

Clerk / Responsible Financial Officer: Mrs Susan Rodaway

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[www.mawrcommunitycouncil.org.uk](http://www.mawrcommunitycouncil.org.uk)

**To: Aelodau o Cyngor Cymuned Mawr/Members of Mawr Community Council.**

**Members are summoned to attend an ordinary meeting of Mawr Community Council (MCC)**

**Held remotely via Zoom on Tuesday, 14 March 2023 at 7.00 pm.**

**(Press and public are invited to attend via Zoom; contact the Clerk for joining information)**

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

Join Zoom Meeting: <https://us06web.zoom.us/j/85118414251?pwd=VGdFaTV0cGJpRklkajhCTDJrbnB3UT09>

**AGENDA**

**Apologies for Absence**Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded.

**County Councillor Reports** (Individual Councillor reports received in time will be circulated to MCC Councillors with this agenda and are available on request from the Clerk)  
**Questions for County Councillors (limited to 10 minutes)**

**Declarations of Interest**

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

1. **Chairperson’s Address**
2. **Minutes of the Extraordinary Meeting of Full Council held on 6th February 2023**

Accuracy and approval

1. **Minutes of the Meeting of Full Council held on 13th February 2023**

Accuracy and approval

1. **Admin**
2. Update on Councillor Vacancies
3. To note Health and Safety Reports for all three Welfare Halls and agree recommendations.
4. Report from Councillors who attended Fire Safety Training at Felindre and Garnswllt Welfare Halls
5. Report from Cllr. Linda Frame on One Voice Wales (OVW) Health and Safety training
6. Report from Cllr. Laura-Jane Thomas on One Voice Wales (OVW) “Understanding the Law” and “Code of Conduct” training
7. To appoint a working party to review and update Council policies in preparation for the Annual Meeting in May.
8. To agree Retention and Deletion Policy for all data held by MCC
9. To agree to record MCC meetings for minute-taking purposes.
10. To agree requirement for new website.
11. **Finance**
12. To approve payments for March 2023
13. To note closing balances for Feb 2023
14. To note “1 month extension to RDP grant and minor alterations to spend including 1 month extension to cover Biodiversity Project Co-ordinator salary” as agreed with Swansea External Funding Team.
15. To agree appointment of Internal Auditor for 2022/2023 Audit
16. To agree formation of working party to conduct review of Internal Audit procedure 2022/2023.
17. To agree plenary powers for the Chairperson of MCC (along with the Clerk), to approve future funding applications for planned activities/facilities within MCC area.
18. To review contract with ServiceMaster and cleaning arrangements for all Welfare Halls and agree a way forward.
19. **Planning and Community**
    1. [2023/0298/FUL](https://planningapps.swansea.gov.uk/online-applications/simpleSearchResults.do?action=firstPage)

47 Clydach Road, Craig Cefn Parc, Swansea, SA6 5TA

Two storey side extension to replace existing conservatory and two storey rear extension

* 1. [2023/0359/FUL](https://planningapps.swansea.gov.uk/online-applications/simpleSearchResults.do?action=firstPage)  
     25 Lon Y Felin, Garnswllt, Ammanford, SA18 2RG  
     Single storey rear extension to dwelling house
  2. To discuss dog fouling and fly tipping and agree any necessary actions to mitigate the impact on MCC land.
  3. To discuss and agree memorial plaques for former councillors Tom Roberts and Bob Jones

1. **Community Halls**
   * 1. To receive update on Craig Cefn Parc Welfare Hall
     2. To receive update on Felindre Welfare Hall
     3. To receive update on Garnswllt Welfare Hall
     4. To agree to request monthly written report from all Hall Committees to be circulated with the agenda.
     5. To agree arrangements for accounting audits for all three Welfare Halls following the end of this financial year.
2. **Correspondence**
3. **To note the date of the next meeting as 17/04/2023**

*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.*

1. **To agree Employment Contracts for new staff**
2. **Text

   Description automatically generatedTo discuss employee overtime request**

Susan Rodaway  
Clerk/RFO  
09/03/2023