**MEETING OF MAWR COMMUNITY COUNCIL (MCC)**

**Held remotely via Zoom on Thursday 11th July 2024 at 7.00pm.**

**Minutes**

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

**Apologies:** Cllr. Cheryl Perkins (CP) – for lateness; Cllr. Gareth Richards (GR); Cllr. Philip Downing; Cllr. Kevin Griffiths; Cllr. Mark Tribe

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

**County Councillor Reports:** *Cllr. Tribe sent a report.*

**Declarations of Interest:** *None*

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

1. **2024/220 Welcome to New Councillor***The Chair extended a warm welcome to the new additions to the Council; Cllr. Cheryl Perkins and Cllr. Gareth Richards, both representing CCP, especially commendable during a time of challenge within the community. This was wholeheartedly endorsed by all members.*
2. **2024/221 Minutes of the Ordinary Meeting of Finance, Employment and Policy Committee held on 19th June 2024**Accuracy and Approval
*Proposed: DJ; Seconded: CW; agreed by all with one abstention (LF).*
3. **2024/222 Minutes of the Ordinary Meeting of Full Council held on 19th June 2024**Accuracy and approval.
*Proposed: DJ; Seconded: CE; agreed by all with one abstention (LF).*
4. **2024/223 Minutes of the Extraordinary Full Council Meeting held on 26th June 2024**Accuracy and approval.
*Proposed: DJ; Seconded: CW; agreed by all with one abstention (LF).*
5. **2024/224 Minutes of the Extraordinary Full Council Meeting held on 9th July 2024**Accuracy and approval.
As there had been insufficient time elapsed since this meeting, the Clerk had not had the opportunity to complete these minutes. These will be moved to a future agenda.
6. **2024/225 Admin**
7. Update on community meeting July 16th to discuss proceeding with Community Poll to retain or dissolve Mawr Community Council and agree a way forward
*The Chair explained there had been several useful and balanced meetings held between Swansea Council Democratic Services Officers and the conveners. The outcome of these meetings is that both the Chair and lead convener are fully appraised of the process, who will be involved in the meeting and agreement had been given by the Clerk for the Conveners to appoint a minute taker in her stead. There will be an introduction given by both sides, a Q and A session, closing comments by both sides prior to a vote being taken. Democratic Services Officers will be present to ensure those voting are registered electors in Mawr and there will need to be 300 electors present and voting for the count to proceed. The Chair will ensure that anyone present who wishes to vote will have sufficient time to post their ballot in the boxes provided and will recommend that anyone who wants to retain the council would be within their rights to not vote. Should the result of the vote be a simple majority to dissolve the Council then a poll will take place in all three communities at the same time, on the same day which cannot be before 42 days have elapsed following the vote. MCC will be required to pay for the poll. In order for the poll to succeed, two thirds of the votes must be in favour of dissolution. Questions received from the conveners to be circulated for input from all councillors prior to the meeting.
Council suggest a working party be set up to respond to any matters or questions arising with regards to the community meeting.
Proposed: DJ; Seconded: CE; agreed by all.
Plenary Powers be awarded to the Clerk along with the Chair and CE
Proposed: DJ; Seconded: CW; agreed by all.*
8. Update from Councillors who attended training this month
DJ reported he has attended the One Voice Wales (OVW) training course on Chairing Skills this month and found it very worthwhile and encouraged others to attend.
The Clerk has attended the OVW Innovative Practice Conference in Builth Wellls and reported back on presentations from Welsh Government Officers and Officers from the Older Person’s Commissioner’s Office.
9. Update on Summer Play provision
The Clerk reported she was in the process of agreeing availability with the Play workers and the hall committees on a structure and dates for the Summer Play Club. Plenary Powers to be awarded to the Clerk and LF/CW as necessary. Clerk will report back one all confirmed.
*Proposed: DJ; Seconded: CE; agreed by all.*
10. **2024/226 Finance, Employment and Policy**
	* 1. Approve July Payments
		*Proposed: CW; Seconded: CE; agreed by all.*
		2. Note June Closing Balances
		*Noted*
		3. Note Quarter 1 figures
		*Noted*
		4. To agree change of wording of budget heading “Donation to CCP Hall” to “Repayment to CCP Hall “
		*Agreed to change the wording in the 2024/24 budget for clarity.*
		*Proposed: DJ; Seconded: LF; agreed by all.*
		5. To agree to transfer budgeted funds for CCP into separate account and create new Budget Heading.
		*In order to fulfill the Council’s responsibilities as Trustee of CCPWH, the finances are required to be managed separately.
		Proposed: CW; Seconded: CE; agreed by all.*
		6. To note receipt of VAT reclaim 2022-2023: £18,8887.44
		*Noted with thanks to the Clerk for the efforts required to realise this claim.*
		7. To note receipt of VAT reclaim 2023-2024: £6,735.80
		*Noted*
		8. Update from Grants Officer
		*Shared Prosperity reports have been submitted with invoices.*
11. **2024/227 Estates and Health & Safety**
	* 1. Update on MUGA
		*Caloo have confirmed Monday 15th July as the official start date for the construction process. They anticipate completing the construction phase by the end of July.*
		2. To note jet-washing and clean-up works to tennis court in CCP
		*Noted they have done a good job to a point but there remains work to be completed.*
		3. Update on licence to occupy agreement for Felindre Welfare Hall (FWH)
		*The Clerk has received a response from FWH Association and will circulate to all Cllrs.*
		4. To agree contractor for external works at Garnswllt Welfare Hall following updated specification.
		*The Clerk explained that despite concerted efforts, it has not been possible to source three like for like quotes for the works. Only one contractor has returned a quote for a brick wall within the funding allocated which will allow for some groundworks on the ramp to be included as planned. Cllrs accepted the quote from Multi-trade Property Care (MPC). The Clerk will inform the contractor.
		Proposed: LF; Seconded: CW; agreed by all.*
		5. Update from Biodiversity Project Coordinator on items not already covered elsewhere on the agenda.
		*None received this month.*
		6. To receive written update on Craig Cefn Parc Welfare Hall on items not already covered elsewhere on the agenda.
		*None received*
		7. To receive written update on Felindre Welfare Hall on items not already covered elsewhere on the agenda.
		*Brief report*
		8. To receive written update on Garnswllt Welfare Hall on items not already covered elsewhere on the agenda.
		*Report received*
12. **2024/228 Correspondence***Richard Youle from Wales Online has written asking for clarity on the process for the Community meeting on July 16th. Cllrs agreed Clerk can respond with information in accordance with the Local Government Act 1972, as provided by Swansea Council.*
13. **2024/229 To note the date of the next Ordinary Meeting as 10/09/2024 at 7pm (subject to change should there be any unforeseen circumstances) with CCP Welfare Institute meeting to be held prior at 6.30pm.***Noted*

**2024/229** *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: CE; agreed by all.*

1. **2024/230 To discuss and agree job description and advert for new employee**The Clerk had circulated documents prior to the meeting. Cllrs requested the word “experienced” be added to the advert. Advert is required to be translated into Welsh to be advertised by Swansea Council, Clerk to contact previous translator used.
*Proposed: DJ; Seconded: CW; agreed by all.***2024/231** *21.30: Suspend Standing Order 3v in order to finish the meeting.
Proposed: DJ; Seconded: CE; agreed by all.*
2. **2024/232 To receive outcome of investigation by Cllr. Cath Evans into the Felindre Hall October meeting report and subsequent correspondence and agree a way forward***LF/CW/AW declared an interest and left the meeting at this point. The Clerk also left. Remaining Cllrs heard from Cllr. Catherine Evans and accepted her verbal report. Cllrs discussed recommendations and actions. Chair to write to all parties.
Proposed: DJ; Seconded: VMB; agreed by all remaining. The chair recalled the Cllrs and Clerk to the meeting and informed them of the outcome.*

Meeting closed at 21.45