

**MINUTES OF A MEETING OF PENNARD COMMUNITY COUNCIL HELD ON
13 APRIL 2017 AT PENNARD COMMUNITY HALL at 7.15 pm**

Present: Cllr Jeff Eley – Chair, Cllr Susan Rodaway, Cllr Wes Weeks, Cllr Jason Thomas, Cllr Lynda James, Cllr R Killick

In attendance: Clerk – David Mackerras

Apologies for absence: Cllr Ralph Cook, Cllr Arthur Rogers

Absent: Cllr Margaret Smith, Cllr Catherine Bryden-Smith, Cllr Andrew Thomas

Declarations of Interest: Nothing declared

<u>2017/54 Questions from the public</u>	<u>Action</u>
No members of the public were present.	
<u>2017/55 Minutes of the Full Council meeting held on 15 March 2017</u>	
<ul style="list-style-type: none"> a. It was proposed by Cllr Jason Tomas, seconded by Cllr Lynda James and unanimously agreed that the minutes should be approved as a true and accurate record. b. Cllr Susan Rodaway reported that she has contacted Swansea CC Highways department and has been assured that funding will not be lost in respect of the traffic lights. 	
<u>2017/56 Minutes of the Finance and Employment committee held on 15 March 2017</u>	
<ul style="list-style-type: none"> a. It was proposed by Cllr Lynda James, seconded by Cllr Susan Rodaway and unanimously agreed that the minutes be approved as a true and accurate record 	
<u>2017/57 Finance and Employment</u>	
<ul style="list-style-type: none"> a. It was proposed, seconded and unanimously agreed that all items on the April payment schedule be approved with the exception of British Gas. The Clerk was instructed to cancel the Direct debit and recover the funds taken from the account. 	Clerk
<ul style="list-style-type: none"> b. Closing balances for March were noted 	
<ul style="list-style-type: none"> c. It was proposed by Cllr Jason Thomas, seconded by Cllr Jeff Eley and unanimously agreed that free software available from the organization ‘Bright Pay’ will be used from April 2017 to process the Community Council payroll. 	Clerk
<ul style="list-style-type: none"> d. It was noted that the Finance and Employment committee will present a recommendation at the May Council meeting that Model Financial Standing Orders should be implemented by Pennard Community Council in place of the current Financial Standing Orders. 	
<u>2017/58 Report from City Council Member for Pennard, Cllr Lynda James</u>	
<ul style="list-style-type: none"> a. It should be noted that domestic waste collections will continue as normal through the Bank holidays, and tomorrow’s collection will be pink and black bags. 	
<ul style="list-style-type: none"> b. Swansea CC has adopted an area of land opposite the Old Post Office following a consultation during which no one claimed the land. 	
<ul style="list-style-type: none"> c. Heatherslade Road will be closed for one day only, on 24th April to enable re-surfacing. 	
<ul style="list-style-type: none"> d. The Clerk should investigate whether planters have been ordered for this season. 	Clerk
<ul style="list-style-type: none"> e. The National Trust are committed to making improvements over the next twelve months – Upgrading car parking - filling potholes and improving the surface. It was agreed that dog bins were not well placed and we need at least one additional bin, preferably at the bottom of the NT car park. Cllr James will request an additional bin from Swansea CC. 	LJ
<u>2017/59 Roaming Cattle update</u>	
<p>There are many parties involved in this issue, and it is clear that the Community Council should be kept aware of developments. Swansea CC has agreed to a moral responsibility. The HSE has published its report today and is taking no action at the present time. However it will take action in the event of a further incident.</p>	
<p>It was proposed by Cllr Susan Rodaway, seconded by Jason Thomas and unanimously agreed that an appropriate letter should be sent to the National Trust asking them to meet with the</p>	

Community Council to discuss a range of neglected issues including straying animals, overgrown vegetation, litter, poor maintenance and dog waste.

Clerk

2017/60 Burial Ground

It was reported that the notice board has been ordered. The grounds man will be requested to cut the grass this week. We are awaiting the latest Risk Assessment. It was noted that Child burials are now free across Wales and this issue should be discussed at the next available Council meeting.

Clerk

2017/61 Playing Field

- a. Three quotations have been received to extend the footpath. It was proposed by Cllr Susan Rodaway, seconded by Cllr Jason Thomas and unanimously agreed that the quotation provided by JH should be accepted. Terms and Conditions to be checked.
- b. It was proposed by Cllr Wes Weeks, seconded by Cllr Jason Tomas that the Clerk will seek tenders for the procurement of signs indicating that dogs must be kept on a lead and that walkers should keep to the Footpath

Clerk

2017/62 Community Hall

- a. The Broadband contract is now on 30 days notice and it was agreed that the Clerk should investigate whether any cost savings may be available by changing service provider.
- b. A working party meeting has been arranged for 19th April to review the future use of the community hall. Mr. Will Smith has been invited to participate in the discussion.

Clerk

2017/63 Environment

- a. It was agreed that the possibility of creating a Green path between the Community hall and Green Hill farm lane should be investigated. Permission should be sought from the Gower Commoners.
- b. A cost should be established, and funding investigated. Match funding is available in the Green path account.
- c. Community Engagement – Funding is in place and a member of staff is available on a part time basis for two and a half days weekly.
Lets Walk Cymru – There is someone available to lead at Kittle and help is being sought at Pennard.
Park run – The route will be Risk Assessed and the events could be in place by next year. A meeting is being arranged with interested parties to move the initiative forward including representatives at the coffee shop.

Clerk
LJ/SR

SR

SR

2017/64 Advice received on 'In Camera' minutes

Advice received indicates that minutes relating to 'In Camera' Agenda items should be filed alongside minutes relating to all other Council business matters. In order to assist confidentiality on Commercial or Employment matters the minutes should contain only the minimum amount of detail needed.

Clerk

2017/65 Correspondence

- a. One Voice Wales is informing Pennard CC that the Annual subscription is due for renewal. It was agreed that the subscription be renewed for 2017/18 at a cost of £366

Clerk

Meeting closed at 21:10

Members were reminded that the Community Hall and Environment working parties will meet on Sunday morning 30th April 11:00 to 13:00 at the National Trust hut to Litter pick.

APRIL 2017 PAYMENTS													
DETAIL	PF	BG	CH	ENV	YOUTH	ADMIN	BANK	PAV	S137	SUB TOTAL	VAT	TOTAL	CHQ/BACS/DD
EDF Pavilion Electricity	7.62									7.62	0.38	8.00	DD
Dwr Cymru	53.00		122.00							175.00	0.00	175.00	DD
EON Hall Gas			111.67							111.67	22.33	134.00	DD
British Gas			1625.44							1625.44	325.08	1950.52	DD
CC Swansea (Waste)	0.00		0.00							0.00	0.00	0.00	DD
CC Swansea (Rates)			142.10							142.10	0.00	142.10	DD
Lloyds Bank (monthly service charge)							5.00			5.00	0.00	5.00	DD
XLN						25.99				25.99	5.20	31.19	DD
Vodafone						22.75				22.75	4.55	27.30	DD
Employee 1						832.09				832.09	0.00	832.09	DD
HMRC Mar						257.69				257.69	0.00	257.69	Payroll
Admin/Office expenses Employee 1						128.36				128.36	3.08	131.44	Payroll
Youth worker 1						280.80				280.80	0.00	280.80	Payroll
Youth worker 2						234.00				234.00	0.00	234.00	i/n
Pennard Parish Hall						0.00				0.00	0.00	0.00	i/n
Groundsman 1 (AP)	495.00	286.67								781.67	0.00	781.67	i/n
Groundsman 2 (CS)	237.00									237.00	0.00	237.00	i/n
Jonathan Evans - handyman			95.00							95.00	0.00	95.00	i/n
Bay Cleaning Solutions Ltd			365.67							365.67	73.13	438.80	i/n
Murton Property Services			38.75							38.75	0.00	38.75	i/n
One Voice Wales - Membership						366.00				366.00	0.00	366.00	i/n
Excel-sior design & print						20.00				20.00	0.00	20.00	i/n
Nurse & Payne – BOR Doreen Thorpe		125.00								125.00	0.00	125.00	i/n
TOTAL	792.62	411.67	2500.63	0.00	0.00	2167.68	5.00	0.00	0.00	5877.60	433.75	6311.35	

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