Cyngor Cymuned
Mawr
Community Council

MAWR COMMUNITY COUNCIL

Minutes of the meeting of Mawr Community Council held remotely via Teams
on Thursday 23 July 2026 at 7.00pm.

Attendees: Cllrs D James (Chair), L Frame, G Richards and A Williams.
Others present: The Clerk and 1 member of the public.

FC/26-27/14 To receive and accept apologies for absence: Apologies for absence were received and accepted from Cllr C Evans.

FC/26-27/15 Declarations of interest: There were none.

FC/26-27/16 Public participation: There were none.

FC/26-27/17 To approve the minutes of the meeting.

a) The Ordinary Meeting of Mawr Community Council held on 15 June 2026. It was **RESOLVED** to approve and sign the minutes as a true record.

b) The Extraordinary Meeting of Mawr Community Council held on 23 June 2026. It was **RESOLVED** to approve and sign the minutes as a true record.

Proposer: Cllr L Frame **Seconder: Cllr A Williams** All in favour

FC/26-27/18 County and District Reports: None received.

FC/26-27/19 Finance.

a) **Payments:** To approve and ratify payments

Payee	Net (£)	VAT (£)	Total (£)
Apex Grounds Maintenance Ltd – INV-1480	2,250.00	450.00	2,700.00
Wright & Phillips – INV-0600 (Ball Valve Repair)	120.00	24.00	144.00
ServiceMaster Swansea (Felindre Welfare Hall) – INV-33054	303.90	60.78	364.68
ServiceMaster Swansea (Craig Cefn Parc Welfare Hall) – INV-33055	303.90	60.78	364.68
Shine Above the Rest – INV-016	175.00	–	175.00
Cloudy IT – INV-D-12304	109.09	21.82	130.91
DCK Payroll Solutions Ltd – INV-27397 (Payroll Processing)	81.50	16.30	97.80
DCK Payroll Solutions Ltd – INV-27396 (June Salaries)	–	–	1,105.01
Kay's Admin Office – INV-042 (Locum Clerk Services)	–	–	2,625.00

P.E.S. Systems Ltd – INV-43907 (Fire Alarm Maintenance)	223.00	44.60	267.60
Rialtas Business Solutions Ltd – INV-33983	428.33	85.67	514.00
FWS Services – legionella	1725.00	345.00	2070.00
Working the Greener Way – INV-100505 (Internal Audit)	510.00	–	510.00
Kelly & Debbie Entertainment – INV-3650 (Summer Shows)	1,275.00	–	1,275.00

July Payments cont……………………

Payee	Net (£)	VAT (£)	Total (£)
One Voice Wales – Cllr D James training			42.00
Mission Gallery – Art Workshops	416.67	83.33	500.00
Peter Lynn Solicitor – Felindre Lease			579.10
One Voice Wales – Membership			364.00
DCK Payroll Inv 27563 (Payroll Processing)	81.50	16.30	97.80
DCK Payroll Inv 27541(July salaries)			1105.01
DCK – outstanding amount from an error made with the outgoing clerks salary. Inv 27251			1131.29
DCK Payroll Inv 27283 (Payroll processing – May)	104.60	20.92	125.52
Michael Baker No 25374 – Felindre Hall repair			146.30
Michael Baker – CCP Hall boiler cover			135.00
Michael Baker – Felindre Hall boiler cover			95.00
Michael Baker – Garnswllt Hall boiler cover			135.00
Gordon Playground – Annual Inspections INV 1472	250.00	50.00	300.00

It was **RESOLVED** to approve and ratify the payments.

Proposer: Cllr L Frame **Seconder: Cllr A Williams** **All in favour**

b) **Banking:** To review the bank reconciliation and cashbook for June - **Appendix A**

Members reviewed the June Bank Reconciliation, Cashbook and Financial Forecast. Members expressed concern regarding the relationship between the current bank balance and the forecast financial position and agreed that further reconciliation of the accounts was required.

It was **RESOLVED** that the Clerk and Cllr A Williams meet to reconcile the Council's financial position and report back to Council before further expenditure decisions are made.

Proposer: Cllr D James Seconder: Cllr A Williams All in favour

FC/26-27/20 Estates and Health & Safety - To review the Hall Maintenance Register and approve the actions required.

a) To review the priority works identified within the Hall Maintenance Register and determine the order in which they will be progressed, having regard to the Council's current financial position.
b) To consider the quotations received for the replacement of the oil tank at Craig Cefn Parc Welfare Hall, review the quotation comparison matrix and appoint a contractor.
c) To determine the programme for replacement of the oil tanks at Felindre Welfare Hall and Garnswllt Welfare Hall, including whether to proceed with obtaining updated quotations.
d) To consider the remaining priority maintenance works identified within the Hall Maintenance Register and approve those works to be progressed during the current financial year.
e) To authorise the Clerk to obtain quotations and progress the approved works in accordance with the Council's Financial Regulations and the agreed budget.

Members discussed the Hall Maintenance Register and noted that the priority order of works had already been established. In light of the Council's current financial position and the need to reconcile the financial forecast, Members agreed that they were not in a position to authorise expenditure on the proposed works.

It was **RESOLVED** that all matters under Item 7 (Estates and Health & Safety) be deferred until the September meeting following completion of the financial reconciliation.

Proposer: Cllr D James Seconder: Cllr L Frame All in favour

FC/26-27/21 Internal Audit Recommendations: To consider the recommendations contained within the 2025–26 Internal Audit Report and approve any actions arising, including:

a) To consider and adopt the Information Commissioner's Office (ICO) Model Publication Scheme, as recommended by the Internal Auditor **(Paper 3)**

It was **RESOLVED** to adopt the ICO Publication Scheme.

Proposer: Cllr L Frame Seconder: Cllr A Williams All in favour

b) To note that all the Members' Register of Interests, that the Clerk received from members when she requested them, is now linked correctly on the Council's website.

Members noted that all Registers of Interest received by the Clerk had been published on the Council's website. It was noted that one Register of Interests remained outstanding. Cllr D James to ask the remaining councillor to send their register of interests to the Clerk.

c) To note that the Annual Return rounding error identified by the Internal Auditor has been corrected prior to submission to Audit Wales.

Members noted that the Annual Return rounding error identified by the Internal Auditor had been corrected prior to submission.

d) To receive an update regarding the submission of the Craig Cefn Parc Charity Commission return and approve any further action required.

Members received an update on the outstanding Charity Commission return. The Clerk advised that enquiries had been made, but no response had been received.

It was **RESOLVED** that the Clerk raise a formal concern with the Charity Commission regarding the outstanding return for last year's accounts and this year's accounts and arrange a meeting of the Charity Trustees. As there has not been a meeting for 2 years it was agreed that the Clerk is to obtain advice from the Charity Commission.

Proposer: Cllr L Frame   Seconder: Cllr D James   All in favour

FC/26-27/22 Grants: To receive updates and consider and approve any actions arising.

a) To receive an update on outstanding grant applications and grant funding opportunities.
b) To receive an update on grant applications relating to the Summer Playscheme and associated activities.

Members received an update from the Grants Officer on current grant applications and funding opportunities.

It was **RESOLVED** that the Grants Officer be authorised to pursue grant applications for renewable energy projects, including solar panels and decarbonised heating for Felindre and Garnswllt Halls, together with any available grant funding for the Council's community defibrillators.

Proposer: Cllr L Frame   Seconder: Cllr D James   All in favour

FC/26-27/23 Dissolution:
Community Review and Dissolution of Mawr Community Council: To receive an update from the Clerk, note the guidance issued in relation to the dissolution process, approve the collation of information required to support the dissolution, and consider any actions arising.

It was **RESOLVED** that further consideration of the dissolution process be deferred to the next meeting, to allow Members additional time to consider the issues and await further information.

Proposer: Cllr D James   Seconder: Cllr L Frame   All in favour

FC/26-27/24 Defibrillators: To consider and approve:

a) The Council continuing as Guardian of the four community defibrillators registered on The Circuit. It was **RESOLVED** that the Council continue as Guardian of the four community defibrillators registered on The Circuit.

b) The purchase of 5 battery sets (£170.00), replacement pads for all four defibrillators, and 4 CPR Rescue Kits (£10.00 each; total £40.00). It was **RESOLVED** that the purchase of replacement batteries, pads and associated equipment required to return the defibrillators to operational use be approved.
c) The total expenditure, including the cost of the replacement pads. It was **RESOLVED** that up to £2000 be approved for this purpose.

Proposer: Cllr D James **Seconder: Cllr L Frame** **All in favour**

FC/26-27/25 Summer activities: To receive updates regarding the Summer Playscheme and associated summer activities and to consider and approve any arrangements, expenditure and actions required. Cllr L Frame gave Members an update on the arrangements for the 2026 Summer Playscheme and associated summer activities, including staffing, programme arrangements, policies, and attendance.

It was **RESOLVED** that £100 from the remaining cash balance held from the previous year's Summer Playscheme be issued to the Playscheme Leader, as a float for the purchase of consumables, including fruit, squash and arts and crafts materials.

Proposer: Cllr D James **Seconder: Cllr L Frame** **All in favour**

FC/26-27/13 Date of the next meeting: The date of the next meeting to be held on 14 September 2026 at 7 pm.

Meeting closed at 8.15 pm.

Mawr Community Council Current Year

Detailed Receipts & Payments by Budget Heading 30/06/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Central Administration						
1076	Precept	38,907	116,721	77,814			33.3%
	Central Administration :- Receipts	**38,907**	**116,721**	**77,814**			**33.3%**
4000	Salary	7,340	49,500	42,160		42,160	14.8%
4010	Pension Swansea CC LGPS	0	6,000	6,000		6,000	0.0%
4020	HMRC - PAYE & NI	4,406	13,000	8,594		8,594	33.9%
4050	Temporary Staff	4,175	0	(4,175)		(4,175)	0.0%
4060	Travel & Subsistence	0	100	100		100	0.0%
4070	Training	0	500	500		500	0.0%
4110	Insurance	2,899	3,000	101		101	96.6%
4120	Legal & Professional Fees	155	2,000	1,845		1,845	7.8%
4130	Audit fees	305	3,000	2,695		2,695	10.2%
4140	Daily consumables	0	250	250		250	0.0%
4170	Software licences & support	1,003	2,000	997		997	50.1%
4210	Telephony & broadband	649	3,000	2,351		2,351	21.6%
4220	Website fees	155	200	45		45	77.3%
4240	Bank Charges	21	200	179		179	10.5%
4250	S.137 Grants & Donations	874	0	(874)		(874)	0.0%
4260	Special Events	391	500	109		109	78.2%
4290	Grounds maintenance	6,750	24,000	17,250		17,250	28.1%
4320	Memberships & Subscriptions	47	500	453		453	9.4%
4340	Summer Playscheme	300	4,000	3,700		3,700	7.5%
4360	MUGA	0	500	500		500	0.0%
4380	Staff Mileage	0	250	250		250	0.0%
4400	Office Expenses	127	2,000	1,873		1,873	6.3%
4430	Park Inspections	0	600	600		600	0.0%
	Central Administration :- Indirect Payments	**29,597**	**115,100**	**85,503**	**0**	**85,503**	**25.7%**
	Net Receipts over Payments	**9,310**	**1,621**	**(7,689)**			
200	Democratic Services						
4420	Cllr Allowance	0	1,000	1,000		1,000	0.0%
	Democratic Services :- Indirect Payments	**0**	**1,000**	**1,000**	**0**	**1,000**	**0.0%**
	Net Payments	**0**	**(1,000)**	**(1,000)**			
300	Felindre Welfare Hall						
4080	Cleaning & Sanitisation	912	4,200	3,288		3,288	21.7%
4190	Repairs & Maintenance	705	1,000	295		295	70.5%
	Felindre Welfare Hall :- Indirect Payments	**1,617**	**5,200**	**3,583**	**0**	**3,583**	**31.1%**
	Net Payments	**(1,617)**	**(5,200)**	**(3,583)**			

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Detailed Receipts & Payments by Budget Heading 30/06/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
400	Garnswllt Welfare Hall						
4080	Cleaning & Sanitisation	602	2,300	1,698		1,698	26.2%
4190	Repairs & Maintenance	575	1,000	425		425	57.5%
	Garnswllt Welfare Hall :- Indirect Payments	**1,177**	**3,300**	**2,123**	**0**	**2,123**	**35.7%**
	Net Payments	**(1,177)**	**(3,300)**	**(2,123)**			
500	Craig Cefn Parc WH						
4080	Cleaning & Sanitisation	750	4,200	3,450		3,450	17.9%
4190	Repairs & Maintenance	996	1,000	4		4	99.6%
	Craig Cefn Parc WH :- Indirect Payments	**1,746**	**5,200**	**3,454**	**0**	**3,454**	**33.6%**
	Net Payments	**(1,746)**	**(5,200)**	**(3,454)**			
999	VAT Data						
515	VAT on Payments	3,010	0	(3,010)		(3,010)	0.0%
	VAT Data :- Indirect Payments	**3,010**	**0**	**(3,010)**	**0**	**(3,010)**	
	Net Payments	**(3,010)**	**0**	**3,010**			
	Grand Totals:- Receipts	**38,907**	**116,721**	**77,814**			**33.3%**
	Payments	**37,146**	**129,800**	**92,654**	**0**	**92,654**	**28.6%**
	Net Receipts over Payments	**1,761**	**(13,079)**	**(14,840)**			
	Movement to/(from) Gen Reserve	**1,761**	**(13,079)**	**(14,840)**			

Mawr Community Council Current Year

Bank - Cash and Investment Reconciliation as at 30 June 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2026	HSBC Current	5,381.27	
30/06/2026	HSBC Craig Cefn Parc	0.00	
30/06/2026	Unity Current 1	74.34	
30/06/2026	Unity Trust Bank 9276	40,601.00	
			46,056.61

Receipts not on Bank Statement

	0.00
Closing Balance	46,056.61

All Cash & Bank Accounts

1	HSBC Current	5,381.27
2	HSBC Craig Cefn Parc	0.00
3	Unity Trust Current 1	74.34
4	Unity Trust Current 2	40,601.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	46,056.61