

**MINUTES OF A MEETING OF PENNARD COMMUNITY COUNCIL HELD ON  
16 JANUARY 2017 AT PENNARD PARISH HALL at 7.15 pm**

Present: Cllr Jeff Eley – Chair, Cllr Susan Rodaway, Cllr Wes Weeks, Cllr Ralph Cook, Cllr Arthur Rogers, Cllr Jason Thomas

*In attendance: Clerk* – David Mackerras  
RFO – Bianca Clayfield

Apologies for absence: Cllr Margaret Smith, Cllr Andrew Thomas, Cllr Lynda James

Absent: Cllr Ashley Wakeling, Cllr Catherine Bryden-Smith

Declarations of Interest: None.

**2017/1 Questions from the public**

There were no members of the public present.

**2017/2 New employees**

A warm welcome was extended to David Mackerras, the newly appointed Clerk, and to Bianca Clayfield, the new Responsible Financial Officer

**2017/3 Minutes of Full Council held on 15 December 2016**

Minutes of Full Council meeting held on 15<sup>th</sup> December 2016 were accepted as a true record Proposed and Seconded and unanimously agreed.

There were no updates recorded relating to the Minutes of the previous Full Council meeting

**2017/4 Minutes of Planning meeting held on 15th December 2016**

Minutes of Planning meeting held on 15 December 2016 – it was proposed, seconded and unanimously agreed that the minutes were a true and correct record.

**2017/5 Disqualification under Section 85 of the Local Government Act 1972 – failure to attend meetings**

It was announced that two Members of the Council – Mrs Lis Davies and Mr Hugh Blackwood have failed throughout six consecutive months to attend any meetings of the Council or of its committees of which he/she is a member, and accordingly they have both ceased automatically to be members of the Council. The Clerk was instructed to confirm the position in writing to both former members. The Clerk was also instructed to remove member details from the website, and inform Swansea City Council democratic services office.

**2017/6 Finance and Employment**

- a. January payments – It was proposed, seconded and unanimously agreed that these be accepted.
- b. Closing balances for December 2017 were not available at this time because of the recent change of RFO. Noted. This item was deferred until the next meeting.

**2017/7 Burial Ground**

- a. It is to be noted that the moles have been successfully removed.
- b. It was also noted that the trees were being planted on Thursday 19<sup>th</sup> January.
- c. The Clerk was instructed to arrange removal of the dead trees from the hedge.

**2017/8 Field**

- a. It is to be noted that two pieces of play equipment have been greased.

**Action**

**2017/9 Community Engagement exercise**

- a. It is to be noted that grant assistance is now available to enable ‘Vocal Eyes’ to undertake a Community Engagement exercise which will highlight community priorities and how the community views its Community Council. Vocal Eyes will produce a booklet in the light of feedback from the Community.

It was proposed, seconded and unanimously agreed that we should apply for a grant to fund the exercise which is likely to be just under £5,000.

**SR**

**2017/10 Correspondence**

- a. Letter received from One Voice Wales regarding training opportunities. It was proposed, seconded and unanimously agreed that we should investigate the feasibility of undertaking quarterly training sessions open to neighbouring Community Councils.
- b. Letter received from One Voice Wales regarding a Code of Conduct training session at Bridgend on 24<sup>th</sup> January. Noted – members have received this training.
- c. Email received from Planning Aid Wales with notice of Pre-application community consultation training on 17<sup>th</sup> January. Noted.
- d. Email received from the Society of Local Council Clerks regarding the member conference for Wales at Cwmbran on Wednesday 15<sup>th</sup> March. Proposed, seconded and unanimously agreed that Clerk will attend at a cost of £69 plus VAT.  
It was proposed, seconded and unanimously agreed that SLCC membership of former Clerk will be transferred to newly appointed RFO (Clerk already hold membership).
- e. Email received from Pageantmaster encouraging community participation in a commemoration event marking 100 years since the end of World War 1. It was agreed to bring this item forward to the February Agenda.

**It was proposed, seconded and unanimously agreed that 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.**

**2017/11 ‘In camera’ minutes of Full Council meeting held on 15 December 2016**

It was proposed, seconded and unanimously agreed that the ‘in camera’ minutes were a true and correct record.

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*The meeting closed at 8.22 pm.*

