

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Annual Meeting of Council held on Tuesday 05 May 2009 at 7.00pm in the Rhos Community Centre

Presiding Councillor A Melen

Present Councillors A Threlfall P Vine A Ames E Harris G Davies P Thomas G Threlfall

Apologies B Jones P Richards R Lewis C Richards R Weaver

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2 APPOINTMENT OF CHAIRPERSON**

RESOLVED that Councillor P Vine be appointed Chairperson for 2009/10.

(Councillor P Vine in the Chair)

### **3 STANDING ORDERS**

RESOLVED that Standing Orders be adopted.

### **4 APPOINTMENT OF VICE-CHAIRPERSON**

RESOLVED that Councillor G Threlfall be appointed Vice-Chairperson for 2009/10.

### **5 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Chairperson, Vice-Chairperson, Councillors A Threlfall, B Jones, A Melen, A Ames and G Davies be appointed to the Finance and Development Committee for 2009/10.

### **6 COMMUNITY CENTRES COMMITTEE**

RESOLVED that the Chairperson, Councillors B Jones, A Melen, G Davies and A Ames be appointed to the Community Centres Committee for 2009/10.

### **7 RHOS PARK AD-HOC COMMITTEE**

RESOLVED that the Chairperson, Councillors P Thomas, A Ames and R Lewis be appointed to the Rhos Park Ad-hoc Committee for 2009/10.

**8 REQUESTS FOR FINANCIAL ASSISTANCE**

RESOLVED that all requests for financial assistance be considered at the October and April meetings of Council.

**9 OPEN FORUMS**

RESOLVED that Council continues to convene two Open Forum meetings during the year, in October and April.

**10 AREA COMMITTEE OF ONE VOICE WALES**

RESOLVED that Council be represented by the Chairperson and the Vice Chairperson.

**11 LIAISON COMMITTEE BETWEEN NEATH PORT TALBOT COUNTY BOROUGH COUNCIL AND COMMUNITY COUNCILS**

RESOLVED that Councillors G Davies and A Threlfall represent Council.

**12 MEMBERSHIP OF ORGANISATIONS**

RESOLVED that the Council's membership of the Campaign for the Protection of Rural Wales and Neath Port Talbot Council for Voluntary Services be renewed.

**13 FINANCIAL STATEMENT**

The Clerk presented the Council's Financial Statement for the year ending 31 March 2009. RESOLVED that the statement be approved subject to audit.

**14 ANNUAL INVESTMENT STRATEGY 2009/10**

The Clerk tabled a draft Strategy. RESOLVED that the Strategy be adopted.

**15 CHAIRPERSON'S ALLOWANCE**

RESOLVED that the Chairperson's Allowance for 2009/10 be in the sum of £400.00.

**16 SIGNING CHEQUES AND FINANCIAL TRANSFERS**

RESOLVED that current arrangements be endorsed and that three signatories from Councillor P Richards, P Thomas, A Threlfall, B Jones, A Ellison, A Ames, E Harris and/or the Clerk sign cheques and financial transfers.

The meeting ended at 7.23pm.

Signed

Dated 02 June 2009

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 05 May 2009 at 7.25pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall G Threlfall E Harris A Melen G Davies A Ames P Thomas

Apologies B Jones R Weaver R Lewis P Richards C Richards

### 17 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 18 MINUTES OF THE OPEN FORUM MEETING OF COUNCIL

RESOLVED that the Minutes of the Open Forum meeting of Council held on the 07 April 2009 be confirmed as a correct record.

### 19 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 07 April 2009 be confirmed as a correct record.

### 20 MATTERS ARISING

Further to Minute 173 relating to Brynmorgrug Alltwen, the Clerk reported on the outcome of correspondence with Neath Port Talbot CBC. RESOLVED that a copy of the correspondence be sent to a residents' representative.

### 21 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

19-22 )	Staff	Wages, Expenses )	1824.74
23 )	City & County of Swansea	Pension Contributions )	
24	Inland Revenue	Income Tax and NI	595.04
25	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	297.00
26	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	378.75
27	Corona Energy	Gas Alltwen CC	732.31
28	Neath Port Talbot CBC	Trade Refuse Charge Alltwen CC	139.05
29	Neath Port Talbot CBC	Trade Refuse Charge Rhos CC	139.05
30	PGS Gas Services	Boiler Service Rhos CC and Rhos Pavilion	110.00

31	Blakes Cleaning Supplies	Cleaning Materials	183.89
32	British Gas Business	Gas Rhos CC	1185.00

RESOLVED that the following receipts be noted –

1	Alltwen CC	April Income	214.50
2	Rhos CC	April Income	91.50

RESOOLVED that the sum of £5,000.00 be transferred from the Council's Business Account to its Current Account.

## 22 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications -

09/0328	Details of Residential development	Land adj Danygraig Chapel Alltwen
09/0376	Extension	3 Penygraig Alltwen
09/0377	Extension	26 Delffordd Rhos
09/0391	Retention of Garden Store	18 Primrose Lane Rhos

RESOLVED that no objection be made to the following application, but that Council reiterates its comments expressed on 10 February 2009 -

09/0033	Renewal of Consent and Extension of U/G Areas	Gleision Colliery Cilybebyll
---------	---	------------------------------

## 23 MAINTENANCE

RESOLVED that the Clerk's report on Maintenance be noted.

## 24 COMMUNITY CENTRE MANAGEMENT

There were no reports relating to community centre management.

## 25 PACT MEETINGS

Councillor A Ames reported that the recent PACT meeting in Rhos had discussed speed limits on Neath Road and action recently taken regarding scramblers. He also reported that he had agreed to chair Rhos PACT meetings. RESOLVED that the report be noted, along with a reminder that the Alltwen PACT meeting was due on 21 May 2009.

## 26 INSURANCE

The Clerk reported that following receipt of a renewal premium from the Council's insurers, he had sought an alternative quotation from another company specialising in "Parish Council Insurance". The alternative quotation represented a significant premium saving and provided equivalent or in some cases an improved level of cover. RESOLVED that the Council's current arrangements be terminated and that a new one year policy be taken out with Norwich Union through brokers, Came and Company.

## 27 APPLICATIONS FOR FINANCIAL ASSISTANCE

The Clerk reminded Members of the budget available to support applications for financial assistance, and provided a factual summary of each of the 8 requests received.

RESOLVED that the following applications be supported in the sums indicated below –

2	Rhos Gardening Club	£100.00
3	Alltwen Heels WI	£100.00
4	Alltwen Senior Citizen's Club	£100.00

RESOLVED that the following applications be not supported –

1	Royal Welsh Agricultural Society Ltd
5	Llangollen International Eisteddfod
6	Macmillan Cancer Support
7	Eisteddfod Genedlaethol Cymru Meirion a'r Cyffiniau
8	Cruse Bereavement Care

## 28 CAPITAL PROJECTS

The Clerk updated Members on the following capital projects, and outlined funding possibilities in relation to each –

- 1 **Alltwen CC Roof** – the Clerk reported on 3 quotations received and outlined intentions to submit a bid, in partnership with user groups, for financial assistance for a package of works including the roof. RESOLVED that the lowest quotation be accepted from APT Roofing, and that the work be undertaken as soon as the outcome of the funding bid was known.
- 2 **Rhos Park Playing Field** – the Clerk indicated that, at short notice and with the Chairperson's agreement, he had submitted an application for funding to the Sports Council for Wales. He indicated that the outcome of this bid would not be known until early June, and that on the advice of the Council's Consultants, a programme for undertaking the playing field improvements contract in late June, early July had been provisionally agreed with the contractor. RESOLVED that the Clerk's report be noted and his actions be endorsed.

- 3 **Rhos Park Changing Rooms** – the report on tenders had been received from the Council’s Consultants, and recommended that the lowest tender in the sum of £78,800.30 plus VAT be accepted. The Clerk indicated that whilst this tender sum was outside the aspirational budget identified for a funding bid, there might be scope for reducing the scope of works to a manageable level to facilitate an application for funding. RESOLVED that the Clerk liaise with the lowest tenderer, Messrs Edmunds Webster Ltd and the Council’s Consultants to negotiate savings and reductions in the scope of works and tender sum, to facilitate a funding bid. Further RESOLVED that he advise the successful tenderer that, subject to funding, the Council would work towards negotiating an acceptable contract sum with him.

## **29 PARKING NEAR RHOS PARK**

Councillor A Ames advised Council of problems with parking in the vicinity of Rhos Park on Saturday mornings when football was being played, and which was a source of considerable concern to local residents. He confirmed that the Police would resume monitoring of the problem in September, but suggested that discussions with Rhos AFC might assist. RESOLVED that the matter be raised with the Club at the Council’s next meeting with Club representatives.

## **30 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two items, by virtue of the nature of the business to be transacted.

## **31 VALUATION REPORTS**

The Clerk indicated to Members that the he and the Chairperson had met with the owners of the privately owned property in Alltwen which had been the subject of a Valuation Office report. The owners had subsequently confirmed that they were not interested in pursuing the option placed before them further, but would like a further meeting to clarify an outstanding matter. RESOLVED that the Clerk’s report be noted, that the option be not pursued further unless an approach was made by the owner, but that the Clerk be authorized to meet with them to clarify the outstanding matter.

## **32 DEFERRED ITEMS**

RESOLVED that the following items be considered at the next meeting of Council –

- Grit Bins
- Daffodil Planting
- NPT CBC Community Councils Liaison Forum

**33 CORRESPONDENCE**

RESOLVED that all items of correspondence be reported to the next meeting of Council.

**34 ANY OTHER URGENT BUSINESS**

RESOLVED that the Clerk write to NPT CBC regarding the bus stop at Heol Phillip Alltwen.

The meeting ended at 9.10pm

Signed

Dated 02 June 2009

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 02 June 2009 at 7.00pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall G Threlfall E Harris A Melen A Ames R Lewis P Richards A Ellison

Apologies B Jones R Weaver C Richards G Davies R Weaver

### 35 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 36 MINUTES OF THE ANNUAL MEETING OF COUNCIL

RESOLVED that the Minutes of the Annual Meeting of Council held on the 05 May 2009 be confirmed as a correct record.

### 37 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 05 May 2009 be confirmed as a correct record.

### 38 MATTERS ARISING

Further to Minute 21 relating to Vouchers 25 and 26 and payment of Non Domestic Rates, RESOLVED that the corrected sum of £293.00 and £379.00 be noted.

### 39 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

33-36)	Staff	Wages, Expenses )	1693.30
37 )	City & County of Swansea	Pension Contributions )	
38	Inland Revenue	Income Tax and NI	531.15
39	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
40	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
41	Rhos Gardening Club	Donation	100.00
42	Alltwen Heels WI	Donation	100.00
43	Alltwen Senior Citizens Club	Donation	100.00
44	BT	Alltwen Payphone	55.80
45	BT	Rhos Payphone	55.80



46	BT	Clerk's Telephone	59.78
47	B&Q Financial Services	Building Materials	24.78
48	Calico UK	Website Domain Name	17.25
49	Broker Network Ltd	Insurance Premium	3464.71
50	Dwr Cymru Welsh Water	Water Charges Rhos CC	144.86
51	R Lanchbury	Reimburse Quarterly Admin Costs	113.24
52	Dwr Cymru Welsh Water	Water Charges Alltwen CC	107.70

RESOLVED that the following receipts be noted –

1	Alltwen CC	May Income	284.00
2	Rhos CC	May Income	159.00
3	Rhos AFC	April Income PF	110.00

RESOLVED that the sum of £7,500.00 be transferred from the Council's Business Account to its Current Account.

#### **40 PLANNING APPLICATIONS**

RESOLVED that no objection be made to the following applications -

09/0377	Extension & Garage	26 Delffordd, Rhos
09/0434	Extensions	77 Alltwen Hill, Alltwen
09/0450	Garage	337 Delffordd, Rhos
09/0508	Extension & Porch	81 Alltwen Hill, Alltwen

#### **41 MAINTENANCE**

RESOLVED that the Clerk's report on maintenance be noted, subject to further consideration of the following –

- Alltwen CC – painting main entrance doors
- Alltwen CC – replacement of toilet bargeboards
- Alltwen CC – replacement of road sign
- Rhos Park – removal of tree root
- Rhos Park – cleaning of bins.

#### **42 COMMUNITY CENTRE MANAGEMENT**

There were no reports relating to community centre management.

#### **43 PACT MEETINGS**

Noted that the next Rhos PACT meeting was due on 24 June 2009.

#### **44 NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN**

The Clerk referred to the Neath Port Talbot LDP website and to the Pontardawe Issues and Alternatives paper which was available for viewing thereon. He also referred to the Candidate Sites which had been entered on to the website by a

variety of people, to allow their consideration for development allocation in the Plan. He outlined the process of consultation which was underway along with the deadlines for making representation. Members discussed the sites identified, expressing their concern at some of the implications. RESOLVED that an update report be submitted at the next meeting to facilitate further discussion in advance of agreeing representation on the sites concerned to Neath Port Talbot CBC.

#### **45 CAPITAL PROJECTS**

The Clerk updated Members on the following capital projects, and outlined funding possibilities in relation to each –

- 4 **Alltwen CC Roof** – the Clerk reported that he was working in partnership with user groups in order to make two submissions for financial assistance towards a package of works including the roof. He indicated that this will delay implementation of the work. RESOLVED that the outcome of the funding bids be awaited, and the Clerk be authorised to progress the works as soon as possible.
  
- 5 **Rhos Park Playing Field** – the Clerk indicated that he was awaiting a decision on an application for funding to the Sports Council for Wales which had been submitted. He indicated that once the outcome of this bid was known, the successful contractor could be instructed to proceed with the specified works. He also indicated, however, that an additional area of playing field was excluded from the original specification, and that he was awaiting a price for including this area in the work to be undertaken, if members agreed to vary the contract accordingly. Members concluded that it was their preference to complete the entire field. RESOLVED that the Clerk's report be noted and that a further report be submitted once the contractor had been in touch.
  
- 6 **Rhos Park Changing Rooms** – the Clerk reported that a revised tender amount in the sum of £58,128.90 excluding contingency and VAT had now been received from the lowest tenderer. He indicated that this tender sum was nearer the aspirational budget identified for a funding bid, and that this could facilitate an application for funding. RESOLVED that the Clerk submit a funding bid as soon as possible, and advise the lowest tenderer, Messrs Edmunds Webster Ltd., that subject to funding, the Council was minded to make progress with them on the basis of their revised tender sum.

#### **46 RHOS PARK AD-HOC COMMITTEE**

In conjunction with Councillors A Ames and R Lewis, the Clerk summarised discussions at the recent meeting with Rhos AFC. The Council's proposals for Rhos Park Playing Field and the Changing Rooms had been outlined, and had received a positive response from the Club representatives. In turn, they had confirmed a positive in principle response from the Local Planning Authority to

their proposal, although a number of design amendments had been sought and addressed. It was confirmed that the next step was to explore more detailed specification and costs, before further approaching the Council and others. The issue of car parking was also discussed, and the Club representatives confirmed their willingness to explore what the Club could do to increase the amount of car parking available within the Park.

RESOLVED that all of the above reports be noted.

#### **47 GRIT BINS**

The Clerk outlined the information received from Neath Port Talbot CBC. RESOLVED that the information be forwarded to Members for consideration.

#### **48 DAFFODILS**

RESOLVED that the Council purchase daffodils in order to promote a planting scheme with local schools during the Autumn term.

#### **49 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |   |  |  |
|---|--|--|
| 1 | NPT CBC Monitoring Officer                   | Letter re Training on Code of Conduct          |
| 2 | One Voice Wales                              | Information/Circulars/Invitation to Conference |
| 3 | NPT Children & Young People's Partnership    | Letter re Summer Playschemes                   |
| 4 | NPT CBC Eng & Transport                      | Letter re A474 Improvement                     |
| 5 | Welsh Assembly Government                    | Consultation on Draft Wales Waste Strategy     |
| 7 | NPT Community Safety Partnership             | E-mail re Neighbourhood Watch                  |
| 8 | Mid and West Wales Fire and Rescue Authority | Strategic Plan 2010/15                         |
| 9 | NPT CVS                                      | Journal  |

RESOLVED that the following item of correspondence be actioned as indicated –

- |   |                           |  |
|---|---------------------------|--|
| 6 | Welsh Assembly Government | Consultation on Changes to Audit Regulations |
|---|---------------------------|--|

Agenda for consideration at the next meeting of Council.

The meeting ended at 9.10pm

Signed

Dated 07 July 2009

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 07 July 2009 at 7.00pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall G Threlfall E Harris A Melen A Ames R Lewis  
B Jones G Davies R Weaver

Apologies D Lewis C Richards P Richards A Ellison

### 50 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 51 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 02 June 2009 be confirmed as a correct record.

### 52 MATTERS ARISING

There were no matters arising.

### 53 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

53-56)	Staff	Wages, Expenses )	1991.69
57 )	City & County of Swansea	Pension Contributions )	
58	Inland Revenue	Income Tax and NI	638.92
59	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
60	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
61	The Butchers	Chairperson's Dinner	447.50
62	Valley Engraving	Chairperson's Presentation	18.49
63	Pontardawe Florist	Chairperson's Presentation	25.00
64	Valuation Office Agency	Valuation Reports	1437.50
65	CPRW	Membership Fee 2009/10	20.00
66	Celtic Mowers Ltd	Equipment	128.21
67	B&Q Financial Services	Building Materials	116.94
69	SWALEC	Electricity Alltwen CC	120.42
70	SWALEC	Electricity Rhos CC	156.16
71	Lliw Building Supplies	Building Materials	101.09
72	NALC	Local Council Review	13.50

RESOLVED that the following receipts be noted –

1	Alltwen CC	June Income	231.50
2	Rhos CC	June Income	97.00
3	NPT Returning Officer	Election Fee	50.00

RESOLVED that the sum of £6,500.00 be transferred from the Council's Business Account to its Current Account, and £400.00 be transferred from the Business Account to the Chairperson's Account.

#### **54 PLANNING APPLICATIONS**

RESOLVED that Council note that the following application had been approved –

09/0434 Extensions – Amended Plans 77 Alltwen Hill, Alltwen

RESOLVED that, following the Clerk's summary of representations received from the applicant on Application 09/0405 and 09/0406, the Council offer OBSERVATIONS on the following application as indicated –

09/0405 Retention of Building as Dwellinghouse Hendre Las Farm, Rhos Council is mindful that it offered no objection to the principle of converting this barn to residential (2008/0585 refers), and does now have some sympathy with the applicant's current predicament. It is also mindful, however, that these unusual circumstances have a significant policy context which the Local Planning Authority needs to consider, and requires a technical assessment which the Community Council considers to be outside its remit and competence.

RESOLVED that NO OBJECTION be made to the following application –

09/0406 Retention of Building as Holiday Accommodation Hendre Las Farm, Rhos

#### **55 MAINTENANCE**

RESOLVED Clerk's report be noted.

#### **56 COMMUNITY CENTRE MANAGEMENT**

There were no reports relating to Community Centre Management.

#### **57 PACT MEETINGS**

RESOLVED that the Clerk contact Pontardawe Police Station about the level of Police support at the PACT meetings, and following an expression of concern about the abuse of the car park at Rhos Community Centre, noted reassurances from the Clerk about locking of the gates.

## **58 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following item, by virtue of the nature of the business to be transacted.

## **59 TERMS AND CONDITIONS – STAFF MEMBER**

RESOLVED that the Council agree to extend the contract of one of the Council's employees for a further two years and review the situation again at the end of that period.

## **60 BRYNMORGRUG PLAYGROUND**

The Clerk reported representations from the owner of land immediately adjacent to the Brynmorgrug Playground, claiming that the playground area encroached on to his land. The Clerk outlined the history of the site and the reason that it had been laid out and fenced in the specific location which it presently occupied. Members RESOLVED to advise the adjacent landowner that Council had occupied the area involved and operated a playground thereon continuously since 1993, and did not consider that it should relinquish any of the land after the period which had elapsed.

## **61 NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN**

The Clerk updated Members on the candidate sites which were being suggested for allocation in the Neath Port Talbot Local Development Plan, in advance of the deadline for making suggestions on 31 July 2009. He also confirmed that he had spoken with Planning Services, Neath Port Talbot CBC, and had discussed the process of consultation which the Council could pursue in making representation. RESOLVED that the Clerk express the Council's concern in general terms about the suggestions made to date, noting the prospect for further suggestions, and advise NPT CBC that Council would express its specific views at a later stage in the consultation process, and when further assessment of the sites had been made by NPT CBC.

## **62 GOVERNING BODY ALLTWEN PRIMARY SCHOOL**

RESOLVED that Councillor A Melen be nominated to serve a further term commencing 1 September 2009, as the Council's representative on the Governing Body of Alltwen Primary School.

## **63 CAPITAL PROJECTS**

The Clerk updated Members on the following capital projects, and outlined funding possibilities in relation to each –

- 1 **Alltwen CC Roof** – the Clerk reported that he had now submitted an application for financial assistance towards a package of works including the roof, and confirmed that the successful roofing contractor was able to undertake the necessary work on the roof at any time. RESOLVED that the Clerk's report be noted.
  
- 2 **Rhos Park Playing Field** – the Clerk indicated that the application for funding to the Sports Council for Wales had not been successful. He indicated that a revised price had now been received from the contractor, incorporating an additional area of playing field excluded from the original specification, in the revised contract sum of £29,840.00 plus VAT. RESOLVED that the Clerk's report be noted and that the contractor be instructed to proceed with the work on the basis of the revised contract sum as soon as practicable.
  
- 3 **Rhos Park Changing Rooms** – the Clerk reported that an application for funding had now been submitted, but that the decision on this application was not expected until October 2009. RESOLVED that the situation be noted.

#### **64 ONE VOICE WALES**

Councillor G Threlfall submitted a report on the recent meeting of the Area Committee of One Voice Wales. RESOLVED that the report be noted.

#### **65 ACCOUNT AND AUDIT (WALES) REGULATIONS 2005**

The Clerk summarised the consultation paper which had been issued by the Welsh Assembly Government in respect of the Account and Audit (Wales) Regulations 2005. RESOLVED that the Council advise the Welsh Assembly Government that the threshold for Receipts and Payments should remain at £100,000.

#### **66 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |    |                                   |   |
|----|-----------------------------------|---|
| 1  | NPT CBC Planning                  | Notification of Appeal 2008/1097 Cottage at Wernddu Ucahf Farm Wernddu Road Alltwen |
| 2  | Age Concern NPT                   | Enquiry re Support  |
| 3  | SW Police                         | Information re Crime Mapping  |
| 4  | One Voice Wales                   | National Training Calendar  |
| 5  | Ombudsman                         | Annual Report 2008/09   |
| 6  | NPT CVS                           | Journal   |
| 7  | West Glamorgan<br>Archive Service | Annual Report 2008/09   |
| 8  | CPRW                              | Journal   |
| 10 | NPT CBC                           | Information re Community Councils Liaison Forum                                     |
| 12 | Councillor M Spooner              | E-mail re Japanese Knotweed   |

RESOLVED that the following items of correspondence be actioned as indicated –

9 Siwan Ellison Request for Financial Assistance  
Defer until October meeting

11 Groundwork Information re Service provided  
Invite to make a presentation at September Council.

The meeting ended at 9.10pm.

Signed

Dated 01 September 2009

---



# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of a Special Meeting of Council held on Tuesday 28 July 2009 at 7.00pm at Brynmorgrug Playground and immediately thereafter in the Alltwn Community Centre

Presiding Councillor P Vine

Present Councillors E Harris A Melen A Ames R Lewis P Thomas

Apologies C Richards P Richards A Threlfall G Threlfall B Jones R Weaver

### 67 DECLARATIONS OF INTEREST

Councillor A Melen declared an interest in one of the Financial Transactions.

### 68 SITE VISIT

Members inspected the Brynmorgrug Playground site and received a report from the Clerk before retiring to Alltwn Community Centre.

### 69 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

68	Corona Energy	Gas Alltwn CC	292.85
73-76)	Staff	Wages, Expenses )	1728.33
77 )	City & County of Swansea	Pension Contributions )	
78	Inland Revenue	Income Tax and NI	606.32
79	Neath Port Talbot CBC	Non Domestic Rates Alltwn CC	293.00
80	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
81	The Really Welsh Trading Company	Daffodils	20.00
82	B&Q Financial Services	Building Materials	19.98
83	Councillor A Melen	Reimburse Expenses	101.36
84	British Gas Business	Gas Rhos CC	162.30
85	Blakes Cleaning Supplies	Cleaning Materials	182.86

RESOLVED that the following receipts be noted –

1	HM Customs & Excise	VAT Refund	4,092.19
---	---------------------	------------	----------

RESOLVED that the sum of £4,000.00 be transferred from the Council's Business Account to its Current Account.

## 70 BRYNMORGRUG PLAYGROUND

The Clerk referred to his report to Council on 07 July 2009 (Minute 60 refers) and reported that the adjacent landowner had not responded favourably to the Council's comments. Furthermore, he had written expressing his intention to take action against the Council, if the situation was not rectified as he had requested. In view of this, and with the Chairperson's agreement, legal advice had been sought by the Clerk, and this was conveyed to Members.

RESOLVED that, subject to the Clerk liaising further with the Council's Legal advisor, the adjacent landowner be informed that Council was prepared to agree to the relocation of the fence line back to the boundary of its legal title.

## 71 CAPITAL PROJECTS

The Clerk updated Members on the following capital projects –

- 1 **Alltwn CC Roof** – the Clerk reported that he had now submitted a revised application for financial assistance towards a package of works, following a meeting with the representative of the funding body. RESOLVED that the Clerk's report be noted.
- 2 **Rhos Park Playing Field** – the Clerk indicated that, due to adverse weather conditions, there was some delay in progressing the contract, but that he was in regular contact with the contractor. RESOLVED that the Clerk's report be noted.
- 3 **Rhos Park Changing Rooms** – the Clerk reported the outcome of a meeting with a representative of the funding body to whom an application had been submitted. RESOLVED that the funding application be withdrawn and that further consultation and research take place to facilitate re-submission in due course.

## 72 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted –

- |   |            |  |
|---|------------|--|
| 1 | NPT CBC    | Agenda etc re Community Councils Liaison Forum |
| 2 | NPT CVS    | Information Leaflets                           |
| 3 | Play Wales | Journal  |
| 4 | NPT CBC    | Invitation to Community Plan Seminar           |

The meeting ended at 8.44pm.

Signed

Dated 01 September 2009

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 01 September 2009 at 7.00pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames R Lewis P Richards B Jones R Weaver C Richards G Davies D Lewis

Apologies G Threlfall A Ellison

### 73 DECLARATIONS OF INTEREST

Councillors A Melen and P Vine declared an interest at the start of the meeting in respect of 2 separate sites identified as Candidate Sites for the Neath Port Talbot Local Development Plan (Minute 82 refers).

### 74 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on the 07 July 2009 be confirmed as a correct record.

### 75 MINUTES OF THE SPECIAL MEETING OF COUNCIL

RESOLVED that the Minutes of the special meeting of Council held on 28 July 2009 be confirmed as a correct record.

### 76 MATTERS ARISING

Further to Minute 70 relating to Brynmorgrug Playground, the Clerk reported that the adjoining landowner had now accepted the Council's offer to reposition its fence, subject to a site meeting, and had withdrawn legal proceedings whilst the matter was being finalised. RESOLVED noted.

### 77 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

86-89)	Staff	Wages, Expenses )	1639.75
90 )	City & County of Swansea	Pension Contributions )	
91	Inland Revenue	Income Tax and NI	536.07
92	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
93	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
94	Lyn Llewellyn Internal Audit	Internal Audit 2008/09	200.00
95	BT	Alltwen Payphone	55.80
96	BT	Rhos Payphone	55.80
97	BT	Clerk's Telephone	69.93

98	Neath Port Talbot CVS	Membership Fee 2009/10	10.00
99	Corona Energy	Gas Alltwen CC	47.82
100	Playsafety Ltd	Playground Inspections	144.90
101	C I Morris	Window Cleaning Alltwen CC	60.00
102	R Lanchbury	Reimburse Quarterly Admin Costs	95.52

RESOLVED that the following receipts are noted –

1	Alltwen CC	July/August Income	171.50
2	Rhos CC	July/August Income	190.50
3	Members	Chairperson's Dinner Contributions	60.00

RESOLVED that the sum of £4,000.00 be transferred from the Council's Business Account to its Current Account.

## 78 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications, subject to the views of the NPT CBC arboricultural officer –

09/0697	Work on TPO Trees	24 Maes y Gornel Rhos
09/0749	Work on Trees in Conservation Area	Church Villa Church Road Cilybebyll

RESOLVED that no objection be made to the following applications –

09/0701	Extensions	4 Pen y Graig Road Alltwen
09/0717	Enlargement of Existing Dormer	8 Maeslan Rhos

## 79 MAINTENANCE

RESOLVED that the Clerk's report be noted.

## 80 COMMUNITY CENTRE MANAGEMENT

Following a discussion regarding the payphones at Alltwen and Rhos Community Centres, RESOLVED that the Clerk write to user groups and speak with the Council's caretakers regarding use of the phones and possible alternative arrangements.

## 81 PACT MEETINGS

Councillor A Ames presented a short summary of discussions at the Rhos PACT meeting, referring particularly to the priority relating to speeding. Councillor R Weaver outlined the background to his letter and petition regarding the speed limit on the A474 at Fforestgoch, and it was RESOLVED that Council write in support of the letter submitted.

RESOLVED noted that there was no Police attendance on the night of the Alltwen PACT meeting.

## **82 NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN – CANDIDATE SITES**

(Councillor D Lewis declared an interest in this item and took no part in discussions or voting thereon)

The Clerk submitted a full report on the list of Candidate Sites and it was agreed that Council should not arrive at a conclusion with regard to each site in turn, but that a more generic expression of views should be considered and conveyed to NPT CBC as the basis for further inputs to the LDP in due course.

Members discussed that which they considered important to the settlements and community of Cilybebyll, and considered the areas of concern which they would wish to address with NPT CBC. These include the need to maintain the character of the area, the potential scale of development if all, or even some, candidate sites were allowed, the significance of current policy and particularly “green wedge” designation, and the likely need for significant infrastructure investment to accommodate any development. Whilst acknowledging that some development may have to be accommodated, Members stressed that this should only be allowed after rigorous testing of proposals against criteria which reflect the above principles and comments, with a view to promoting sustainable communities which do not compromise the Cilybebyll area’s character.

RESOLVED that the Clerk draft a statement which reflects the Council’s views as outlined above, and submit the statement for consideration at the next meeting of Council.

## **83 2008-09 AUDIT OF ACCOUNTS**

The Clerk summarised the Internal Auditor’s report, and advised Members that further consideration of risk assessments were recommended. As these were in hand, Members RESOLVED to note the report.

Members considered and responded to questions on the Annual Governance Statement, and RESOLVED that the Chairman be authorised to sign the statement, and that the Clerk be instructed to forward the Accounts for audit.

## **84 CAPITAL PROJECTS**

The Clerk updated Members on the following capital projects –

- 1 **Alltwen CC Improvements** – the Clerk reported that decisions on the two outstanding funding bids were awaited. RESOLVED that the Clerk’s report be noted.
- 2 **Rhos Park Playing Field** – the Clerk indicated that the adverse weather conditions had precluded a start on the playing field contract, and that the Council’s contractor was now experiencing a backlog of work. The situation was continuously under review, and progress

would be made as soon as practicable to do so. In the meantime, all interested parties were being kept fully briefed on the situation. RESOLVED that the Clerk's report be noted.

- 3 **Rhos Park Changing Rooms** – the Clerk reported that, following the Council's decision to withdraw its funding application, this scheme was now on hold and further consideration would need to be given in the autumn. RESOLVED that the Clerk's recommendation be accepted.

## **85 NEATH PORT TALBOT CBC COMMUNITY COUNCILS LIAISON FORUM**

Councillor G Davies submitted a verbal report on this meeting, outlining the matters discussed - anti-social behaviour, consideration of alcohol free areas, NPT CBC/Community Councils charter, and a report on the budget. RESOLVED that the report be noted.

## **86 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |   |                              |   |
|---|------------------------------|---|
| 3 | Adjudication Panel for Wales | Annual Report 2008-09                                     |
| 4 | One Voice Wales              | Journal   |
| 5 | Welsh Assembly Government    | Local Government Partnership Scheme Annual Report 2008/09 |

RESOLVED that the following items of correspondence be actioned as indicated -

- |   |                           |  |
|---|---------------------------|--|
| 1 | Welsh Assembly Government | Consultation on Legislative Competence Order |
|---|---------------------------|--|

Council support the principle of Legislative Competence Orders.

- |   |         |  |
|---|---------|--|
| 2 | NPT CVS | Invitation to Voluntary Sector's Farewell to NPT CBC Chief Executive |
|---|---------|--|

Councillors P Vine and A Threlfall attend if appropriate.

- |   |                |                       |
|---|----------------|-----------------------|
| 6 | Playsafety Ltd | Report on Playgrounds |
|---|----------------|-----------------------|
- Council note the report, and seek a price for the relatively minor works involved when appropriate.

## **87 ANY OTHER URGENT BUSINESS**

RESOLVED noted that St John's Church Alltwen would be holding an Open day on the 12 September 2009.

The meeting ended at 9.15 pm

Signed

Dated 06 October 2009

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 06 October 2009 at 7.00pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall E Harris A Melen A Ames G Davies R Weaver

Apologies D Lewis C Richards P Richards A Ellison G Threlfall R Lewis  
B Jones P Thomas

### 88 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 89 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 01 September 2009 be confirmed as a correct record.

### 90 MATTERS ARISING

1. Further to Minute 76 regarding the Brynmorgrug Playground, RESOLVED that the Clerk's report that a site visit would take place was noted.
2. Further to Minute 81 and the issue of speeding traffic on the A474, RESOLVED that the Clerk write to First Cymru in relation to this matter.
3. Further to Minute 87 regarding St John's Church Alltwen, it was RESOLVED that the request for a litter bin on the footway outside be explored with Neath Port Talbot CBC.

### 91 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

103-106)	Staff	Wages, Expenses )	1754.05
107 )	City & County of Swansea	Pension Contributions )	
108	Inland Revenue	Income Tax and NI	563.12
109	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
110	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
111	Corona Energy	Gas Alltwen CC	154.32
112	SWALEC	Electricity Alltwen CC	109.04
113	SWALEC	Electricity Rhos CC	124.82
114	Lliw Building Supplies	Building Materials	35.19

RESOLVED that the following receipts are noted –

1	Alltwn CC	September Income	139.50
2	Rhos CC	September Income	121.50
3	Members	Chairman's Dinner	30.00

RESOLVED that the sum of £2,000.00 be transferred from the Council's Business Account to its Current Account.

## **92 PLANNING APPLICATIONS**

RESOLVED that no objection be made to the following applications -

09/0065	2 Semi Detached Dwellings	Brynmorgrug Alltwn
09/0817	Retention of Dwellings	33 Alltwn Hill Alltwn
09/0836	Roof Height Increase for Loft Conversion	78 Delffordd Rhos
09/0857	Hay Storage Barn	Plas y Waun Plas Road Rhos

RESOLVED that no objection be made to the following application subject to the views of the NPT CBC arboricultural officer -

09/0808	Work on TPO Trees	2 Gardeners Cottages Cilybebyll
---------	-------------------	---------------------------------

## **93 MAINTENANCE**

RESOLVED that the Clerk's report be noted.

## **94 COMMUNITY CENTRE MANAGEMENT**

There were no reports relating to community centre management.

## **95 PACT MEETINGS**

Councillor A Melen presented a short report on the PACT meeting in Alltwn, and highlighted the priorities identified – lorries along Lon Hir, and parking on Alltwn Hill, Gwyn Street and outside Alltwn Primary School. RESOLVED noted.

## **96 NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN – CANDIDATE SITES**

Further to Council's previous discussion and request that the Clerk draft a statement to reflect Council's views (Minute 82 of Council, 01 September 2009 refers), the Clerk submitted his report for consideration. Members considered the content and concluded that it wholly represented their intentions as part of this consultation exercise. RESOLVED that the statement be submitted to Neath Port Talbot CBC as the Council's formal response, be placed on the website and in the community centres, and be made available to anyone who might request a copy.



## 97 CHRISTMAS TREE

The Clerk sought Members' advice on intentions relating to the Alltwen Triangle Christmas event. RESOLVED that a tree be purchased through NPT CBC, the usual arrangements be made, the possibility of sponsorship be explored, and the Clerk revisit the possibility of purchasing a tree to be planted.

## 98 APPLICATIONS FOR FINANCIAL ASSISTANCE

(Councillor A Threlfall declared an interest in application no. 3 and took no part in the discussions or voting thereon).

The Clerk reminded Members of the budget available to support applications for financial assistance, and provided a factual summary of each of the 5 requests received.

RESOLVED that the following applications be supported in the sums indicated below –

3	NPT Shopmobility	£100.00
---	------------------	---------

RESOLVED that the following applications be not supported –

1	Wales Air Ambulance
2	Shelter Cymru
4	Bobath Cymru
5	Eisteddfod Genedlaethol yr Urdd Abertawe 2011

## 99 REMEMBRANCE DAY

RESOLVED that the Council purchase two wreaths for placing at the Cenotaph in Pontardawe and on Alltwen Triangle.

## 100 CAPITAL PROJECTS

The Clerk updated Members on the following capital projects –

- 7 Alltwen CC Improvements** – the Clerk reported that decisions on the two outstanding funding bids were awaited. RESOLVED that the Clerk's report be noted.
- 8 Rhos Park Playing Field** – the Clerk reported on progress with the playing field contract. He confirmed that he was meeting regularly with the Council's contractor, and keeping all interested parties fully informed. He also indicated that he may need to speak with NPT CBC regarding the release of funding. RESOLVED that the Clerk's report be noted.
- 9 Rhos Park Changing Rooms** – the Clerk reported that, following the Council's decision to withdraw its funding application, this scheme was now on hold and further consideration would need to be given, particularly in view of the emerging aspirations from Rhos AFC. RESOLVED that the situation be reviewed early in 2010.

## 101 RHOS PARK AD-HOC COMMITTEE

The Clerk reported on a meeting of the Rhos Park Ad-hoc Committee which had taken place on 29 September 2009. He summarised discussions which had taken place on –

- Rhos Park Playing Field
- Rhos Park Changing Facilities
- Playing Field Extension possibilities
- Rhos AFC “barn” proposals
- Car park improvements.

Members noted that the Rhos AFC had been asked to formalise any proposal that they would wish to put before Council, and to address matters on the basis of physical development, financial considerations, and governance arrangements.

RESOLVED that the report be noted.

## 102 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted –

1	NPT CBC Economic Development	Invitation to Valleys Strategy Update
2	South Wales Police	Consultation on Priorities
3	One Voice Wales	NPT Area Committee
4	One Voice Wales	Conference Motions
5	Local Government Boundary Commission for Wales	Annual Report and Workshops 2009
6	NPT CBC	Notice of Community Councils Liaison Forum
7	Wales Audit Office	Information re Community Councils Report
8	NPT CVS	Invitation to AGM and Journal
9	NPT CBC Planning	Notice of Planning Appeal, Hendre Las Farm Rhos
10	NPT CBC Licensing	Consultation re Gambling Act Statement of Principles

## 103 ANY OTHER URGENT BUSINESS

RESOLVED that the Clerk liaise with NPT CBC regarding the public right of way improvements to Footpath 7 in Alltwn.

The meeting ended at 8.50 pm

Signed

Dated 03 November 2009

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of an Open Forum Meeting of Council held on Tuesday 3 November 2009 at 6.45pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall R Lewis A Ames E Harris A Melen P Richards C Richards G Threlfall

6 members of the public were in attendance

Apologies D Lewis R Weaver A Ellison B Jones

### 104 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 105 ISSUES FOR DISCUSSION

Concern was expressed regarding the process and discussions which were currently taking place about "Candidate Sites" for the Neath Port Talbot Local Development Plan, and specifically at the prospect that the character of Cilybebyll's settlements might be compromised. There was also concern about a process which was so heavily dependant on electronic consultation mechanisms.

The Clerk outlined his interpretation of the procedures which the County Borough Council had to pursue and gave a summary of the Community Council's comments as part of the consultation process. RESOLVED that the Clerk forward a copy of the Council's statement to Neath Port Talbot CBC to the lady who raised the issue.

The meeting ended at 7.12 pm

Signed

Dated 01 December 2009

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 03 November 2009 at 7.12pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall R Lewis A Ames E Harris A Melen P Richards C Richards G Threlfall

Apologies D Lewis R Weaver A Ellison B Jones

### 106 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 107 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 06 October 2009 be confirmed as a correct record.

### 108 MATTERS ARISING

4. Further to Minute 90.2 and the issue of speeding traffic on the A474, the Clerk outlined the response received from First Cymru on this matter. RESOLVED noted.
5. Further to Minute 97 regarding the Alltwen Triangle Christmas Tree, the Clerk updated Members on arrangements, including the outcome of the sponsorship initiative. RESOLVED that the update be noted.

### 109 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

95	BT	Alltwen Payphone – Replacement Cheque	55.80
115-118)	Staff	Wages, Expenses )	1735.06
119 )	City & County of Swansea	Pension Contributions )	
120	Inland Revenue	Income Tax and NI	536.11
121	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
122	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00
123	Corona Energy	Gas Alltwen CC	236.42
124	Dwr Cymru Welsh Water	Water Charges Alltwen CC	88.93
125	Dwr Cymru Welsh Water	Water Charges Rhos CC	124.91

126	Royal British Legion	Remembrance Day Wreaths	50.00
127	NPT CBC	Trade Refuse Charge Alltwen CC	139.05
128	NPT CBC	Trade Refuse Charge Rhos CC	139.05
129	South Wales Sports Grounds	Drainage Work Rhos Park	32,600.20
130	B&Q Financial Services	Building Materials	34.88
131	NPT CBC	Summer Playschemes	300.00
132	NPT Shopmobility	Donation	100.00
133	Waste Recycling Group Ltd	Landfill Communities Fund Match Funding	1,162.26
134	Hayes Electrical	Electrical Work Rhos Pavilion	621.00
135	British Gas Business	Gas Rhos CC	153.26

RESOLVED that the following receipts be noted –

1	Alltwen CC	October Income	141.50
2	Rhos CC	October Income	170.00

RESOLVED that the sum of £11,000.00 from the Council's Deposit Account and £25,000.00 from its Business Account be transferred to its Current Account.

(Note – Decisions on Vouchers 129 and 134 and on transfers were deferred until after consideration of Items 12 and 13 on the agenda – Minutes 116 and 117 refer).

## 110 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications -

09/0836	Roof Height Increase for Loft Conversion	78 Delffordd Rhos
09/0933	Barn Conversion & Extension	Bryn Brych Farm Rhos

## 111 MAINTENANCE

RESOLVED that the Clerk's report be noted.

## 112 COMMUNITY CENTRE MANAGEMENT

The Clerk drew attention to problems with the fabric of Rhos Community Centre. RESOLVED that he be authorised to seek expert advice and undertake any repairs that were deemed appropriate. Further RESOLVED that planned maintenance of the Council's premises be placed on a future agenda of Council.

Councillor A Melen referred to the new initiative to hold "blue light discos" for primary age schoolchildren at the Council's community centres. RESOLVED that the Council waive hire charges for this use.

### **113 PACT MEETINGS**

Councillor A Ames provided a summary of discussions at the recent PACT meeting in Rhos Community Centre, highlighting that ASBO warnings had been issued, and that there were problems with enforcing against off road bikes. RESOLVED that the report be noted.

### **114 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following item, by virtue of the nature of the business to be transacted.

### **115 2009-10 PAY AWARD**

The Clerk presented a factual report on the recommendations received with regard to the nationally negotiated pay award effective from 1 April 2009. It was RESOLVED that further to the recommendations from One Voice Wales and the Society of Local Council Clerks, wages and salaries of all employees be increased in accordance with the pay award. It was also RESOLVED that the Clerk's expenses be increased at the same %age rate, and that his terms and conditions be reviewed at the next meeting of the Finance and Development Committee.

(The Clerk withdrew from the meeting after offering his factual report, and took no further part in the discussions or decisions in respect of this item).

### **116 RHOS PAVILION**

The Clerk referred to the recent problems with lights at Rhos Pavilion and indicated that he had sought a report and a quotation for repair and/or replacement. He had then spoken to the Chair regarding the health and safety implications of not acting urgently to effect the repairs at the estimated cost of £540.00 plus VAT, and a decision had been taken to proceed as a matter of urgency. RESOLVED that the actions of the Chair and Clerk be endorsed.

### **117 CAPITAL PROJECTS**

The Clerk updated Members on the following capital projects –

- 1 **Alltwn CC Improvements** – the Clerk reported that the Council had been successful in its application for funding from WREN. He outlined the basis of the funding offer. It was RESOLVED that –
  - the offer be accepted
  - Council contribute £591.00 in match funding and £1,162.26 in third party funding towards the overall scheme cost of £16,016.96
  - in the event that the other funding application was unsuccessful, Council agree to fund the remaining £3,195.00 match funding,

- over 2 financial years if necessary, and that WREN be advised accordingly
- work proceed on a programmed basis as soon as practicable.

2 **Rhos Park Playing Field** – the Clerk reported that the playing field contract had now been completed. He confirmed that he was meeting with the Council's consultant but that inspections had been undertaken already and the consultant was generally happy with the work. The Clerk clarified concerns regarding the contractual obligations on drains adjacent to bunds. RESOLVED that the Clerk's report be noted and that the contractor be paid the amount due less retention, in accordance with the contract.

## 118 NPT CBC COMMUNITY COUNCILS LIAISON

Councillor A Threlfall presented a brief summary of discussions at the recent Community Councils' Liaison Forum, which was duly NOTED.

## 119 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted –

1	Valuation Office Agency	Rating Valuation Summary Alltwen CC
2	NPT CBC Finance	Business Rates Deferral Application
4	One Voice Wales	Consultation Expert Panel Councillors' Commission
5	NPT CBC Chief Executive	Community Plan Working Draft & Seminar Invitation
7	NPT CVS	Training Information
8	Mr TP Alltwen	E-mail re public lighting
9	CPRW	Journal

RESOLVED that the following items of correspondence be actioned as indicated –

3 Local Government Boundary Commission for Wales      Review of Electoral Arrangements – NPT Draft Proposals  
Response to be drafted expressing concern at some of the changes, though acknowledging that Cilybebyll was unaffected.

6 NPT CBC Eng & Transport      Notice of Changes in Bus Services  
Concern to be expressed at the changes, the loss of accessibility and potential effect on local business.

## 120 ANY OTHER URGENT BUSINESS

There was no substantive urgent business.

The meeting ended at 9.06 pm.

Signed

Dated 01 December 2009

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of a Meeting of the Finance and Development Committee of the Council held on Tuesday 24 November 2009 at 7.00 pm in the Alltwen Community Centre.

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames G Threlfall G Davies

Apologies Councillor B Jones

### **121 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **122 CHARGES AT COUNCIL FACILITIES**

The Clerk reminded Members that Council had a duty to review charges on an annual basis, and that it was appropriate to consider charges for the use of community centre facilities. The policy adopted at Council on 04 December 2007 (Minute 107 refers) included a commitment to equalise charges at the two community centres over a number of years, and the Clerk updated Members on the current circumstances. Members RESOLVED to recommend to Council that a blanket increase in charges be not agreed, but that the cost of hiring the hall at Rhos CC for a single normal activity and for a children's party be raised to £5.00 and £10.00 respectively.

### **123 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following item, by virtue of the nature of the business to be transacted.

### **124 CLERK'S TERMS AND CONDITIONS**

Further to Minute 115 of Council on the 03 November 2009, the Clerk presented a factual report on the terms and conditions of his employment which emanated from a review undertaken by the National Association of Local Councils (now replaced in Wales by One Voice Wales) and the Society of Local Council Clerks in 2005, and a report prepared and considered by Members at that time. The Clerk's factual report also clarified the duties presently undertaken within the remit of his post.

(The Clerk withdrew from the meeting after offering his factual report, and took no further part in the discussions or decisions in respect of this item).

It was RESOLVED that Council be recommended to agree an amendment to the Clerk's terms and conditions to facilitate an increase of 3 hours per week in his employment with immediate effect.



## **125 COMMUNITY CENTRE PAYPHONES**

The Clerk reported that he had surveyed the users and caretakers of the Council's two community centres in respect of the use of the telephone lines and handsets retained at the centres. He advised that there was no adverse response to a suggestion that the service be withdrawn. **RESOLVED** that Council be recommended to withdraw the facilities and advise BT accordingly.

## **126 CAPITAL PROJECTS 2009-10**

The Clerk referred to previous decisions of Council which had resulted in commitments being made to deliver the following capital projects –

- Alltwn CC – £2,000 for electrical work – subsumed within grant aided scheme
- Alltwn CC - £2,830 for consultancy and valuation work - completed
- Rhos Changing Rooms - £1,400 for design work - completed
- Rhos Park Playing Field – c £23,000 for design, supervision and works - completed.

Members were reminded that this had necessitated a significant contribution from reserves. They were also reminded that a sum of £700 had been nominally retained for possible spend in Alltwn Park

**RESOLVED** that Council be recommended to note the report.

## **127 CAPITAL PROJECTS 2010-11**

Members discussed the range of projects emanating from previous discussions and feasibility work. The following were highlighted as possible priorities for consideration in 2009-10 –

Alltwn CC –

- a) Underwrite funding for Phase 1 grant aided scheme - £3,195
- b) Phase 2 improvements to be specified

Rhos Park Playing Field

- c) Contract retention - £1,492

Rhos Changing Rooms

- d) Options for alterations to Rhos CC or Rhos Pavilion – to be further discussed

Rhos Community Centre

- e) Possible “planned maintenance programme”
- f) Electrical Upgrades - £872

Brynmorgrug

- g) Relocation of fencing to be specified

Gwynfryn Park

h) Possible landscape improvements

RESOLVED that Council be recommended to defer consideration of priorities until its budget had been set, and request that Finance and Development Committee reconsider the priorities at that time, before reporting back to Council.

## **128 BUDGET ESTIMATES AND PRECEPT FOR 2010-11**

The Clerk submitted his report on the 2010-11 budget estimates, based on anticipated expenditure and income in 2009-10. Respective heads of expenditure were considered, and Members discussed the possible obligations that might be placed on the budget, particularly the significant demands that now prevail on the Council, in view of the substantial “capital” requirements arising from the need for work at Alltwen CC, Rhos Park Playing Field, and Rhos Changing Rooms, in the coming financial year and beyond.

Members noted that it had been necessary to utilise reserves to facilitate delivery of improvements in 2009/10, and that it would be prudent to consider boosting reserves as part of the budget process. Expenditure options, precept options and the implications for Council Tax were considered.

RESOLVED that Council be recommended to:

- 1 Agree the Clerk’s report on estimates for 2010-11 as amended by the Committee;
- 2 Levy a Precept in the sum of £80,000.00 for the financial year 2010-11.

The meeting ended at 8.55 pm.

Signed  
2009

Dated 01 December

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 01 December 2009 at 7.00pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall E Harris A Melen A Ames G Davies G Threlfall  
R Lewis B Jones P Thomas

Apologies D Lewis C Richards P Richards R Weaver

### 129 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 130 MINUTES OF THE OPEN FORUM MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 03 November 2009 be confirmed as a correct record.

### 131 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 03 November 2009 be confirmed as a correct record.

### 132 MATTERS ARISING

1. Further to Minute 112 regarding maintenance work at Rhos Community Centre, RESOLVED that the Clerk's confirmation that expert advice had been received and was being acted upon was noted.
2. Further to Minute 119.3 and the issue of changes to electoral boundaries, RESOLVED that the Clerk's report that representation from Peter Hain MP and Neath Port Talbot CBC had been received be noted.

### 133 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

136	BT	Alltwen Payphone	75.07
137	BT	Rhos Payphone	75.07
138	BT	Clerk's Telephone	62.23
139-142)	Staff	Wages, Expenses )	1884.16
143 )	City & County of Swansea	Pension Contributions )	
144	Inland Revenue	Income Tax and NI	652.38
145	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
146	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00

147	Corona Energy	Gas Alltwen CC	264.24
148	Fire Protection Services Ltd	Fire Extinguisher Maintenance	118.50
149	Lliw Building Supplies	Building Materials	32.25
150	D R James & Son	Legal Fees Brynmorgrug	129.12
151	PRS	Music Royalties Rhos CC	46.00
152	R Lanchbury	Reimburse Quarterly Admin Costs etc	97.92
153	Mazars	Audit Fee 2008/09	460.00
154	SLCC	Membership Fee 2010	118.00
155	Apex Direct Ltd	Cleaning Materials	155.20
156	ST John's Church	Xmas Event Contribution	25.00
157	Cwmtawe & District Brass Band	Xmas Event Contribution	100.00
158	Councillor A Melen	Xmas Event Contribution	20.00
159	Alltwen Senior Citizens	Donation	100.00

RESOLVED that the following receipts be noted –

1	Alltwen CC	October Income	136.00
2	Rhos CC	October Income	99.50

RESOLVED that the sum of £5,000.00 be transferred from the Council's Business Account to its Current Account.

#### **134 PLANNING APPLICATIONS**

RESOLVED that no objection be made to the following applications -

09/1018 Amendments to Garage and Roof Plans 337 Delffordd Rhos

#### **135 MAINTENANCE**

RESOLVED that the Clerk's report be noted, and that the Clerk investigate options for clearing the Rhos "tree stump".

#### **136 COMMUNITY CENTRE MANAGEMENT**

There were no reports relating to community centre management.

#### **137 PACT MEETINGS**

There were no substantive reports relating to recent PACT meetings.

#### **138 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Minutes of the Finance and Development Committee held on the 24 November 2009 be adopted, and in particular that the Council's precept for the financial year 2010/11 be endorsed as £80,000.00 (Minute 128 refers).

(Councillor P Thomas declared an interest in the item relating to Community Centre Payphones (minute 125 refers), left the Chamber, and took no part in the discussion or voting thereon)

### **139 CILYBEBYLL FOOTPATHS LEAFLET**

The Clerk tabled a draft of the revised Cilybebyll Footpaths Leaflet which had been prepared by Neath Port Talbot CBC. Members expressed their appreciation of the new leaflet and the work involved in its preparation. RESOLVED that the leaflet be endorsed and that Neath Port Talbot CBC be requested to progress with the printing as soon as practicable.

### **140 PLANNED MAINTENANCE PROGRAMME**

The Clerk referred to and summarised a letter submitted by Councillor R Lewis. Members discussed at length the issue of day-to day maintenance and the need to address more substantive work, in the context of older buildings and limited budgets. Issues at Rhos Community Centre were highlighted in particular, before general agreement that planned maintenance expenditure should be determined on the basis of informed decisions. RESOLVED that the Clerk seek 3 No. quotations for a building survey at Rhos Community Centre and Rhos Pavilion, and report back to Council in due course.

### **141 AUDITOR'S REPORT – ACCOUNTS 2008/09**

The Clerk outlined the conclusions of the report received from the Council's auditors and, whilst the report was generally satisfactory, drew attention to two matters which the Auditor highlighted for consideration. RESOLVED that the matters be noted, and that the Clerk be requested to address them as soon as possible.

### **142 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

2	Valuation Office Agency	Valuation Rhos Community Centre
3	Welsh Assembly Government	Statutory Consultation Local Government (Wales) Measure 2009
4	City & County of Swansea	Pension Fund Correspondence
5	NPT CVS	Information Circulars
6	Mid & West Wales Fire and Rescue Authority	Annual Action Plan and Improvement Plan
7	Welsh Assembly Government	Consultation on Wales Programme for Improvement Guidance for Mid & West Wales Fire and Rescue Authority

RESOLVED that the following item of correspondence be actioned as indicated –

1	NPT CBC Environment	Warning Sign Brynmorgrug Playground
	Seek a price from Neath Port Talbot CBC	

### **143 ANY OTHER URGENT BUSINESS**

The Clerk reported that Councillor R Weaver had tendered his resignation for personal and professional reasons. Members expressed their regret at his decision, and their appreciation for his contribution. RESOLVED that the Clerk express the Council's appreciation in writing, and that an appropriate item be placed on the agenda of the next Council.

The meeting ended at 8.45 pm

Signed

Dated 05 January 2010

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 05 January 2010 at 7.00pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames G Threlfall

Apologies D Lewis C Richards P Richards G Davies R Lewis

### 144 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 145 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 01 December 2009 be confirmed as a correct record, subject to the inclusion of Councillor A Melen in the list of attendees.

### 146 MATTERS ARISING

6. Further to Minute 132.2 and the issue of changes to electoral boundaries, RESOLVED that further representation from Neath Port Talbot CBC be noted.
7. Further to Minute 133, RESOLVED that the receipts be amended to record income from November 2009 and not October.
8. Further to Minute 140 regarding planned maintenance at Rhos Community Centre, the Clerk reported on the two quotations received from building surveyors. RESOLVED that the lowest quotation in the sum of £720.00 plus VAT be accepted, subject to negotiation of changes in the amount to exclude the need to survey Rhos Pavilion.
9. Further to Minute 142.1 relating to a playground warning sign at Brynmorgrug, RESOLVED that the Clerk liaise with Councillor D Lewis in this matter.

### 147 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

160-163)	Staff	Wages, Expenses )	1728.68
164 )	City & County of Swansea	Pension Contributions )	
165	Inland Revenue	Income Tax and NI	622.49
166	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	293.00
167	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	379.00

168	Corona Energy	Gas Alltwen CC	227.46
169	STRI Ltd	Annual Subscription 2010	418.60
170	STRI Ltd	Site Visit Expenses	71.00
171	SWALEC	Electricity Alltwen CC	111.20
172	SWALEC	Electricity Rhos CC	156.08
173	B & Q Financial Services	Building Materials	115.04
174	Lliw Building Supplies	Building Materials	47.77
175	PGS Gas Services	Gas Safety Inspection Alltwen CC	60.00
176	O Jones	Christmas Tree Gellinudd Hospital	30.00
177	SWALEC	Electricity Rhos Pavilion	10.55

RESOLVED that the following receipts be noted –

1	Rhos CC	December Income	141.50
2	NPT CBC	Minor Projects Grant	9000.00
3	Local Businesses	Xmas Event Sponsorship	650.00

RESOLVED that the sum of £5,000.00 be transferred from the Council's Business Account to its Current Account.

#### **148 PLANNING APPLICATIONS**

There were no reports submitted for consideration.

#### **149 MAINTENANCE**

RESOLVED that the Clerk's report on maintenance be noted and that a quotation in the sum of £375.00 be accepted to address the water problem on the front elevation of Rhos Community Centre.

#### **150 COMMUNITY CENTRE MANAGEMENT**

The Clerk reported that the Alltwen Parent and Toddler Group's application for funding for Alltwen Community Centre had not been successful, and that Council would, therefore, need to undertake certain works as previously agreed. He further reported that he had agreed to assist the Alltwen Heels WI with the provision of a cupboard now that the Youth Club room at Alltwen Community Centre had been vacated.

RESOLVED that both reports be noted.

#### **151 PACT MEETINGS**

Councillor A Ames reported on discussions at the Rhos PACT meeting. RESOLVED that the Clerk liaise with Pontardawe Police regarding the ongoing parking problems at Rhos Park on Saturday mornings.



## 152 CASUAL VACANCY

RESOLVED that following the resignation of Councillor R Weaver, notices be displayed in accordance with the relevant legislation, and that the Clerk report back to Council at the next meeting, as to whether a poll had been claimed.

## 153 CHRISTMAS AT ALLTWEN TRIANGLE

The Clerk reported on the successful event held at Alltwen Triangle and on the sponsorship of the event by the following –

- Alltwen RFC
- Alltwen Stores
- The Butchers @ Alltwen
- Hurley and Davies
- Paul Griffiths Builders
- Second Life Products
- Swansea Valley Round Table

He further reported that the Council's appreciation had been conveyed to the above, and it was RESOLVED that the success of the event and the appreciation of the Council be endorsed.

## 154 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted -

2	City & County of Swansea	LDP Delivery Agreement
4	NPT College	Information re Governor Vacancy
5	Safer Neath Port Talbot	Crime and Disorder Survey
6	One Voice Wales	Area Committee Papers
7	One Voice Wales	Journal
8	NPT CVS	Information Circulars

RESOLVED that the following items be actioned as indicated –

1 Ombudsman Draft Guidance re Model Code of Conduct  
Copies/link to be forwarded to Members and an item be placed on the agenda of the next meeting of Council.

3 NPT CBC Legal Community Councils Liaison Forum  
Minutes

Further to the item on Grit Bins, an item be placed on the agenda of the next meeting of Council.

The meeting ended at 8.30 pm.

Signed

Dated 02 February 2010

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of a Meeting of the Finance and Development Committee of the Council held on Tuesday 19 January 2010 at 7.00 pm in the Alltwen Community Centre.

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames G Threlfall G Davies

### 155 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 156 CAPITAL PROJECTS 2009-10

The Clerk provided an update on the following capital projects in 2009-10 –

<b>Scheme</b>	<b>Budget</b>	<b>Residual Budget</b>	<b>Purpose</b>
Alltwen Park	£700	£700	Awaiting Footpath work by NPT
Alltwen CC improvements	£2000	£838	Part of WREN Scheme
ACC Consultant's Advice	£2830	£0	Completed
Rhos PF Improvements	£23000	£0	Completed
Rhos Changing Room Consultant's Advice	£1400	£0	Completed

RESOLVED that Council be recommended to note the report, and retain the residual budget items for expenditure in 2010-11.

### 157 RHOS PARK PLAYING FIELD

The Clerk summarised the report prepared at the conclusion of the recent contract by the Council's Consultant, STRI Ltd. The Consultant indicated his satisfaction with the work undertaken on the Playing Field, and at the Clerk's request, provided advice on both ongoing maintenance and long term care.

The STRI recommended that the Council's present schedule of maintenance should be amended and split into routine maintenance and renovation works for the purpose of tendering, and that specialist sports turf contractors should be approached to tender for renovation works.

With regard to long term care, the Consultant had confirmed that, unlike many sites, Rhos Park was a playing field that required considerable ongoing attention, and that the Council should be planning for further work to be undertaken within the next five years. The Committee noted the scale of potential costs anticipated in this work.

RESOLVED that Council be recommended to –

1. Split the current specification for grounds maintenance to allow separate tendering for routine maintenance and renovation work;
2. Include specialist sports turf contractors along with the Council's current maintenance contractor in the list of tenderers for renovation work;
3. Invite the STRI Ltd to attend a special meeting of Council to discuss the specific long term care requirements of Rhos Park Playing Field, and that representatives of Rhos AFC be asked to attend the special meeting.

### **158 CHRISTMAS TREE FOR ALLTWEN TRIANGLE**

The Clerk referred to previous discussions regarding the possible purchase of a tree for Alltwen Triangle, thereby precluding the need for annual purchase of a tree. He reminded Council of the estimated costs received in 2009 for supply, delivery, planting, and removal of the existing tree pit, and indicated that there would be additional costs for watering, annual maintenance and insurance against failure. Members also considered the merits of planting a non-indigenous specimen on the Triangle and the impact such a tree would have on the character of the space. The Clerk provided an estimate of the annual saving that would arise, given that Council would continue to require professional electrical services, and Members discussed the current impetus with regard to sponsorship of the overall event.

RESOLVED that in view of the limited annual saving that would arise and the potential impact of a permanent tree in the space available at Alltwen Triangle, Council be recommended not to proceed with the purchase of a permanent Christmas Tree.

### **159 CAPITAL PROJECTS 2010-11**

The Clerk referred to the Council's allocation of £17,400 for capital schemes within its 2010-11 budget. He referred to previous discussions regarding committed and potential capital projects and provided Members with a summary for consideration as follows –

#### Commitments

- Alltwen CC Improvements WREN Scheme
- Rhos Playing Field Contract Retention

#### Potential Schemes

- Alltwen CC Improvements Phase 2
- Rhos Changing Room Options
- Rhos CC Maintenance
- Rhos CC Electrical Improvements
- Brynmorgrug Fencing
- Gwynfryn Park Improvements
- Alltwen Triangle Christmas Tree

- Rhos Pavilion Contingency
- Rhos Playing Field Future Work
- Contribution to Reserves

Members discussed the need for and the merits of all potential schemes and agreed to recommend an indicative capital budget for implementation and/or further investigation of individual items.

RESOLVED that Council be recommended to allocate its capital provision within its 2010-11 budget as follows –

Alltwn CC Improvements WREN Scheme	£ 3000
Rhos Playing Field Contract Retention	£ 1500
Alltwn CC Improvements Phase 2	£ 3000
Rhos CC Maintenance	£ 2000
Rhos CC Electrical Improvements	£ 900
Brynmorgrug Fencing	£ 1000
Gwynfryn Park Improvements	£ 1000
Contribution to Reserves	£ 5000
Total	£17400

## 160 FINANCIAL REGULATIONS

The Clerk reminded Members of the Auditor's recommendation that Council prepare and adopt Financial Regulation. Model regulations prepared by One Voice Wales were tabled, and the extent to which existing Standing Orders cover the relevant matters was outlined.

RESOLVED that the Clerk draft a set of Financial Regulations for further consideration, along with any attendant amendment to Standing Orders, and if appropriate, these be submitted for agreement at the Annual Meeting.

## 161 RISK ASSESSMENTS

The Clerk reminded Members of the Auditor's recommendation that Council undertake risk assessments. A number of examples were tabled for information and the differing requirements for administrative, financial and property assessments were noted.

RESOLVED that the Clerk undertake an administrative and financial risk assessment for further consideration, and that he seek to engage a relevant person to assist with the property assessment.

The meeting ended at 9.10 pm

Signed

Dated 02 February 2010

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 02 February 2010 at 7.00pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames G Threlfall D Lewis G Davies R Lewis E Harris

Apologies C Richards P Richards A Ellison

### 162 COUNCILLOR A ELLISON

The Clerk indicated that further to the various reports received by Council in recent months, he was pleased to say that Councillor A Ellison had now written to him thanking Council for their good wishes whilst he was indisposed, and confirming that he hoped to return to Council at the March meeting. RESOLVED that Councillor Ellison's e-mail be noted.

### 163 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 164 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 05 January 2010 be confirmed as a correct record, subject to their correction to indicate that Councillor A Melen was in fact absent from the December 2009 meeting of Council.

### 165 MATTERS ARISING

There were no matters arising.

### 166 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

178-181)	Staff	Wages, Expenses )	1940.30
182 )	City & County of Swansea	Pension Contributions )	
183	Inland Revenue	Income Tax and NI	678.42
184	Corona Energy	Gas Alltwen CC	516.29
185	CI Morris	Window Cleaning Alltwen CC	60.00
186	Fire Protection Services	Signs Alltwen CC	33.49
187	British Gas Business	Gas Rhos CC	926.62
188	Gateway Construction	Improvements Alltwen CC	1758.98
189	Gateway Construction	Repairs Rhos CC & Pavilion	1028.13

RESOLVED that the following receipts be noted –

1	Alltwen CC	December/January Income	186.00
2	Rhos CC	January Income	96.00
3	Rhos AFC	November/December Income PF	53.00
4	BT	Alltwen Payphone Rebate	5.81
5	BT	Rhos Payphone Rebate	34.56

RESOLVED that the sum of £6,000.00 be transferred from the Council's Business Account to its Current Account.

#### **167 PLANNING APPLICATIONS**

RESOLVED that the following applications be noted, subject to any comment indicated –

10/0012 Extension and Pitched Roof 9 Cwmnantllwyd Rd Gellinudd

10/0061 Work to TPO protected trees 77 Penyralltwn Alltwn  
Subject to the views of the NPT CBC Arboricultural Officer.

#### **168 MAINTENANCE**

RESOLVED that the Clerk's report be noted.

#### **169 COMMUNITY CENTRE MANAGEMENT**

RESOLVED that the forthcoming blue light disco at Alltwen CC be noted, and that the situation with parking at the Centre be monitored.

#### **170 PACT MEETINGS**

RESOLVED that the update on parking at Rhos Community Centre be noted.

#### **171 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Minutes of the Finance and Development Committee of Council held on 19 January 2010 be adopted.

#### **172 CASUAL VACANCY : RHOS WARD**

The Clerk reported that the Returning Officer had informed him that a poll to fill the Casual Vacancy in Rhos Ward had not been requested, and that the Council could, therefore, proceed to fill the vacancy by co-option. RESOLVED that nominations be submitted to the Clerk by 19 February 2010 and that the matter be placed on the agenda of the next meeting of Council for consideration.

### **173 ADVICE ON THE CODE OF CONDUCT**

The Clerk referred to the draft advice prepared by the Public Service Ombudsman for Wales on the Code of Conduct, which had been circulated to Members. RESOLVED noted.

### **174 NEATH PORT TALBOT COMMUNITY PLAN 2010-2020**

The Clerk referred to the Public Consultation Paper on the Neath Port Talbot Community Plan 2010-2020 drafted by Neath Port Talbot CBC, which had been circulated to Members. RESOLVED noted.

### **175 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |   |                           |  |
|---|---------------------------|--|
| 1 | Welsh Assembly Government | Consultation on Accounts and Audit Regulations |
| 2 | Welsh Assembly Government | Letter re CTC Borrowing 2010/11                |
| 3 | NPT CBC Social Services   | Consultation on LA Residential Care Homes      |
| 4 | Tomorrow's Wales          | Invitation to Meeting                          |

The meeting ended at 8.52 pm

Signed

Dated 02 March 2010

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 02 March 2010 at 7.00pm in the Rhos Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall A Melen A Ames G Threlfall G Davies R Lewis C Richards P Richards A Ellison

Apologies Councillor B Jones

### 176 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

### 177 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 02 February 2010 be confirmed as a correct record.

### 178 MATTERS ARISING

There were no matters arising.

### 179 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

190-193)	Staff	Wages, Expenses )	1815.73
194 )	City & County of Swansea	Pension Contributions )	
195	Inland Revenue	Income Tax and NI	644.68
196	Corona Energy	Gas Alltwn CC	76.13
197	FC Bookbinders	Binding Minutes	75.00
198	BT	Clerk's Telephone	63.79
199	Lliw Building Supplies	Building Materials	143.75
200	B&Q Financial Services	Building Materials	35.84
201	Hayes Electrical	Alltwn CC Improvements	2248.37
202	Hayes Electrical	Rhos CC Emergency Lights	1024.60
203	Hayes Electrical	Repairs at Alltwn CC and Rhos CC	945.73
204	One Voice Wales	2010/11 Membership Fee	506.00
205	1 <sup>st</sup> Call APT	Alltwn CC Improvements	6984.00
206	R Lanchbury	Reimburse Quarterly Exps.	98.00

Further to Voucher 196, RESOLVED that it be held in abeyance until a revised invoice was received and paid, and be reported to next Council.



RESOLVED that the following receipts be noted –

1	Alltwen CC	February Income	73.50
2	Rhos CC	February Income	113.50
3	Rhos AFC	January/Feb Income PF	293.00

RESOLVED that the sums of £8,200.00 and £7,000.00 be transferred from the Council's Business Account to its Current Account.

## **180 PLANNING APPLICATIONS**

RESOLVED that no objection be made to the following applications –

10/0093	Detached Garage	107 New Road Gellinudd
10/0132	Rear Extension	71 Lon Hir Alltwen

RESOLVED that no objection be made to the following application, subject to NPT CBC being satisfied that the development is aesthetically acceptable in a Conservation Area, and to the use being incidental to the enjoyment of the dwelling house –

10/0108	Detached Outbuilding	Ty'r Eglwys Church Road Cilybebyll
---------	----------------------	------------------------------------

RESOLVED that no objection be made to the following application, subject to the views of the NPT CBC arboricultural officer -

10/0167	Work to TPO Protected Trees	55 Waun Daniel Rhos
---------	-----------------------------	---------------------

## **181 MAINTENANCE**

RESOLVED that the Clerk's report be noted and that clearance work outside Alltwen CC be added to the schedule.

## **182 COMMUNITY CENTRE MANAGEMENT**

The Clerk reported retrospectively on the emergency electrical work which had been necessary at Alltwen Community Centre. RESOLVED noted.

RESOLVED that the renewal of the electricity contract at Rhos Pavilion be noted.

## **183 PACT MEETINGS**

RESOLVED noted that there had been confusion regarding dates, and that the Clerk view mybobby.com to verify information conveyed thereon.

#### **184 CASUAL VACANCY RHOS WARD**

The Clerk reported that the Returning Officer had informed him that Council could proceed to fill the Casual Vacancy in the Rhos Ward by co-option, and that two names had been forwarded to him by the specified deadline.

(One of the candidates was in the public gallery and left the Chamber at the Clerk's request so that Members could discuss the situation further and make a decision)

The Clerk provided a brief resume of the two candidates and following a discussion, a vote took place. RESOLVED that Mr David Howell Atkins be co-opted as a Member to serve the Rhos Ward.

#### **185 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two items, by virtue of the nature of the business to be transacted.

#### **186 TENDERS FOR ROUTINE GROUNDS MAINTENANCE**

The Clerk reported that 4 No tenders had been sought from reputable grounds maintenance contractors. Only 3 No tenders were returned, and these were duly opened in the presence of Councillors P Vine and G Threlfall. The Clerk presented his report on tenders. RESOLVED that the lowest tender in the sum of £4,427.67 plus VAT be accepted, and that Neath Port Talbot CBC be appointed to undertake grounds maintenance for the Council in 2010/11, subject to a discussion with the successful tenderer regarding the Council's specification for cutting peripheral areas in Rhos Park.

#### **187 TENDERS FOR SPECIALIST RENOVATION AND MAINTENANCE AT RHOS PARK PLAYING FIELD**

The Clerk reported that 5 No tenders had been sought from reputable grounds maintenance contractors. All 5 No tenders were returned, and these were duly opened in the presence of Councillors P Vine and G Threlfall. The Clerk presented his report on tenders. RESOLVED that the Council be minded to accept the lowest tender, subject to the Clerk seeking informal advice from the STRI and receiving assurances as to the capability of the lowest tenderer in relation to this work, and reporting back to Council at the next meeting.

#### **188 CHAIRPERSON'S DINNER**

Following a kind invitation from the Chairperson, RESOLVED that her offer to host the Council's Annual Dinner in April be accepted, subject to the Clerk discussing various details.

## **189 RHOS COMMUNITY CENTRE SURVEY**

The Clerk provided an update on the survey work being undertaken at Rhos Community Centre by Lloyd Evans and Co. RESOLVED that Council agree to various works being undertaken to allow visual inspection of the inner surfaces of external walls, and that an essential Asbestos Survey be commissioned through Lloyd Evans and Co.

## **190 NEATH PORT TALBOT CBC LIAISON FORUM**

Councillor G Davies provided a summary of the discussions which had taken place at the recent meeting, particularly in relation to the budget, the Local Development Plan, the Strategic Schools Improvement Plan, a Welsh Housing Quality Standard update, and proposals for improving NPT CBC residential care homes. REOLVED noted.

## **191 GRIT BINS**

RESOLVED deferred until the next meeting of Council.

## **192 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted -

2	NPT CVS	Information Circulars
3	CPRW	Journal

RESOLVED that the following items of correspondence be actioned as indicated -

1	Welsh Assembly Government	Consultation on Review of Councillors' Allowances Regulations
---	------------------------------	--

## **193 ANY OTHER URGENT BUSINESS**

RESOLVED that the Clerk speak to NPT CBC regarding the drainage ditch outside Rhos Park, and the Handyman regarding the lane to Neath Road from Rhos Park.

The meeting ended at 9.06 pm.

Signed

Dated 06 April 2010

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of an Open Forum Meeting of Council held on Tuesday 06 April 2010 at 6.45pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall R Lewis A Ames E Harris A Melen G Threlfall B Jones D Atkins G Davies

5 members of the public were in attendance

Apologies D Lewis A Ellison P Richards C Richards

### **194 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **195 ISSUES FOR DISCUSSION**

Concern was expressed regarding a number of issues along Dyffryn Road Alltwen – streetlighting, speeding traffic, dog fouling, and silted drains. RESOLVED that the Clerk write to Neath Port Talbot CBC regarding the various issues.

Similar traffic management concerns were expressed regarding the “incorrectly placed” yellow lines on Alltwen Hill approaching the Triangle, the size of the traffic humps along Ynysymond Road, and the dangerous parking on Gwyn Street opposite Lon y Wern. RESOLVED that the Clerk write to Neath Port Talbot CBC regarding these issues.

The meeting ended at 7.08 pm

Signed

Dated 04 May 2010

---

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of an Open Forum Meeting of Council held on Tuesday 06 April 2010 at 7.09pm in the Alltwen Community Centre

Presiding Councillor P Vine

Present Councillors A Threlfall R Lewis A Ames E Harris A Melen G Threlfall B Jones D Atkins G Davies

Apologies D Lewis A Ellison P Richards C Richards

### 196 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 197 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the monthly meeting of Council held on 02 March 2010 be confirmed as a correct record.

### 198 MATTERS ARISING

There were no matters arising.

### 199 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

207	Amp Wire Ltd	ACC Radiator Guards	987.00
1-4 )	Staff	Wages, Expenses )	1802.94
5 )	City & County of Swansea	Pension Contributions )	
6	Inland Revenue	Income Tax and NI	641.30
7	Neath Port Talbot CBC	Non Domestic Rates Alltwen CC	249.00
8	Neath Port Talbot CBC	Non Domestic Rates Rhos CC	314.30
9	Corona Energy	Gas Alltwen CC	413.56
10	SWALEC	Electricity Alltwen CC	93.15
11	SWALEC	Electricity Rhos CC	179.32
12	CI Morris	Window Cleaning Alltwen CC	65.00
13	NPT CBC	2009 Christmas Lights	1025.07
14	Lliw Building Supplies	Building Materials	123.88
15	SWALEC	Electricity Rhos Pavilion	12.99
16	Gateway Construction	ACC Hallway Improvements	1399.43
17	NPT CBC	2009/10 Grounds Maintenance	5833.13

RESOLVED that the following receipts be noted –

1	Alltwen CC	March Income	176.50
2	Alltwen CC	NCH Income	164.50
3	South Wales Woodturners Club	ACC Improvements Contribution	765.00
4	NPT CBC	CC Path Maintenance 2009 Inst 1	627.10
5	NPT CBC	CC Path Maintenance 2009 Inst 2	131.17
6	WREN	ACC Improvements Grant Inst 1	9338.50

RESOLVED that the sum of £13,000.00 be transferred from the Council's Business Account to its Current Account.

## **200 PLANNING APPLICATIONS**

RESOLVED that no objection be made to the following applications –

10/0187	Extension	64 Lon Hir Alltwen
10/0220	Extension and Sun Lounge	Bryn Brych Farm Maeslan Rhos

## **201 COMMUNITY CENTRE MANAGEMENT**

The Clerk reported that a new ballroom dancing group had started at Alltwen Community Centre. RESOLVED that the group be supported and charged at normal rate.

## **202 MAINTENANCE**

RESOLVED that the Clerk's report be noted, other than that received regarding playground equipment repair. In that respect, RESOLVED that the Clerk seek quotations for repair and replacement of the swing at Rhos Park, the Handyman be requested to undertake all of the painting work, and that the specialist surface repairs be undertaken by Quality Play Ltd at the price indicated to Members.

## **203 PACT MEETINGS**

An update report was given on the Alltwen meeting, summarising the key issues as problems along Dyffryn Road and youths gathering near Alltwen Primary School. RESOLVED noted.

## **204 PUBLIC AND PRESS**

RESOLVED that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following item, by virtue of the nature of the business to be transacted.

## **205 TENDERS FOR SPECIALIST RENOVATION AND MAINTENANCE AT RHOS PARK PLAYING FIELD**

Further to Minute 187 of Council on 02 March 2010, the Clerk indicated that he had discussed the tender situation with the Council's Playing Field Consultant. He advised that there was very little difference between the machinery proposed by the lowest three tenderers, although only the third lowest tenderer had specified the use of a seed drill. Given the significant increase between the valid price submitted by Tenderer 1 and those submitted by Tenderers 2 and 3, there would have to be robust reasons for not accepting the lowest tender. Members discussed the situation further, and were minded to accept the lowest tender with qualifications, and RESOLVED that –

- Tenderer 1 be invited to clarify his tender and identify the additional cost of using a seed drill
- Tenderer 3 be invited to clarify his tender and identify any reductions arising from use of a lesser means of contravating than a seed drill
- The Clerk be instructed to appoint Tenderer 1 or Tenderer 3 following consultation with the Chairperson and Vice-Chairperson.

## **206 APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Clerk reported that 9 applications for financial assistance had been received. RESOLVED that the applications be held in abeyance pending Council's consideration of its policy at the forthcoming Annual Meeting.

## **207 REVIEW OF COUNCILLORS' ALLOWANCE REGULATIONS**

RESOLVED that Council convey to the Welsh Assembly Government that it is generally not in favour of extending allowances available to Members, particularly in the form of a fixed allowance, but that it sees some merit in considering a discretion to reimburse costs incurred by Members on childcare/relief care to dependant adults, as a means of facilitating the potential for greater participation in local democracy.

## **208 LAND ADJACENT TO MARCH HYWEL**

Councillor R Lewis expressed his concern at activities which had taken place in the field adjacent to Rhos Park at March Hywel. He also summarised his discussion with Members and Officers of Neath Port Talbot CBC. The Clerk reminded Members that this field was the subject of a legal dispute between Neath Port Talbot CBC and a third party, and that when invited to do so, the Council had expressed its views regarding certain pertinent matters. He advised that this was a matter for the principal council to resolve, and that on that basis, Council discussion of the matter should be limited.

RESOLVED that Councillor Lewis' comments be noted and the advice of the Clerk be accepted.

## **209 RHOS PARK PLAYING FIELD**

Councillor R Lewis expressed his concern that certain peripheral parts of the playing field were very sandy and in need of attention. The Clerk reminded Members of the difficult weather conditions that prevailed when the recent contract had been undertaken and of the need to expedite the work to allow play to resume. He confirmed that there was a maintenance period during which period the contractor would return to the site to address minor issues. RESOLVED noted.

## **210 ANCIENT WOODLAND – WERNDDU**

Councillor R Lewis advised Members that the destruction of ancient woodland had recently taken place at Wernddu. RESOLVED that the matter be placed on the agenda of the next meeting of Council.

## **211 GRIT BINS**

RESOLVED that Members liaise with the Clerk if there were specific locations that they would wish him to discuss with Neath Port Talbot CBC.

## **212 DOCUMENTATION**

The Clerk advised Members that he had recently drafted Financial Regulations, Standing Orders and a Risk Assessment for consideration at the forthcoming Annual Meeting. These will be circulated in advance to Members for consideration, and comments would be welcomed. RESOLVED noted.

## **213 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |   |   |   |
|---|---|---|
| 1 | NPT Children and Young People's Partnership | Information and Request re Summer Playschemes |
| 2 | NPT CBC Environment                         | Letter re March Hywel Field Drainage          |
| 3 | One Voice Wales                             | NPT Area Committee                            |
| 4 | NPT CBC                                     | Notice of Community Councils Liaison Forum    |
| 5 | Welsh Assembly Government                   | Info re Wales Sustainability Week             |
| 6 | NPT CVS                                     | Invitation to AGM and Journal                 |

## **214 ANY OTHER URGENT BUSINESS**

1. RESOLVED that the Clerk report damage to the swings at Lon Tanyrallt to Neath Port Talbot CBC.
2. RESOLVED that the Clerk enquire of Neath Port Talbot CBC about a proposed pelican crossing at Neath Road Rhos.

The meeting ended at 9.12 pm

Signed

Dated 04 May 2010