



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

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

**Members are summoned to attend The PENNARD COMMUNITY COUNCIL MEETING AT PENNARD COMMUNITY HALL (Small hall) on Tuesday 11<sup>th</sup> June 2019 at 7.30 pm. (Press & Public are invited to attend)**

### **AGENDA**

1. Apologies for absence
2. Declarations of interest
3. Questions from the Public (limited to 10 minutes)
4. Minutes of the Hall Committee Meeting held on 18<sup>th</sup> April 2019
  - a. Accuracy and approval
5. Minutes of the Planning Committee Meeting held on 13<sup>th</sup> May 2019
  - a. Accuracy and approval
6. Minutes Full Council Meeting held on 13th May 2019
  - a. Accuracy and approval
7. Minutes of Annual Meeting held on 16th May 2019
  - a. Accuracy and approval
8. Minutes of Finance and Employment Committee Meeting held on 23rd May 2019
  - a. Accuracy and approval
9. To accept of the Council's policies and Procedures compiled by OVW following our Governance Session
10. To accept Meeting dates for Jan 2020 to May 2020 including AGM

11. Burial Ground
  - a. To agree tender process for repair of Headstones following the recent Risk Assessment.
  - b. To note Tree Survey conducted in May.
  
12. Field
  - a. Update on Play park
  
13. Environment
  - a. To accept Rachael Carter as a new co-opted member of the Community onto the Environment Committee.
  
14. Admin
  - a. To agree to purchase a new Notice Board for the Community Hall.
  
15. Hall
  - a. Progress to date on Community Hall Extension
  - b. To agree amended Plans for Community Hall extension.
  - c. To agree tender process for Community Hall extension.
  
16. Updates from Swansea Council
  - a. Cllr. Lynda James
  - b. Any other matters arising for discussion (any decisions required will be made at a future meeting).
  
17. Correspondence
 

Email from One Voice Wales regarding a date for our bespoke training session  
Answers to our Youth Club questions from Came & Co
  
18. Finance
  - a. To approve additional payments for May 2019
  - b. To approve payments for June 2019
  - c. To note closing balances for May 2019
  - d. To agree Asset Register for 2019 Annual Return following clarification from OVW.
  - e. To accept the report from the Internal Auditor
  - f. To approve the Accounting Statement
  - g. To approve the Annual Return
  - h. To agree £50 voucher in lieu of payment for Internal Auditor
  - i. To agree proposal from F&E Committee to adopt Edge IT as our financial software tool.
  - j. Progress update on Grounds Maintenance contract.
  - k. To note registration with the Information Commissioner's Office.

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**Janet Crocker**  
**Clerk**  
**5 June 2019**