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

**Held remotely via Zoom on Monday 20th May 2024 at 7.00 pm.**

**FINAL MINUTES**

**Present:** Cllr. Darren James (DJ) – Chair; Cllr. Caroline Williams – Vice Chair (CW); Cllr. Catherine Evans (CE) Cllr. Linda Frame (LF); Cllr. Mark Tribe

**Apologies:** Cllr. Aled Williams (AW); Cllr. Philip Downing; Cllr. Kevin Griffiths

**Absent:** Cllr. Victoria Morgan-Beattie (VMB);Cllr. Brigitte Rowlands; Cllr. Gordon Walker; Cllr. Matthew Bailey

**County Councillor Reports:** *No written reports. Cllr Mark Tribe reported the Swansea Council pothole and patch team had been working in Felindre.* **Declarations of Interest:** *None*

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

1. **Minutes of the Ordinary Meeting of Full Council held on 16th April 2024**

Accuracy and approval.*Proposed: CW; Seconded: LF; Agreed: All*

1. **Minutes of the Estates, Health & Safety Committee Meeting held on 30th April 2024**

Accuracy and approval.
*Proposed: CE; Seconded: CW; Agreed: All*

1. **Minutes of the Extraordinary Full Council Meeting held on 30th April 2024**

Accuracy and approval *Proposed: CE; Seconded: CW; Agreed: All*

1. **Minutes of the Annual Meeting of Full Council held on 14th May 2024**

Accuracy and approval *Proposed: CE; Seconded: CW; Agreed: All*

1. **Minutes of the Planning Committee Meeting held on 14th May 2024**

Accuracy and approval. *Proposed: CW; Seconded: CE; Agreed: All*

1. **Admin**
2. To discuss and agree Councillor Co-options
*The Clerk had circulated information provided by the interested member of the community, anonymized in order for Cllrs to vote without bias.
Proposed: CW; Seconded: CE; Agreed: DJ; Abstained: LF
Cheryl Perkins was duly co-opted to MCC representing Craig Cefn Parc Ward.*
3. To receive reports from Cllrs who have attended training this month
*None attended training this month.*
4. **Finance, Employment and Policy**
5. *Approve May Payments
Circulated prior to the meeting
Proposed: CW; Seconded: CE; Agreed: All*
6. *Note April Closing Balances
Circulated prior to the meeting – noted.*
7. *To agree reimbursement of £4,000 to Craig Cefn Parc Welfare Hall Management Committee as second and final payment for Fire System
Proposed: DJ; Seconded: LF; Agreed: All*
8. *To agree reimbursement of £439.16 to Craig Cefn Parc Welfare Hall Management Committee for PES invoices.
Proposed: DJ; Seconded: CW; Agreed: All*
9. *To agree to publicise MCC Final Budget for 2024/25 on the Council Website
Proposed: CW; Seconded: LF; Agreed: All*
10. *To note decision by Felindre Welfare Hall committee to withdraw from successful funding bid for solar panels at the hall
Noted*
11. *To agree to apply for grant funding for Summer Play club
Proposed: CW; Seconded: LF; Agreed: All*
12. *To agree to give plenary powers to the Clerk to agree Summer Play club dates with the three hall committees.
Proposed: CW; Seconded: CE; Agreed: All*
13. *To consider donation to Garnswllt Welfare Hall Committee in lieu of cleaners for the 2023/24 financial year.
The Clerk explained that since the current contractor was no longer able to cover Garnswllt Hall, the hall committee had been cleaning without any support from the Council. As the cleaning budget had an underspend last year, it was agreed to give £1000 to the Garnswllt Welfare Hall Committee to cover cleaning at the hall for the past year.
Proposed: CE; Seconded: LF; Agreed: All*
14. *Update from Grants Officer
Report circulated prior to the meeting. Cllrs proposed to take the final part of the report into camera to discuss due to confidentiality issues
Proposed: DJ; Seconded: CW; Agreed: All*
15. **Estates** *and Health & Safety*
16. *Update on MUGA progress
The Clerk provided an update that an initial site visit had taken place and the current plan from the contractor is to begin work in the first week of June. In accordance with the rules from Mynydd Y Gwair (MyG) and Swansea Centre for Voluntary Services (SCVS), Friends of Craig Cefn Parc (FoCCP) have been invoiced by the council for the funds to pay the contractor and the Council await the transfer.*
17. *To agree contractor for external works at Garnswllt Welfare Hall
Councillors would prefer to see three quotes which include the entire project including gates. The Clerk was instructed to write to the grant provider to explain the situation and plan moving forward.
Proposed: LF; Seconded: CE; Agreed: All*
18. To agree a key and alarm fob be placed in the key safe at CCP Welfare Hall in order to comply with insurance cover
*LF asked who would pay for the additional key and fob. The Clerk raised there had been a set available but if that is no longer available, the Council will fund the key and fob to be placed in the key safe for Council use
Proposed: LF; Seconded: CW; Agreed: All*
19. Update on EICR at Felindre Welfare Hall and to agree a way forward
*No report received as yet*
20. To note change of ownership for existing solar panels at Felindre Welfare Hall
*Noted the account will be changed to the current Clerk from the former Clerk.*
21. Update on asbestos surveys in all three halls and to agree a way forward
*No report received as yet.*
22. To agree Cleaning contractor(s) for all three halls
*The Clerk explained that two contractors had been found who could service all three halls*

 *Company a - £22/hr for 3 hrs a week in each hall*

 *Company b - £22/hr for 3 hrs a week in each hall*

 *There was also a quote for CCP and Felindre only*

 *Company c - £19.90/hr excl. VAT for 3 hours a week*

 *And a single quote for Garnswllt*

 *Company d - £16/hr for 2 hours a week*

*It was agreed to appoint Company c for CCP and Felindre and Company D for Garnswllt for the remainder of the financial year.*

 *Company c – Servicemaster*

 *Company d – Shine Above the Rest*

 *Proposed: CE; Seconded: LF; Agreed: All*

1. To agree a way forward for grounds maintenance for the remainder of this financial year
*Council agreed to accept the offer from last year’s Groundsman to continue for this growing season within the budget set for the year with new quotes sought for the next budget.*

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

1. To note receipt of Local Places for Nature report for Garnswllt community/bog gardens
*Noted*
2. To agree to formalise agreement with Felindre Welfare Hall Committee for placement of shipping container on recreation field.
*Proposed: DJ; Seconded: LF; Agreed: All*
3. To note inspection of floodlights to provide current standard floodlights at CCP MUGA
*Noted*
4. Update from Biodiversity Project Coordinator on items
*None received. Council wish to receive an update for the June ordinary meeting*
5. To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda.
*Noted*
6. To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda.
*Noted*
7. To receive written update on Garnswllt Welfare Hall on items not already covered elsewhere on the agenda.
*Noted. Councillors expressed their sympathies to a member of the hall committee who has recently lost a close family member and the Clerk was asked to send some flowers/plant*
8. **Correspondence***Swansea Boundary review – to be brought to June Ordinary Meeting
LDP Consultation – advertise on website/social media
Further item of correspondence to be discussed outside of the public forum to protect confidentiality of the correspondent.*
9. **To note the date of the next Ordinary Meeting as 10/06/2024 (subject to change should there be any unforeseen circumstances).***Due to planned Cllr absence, it was agreed to move this meeting to June 19th 2024 at 7pm.
Proposed: CW; Seconded: LF; Agreed: All*

*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: DJ; Seconded: LF; Agreed: All*

1. **To receive any update and if required, agree way forward regarding potential claim against contractor***Council agreed not to pursue this claim given the amount of time lapsed, chance of success and the lack of personnel/members who have remained in post.
Proposed: LF; Seconded: CW; Agreed: All*
2. **Update on advice regarding quorum difficulties to agree responses to Hall Committees***The Clerk informed members that due to the nature of the interests declared, applying for a dispensation was not possible and recommended the Council take this to the next meeting where the newly co-opted member will be able to provide a quorum.
Proposed: DJ; Seconded: CE; Agreed: All*
3. **Update on complaints received from members of the public and agree a way forward***Moved to future meeting in order to achieve a quorum for discussion and voting.
Proposed: DJ; Seconded: CW; Agreed: All*

7. l) continued…

*The Grants Officer Report made reference to an unsuccessful grant application and the feedback provided. The members held a robust discussion and requested the Clerk write to the funding organization expressing surprise and disappointment and more comprehensive feedback.*

9. continued…

*The Clerk explained she had received communication from a member of the public regarding an incident at the Felindre Market on April 27th. The Clerk was asked to write to Felindre Hall Committee for information*

Meeting closed at 21.46 (including late start and a brief adjournment)