



## **CYNGOR CYMUNED PENNARD PENNARD COMMUNITY COUNCIL**

Clerk – Mrs. Jan Crocker  
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**To: MEMBERS OF PENNARD COMMUNITY COUNCIL/CYNGOR CYMUNED PENNARD**

**Members are summoned to attend a meeting OF PENNARD COMMUNITY COUNCIL VIA ZOOM on 16<sup>th</sup> November at 8.00pm. (Press & Public are invited to attend via Zoom contact Clerk for passcode)**

Under the Public Bodies (Admission to Meetings) Act 1960 (S.1 (7) filming and recording of meetings by the press and the public is not permitted.

Join Zoom Meeting

<https://us02web.zoom.us/j/83112524023>

### **AGENDA**

**Apologies for absence**

**Declarations of interest**

**All votes will be named votes**

**Questions from the Public relating to items on this agenda (limited to 10 minutes)**

- 1) **Minutes of the Planning Committee Meeting held on 22<sup>nd</sup> Sept 2020**  
Accuracy and approval
- 2) **Minutes of the Covid 19 Sub Committee Meeting held on 12<sup>th</sup> Oct 2020**  
Accuracy and approval
- 3) **Minutes of the Planning Committee Meeting held on 14<sup>th</sup> Oct 2020**  
Accuracy and approval
- 4) **Minutes of the Environment Committee Meeting held on 14<sup>th</sup> Oct 2020**  
Accuracy and approval
- 5) **Minutes of the Full Council Meeting held on 15<sup>th</sup> Oct 2020**  
Accuracy and approval
- 6) **Minutes of the Covid 19 Sub Committee Meeting held on 21<sup>st</sup> Oct 2020**  
Accuracy and approval
- 7) **Minutes of the Extraordinary Meeting of Full Council held on 22<sup>nd</sup> Oct 2020**  
Accuracy and approval
- 8) **Minutes of the Hall Committee Meeting held on 26<sup>th</sup> Oct 2020**  
Accuracy and approval

- 9) **Minutes of the Planning Committee Meeting held on 26<sup>th</sup> Oct 2020**  
Accuracy and approval
- 10) **Minutes of the Burial Ground Committee Meeting held on 4<sup>th</sup> Nov 2020**  
Accuracy and approval
- 11) **Minutes of the Field Committee Meeting held on 4<sup>th</sup> Nov 2020**  
Accuracy and approval
- 12) **Minutes of the Finance and Employment Committee Meeting held on 11<sup>th</sup> Nov 2020**  
Accuracy and approval
- 13) **Finance and Employment**
  - a) To approve payments for Nov 2020
  - b) To note closing balances Oct 2020
  - c) To note Remuneration Panel Report.2021/2022 and make any representations
  - d) To agree remuneration payments for 2021/2022.
  - e) To agree journals of 2 payments to the Professional Services Budget line
- 14) **Admin**
  - a) Update on supplier of Notice Board for Kittle Green
  - b) To Agree Contractor for Installation of Kittle Green Notice Board
  - c) To discuss Starleaf Video Conferencing
  - d) To note 6 monthly review of Council Policies.
  - e) To Parish Hall request for registration.
  - f) To agree co-option of Southgate Casual Vacancies
- 15) **Burial Ground**
  - a) Update on Burial Ground matters
  - b) To Agree Burial Ground Fees for 2021/22
- 16) **Field**
  - a) Update on Field matters
  - b) To agree pitch hire fees for 2021/22
- 17) **Environment**
  - a) Update on Environment matters
  - b) Update on Community Garden
- 18) **Hall**
  - a) Update on Hall Matters
  - b) To agree Hall Fees for 2021/22
  - c) To agree adoption of Covid Risk Assessment for the Hall
- 19) **Covid**
  - a) Update on Hygge
  - b) Update from Covid 19 Sub Committee

20) **Updates from Swansea Council**

- a) Update from Swansea Council on Development Rd Names
- b) Cllr. Lynda James including update on Traffic parking and littering
- c) Any other matters arising for discussion (any decisions required will be made at a future meeting).
- d) To discuss anonymous letter of complaint regarding local business and potential community safety issue

21) **Correspondence**

- email regarding wording in June Minutes 2020/127
- 106 funding Email
- Letter regarding noticeboard

**Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

- 22) To agree overtime hours for employee recommended by Finance and Employment.

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**Jan Crocker  
Clerk  
11 Nov 2020**