

Minutes of Council Meeting

11 December 2018

MINUTES of the MONTHLY MEETING of MUMBLES COMMUNITY COUNCIL held in the Council Office, Walters Crescent, Mumbles on Tuesday 11 December 2018

Present:

**535.12 Councillors(s)
.18**

Pam Erasmus
Adam Gilbert
Sara Keeton
Myles Langstone
Rob Marshall
Helen Mitchell

Councillors(s)

Martin O'Neil
Philip Reason
Ian Scott
William Thomas
Carrie Townsend Jones

536.12 In attendance:

Steve Heydon (Clerk)

537.12 Apologies for Absence

Councillor: Tim Bull, Gareth Ford, Mike Griffiths, Carwyn Thomas & Linda Tyler-Lloyd

538.12 Declarations of Interest

None

539.12 The meeting be adjourned to allow:

540.12 Update from Mumbles Community Association

Mr Gerwyn Jones and Mr David Wilson updated the council on the progress they had made towards completing the project.

541.12 The meeting was reconvened

542.12 Minutes of the Monthly Meeting held on 13 November 2018

RESOLVED to confirm as a correct record the minutes of the Monthly Meeting held on 13 November 2018.

543.12 Minutes of the Special Meeting held on 20 November 2018

RESOLVED to confirm as a correct record the minutes of the Special Meeting held on 20 November 2018

544.12 Minutes of the Special Meeting held on 27 November 2018

RESOLVED to confirm as a correct record the minutes of the Special Meeting held on 27 November 2018

Clerk's Report

545.12 Casual Vacancies

Clerk reported that the Elections Department of Swansea Council had confirmed that an election needs to be called before 31 December 2018, otherwise MCC would have to co-opt.

546.12 The Clerk answered questions regarding the correspondence received.

547.12 Chair's Report

The Chair read her report.

RESOLVED that permission be granted for the Chair/Vice-Chair, to attend the following events on behalf of the Council:

- Newton Neighbourhood Friends Christmas Lunch (Vice-Chair)
- Gower Chorale Concert at All Saints (Vice-Chair)
- City Carol Service at St Marys (Chair)

Items from the Marketing, Media & Events

548.12 Christmas Lunches for Oystermouth, West Cross and Mayals

Arrangements for the Christmas Lunch in Newton were progressing well but not in the other areas. It was suggested that a single Christmas Lunch be arranged in the Ostreme Hall or West Cross Community Centre targeting homeless and food bank users to utilise the remaining budget.

RESOLVED that arrangements for a single Christmas Lunch targeting homeless and food bank users be pursued, at the Vivian Hall, West Cross Community Centre and the Ostreme Hall, and that such events be delayed until after Christmas.

Recommendations by the F&GP Committee

549.12 Standing Orders

Revised standing orders were made available in Dropbox/OneDrive

RECOMMEND that the revised standing orders be accepted with the following amendment:

New clause 4(b) "These sub-committees or working parties will report back to their lead committee. Their recommendations will be included in that committee's minutes to full council." be added and the existing clause 4(b) be renamed 4(C) and so on.

550.12 Equipment for RFO/Assistant Clerk & Council

RESOLVED that the following purchases be made

- HP Pavilion Laptop - £399
- Canon MX495 Printer - £34.99
- Nokia 3.1 Mobile Phone - ~~£119 Sim free~~ or £12.99/month contract
- iPad - £299
- 4 Drawer Desk Pedestal - £191
- Epson Projector – HD - £450

551.12 GDPR Equipment

RECOMMEND that a Fellowes Professional Shredder be purchased at a cost of £178.

552.12 Cllr Rob Marshall left the meeting

553.12 Buffet at Honour of Mumbles/Mumbles in Bloom Event

PROPOSED that this be paid for out of MCC funds

A named vote was requested:

For – Cllrs: Pam Erasmus, Adam Gilbert, Sara Keeton, Martin O'Neill & Carrie Townsend Jones

Against – Cllrs: Myles Langstone, Helen Mitchell, Philip Reason, Ian Scott & Will Thomas

The Chair's casting vote was for the motion, which was therefore **PASSED**.

554.12 Mumbles Community Association – Grant Drawdown

RESOLVED that an additional drawdown of £2,500 plus VAT be approved to allow MCA to commission a video of the Phase I scheme (£2,000 plus VAT) and update their website (£500 plus VAT).

Financial Report

555.12 Wales Audit Office

The Clerk reported that further to last month's report, we are still awaiting a formal response from the Welsh Audit Office.

556.12 Second Quarter Accounts & Spend vs Budget

These were made available to Councilors on Dropbox/OneDrive.

RESOLVED that these be approved.

RESOLVED to approve the following invoices

557.12	3901	SD Purton – Cleaner	£60.00	£0.00	£60.00
558.12	3902	C&CS Paraclete Chapel	£88.00	£0.00	£88.00
559.12	3903	KPA Consulting – Ostreme Survey	£855.00	£177.00	£1,062.00
560.12	3904	Mumbles Traders Grant	£1,350.00	£0.00	£1,350.00
561.12	3905	VOID	£0.00	£0.00	£0.00
562.12	3906	Ostreme Grant	£2,000.00	£0.00	£2,000.00
563.12	3907	Friends of Mumbles Parks Grant	£2,235.00	£0.00	£2,235.00
564.12	3908	Henry Gilbert Grant	£1500.00	£0.00	£1500.00
565.12	3909	Badgemaster Ltd	£30.84	£0.00	£30.84
566.12	3910	VOID	£0.00	£0.00	£0.00
567.12	3911	Manoeuvre Media	£90.00	£0.00	£90.00
568.12			£60.00	£0.00	£60.00
569.12	3912	SDP Cleaning	£60.00	£0.00	£60.00
570.12	3913	VOID	£0.00	£0.00	£0.00
571.12	3914	Mark Deal Plumbing Services	£96.00	£0.00	£96.00
572.12	3915	Swansea Council	£15,149	£3,029.80	£18,178.80

Bank Balances

573.12	Current Account	£22,234.95
574.12	Deposit Account	£80,292.51

Recommendations from the Development Committee

575.12 Virement of Unspent Funds

RESOLVED that all funds unspent in the Underhill 'pot' of £150,000 be transferred to the Skatepark fund.

576.12 RESOLVED that because of the confidential nature of the items about to be discussed the press and public be excluded.

576.12 Skate Park Tenders

RESOLVED to accept the tender from Maverick.

Recommendations from the Highways Committee

577.12 Bus Shelters Cleansing

RESOLVED that we accept the offer to clean all the shelters in the MCC area.

Recommendations by the Premises Sub- Committee

578.12 Ostreme Centre

The structural survey has been received and several additional surveys/reports are needed:

RESOLVED that MCC obtain the following:

- Foundations Check
- Drain Survey
- Electrical Survey
- Plumbing Survey

579.12 RESOLVED that because of the confidential nature of the items about to be discussed the press and public be excluded.

58e0.1 Report from the Personnel Committee

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This confidential report was made available to councillors in Dropbox and OneDrive.

RESOLVED that the OVW Appraisal Procedure is adopted

RESOVLED that the following OVW policies be adopted:

- Sickness Policy
- Grievance Procedure
- Disciplinary Procedure

RESOLVED that OneDrive has a shared access area for each committee for collaborative working and document sharing. Ask Chris Smith to set up

RESOLVED that the RFO/Assistant Clerk does an additional half day office-based on Thursday morning.

RESOLVED that the council@mumbles.gov.uk email address is accessed jointly by both Clerk and RFO/Assistant Clerk. Each to also have their own mumbles.gov.uk email addresses if they wish.