



**Llanrhidian Higher Community Council**

**Minutes of the Finance Committee Meeting**

**Held at Penclawdd Community Centre**

**on Monday, 5<sup>th</sup> January 2026 at 6.00 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

**36. Apology for Absence**

There were no apologies.

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

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

**38. Minutes**

**Resolved** that the Minutes of the Finance Committee meeting held on 11<sup>th</sup> November 2025 be approved and signed as a correct record.

**39. Public Question Time**

None.

**40. Quarterly Discussion with the Grounds Maintenance Contractor – Quarter 3 2025-26.**

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: -



- a) Christmas Trees – They had just been removed from the Memorial Gardens and Zoar Chapel, Crofty. JD added that the lights at the Memorial Gardens would be replaced due to the plug being too long for the new control box which was installed in November. This was allowing moisture into the box. JD would ask RAWELEC to alter the lights for next year.

Action: RAWELEC to provide a quotation for the lights.

- b) Pavilions – The water at the Bowls Pavilion had been drained from the system, apart from the gent's toilet. Graig Y Coed and the Rugby Pavilion have had cables installed insulating the pipes.
- c) Llanmorlais Car Park – JD had made a site visit to look at the various options available to improve the drainage in the car park. He reported his findings and suggested additional drainage be installed adjacent to the manhole near the kitchen entrance. He also added that he checked the manholes surrounding the Hall and they were full of water and required clearing.

Action: JD to provide a quotation to install additional drainage and the Clerk informs Llanmorlais Community Hall representatives regarding the manholes.

- d) Storage Options for Community Shed – The various options were discussed. It was proposed that the woodland tools be stored behind the shutters in Graig Y Coed Pavilion. Some of the shelves within the shutters may require removing. The locks would also have to be replaced.

Action: The Clerk informs representatives of the Community Shed regarding storing the woodland tools.

- e) Foreshore Car Park – The Clerk reported that a County Court Judgment had been obtained and a court hearing had been set for 2<sup>nd</sup> March 2026. In addition, a car had been deliberately parked to prevent the boating equipment being removed. The Clerk would place a notice on the car.

JD was also requested to bolt down the yellow bar at the end of the seawall.

Actions: 1) The Clerk to place a notice on the car requesting removal. 2) JD to bolt down the yellow bar at the end of the seawall.

- f) Trees at Graig Y Coed – JD reported that a few trees had died / been damaged on the bank / at the driveway at Graig Y Coed.

Action: JD to provide a quotation to remove / replace the trees.

- g) Stock fencing at Graig Y Coed – The stock fencing either needed removal / replacement and would be checked regarding its current condition.



- h) St Gwynour's Churchyard – Councillor Melissa Roberts requested that the Clerk informs the Church in Wales of her disappointment that they had not used goats to clear the churchyard. JD informed the Committee of the timescales involved to clear the graveyard / remove dead / damaged trees.

Action: The Clerk contacts the Church in Wales.

- i) Penclawdd Playground – Wear and tear to grassed areas within the playground were highlighted. JD stated that the areas could be seeded in the spring or turfed. However, it was recognised that wear and tear would occur in areas of high footfall.
- j) Woodland Project – Options which could be used to attract snakes and other reptiles were discussed.

Action: The Clerk would look into the different options available / seeks advice from Swansea Council.

#### **41. To Monitor the Biodiversity and Environment Development Action Plan**

The Clerk presented the updated Biodiversity and Environment Development Action Plan. The Clerk would make enquiries with Swansea Council regarding available grants / funding.

**Resolved** that the updated Action Plan be approved.

#### **42. 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. As previously requested, a more detailed budget was reported.

The Clerk highlighted the potential spends on the Foreshore Car Park and by-election costs. Additional salary costs and potential legal costs were also discussed.

The following quotations were also discussed: -

- a) Emergency repair at Rugby Pavilion – No quotations received.
- b) Hanging Baskets 2026 (Additional Planter) – A quotation for £471.70 was received.
- c) Supply and fitting of pitch barriers at Parc Dan Y Graig - 3 quotations were received.
- d) Drainage options at Llanmorlais Car Park.
- e) Storage container at Community Shed.
- f) Sound Provision at Remembrance Sunday 2026.
- g) Removal of vegetation from fence at Parc Dan Y Graig.
- h) Repair of grave at Parc Hendy Cemetery.



**Resolved** that: -

- 1) The quotation for hanging baskets be recommended to Council for approval, subject to letters being forwarded to residents of Riverside, Llanmorlais.
- 2) Quotation B for £12,387.52 plus VAT provided to supply and fit pitch barriers at Parc Dan Y Graig, be recommended to Council for approval.
- 3) Jonathan Davis be requested to undertake a site visit to Llanmorlais Car Park and forward quotation(s), for approval at Council.
- 4) The Community Shed be given authority to use the shutters within Graig Y Coed Pavilion to store the woodland tools, subject to Council approval.
- 5) The quotation for £769 plus VAT for sound provision at Remembrance Sunday 2026, be recommended to Council for approval.
- 6) The quotation provided for £2,492 plus VAT for the removal of vegetation from fence at Parc Dan Y Graig, be recommended to Council for approval.
- 7) The Clerk seeks quotations in respect of repair to a grave at Parc Hendy Cemetery.
- 8) The ongoing Council budget for 2025-26 be noted.
- 9) The draft Council budget for 2026-27 be recommended to Council for approval.

**43. 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.

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

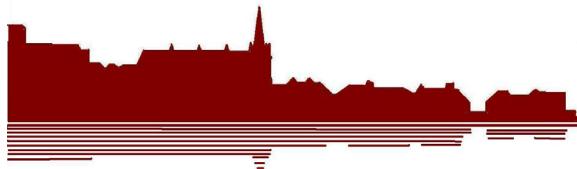
None.

**45. Grants & Donations**

The Clerk presented a report which sought to consider requests for grants and donations. It was noted that no requests had been received.

**Resolved** that: -

- 1) the Clerk contacts organisations requesting that they apply for support funding for specific projects / items.
- 2) A Finance Committee meeting be scheduled early in March 2026.



**46. 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.

**Resolved** that the contents of the report be noted.

**47. Finance Committee Work Plan**

The Clerk presented the Finance Committee Work Plan 'for information'.

The meeting ended at 7.28 p.m.

**Chair**