

**Llanrhidian Higher Community Council**

**Minutes of the Finance Committee Meeting**

**Held at Penclawdd Community Centre**

**on Tuesday, 12<sup>th</sup> March 2024 at 7.15 p.m.**

**Present:** Councillor Paul Tucker (Chair) presided

**Councillors:** John Davies, Sarah Hughes, and Adam Woolliscroft

**Officers:** Jeremy Parkhouse – Clerk to the Community Council

**Also Present:** Jonathan Davis – Ground Maintenance Contractor

**42. Apologies for Absence**

An apology for absence was received from Councillor Melissa Roberts.

**43. Disclosures of Personal and Prejudicial Interests**

In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, no interests were declared.

**44. Minutes**

**Resolved** that the Minutes of the Finance Committee meetings held on 4<sup>th</sup> January 2024 be signed and approved as a correct record.

**45. Public Question Time**

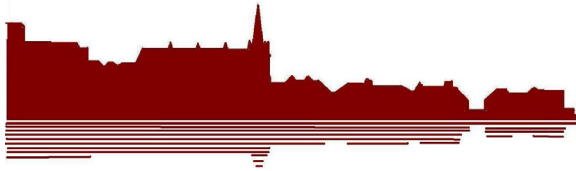
None.

**46. Quarterly Discussion with the Grounds Maintenance Contractor.**

Jonathan Davis (JD), Ground Maintenance Contractor attended the meeting to discuss the Ground Maintenance Contract (GMC) 2019-2024 and any ground maintenance issues. He updated the meeting on the work completed under the terms of the GMC.

The Chair and Committee thanked JD for his ongoing work on the current Community Council projects. The meeting discussed the following: -

- Drainage at Graig Y Coed – Swansea Council had provided excellent support / advice and had cleared the drainage outlets which drain onto the marsh. It was also noted that the manhole to the side of the entrance road into the site



required a new cover and a vehicle continued to exit the car park via the grass bank, which would be prevented by a boulder in the corner of the car park. JD also added that he would carry out repair works to the collapsed drainage on the football pitch and hoped that it would cure the current problems. The Chair also requested that if the drainage in the car park continued to be a problem, the option of excavating down the bank into a manhole be considered.

Action(s) – 1) Clerk to contact Swansea Council thanking them for their support. 2) Manhole covers to be replaced and a suitable boulder be placed in the corner of the car park to prevent vehicles exiting down the bank. 3) JD undertakes repair work to the drainage on the football pitch. 4) The drainage in the car park be closely monitored.

- Graig Y Coed – It was noted that the area behind the changing rooms required attention.

The Clerk stated that new shutters were needed for the kitchen entrance and the storage area.

Action(s) – 1) JD would look to scrape the surface and add stone / cockle shells to improve the surface area. 2) The Clerk proceeds with obtaining 3 quotations for shutters.

- Graig Y Coed Woodland Project – The next phase is to train the volunteers to enable them to commence maintenance of the site.

Action(s) – The Clerk / JD to work in partnership with volunteers.

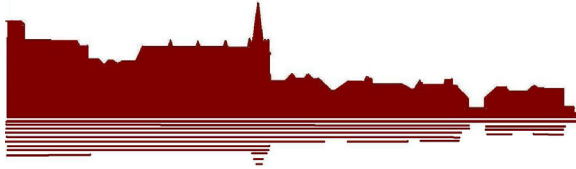
- Penclawdd Recreation Ground – JD stated that the French drain in front of the spectator bank required renewal.

The Clerk requested that the fence at the Greenacres entrance be replaced with a stock fence / hedge.

CCTV – The system in the Bowls Pavilion was due to be serviced shortly and the Clerk had requested an extension to cover the Rugby Pavilion / entrances to the site.

Action(s) – 1) JD to provide a quote to renew the French drain. 2) JD quotes for a new stock fence / hedge. 3) The Clerk follows up on the request to extend the CCTV coverage.

- Penclawdd Playground – The entrance path inside the Playground was too high and required replacing as part of the ongoing project. Councillor Adam Woolliscroft (AW) highlighted that the dead tree on the bank at the eastern end of the Playground required removal and shrubs / trees used along the bank area. It was highlighted that the horses would eat the majority of plants.



Action(s) – 1) JD to provide a quotation to remove and replace the current path inside the Playground. 2) JD / AW / Clerk look at the options available for the bank area.

- Parc Hendy Cemetery – the hedge area at the entrance was highlighted. JD said that he would obtain suitable plants / shrubs.

Action(s) – 1) JD to obtain suitable plants / shrubs. 2) Clerk to inform resident regarding progress.

**Resolved** that the discussions be noted and the actions be added to the Community Council Tracker Report.

**47. To Monitor the Biodiversity and Environment Development Action Plan.**

The Clerk reported ‘for information’ the updated Biodiversity and Environment Development Action Plan. It was noted that the fruit trees at the Parc Dan Y Graig Project had been planted outside the perimeter fence on the bank adjacent to Gowerton Road.

**48. To Monitor the Council Budget 2023-2024 and to Note the Budget 2024-2025.**

The Clerk presented ‘for information’ the up-to-date budget spend for 2023-24 and the budget for 2024-2025.

**49. To Monitor the Risk Management Schedule.**

The Clerk presented the updated Risk Management Schedule. The meeting discussed the benches that required maintenance, particularly the bench on the roundabout at the top of Station Road, Llanmorlais.

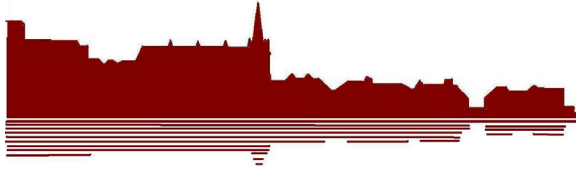
**Resolved** that: -

- 1) The contents of the report be noted.
- 2) The list of benches be forwarded to Councillor Sarah Hughes for the benches to be checked.

**50. The Council’s Property Maintenance Schedule.**

The Clerk presented the updated Council property maintenance schedule and 5-year capital works programme ‘for information’. The following was discussed: -

- Top Wall at Parc Hendy Cemetery – The Clerk was requested to contact a stone mason for a professional opinion on the wall.



**51. Finance Committee Work Plan.**

The Finance Committee Work Plan was presented 'for information'.

The meeting ended at 8.35 p.m.

**Chair**