support	60.00	0.00	60.00

114.03	3957	Busy Bees Catering – Buffet	400.00	0.00	400.00
115.03	3958	SLCC – RFO Membership	146.00	0.00	146.00
116.03	3959	Sports Clubhouses	2,550.00	510.00	3,060.00
117.03	3960	One Voice Wales - Training	416.40	0.00	416.40
118.03	3961	CCS – NEAT Team	7,182.00	1,436.40	8,618.40
119.03	3962	Carrie Townsend Jones Expenses	128.52	0.00	128.52
120.03	3963	SDP Cleaning – Feb 2019	80.00	0.00	80.00
121.03	3964	HMRC – deductions Feb 2019	688.99	0.00	688.99
122.03	3965	NALC – <i>Local Councils Explained</i>	37.48	0.00	37.48
123.03	3966	Badgemaster – MCC badge x 2	12.05	2.41	14.46
124.03	3967	CCS –Paraclete Chapel	1,239.00	0.00	1,239.00

Total			21,318.20	2,300.36	23,618.56
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Non-Cheque Payments

125.03	DD	Camedee Properties - Rent			1,437.50
126.03	DD	Barclaycard			120.23
127.03	SO	Chris Smith – IT Support			50.00
128.03	SO	Steve Heydon – Salary Feb			1,029.33

Total					2,637.06
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Bank Balances

129.03		Current Account			28,609.77
		Savings Account			260,344.47

Total					288,954.24
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130.03 Quarter 3 2018/19 Budget Monitoring Report

The following table shows a summary of expenditure to 31 December 2018 compared to the approved budget for 2018/19

Service or Committee	Budget £	Actual £	+/- Under/Over £
Office Costs	10,856	8,778	2,078
Payroll	15,077	11,051	4,026

General Fund	17,997	22,251	-4,254
CPC	7,000	13,744	-6,744
Development	148,560	42,393	106,167
F&GP	190,000	55,981	134,019
Highways	85,143	20,803	64,340
MME	46,834	35,585	11,249
Total	521,467	210,586	310,881

131.03 GDPR Report

RESOLVED to note the report.

132.03 MCC Representation on One Voice Wales's Swansea Area Committee

RESOLVED that Cllr Tim Bull be appointed.

133.03 Appointment to Committees

RESOLVED Cllr Rebecca Scott be appointed to the Development Committee.

Meeting Closed at 8:15pm