



Llanrhidian Higher Community Council  
Cyngor Cymuned Llanrhidian Uchaf

## **Llanrhidian Higher Community Council**

### **Minutes of the Finance Committee Meeting**

#### **Held at Penclawdd Community Centre**

**on Tuesday, 18<sup>th</sup> February 2025 at 7.15 p.m.**

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

**Councillors:** Russell Garrington, Sarah Hughes, Melissa Roberts and Adam Woolliscroft.

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

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

#### **27. Apology for Absence**

None.

#### **28. Disclosures of Personal and Prejudicial Interests**

In accordance with the Code of Conduct adopted by Llanrhidian Higher Community Council, the following interests were declared: -

Councillor Paul Tucker declared a personal interest in Minute No.35 – Grants and Donations.

#### **29. Minutes**

**Resolved** that the Minutes of the Finance Committee meetings held on 12<sup>th</sup> November 2024 be signed and approved as a correct record.

#### **30. Public Question Time**

None.

#### **31. Quarterly Discussion with the Grounds Maintenance Contractor.**

Jonathan Davis (JD), Ground Maintenance Contractor attended the meeting to discuss the Ground Maintenance Contract (GMC) 2024-2027 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 work / clearing of drainage pipes at Graig Y Coed – The work completed had paid dividends because the football pitch was dryer than it had been for a long time. The drains were also flowing well, which meant that the source of the water contained a large amount of water. Both pitches had also been verti-drained. The issue with the railings dropping at the Crofty end of the pitch was discussed. It was recognised that there is a mine shaft running directly underneath.

Action(s): 1) JD to quote for work to repair the ground underneath the dropped fence posts.

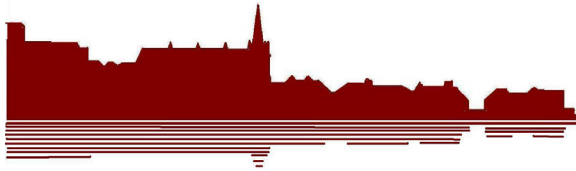
- Mount Hermon Cemetery – A tree limb which came down in the recent storms required removal.
- Memorial Gardens – The area for the rose bed would be sprayed prior to the roses being planted. A new Christmas tree had also been planted.
- Foreshore Car Park – The boulder blocking access to the rear of Glanmor Terrace had been moved a few times. JD had moved it back into place and would closely observe what happens in the next few weeks.
- Penclawdd Recreation Ground – There was some confusion surrounding the query regarding the disabled access from the car park next to the Bowls Pavilion. Eric Davies had also completed an excellent job on the green surrounds. The fencing to be replaced at the Greenacres entrance was discussed. It was noted that the previous quotation from JD had been approved and commented that stock fencing with a hedgerow behind was the preferred option.

Action(s): 1) Clarification be sought to find out the exact disabled access issue being raised. 2) JD check the details of the original quotation for the fencing.

- Electrical Inspections – Were currently being undertaken.
- Foreshore Car Park – Seawall – The different options were discussed.

Action(s): 1) JD to quote for part removal of the soil, lining the full length, covering with cockle shells and spraying herbicide when required.

- Llanmorlais Roundabout – A Christmas tree had been planted and would be sufficient for future years.
- Graig Y Coed Woodland Project – JD would be meeting with Brian Rees to site new benches within the woodland area.
- Graig Y Coed – 4 trees had been damaged / died on the banks facing the main road and required removal.
- Graig Y Coed Community Shed Project – The project was progressing well and would hopefully be in place by the end of March 2025.
- Layby Opposite Graig Y Coed and shrub stretch adjacent to the main road – The option to house a skateboard park at the site was highlighted. It was also proposed that the Woodland Project volunteers be asked to cut back the shrubbery following nesting season.



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

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

The Clerk reported 'for information' the updated Biodiversity and Environment Development Action Plan. It was agreed that the Gower plants be removed from the plan.

Action(s): The Clerk is to remove the Gower Plants from the Plan.

**33. Items Referred to the Finance Committee by Council.**

The items reported were: -

- One Voice Wales – Reinforced Autoclaved Aerated Concrete (RAAC) – Active HSE be requested for additional advice, particularly on Llanmorlais Changing Rooms.
- Wales Air Ambulance – Request for funding – The item be considered under the Grants & Donations item.

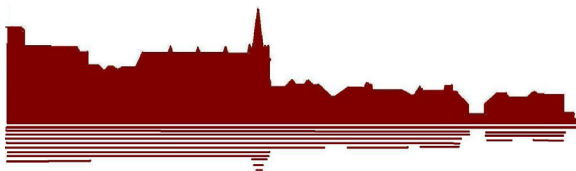
**Resolved** that the above actions be approved.

**34. Grants & Donations.**

A new Grants & Donations Policy was presented for approval. The Committee were also requested to consider grants and donations 2024/25.

Resolved that: -

- 1) The Grants & Donations Policy be agreed and forwarded to Council for approval.
- 2) The following be agreed for 2024/25 and forwarded to Council for approval: -
  - Penclawdd Brass Band - £1,000 (For building / instrument maintenance)
  - Llanmorlais Hall - £750 (To install / maintain WIFI)
  - Penclawdd Community Centre - £750 (To install / maintain WIFI)
  - North Gower Food Bank - £300
  - 7<sup>th</sup> Cwm Newydd (Penclawdd) Scouts - £500 (For building maintenance)
  - Wales Air Ambulance - £200
  - Community Fun Day - £200
  - Total - £3.700.**



**35. To Monitor the Council Budget 2024-2025 and to Note the Budget 2025-2026.**

The Clerk presented the up-to-date budget spend for 2024-25 and the agreed budget for 2025-26. The Committee noted the current year deficit which was mainly due to the grant funding payment in respect of Penclawdd Playground being paid during the previous financial year and the project costs being paid in the current financial year. The current level of reserves was also noted.

The Clerk also presented for consideration the CCTV quotations referred for approval by Council at the meeting held on 13th February 2025. Three quotations were presented and discussed in detail. The Committee were not informed of the company names prior to decision and awarded the contract to quotation no.3.

The Clerk also reported that following discussions at the Council meeting last week, he had purchased a new laptop, repair cover and a storage device for a cost of £838.49 (including VAT).

**Resolved** that: -

- 1) The contents of the report be noted.
- 2) The Budget for 2025-26 be noted.
- 3) The level of reserves be noted.
- 4) Quotation 3, provided by PES Fire & Security Systems Ltd, be awarded the contract to install CCTV at Graig Y Coed Pavilion.
- 5) The new laptop and additional associated products purchased be approved and the item be added to the Community Council list of assets.
- 6) The old laptop of the Clerk be removed from the list of Community Council assets.

**36. 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 were discussed: -

- Llanmorlais Skateboard Hub – Resurfacing / new template be added to the 5-year Capital Programme.
- New laptop for the Clerk – item to be deleted.
- The costs of roll-up ramps be investigated – the Community Shed volunteers be requested to consider this as a potential future project.
- Graig Y Coed Football Pitch - Repair the ground underneath the dropped fence posts.

The Clerk was requested to follow-up on the actions listed / update the 5-Year Capital Works Programme.



**37. Emergency Plan.**

The Clerk presented the Emergency Plan for discussion and approval. He added that the Plan had been approved by Active HSE, the Community Council's health and safety contractor.

**Resolved** that the Emergency Plan be agreed and forwarded to Council for approval.

**38. Finance Committee Work Plan.**

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

The meeting ended at 9.00 p.m.

**Chair**