Clerk / Responsible Financial Officer: Mrs Susan Rodaway

**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 Monday 11th DECEMBER 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/7056476463?omn=84186605183>

**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. **Minutes of the Extraordinary Meeting of Full Council held on 16th October 2023**

Accuracy and approval.

1. **Minutes of the Meeting of Finance, Employment and Policy Committee held on 30th October 2023**

Accuracy and approval.

1. **Minutes of the Estates, Health and Safety Committee Meeting held on 30th October 2023**

Accuracy and approval.

1. **Minutes of the Planning Committee held on Wednesday 8th November 2023**

Accuracy and Approval

1. **Minutes of the Planning Committee held on Wednesday 29th November 2023**

Accuracy and Approval

1. **Minutes of the Extraordinary Meeting of Full Council held on 4th December 2023**

Accuracy and approval.

1. **Admin**
2. Training Reports from Councillors who have attended training since the last meeting.
3. To discuss member self-assessment reports and training plan.
4. To receive report from Clerk about SLCC/OVW Joint Conference 08/11/23
5. **Finance, Employment and Policy**
6. To appoint Chair of Finance, Employment and Policy (also Cllr. Resp. for Finance)
7. To note payments for November 2023
8. To approve payments for December 2023
9. To note closing balances for October 2023.
10. To note Closing balances for November 2023
11. To note agreement on rates of pay applicable from 01/04/23 to 31/03/24 and back payment to employee in order to comply with the statutory increase.
12. To note change to Councillor allowance guidance for 2023/24
13. To discuss and agree non-statutory (taxable) Councillor Allowances for 2023/24
14. To note end of open tender process for MUGA at CCP
15. To appoint a contractor for CCP MUGA phase 1 and preferred contractor for remainder of project.
16. To agree payment to Cllr. Frame, due to stationary budget overspend, for printer ink.
17. To consider request from all 3 halls for purchase of chocolates for children for Christmas celebrations
18. To agree to submit request for changes to project delivery for Rural Anchor funding bid
19. To agree to recruit a Biodiversity Assistant for 5 hours a week between March 1st 2024 and September 1st 2024 to deliver on bog garden project subject to successful funding bid.
20. Update from Grants Officer on items not already covered elsewhere on the agenda.
21. **Estates and Health & Safety**
22. To approve recommendation from this committee to prioritise works required at all three halls for Fire/Health and Safety compliance.
23. To agree contractor for Fire Risk Assessments and PAT testing at all three halls
24. To agree formation of MCC/Hall Working party to assess current documentation and bring suggestions to the next meeting of MCC to map out responsibilities of both parties and a way forward for the lease/licence agreements with all halls, as agreed by Estates and Health & Safety Committee.
25. To discuss and approve request from Swansea Council to use the Tennis courts and adjacent land at CCP on a temporary basis to facilitate the refurbishment of 11 properties on Ffordd Ellen.
26. To discuss enquiry from CCP Hall Committee regarding outstanding monies for Fire System at the Hall
27. To agree to carry out a tree survey at the woodland at Sally’s Way subject to successful funding application.
28. To agree tree planting subject to funding bid.
29. To agree a way forward for the placing of solar panels at Felindre Welfare Hall (FWH).
30. To consider request from FWH Committee to place a storage container outside FWH.
31. To consider request from Garnswllt Welfare Hall (GWH) Committee to place an adjustable Flagpole (no higher than 4.5m) outside GWH.
32. To agree to seek quotes for external works at GWH to be funded by GWH Committee via grant funding.
33. To note updated insurance valuations for all halls.
34. To agree to indoor community nature sessions at CWH and GWH to be arranged between Biodiversity Project Coordinator and hall committees.
35. To agree funded Forest school sessions
36. Update from Biodiversity Project Coordinator on items not already covered elsewhere on the agenda.
37. To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda.
38. To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda.
39. To receive written update on Garnswllt Welfare Hall on items not already covered elsewhere on the agenda.
40. **Correspondence**
41. Communication and posters from Tonia Antoniazzi MP
42. Request to contribute to Wales Air Ambulance Charity Community Council Appeal 2023.
43. Request from Urdd
44. **To note the date of the next Ordinary Meeting as 08/01/2024 (subject to change should there be any unforeseen circumstances).**

*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 discuss employment claim process.**
2. **To note resolution of employment claim.**
3. **To note receipt of Subject Access Request and agree a response.**
4. **To discuss potential data protection breach of employee data.**
5. **To discuss and agree request from Employee.**
6. **To consider and agree a response to the October Felindre Welfare Hall report.**

Susan Rodaway  
Clerk/RFO  
06/12/2023

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