**APRIL ordinary meeting of Mawr Community Council (MCC)**

**Held remotely via Zoom on Tuesday 16th April 2024 at 7.00 pm.**

**FINAL MINUTES**

**Present:** Cllr. Linda Frame – Chair (LF); Cllr. Caroline Williams – Vice Chair (CW); Cllr. Darren James (DJ); Cllr. Victoria Morgan-Beattie (VMB); Cllr. Catherine Evans (CE); Cllr. Phil Downing

**Apologies:** Cllr. Aled Williams (AW); Cllr. Mark Tribe; Cllr. Kevin Griffiths

**Absent:** Cllr. Brigitte Rowlands; Cllr. Gordon Walker; Cllr. Matthew Bailey

**County Councillor Reports:** *Those received were circulated prior to the meeting.*

**Declarations of Interest:** *None*

**Questions from the public relating to items on this agenda (limited to 10 minutes):** *None*

1. **2024/65 Minutes of the Ordinary Meeting of Full Council held on 12th March 2024**

Accuracy and approval.
*Moved to future meeting due to computer issues*

1. **2024/66 Minutes of the Extraordinary Full Council Meeting held on 26th March 2024**

Accuracy and approval.
Moved to future meeting due to computer issues

1. **2024/67 Admin**
2. To receive reports from Cllrs who have attended training this month
*Cllr Frame has attended Finance and Governance Toolkit training and recommended it as a very useful course for all councillors to attend.*
3. To receive report from OVW National Awards Conference from the Clerk
*The Clerk reported a very positive conference was held with lots of examples of best practice to learn from. The Chair of OVW made a passionate speech about the importance of Town and Community Councils and that this is only going to increase in the years ahead.*
4. To receive update on Feasibility Study
*Inception meeting held, Clerk to liaise with Urban Foundry to move forward.*
5. **2024/68 Finance, Employment and Policy**
	* 1. Approve April Payments
		*Proposed: DJ; Seconded: CW; Agreed: All*
		2. Note March Closing Balances
		*Moved to future meeting*
		3. To accept the external audit papers for 2023/24 and note timetable

*Proposed: DJ; Seconded: CW; Agreed: All*

* + 1. To note statement of Cllr remuneration
		*Noted*
		2. To note Excel Wales grant for digital sessions at all three halls
		*Noted*
		3. To receive update on fencing grant from MyG
		*Due to the generosity of Cllr. James and the agreement in place with Swansea Council, some of the fencing within the grant is no longer required so SCVS have been approached to ask if they would consider re-allocation of some of the funding towards fencing the MUGA as the outcomes remain unchanged. We are awaiting a response from the panel.*
		4. Update from Grants Officer

*Noted*

1. **2024/69 Estates and Health & Safety**
	* 1. Update on MUGA progress

*The contractor has been appointed and will provide us with a date to commence works as soon as possible. This is expected to be in June.*

*Noted*

* + 1. To note H&S risk assessment of outdoor exercise equipment at Felindre
		*The assessment was very positive and the equipment is in good working order.
		Noted*
		2. To agree contractor for external works at Garnswllt Welfare Hall
		Councillors *would like to understand f the Hall Committee would prefer a brick or rendered block wall and fi they would like handmade or “off the shelf” gates in order to proceed. This will return to a future agenda following further communication with the Hall Committee.
		Plenary Powers agreed for the Clerk to act should this decision be made at an Estates, Health and Safety Committee meeting.
		Proposed: DJ; Seconded: CW; Agreed:* All
		3. To agree a key and alarm fob be provided to the Clerk for CCP Welfare Hall
		*The Council will discuss this with the Hall Committee at the meeting planned for April 27th. Clerk to consult insurance provider to ascertain insurance validity without the Council being a keyholder
		Proposed: DJ; Seconded: LF; Agreed: All*
		4. To agree contractor to carry out EICR at Felindre Welfare Hall

*Contractor a: £200 (without asking any clarifying questions)*

*Contractor b: £850 + VAT*

*Contractor c: £900 + VAT*

*Council agreed Contractor b – Multi Trade Property Care*

*Proposed: DJ; Seconded: CW; Agreed: All*

* + 1. To agree contractor for asbestos surveys
		*Company a: £550*

*Company b: £450*

*Company c: £350*

*The Clerk provided context to the three quotations with regard to communications and information provided by the companies. Council resolved to appoint Company a on a best value for money/information provided basis.
Company a - Swansea Council
Proposed: DJ; Seconded: CE; Agreed:* All

* + 1. To agree potential dates for residents meeting at CCP Welfare Hall
		*Council agreed a meeting at 1pm at CCP Welfare Hall*
		2. To discuss way forward regarding use of recreation field at Felindre as dog exercise area.
		*Cllr C Williams raised a complaint she has received from a member of the public regarding the use of the recreation field by a member of the public, not believed to be a resident, in Felindre. The person has two large dogs which do not appear to be under proper control of the individual which is emphasized by the fact he ties the gate to enter field closed with a dog lead. The Council are unable to report the incident to the police as they were not the ones to witness it so suggest the member of the public make a report including the registration number of the vehicle driven by the individual. The Clerk will look for signage requesting dogs are kept on leads within the field.
		Proposed: CE; Seconded: DJ; Agreed: All*
		3. Update from Biodiversity Project Coordinator on items not already covered elsewhere on the agenda.
		*No written report received but verbal report stated indoor biodiversity/nature sessions were very well attended and received.*
		4. To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda.
		*No report received.*
		5. To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda.
		*Noted*
		6. To receive written update on Garnswllt Welfare Hall on items not already covered elsewhere on the agenda.
		*Noted*
1. **2024/70 Correspondence:** *Nothing other than that already circulated*
2. **2024/71 To note the date of the Annual Meeting as 14th May 2024 and the next Ordinary Meeting as 20/04/2024 (subject to change should there be any unforeseen circumstances).***Noted*

**2024/72** *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.
Proposed: LF; Seconded: DJ; Agreed: All*

1. **2024/73 To receive any update and if required, agree way forward regarding potential claim against contractor***No update received*
2. **2024/74 To discuss recent breach of confidentiality and agree a way forward***The Council agrees to maintain confidentiality of employees and that it should be abhorrent for any potential breach of GDPR to occur and any Councillor found to be guilty of this should be reported to the Public Service Ombudsman for Wales and subject to the highest sanctions. The Council also wished to express they would consider such a breach grounds for constructive dismissal of an employee.
Proposed: DJ; Seconded: LF; Agreed: All*
3. **2024/75 To discuss employee TOIL hours and agree a way forward***Moved to future meeting*
4. **2024/76 To Receive report from Cllr. Evans as requested by Council***This and remaining agenda items 12, 13, 14, and 15, will be heard at an Extraordinary meeting of Council in order to give them appropriate time for consideration. This will bring this meeting to a close at this point.
Proposed: DJ; Seconded: CE; Agreed: All*
5. **To discuss and agree response to SAR request**
6. **To discuss and agree way forward regarding member complaints.**
7. **To agree a way forward regarding complaints from CCP and Felindre Hall Committees**
8. **To discuss response from FWH committee and agree a way forward**