

Llanrhidian Higher Community Council

Minutes of the Finance Committee Meeting

Held at Penclawdd Community Centre

on Tuesday, 11th November 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

24. Apology for Absence

There were no apologies.

25. 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 Adam Woolliscroft declared a personal interest in Minute No. 33 – Grants & Donations.

26. Minutes

Resolved that the Minutes of the Finance Committee meeting held on 2nd September 2025 be approved and signed as a correct record.

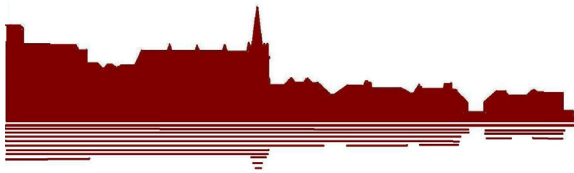
27. Public Question Time

None.

28. Financial Report

The Clerk presented a report which detailed the up-to-date budget spend for 2025-26 and sought approval of the draft Council budget for 2026-2027.

The Clerk highlighted the potential spends on the Foreshore Car Park and highlighted an outline price received from National Grid to install electricity at the site. The Committee requested that a meeting be held early in January 2026 to discuss the budget in detail, prior to it being forwarded to Council for approval on 15th January 2026.



The following quotations were also presented: -

- a) New Shutters at Graig Y Coed. 5 companies were contacted and 2 quotations were received: -
Quotation A - £2,820.00 (Including VAT); Quotation B - £3,289.38 (Including VAT).
- b) Emergency repair of electricity box at Memorial Gardens: - Quotation A - £412.32 (Including VAT).
- c) PAT Testing at various sites: - Quotation A - £96 (Including VAT).
- d) Emergency repair at Rugby Pavilion – No quotations received.
- e) Tree lights at Memorial Gardens – No quotations received.
- f) Hanging Baskets 2026: - Quotation A - £6,875.00 (Including VAT)

Resolved that: -

- 1) Quotation A for £2,820.00 provided by Lakeside Security Ltd for new shutters at Graig Y Coed Pavilion, be recommended to Council for approval.
- 2) Quotation A for £412.32 provided by RAWELEC for emergency repair to the electricity box at the Memorial Gardens, be approved.
- 3) Quotation A for £96 provided by RAWELEC for PAT testing, be approved.
- 4) Quotation A for £6,875 provided by Swansea Council for hanging baskets, be recommended to Council for approval.
- 5) The ongoing Council budget for 2025-26 be noted.
- 6) The draft Council budget for 2026-27 be approved.
- 7) A Finance Committee be scheduled for 6pm on Monday, 5th January 2026.

29. Biodiversity and Environment Development Action Plan

The Clerk presented a report which sought approval of the updated Biodiversity and Environmental Development Action Plan. It was added that the approved Plan would be forwarded to the Welsh Government.

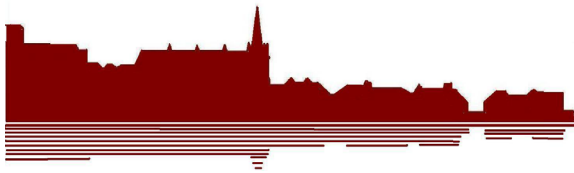
Resolved that the Biodiversity and Environment Development Plan be approved and forwarded to the Welsh Government.

30. Items Referred to the Finance Committee by Council

The Clerk presented a report which detailed items forwarded to the Finance Committee by the Council. The following items were referred: -

- Urdd Gobaith Cymru – Request for funding.
- Wales Air Ambulance – Request for funding.

The items were discussed at Minute No. Grants & Donations 2025/26.



31. To Monitor the Risk Management Schedule

The Clerk presented a report which sought the approval of the updated Risk Management Schedule.

The Committee considered the update report. It was highlighted that Audit Wales, External Auditors had not signed off the Council's Annual Governance for the financial years 2021-22, 2022-23, 2023-24 and 2024-25. The Committee considered this as a high risk going forward and noted that it prevented the Community Council if it wished, proceeding with the General Powers of Competence and negated that particular legislation.

Resolved that: -

- 1) The Risk Management Schedule be approved.
- 2) The Clerk adds the failure of Audit Wales, External Auditors to sign off previous and future Annual Governance Statements, as a high risk.

32. Burial & Cremation Charges 2026

The Clerk presented a report which sought approval of the Burials & Cremation Charges 2026. Appendix A provided the 2025 charges. Appendix B provided the definition of a local resident.

The Committee considered the 2025 charges and discussed the current Swansea Council charges as a comparison.

Resolved that: -

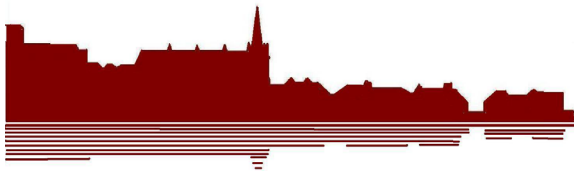
- 1) The proposed 2026 Charges be forwarded to Council for approval.

33. Grants & Donations

The Clerk presented a report which sought approval of grants and donations from requests received.

Resolved that the following be forwarded to Council for approval: -

- 1) Donations be made under the Local Government (Miscellaneous Provisions) Act 1976, s19 to the following organisations: -
 - £250 – Urdd Gobaith Cymru
 - £250 – Wales Air Ambulance
- 2) Grants be made to the following under the Power of Well-being (Local Government Act 2000)



- £140 – Friends of Penclawdd Primary School

34. Property Maintenance Schedule, Capital Works Programme and Health & Safety Action Plan

The Clerk presented the updated Council property maintenance schedule, 5-year capital works programme and Health & Safety Action Plan for discussion. The progress made since the previous meeting in respect of the action plan was noted and the following were discussed: -

- Skateboard area at Llanmorlais – The current state of the surface was discussed, including the possibility of laying a temporary surface. Councillor Andrew Williams be requested to seek further advice on the options available. It was added that if the surface was not safe, the equipment and surface should be removed.
- Land Opposite Graig Y Coed – Swansea Council be approached concerning the options available.
- Entrances to Graig Y Coed football and rugby pitches – The Clerk was requested to report any progress to the Council meeting on 20th November 2025.

Resolved that the report be noted and the actions arising from discussions be completed.

35. Finance Committee Work Plan

The Clerk presented the Finance Committee Work Plan ‘for information’.

The meeting ended at 8.28 p.m.

Chair