

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Annual Meeting of Council held on Tuesday 06 May 2014 at 7.00pm in the Rhos Community Centre

Presiding Councillor A Threlfall

Present Councillors A Melen R Lewis D Lewis D Atkins A Kingra K Taylor M Spooner P Vine L Tams N O'Sullivan

Apologies G Threlfall A Thomas P Jacobs

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2 APPOINTMENT OF CHAIRPERSON**

RESOLVED that Councillor A Kingra be appointed Chairperson for 2014/15.

(Councillor A Kingra in the Chair)

RESOLVED that Council record its appreciation to Councillor A Threlfall for his service as Chairperson in 2013/14.

### **3 STANDING ORDERS**

RESOLVED that the Council's Standing Orders be adopted without amendment.

### **4 FINANCIAL REGULATIONS**

RESOLVED that the Council's Financial Regulations be adopted, subject to review when financial management arrangements had been clarified.

### **5 APPOINTMENT OF VICE-CHAIRPERSON**

RESOLVED that Councillor N O'Sullivan be appointed Vice-Chairperson for 2014/15.

### **6 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Chairperson, Vice-Chairperson, Councillors A Threlfall, A Melen, D Atkins, D Lewis and K Taylor be appointed to the Finance and Development Committee for 2014/15.

### **7 REQUESTS FOR FINANCIAL ASSISTANCE**

RESOLVED that all requests for financial assistance be considered at the October and April meetings of Council, and that Council's policy be reaffirmed as per Minute 9 of Council on 04 May 2010.

## **8 OPEN FORUMS**

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

## **9 AREA COMMITTEE OF ONE VOICE WALES**

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

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

RESOLVED that the Chairperson and Councillor A Threlfall represent Council.

## **11 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.

## **12 FINANCIAL STATEMENT**

The Clerk presented the Council's Financial Statement for the year ending 31 March 2014. RESOLVED that the statement be approved subject to audit, and to clarification of unrepresented cheques.

## **13 ANNUAL INVESTMENT STRATEGY 2014/15**

The Clerk tabled a draft Strategy, which incorporated a change in name for bank accounts, and likely changes to authorisation arrangements. RESOLVED that the Strategy be adopted.

## **14 RISK ASSESSMENT**

The Clerk tabled the Risk Assessment as amended and adopted by Council (Minute 37.1, Council 07 June 2011 refers) for Members' consideration. RESOLVED adopted without further amendment.

## **15 CHAIRPERSON'S ALLOWANCE**

RESOLVED that the Chairperson's Allowance for 2014/15 be £400.00.

## **16 FINANCIAL MANAGEMENT ARRANGEMENTS**

RESOLVED that current arrangements be endorsed, and that three signatories from Councillor A Threlfall, E Harris, P Vine, D Atkins, N O'Sullivan, L Tams and/or the Clerk be authorised to sign cheques and financial transfers. Further RESOLVED that the Clerk and Councillors A Threlfall and D Atkins be designated to authorise online banking transactions.

The meeting ended at 7.30 pm.

## Cyngor Cymuned Cilybebyll

### Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 06 May 2014 at 7.30 pm in the Rhos Community Centre

Presiding Councillor A Kingra

Present Councillors A Melen R Lewis D Lewis D Atkins A Threlfall K Taylor M Spooner P Vine L Tams N O'Sullivan

Apologies G Threlfall A Thomas P Jacobs

#### 17 DECLARATIONS OF INTEREST

There were no declarations of interest.

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

RESOLVED that the Minutes of the Open Forum Meeting of Council held on 01 April 2014 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 01 April 2014 be confirmed as a correct record, subject to amendment of Minute 200 and correction of the address for planning application 14/0149 to 11 Ynysymond Road Alltwen.

#### 20 MATTERS ARISING

1. Further to Minute 198.2 regarding the parking of a vehicle at the steps to Alltwen Community Centre, RESOLVED that the Clerk again convey the Council's wishes to the individual concerned.
2. Further to Minute 200 relating to planning application 14/0218, the Clerk outlined the response received from Neath Port Talbot CBC. RESOLVED that the response be noted.

#### 21 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

21-24)	Staff	Wages, Expenses	)	
25 )	City & County of Swansea	Pension Contributions	)	2776.96
26 )	Prudential	Pension Contributions	)	
27	HMRC	Income Tax and NI		32.83
28	British Gas	Gas Rhos CC		293.38
29	British Gas	Electricity Rhos CC		74.60
30	Corona Energy	Gas Alltwen CC		330.42

31	Trade UK Ltd	Building Materials	390.82
32	SWALEC	Electricity Alltwen CC	391.06
33	Dwr Cymru Welsh Water	Water Charges Alltwen CC	42.93
34	Dwr Cymru Welsh Water	Water Charges Rhos CC	11.62
35	R Lanchbury	Reimburse IT Expenditure	529.99
36	Cotton & Sons	CC Supplies	24.84
37	Hurley & Davies	Consultancy Fee Rhos CC	456.00
		Toilets	
38	Lliw Building Supplies	Building Materials	98.17
39	Alltwen Bowls Club	Donation	250.00
40	PANTRY	Donation	250.00
41	NPT Shopmobility	Donation	100.00
42	Pontardawe RFC	Donation	100.00
43	Alltwen HSA	Donation	200.00
44	British Gas	Gas Rhos CC	157.89

RESOLVED that the following receipts be noted –

1	Alltwen CC	April Income	339.00
2	Rhos CC	April Income	163.00
3	Rhos AFC	February/March Income PF	235.00
4	NPT CBC	Footpath Grant 2013/14	657.41
5	WREN	Harry's Park Claim No 5	9868.42

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

## 22 PLANNING APPLICATIONS

RESOLVED that the determination of the following application by Neath Port Talbot CBC be noted and that the Clerk's actions in reiterating the Council's original objection to the application and the recently received amended plans be endorsed –

12/1116 Residential Development Craig yr Awel, Glyndole Farm Alltwen

Further RESOLVED that –

- given the Council's unease about the decision making process adopted by Neath Port Talbot CBC in the determination of Planning Application 2012/1116, the Clerk seek advice from One Voice Wales about the possibility of a legal challenge of that process
- local Members liaise with local residents about the decision and the Council's position.

RESOLVED no objection to the following application, subject to the following observation – that NPT CBC reviews the scale and proximity of the proposal to the neighbouring property -

14/0201 Extensions 56 Neath Road Rhos

Following a review of the planning history, and of representations made to Council by the applicant in respect of the following application, Council reviewed its previous position, and RESOLVED to reiterate the views expressed in response to Planning Application P2009/0405 in July 2009, as follows –

*“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.”*

14/0333 Removal of Planning Conditions Hendre Las Farm Rhos

RESOLVED no objection to the following applications -

14/0348	Screening Opinion for Solar Farm	Ty’n y Cwm Lane Rhos
14/0390	Front Porch	16 Pen yr Alltwn Park Rhos
14/0394	Extension	60 Gwyn Street Alltwn

## **23 MAINTENANCE**

RESOLVED that the Clerk investigate the condition of the Pavilion and the internal Rhos Park gate.

## **24 COMMUNITY CENTRE MANAGEMENT**

The Clerk referred to a request for dispensation from hire charges for the use of Rhos Community Centre and the Rhos Park Playing Field in support of a fund raising event to be held on Sunday 1 June 2014. RESOLVED that the Council agree to waive any hire charges and that the Chairperson be requested to consider whether she would support the event.

## **25 PACT MEETINGS**

There were no substantive reports relating to PACT meetings.

## **26 RHOS PARK CAR PARK**

The Clerk outlined difficulties that he had experienced in securing professional advice regarding an upgrade of the Rhos Park Car Park. He confirmed that he had now sourced an appropriately qualified consultant who had submitted a fee proposal, but that this was presently unacceptable and being amended. RESOLVED that the Clerk report to the next available meeting.

## **27 FIRST WORLD WAR COMMEMORATION**

There were no updates on previous discussions and no new initiatives to discuss. RESOLVED noted.

## 28 CORRESPONDENCE

RESOLVED that the following items of correspondence be actioned as indicated

—

2 SLCC Invitation to Conference  
Clerk be authorised to attend and proper expenses be paid.

4 NPT Children and Young Summer Playschemes  
People's Partnership  
Council agree to free use of Rhos Community Centre and advise NPT that if the drainage works at Lon Tan yr Allt will cause difficulty, it would be prepared to discuss alternatives.

6 Pontardawe Town Council Out of School Activities Leaflet  
Noted for circulation.

RESOLVED that the following items of correspondence be noted -

1	National Assembly for Wales	Consultation on Making Laws
3	Play Wales	Journal
5	One Voice Wales	Training Opportunities

## 29 ANY OTHER URGENT BUSINESS

There were no urgent items for information.

The meeting ended at 9.13 pm

Signed

03 June 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 03 June 2014 at 7.00 pm in the Alltwen Community Centre

Presiding Councillor A Kingra

Present Councillors A Melen R Lewis D Lewis D Atkins A Threlfall P Vine L Tams P Jacobs E Harris

Apologies G Threlfall K Taylor M Spooner N O'Sullivan

### **30 MR CERI EVANS**

The Clerk referred to Mr Ceri Evans, a former Member of the Council, whose wife, Gillian had recently passed away. All present stood for a minute's silence as a mark of respect, and it was RESOLVED that a letter of condolence be sent to Mr Evans on behalf of the Council

### **31 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **32 MINUTES OF THE ANNUAL MEETING OF COUNCIL**

RESOLVED that the Minutes of the Annual Meeting of Council held on 06 May 2014 be confirmed as a correct record.

### **33 MINUTES OF THE MONTHLY MEETING OF COUNCIL**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 06 May 2014 be confirmed as a correct record.

### **34 MATTERS ARISING**

3. Further to Minute 12 and the reference to un-presented cheques, RESOLVED that the Clerk's clarification be noted.
4. Further to Minute 21, Voucher 31, RESOLVED that the Clerk's correction of the amount paid, in the sum of £41.97p be noted.
5. Further to Minute 22 and planning application 2012/1116, the Clerk outlined the response received from One Voice Wales, and Councillor D Lewis outlined his discussions with the Head of Legal at Neath Port Talbot CBC. RESOLVED that the matter should not be pursued further by the Council, but that Council support alternative avenues to be pursued by local residents and by Councillor Lewis.
6. Further to Minute 23 and the reference to the maintenance issue at Rhos Pavilion, RESOLVED that the Council take steps to make safe the roof of the Pavilion porch in the absence of action requested from others.

### 35 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

45	NPT CBC	Non Domestic Rates ACC May	284.00
46	NPT CBC	Non Domestic Rates RCC May	355.00
47-50	) Staff	Wages, Expenses )	
51	) City & County of Swansea	Pension Contributions )	2831.19
52	) Prudential	Pension Contributions )	
53	HMRC	Income Tax and NI	303.51
54	NPT CBC	Non Domestic Rates ACC June	284.00
55	NPT CBC	Non Domestic Rates RCC June	355.00
56	British Gas	Electricity Rhos CC	67.54
57	NPT CBC	Footpath Leaflet PDF	15.30
58	Corona Energy	Gas Alltwen CC	233.81
59	Trade UK Ltd	Building Materials	148.59
60	R Lanchbury	Reimburse Recycling Bins	172.42
61	Cotton & Sons	CC Supplies	68.82
62	Wayne Duggan FTM	Grounds Maintenance Payment 1	265.00
63	One Voice Wales	Health and Safety Services	1118.00
64	SLCC	Conference Fee	41.40
65	R Lanchbury	Reimburse Quarterly Admin Expenses	276.66
66	Ecosolve	Grounds Maintenance Payment 2	7278.24

RESOLVED that the following receipts be noted –

1	Alltwen CC	May Income	160.50
2	Rhos CC	May Income	297.00
3	Rhos AFC	April/May Income PF	165.00
4	HMRC	Reimburse VAT	20290.69

RESOLVED that the sums of £14,500.00 and £400.00 be transferred from the Council's Business Banking Instant Account to its Current Account and its Chairman's Account respectively.

### 36 PLANNING APPLICATIONS

RESOLVED no objection be made to the following applications -

13/1033	Extensions	66 Ty'n y Cae Alltwen
14/0324	Extensions and Double Garage	Greenacres Wernddu Road Alltwen
14/0184	Extension	2 Mill Row Pontardawe

RESOLVED that, given the decision in relation to the complementary planning application (2012/1116), Council offer no objection to the following application, whilst requesting that public safety issues in relation to the pond are properly assessed -



RESOLVED that no objection be made to the following application, whilst reiterating the Council's concerns about arrangements for foul and surface water drainage given problems within the immediate catchment, and submitting a request that consideration be given to a roundabout on Neath Road instead of a staggered junction, as this could reduce traffic speeds at a double bend in the road and potentially reduce traffic hazards near Rhos Primary School -

### **37 MAINTENANCE**

There were no substantive reports on maintenance.

### **38 COMMUNITY CENTRE MANAGEMENT**

The Clerk reported that NPT CBC was rolling out recycling arrangements at all business premises in 2014/15 and that this would have a consequent effect on the Council's own internal refuse disposal arrangements and on the cost payable to NPT CBC for the service. RESOLVED that the Clerk's report be noted and that the additional costs be paid.

### **39 PACT MEETINGS**

There were no substantive reports relating to the PACT Meetings.

### **40 RHOS PARK PLAYING FIELD**

The Clerk reported on the recent inspection of Rhos Park Playing Field undertaken by the STRI Ltd. He summarised the report which indicated a significant improvement in the condition of the field, and evidence that play was being properly managed. RESOLVED that the report be noted, its recommendations be implemented, and that Council write to Rhos AFC to express its appreciation for the Club's role in relation to the playing field.

### **41 RHOS PARK PLAYGROUND**

The Clerk outlined progress in undertaking a consultation jointly with NPT CBC with regard to future improvement of play facilities in Rhos Park. He referred to the questionnaire being circulated in the village, the Chairman's agreement to sponsor a prize for return of the questionnaire, and the intention to undertake face to face consultation in Rhos Primary School. RESOLVED that the report be noted and that a further update be provided in due course.

### **42 AUDIT OF ACCOUNTS 2013/14**

THE Clerk reported that the Council's accounts had been completed in accordance with the Financial Statement submitted to Council (Minute 12, Annual Meeting refers), and that the Internal Auditor had completed his report.

RESOLVED that the Clerk be authorised to progress the audit process by completing the Annual Governance Statement, sign the Annual Return along with the Chairperson, and refer the accounts to the external auditor appointed by the Wales Audit Office.

#### **43 MAINTENANCE OF COMMUNITY CEMETERIES**

The Clerk reported on Council's previous practice of assisting with the cost of cemetery maintenance within the community, and confirmed that a budget of £3000 had been set aside by Council for donations, which included cemetery maintenance. RESOLVED that £850 from the overall budget be agreed as a contribution, leaving £2150 for general donations, and that contributions in the following sums be made, on the basis of the size of the facilities –

- Capel yr Alltwen £350
- Ebeneser Rhos £200
- St John's Cilybebyll £200
- St John's Church Memorial Garden Alltwen £100

#### **44 LOCAL GOVERNMENT PENSION SCHEME**

The Clerk reported that the administrators of the Local Government Pension Scheme, which the Council elected to join, have requested that Council clarify its policies with regard to certain discretions available to it under the terms of its engagement. Given that these could affect the Council and its employees, Members were provided with a summary of the discretions and anticipated policy responses, and were asked to consider the document further at the next meeting of the Council. RESOLVED that the Clerk's response to the discretions be endorsed in principle and that a further report be submitted at the next meeting.

#### **45 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.

#### **46 HOLIDAY ENTITLEMENT**

The Clerk referred to his discussions with a member of staff regarding holiday entitlement. He confirmed that the contract of employment referred to such entitlement in accordance with statutory requirements, notwithstanding the specific nature of the employment, and outlined financial implications. RESOLVED that the Council adhere to the contractual and statutory commitments made and note the financial implications.

#### **47 WEBSITE**

The Clerk referred to the link to the Council's proposed website circulated to Members to enable them to comment on structure and format, with the detail to

be confirmed in due course. RESOLVED that the structure and format of the website be agreed.

#### **48 FIRST WORLD WAR COMMEMORATION**

There were no updates on previous discussions and no new initiatives to discuss. RESOLVED noted.

#### **49 CORRESPONDENCE**

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

6 NPT CBC Request for Nomination to RDP Partnership

Councillor D Lewis be nominated as a candidate for selection to represent the Council

7 One Voice Wales Notification of Area Committee  
Council's apologies be sent as both Chair and Vice Chair were unable to be present.

RESOLVED that the following items of correspondence be noted –

1 Welsh Government Consultation on Statutory Guidance re

Access to Information on C/T Councils

2 Coedffranc CC Final Draft of Model Charter

3 Welsh Government Letter re Governance in Small Public Bodies

4 Independent Remuneration Survey on Remuneration  
Panel for Wales

5 Welsh Government Consultation on Public Health and Public Toilets

#### **50 DATE OF NEXT MEETING**

RESOLVED noted that the Chairperson had agreed to postpone the next meeting until Tuesday 8 July 2014.

The meeting ended at 9.15 pm

Signed

Dated 08 July 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 08 July 2014 at 7.00 pm in the Rhos Community Centre

Presiding Councillor A Kingra

Present Councillors A Melen R Lewis A Threlfall P Vine P Jacobs E Harris N O'Sullivan G Threlfall K Taylor A Thomas

Apologies M Spooner D Lewis D Atkins L Tams

### 51 DECLARATIONS OF INTEREST

Councillor A Thomas declared an interest in Item 6 – Planning Applications at the start of the meeting.

### 52 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 03 June 2014 be confirmed as a correct record.

### 53 MATTERS ARISING

Further to Minute 46 relating to staff holiday entitlement, RESOLVED noted that the situation had been addressed. Further RESOLVED noted the Clerk's report of a staff vacancy, unrelated to the issue concerned, which had now occurred, and that he be authorised to fill the vacancy expeditiously.

### 54 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

34	STRI Ltd	Advisory Visit Travelling Expenses	63.22
67-70 )	Staff	Wages, Expenses )	
71 )	City & County of Swansea	Pension Contributions )	3468.73
72 )	Prudential	Pension Contributions )	
73	HMRC	Income Tax and NI	450.78
74	NPT CBC	Non Domestic Rates ACC	284.00
75	NPT CBC	Non Domestic Rates RCC	355.00
76	British Gas	Gas Rhos CC	164.72
77	Corona Energy	Gas Alltwen CC	157.16
78	Lliw Building Supplies	Building Materials	92.05
79	Trade UK Ltd	Building Materials	139.58
80	Lyn Llewellyn Internal Audit	Internal Audit Fee	275.00
81	Capel yr Alltwen	Cemetery Maintenance Contribution	350.00

82	St John's Cilybebyll	Cemetery Maintenance Contribution	200.00
83	Ebeneser Rhos	Cemetery Maintenance Contribution	200.00
84	St John's Alltwen	Memorial Maintenance Contribution	100.00
85	British Gas	Electricity Rhos CC	63.65
86	One Voice Wales	Training Courses	60.00
87	British Gas	Electricity Alltwen CC	85.54
88	Playsafety Ltd	Playground Inspections	156.00

RESOLVED that the following receipts be noted –

1	Alltwen CC	June Income	381.50
2	Rhos CC	June Income	167.50
3	NPT Returning Officer	Hire of Rhos CC	70.00

RESOLVED that the sums of £4,500.00 and £2,000.00 be transferred from the Council's Business Banking Instant Account to its Current Account.

## 55 PLANNING APPLICATIONS

(Councillor A Thomas declared an interest in this Item, left the Chamber and took no part in the discussions or voting thereon).

RESOLVED that no objection be made to the following applications -

14/0462	Extensions	20 Edward Street Alltwen
14/0482	Extension and Alterations	85 Alltwen Hill Alltwen
14/0602	Extensions	44 Lon Hir Alltwen
14/0630	Agricultural Storage Building	Plas y Waun Plas Road Rhos
14/0137	Extensions etc – Bat Survey	The Mill Pen y Bont Bren Rhos

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

14/0589	Work to TPO Trees	26 Corner Meadow Rhos
14/0590	Work to TPO Trees	21 Corner Meadow Rhos

## 56 MAINTENANCE

RESOLVED that the Clerk explore the cost of restoring the coping to the boundary wall at Alltwen CC.

## 57 COMMUNITY CENTRE MANAGEMENT

There were no substantive reports relating to Community Centre Management.

## 58 PACT MEETINGS

The Clerk reported that a request from the Rhos PACT meeting to support the provision of yellow lines in the vicinity of Rhos Primary School. Councillor A

Thomas indicated that the request had already been submitted to NPT CBC. RESOLVED that Councillor Thomas note and convey the Council's support.

#### **59 LOCAL GOVERNMENT PENSION SCHEME**

Further to previous discussions on Discretions Policies relating to the Local Government Pension Scheme (Minute 44, Council 3 June 2014 refers) the Clerk introduced the policies included in the draft document circulated to Members. RESOLVED that the Discretions Policies document be approved and forwarded to the pension scheme administrators.

#### **60 FIXED TERM INVESTMENT ACCOUNT**

The Clerk reminded Members that its Fixed Term Investment was due to mature imminently, and sought instructions as to the way forward. RESOLVED that the investment be allowed to mature and that Finance and Development Committee be instructed to consider options as to the way forward.

#### **61 RHOS PARK CAR PARK**

The Clerk indicated that there had been a delay in completing the feasibility study, and therefore, that he was not in a position to report substantively to Members. RESOLVED that the matter be held in abeyance, and that once the report was to hand a Special Meeting of Council be convened to expedite consideration.

#### **62 HARRY'S PARK**

The Clerk presented a financial reconciliation report which concluded that there were now funds in hand which could be returned to Harry's Fund. He also outlined the terms of a draft Management Agreement drawn up in conjunction with the Fund Trustees. Members concluded that the funds should be transferred, but also agreed that, in order to fully protect the Council's position in the future, the agreement should be scrutinised by legal advisors at One Voice Wales. RESOLVED that the funds be retained pending a legal view on the draft Management Agreement, but that the matter be resolved as soon as possible.

#### **63 FIRST WORLD WAR COMMEMORATION**

Following a suggestion that the Council invite memories and recollections from local residents for publication on its website, RESOLVED that Councillor A Thomas draft an appropriate press release in conjunction with the Clerk.

#### **64 CORRESPONDENCE**

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

2	Arborum Ltd	Offer of Services
		Offer be accepted subject to proper consultation with residents

4 PS A Abraham Letter re changes in Police Services  
Council convey its good wishes and appreciation to PS A Abraham on his retirement

5 ROSPA Playground Reports – Brynmorgrug and Rhos Park

Reports be noted and the Clerk arrange for any repairs to be undertaken

7 Ponty Proms 2014 Acknowledgement of Support  
Council to be represented by the Chairperson and the possibility of a banner be investigated

12 Alltwen RFC Request for Donation

In view of the timeline to undertake the proposed works in advance of the playing season, Council agree a donation funded from its agreed revenue support in 2013-14 to a maximum of £500, subject to confirmation of expenditure.

13 Alltwen RFC E-mail re Revenue Support Request  
Further to the revenue support agreement in principle (Minute 216, Council, 2 April 2013 refers), Council agree to release the agreed sum in 2014-15 and to make a direct payment to a contractor, subject to the Clerk confirming the proposed works and procurement arrangements.

18 NPT CBC Estates E-mail re land east of Rhos Park  
Council agree to the possibility of a short term tenancy and access arrangements, subject to Rhos AFC being advised of NPT CBC's intentions.

RESOLVED that the following items of correspondence be noted –

1	NPT CBC Planning	Notification of Planning Appeal, Alltwen Ind Estate
3	Pontardawe Town Council	E-mail re Allotments
6	The Pensions Regulator	Notice re Automatic Enrolment
8	Public Health Wales	Screening for Life Campaign
9	One Voice Wales	Journal
10	CPRW	Journal
11	Ombudsman	Annual Report 2013/14
14	One Voice Wales	Info re Training
15	Welsh Government	Code of Practice re Workforce Matters
16	Information Commissioner	Information and Advice re Social Networking
17	Welsh Government	Info re Training

The meeting ended at 9.15 pm

Signed

Dated

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 02 September 2014 at 7.00 pm in the Alltwen Community Centre

Presiding Councillor A Kingra

Present Councillors R Lewis A Threlfall P Vine M Spooner E Harris N O'Sullivan

Apologies G Threlfall K Taylor A Melen D Lewis D Atkins L Tams A Thomas P Jacobs

### 65 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 66 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 08 July 2014 be confirmed as a correct record.

### 67 MATTERS ARISING

7. Further to Minute 58 and the request for yellow lines in the vicinity of Rhos Primary School, RESOLVED noted that the NPT CBC priorities for 2014/15 had been set, but that a discussion with the Ward Member would occur in respect of 2015/16.
8. Further to Minute 62 and the request for legal advice from One Voice Wales regarding a draft Management Agreement regarding Harry's Park, RESOLVED noted that the advice had been received and was the subject of discussion with the Harry's Fund trustees.
9. Further to Minute 64.12 and 64.13, RESOLVED that the Clerk's report on discussions with Alltwen RFC be noted, and that he be authorised to agree a programme of work as appropriate.

### 68 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

89-91 )	Staff	Wages, Expenses )	
92 )	City & County of Swansea	Pension Contributions )	1837.92
93 )	Prudential	Pension Contributions )	
94	HMRC	Income Tax and NI	303.17
95	NPT CBC	Non Domestic Rates ACC June	284.00
96	NPT CBC	Non Domestic Rates RCC June	355.00
97	Corona Energy	Gas Alltwen CC	110.51
98	Wayne Duggan FTM	Grounds Maintenance Inv No 2	570.25
99	Cotton & Sons	Cleaning Supplies	53.23



100	Trade UK Ltd	Building Materials	53.94
101	British Gas	Gas Rhos CC	105.04
102	British Gas	Gas Rhos CC	64.34
103	C Jones	Grass Cutting	60.00
104	Corona Energy	Gas Alltwn CC	100.56
105	British Gas	Electricity Rhos CC	108.11
106	One Voice Wales	Course Fee	15.00
107	British Gas	Electricity Rhos CC	79.06
108-110 )	Staff	Wages, Expenses )	
111 )	City & County of Swansea	Pension Contributions )	1840.87
112 )	Prudential	Pension Contributions )	
113	HMRC	Income Tax and NI	303.17
114	NPT CBC	Non Domestic Rates ACC June	284.00
115	NPT CBC	Non Domestic Rates RCC June	355.00
116	R Lanchbury	Reimburse Quarterly Admin Expenses	201.74
117	Broker Network Ltd	Insurance Premium 2014-15	3446.38
118	Alltwn RFC	Changing Room Grant	500.00
119	Cotton & Sons	Cleaning Equipment	84.24
120	NPT CBC	Trade Waste Alltwn CC	248.95
121	NPT CBC	Trade Waste Rhos CC	248.95
122	R Lanchbury	Reimburse Purchase Protective Clothing	94.95

RESOVLED that the following receipts be noted –

1	Alltwn CC	July Income	210.00
2	Rhos CC	July Income	227.00
3	NPT CBC	Website Grant	500.00

RESOLVED that the sums of £3,000.00, £1,200.00 and £8,000.00 be transferred from the Council's Business Banking Instant Account to its Current Account.

## 69 PLANNING APPLICATIONS

RESOLVED no objection to the following applications –

14/0615	Garage Conversion	27A Ynysymond Road Alltwn
14/0691	Extension	65 Gwyn Street Alltwn
14/0729	Colliery Operations	Aberpergwm Colliery Glynneath
14/0761	Extension to Dormers	10 Maeslan Rhos

RESOLVED no objection to the following applications, subject to the scale of the property being appropriate for the plot and the adjacent properties -

14/0575	Detached Dwelling and Car Port	Land adj 74 Gwyn Street Alltwn
14/0617	Extensions	31 Pen yr Alltwn Park Rhos

RESOLVED no objection to the following application, subject to the views of the NPT CBC arboricultural officer –

14/0599    Work to TPO Tree                    71 Waun Daniel Rhos

RESOLVED that, given the decision in relation to the complementary planning application (12/1116), Council offer no objection to the following application, whilst requesting that public safety issues in relation to the pond are properly assessed -

14/0321    Drainage Pond etc                    Craig yr Awel and Ind Estate, Lon Hir to Glyndole Farm Alltwen

## **70 MAINTENANCE**

There were no substantive reports on maintenance.

## **71 COMMUNITY CENTRE MANAGEMENT**

- 1 RESOLVED that the Clerk's report on the investigation of the accident which occurred at Alltwen Community Centre in October 2013 be noted.
- 2 Following the report on the car park lights at Alltwen Community Centre, RESOLVED that the electrical contractor be instructed to proceed with the work at the price reported to Council.
- 3 The Clerk reported an approach from a consultancy which purported to offer services and potential savings in relation to utility costs at the Council's community centres. Following consideration of the reports and the timescale implications, RESOLVED that the Council does not pursue the opportunities further.
- 4 The Clerk referred to the unacceptable practice of storing refuse containers within the building at Rhos Community Centre, and the possibility of constructing an external bin store if a suitable location could be identified. RESOLVED that the idea be accepted in principle, the Clerk investigate a design, and Council consider a location when it next meets at Rhos Community Centre.

## **72 PACT MEETINGS**

There were no substantive reports from PACT meetings.

## **73 ANNUAL RETURN – ACCOUNTS 2013/14**

The Clerk reported that the Council's external auditor had issued an unqualified opinion, and indicated that there were no reports that he wished to draw to the Council's attention in respect of the 2013/14 Accounts. RESOLVED that the Annual Return be approved and that the Chairperson and Clerk be authorised to sign it accordingly.

#### **74 PLAY FACILITIES REPORT – RHOS PARK**

The Clerk reported the outcome of the consultations undertaken in Rhos regarding play facilities, which had been commissioned jointly with Neath Port Talbot CBC, and recorded in the report compiled by its officers. RESOLVED that the content of the report be noted and that it be referred to the Council's Finance and Development Committee who would be considering potential capital investment opportunities.

#### **75 ALLTWN TRIANGLE CHRISTMAS EVENT**

The Clerk summarised the arrangements in 2013 and indicated that a price for lighting the Christmas Tree had been received from NPT CBC. Members agreed that the arrangements for 2014 should replicate those in 2013, but that greater consideration should be given to steward and first aid arrangements. RESOLVED that the Clerk make the necessary representations and arrangements.

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

The Clerk summarised the purpose of the latest stage of the Neath Port Talbot Local Development Plan – Focussed Changes – along with the key changes and outcomes as they affected the Cilybebyll area. RESOLVED that the report be noted.

#### **77 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.

#### **78 APPOINTMENT OF HANDYMAN/WOMAN AND PARKS AND FOOTPATHS OFFICER**

The Clerk referred to previous reports indicating that the Council would need to advertise for and appoint a replacement Handyman/Woman and a replacement Parks and Footpaths Officer. He outlined the shortlisting and interview process conducted by the Chairperson, Vice Chairperson and Clerk. RESOLVED that the Panel's appointment of John Ashley Summerfield to both posts be endorsed.

#### **79 FIRST WORLD WAR COMMEMORATION**

The Clerk reported that Council had received a request to assist with publicising and participate in a bilingual Inter-denominational Community Service at Alltwn Chapel on 09 November 2014 to commemorate the First World War. RESOLVED that Council assist in whatever way it can and participate in the Service as requested.

## 80 CORRESPONDENCE

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

1 Pontardawe Town Council Letter re Allotments  
Council agree in principle to work in partnership, and the Clerk to liaise with regard to a feasibility study, potentially on two sites.

3 NPT CVS Invitation to AGM, Journal and Information  
Councillor A Threlfall attend if available.

RESOLVED that the following items of correspondence be noted -

- |   |                      |  |
|---|----------------------|--|
| 2 | One Voice Wales      | Notification of Annual Conference and Conference Motions     |
| 4 | NPT CBC Planning     | Notification of Planning Appeal, Mynydd March Hywel Windfarm |
| 5 | Welsh Government     | Consultation Document on Allotments and Community Gardens    |
| 6 | Welsh Government     | Information on Well-being of Future Generations (Wales) Bill |
| 7 | Powys County Council | Deposit of Powys Local Development Plan                      |
| 8 | CISWO                | Newsletter and Information                                   |
| 9 | One Voice Wales      | Training Programme Update                                    |

## 81 ANY OTHER BUSINESS

The Chairperson reported for information that a member of the public had commented that dogs could access the Brynmorgrug Playground and requested consideration of a dog ban. RESOLVED that the matter be placed on the agenda of the next meeting of Council for consideration.

The meeting ended at 9.05 pm

Signed

Dated 07 October 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of a Meeting of the Finance and Development Committee of the Council held on Tuesday 30 September 2014 at 7.00 pm in the Alltwen Community Centre.

Presiding Councillor A Kingra

Present Councillors D Atkins A Threlfall D Lewis A Melen N O'Sullivan

Apologies None

### **82 DECLARATIONS OF INTEREST**

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

### **83 HEALTH AND SAFETY**

The Clerk advised Members that following the engagement of a health and safety advisor, he was now in the process of collating a range of documents provided and compiling a Portfolio of Policies relating to all of the Council's work. He drew attention in particular to risk assessments and fire safety policy, and outlined a number of tasks that would need to be completed. RESOLVED that the Clerk's progress report be noted, that further work continue as outlined, and that a further report be submitted in due course.

### **84 FINANCIAL REGULATIONS**

The Clerk indicated that following the repeal of S 150(5) of the Local Government Act 1972 which facilitated the use of electronic banking, One Voice Wales had issued new Model Financial Regulations, and arrangements were needed to allow Council to instigate new procedures. The Clerk summarised the new regulations and where changes to Council's existing regulations might be made, and confirmed that changes would need to be formally approved at the next Annual Meeting. He also outlined new procedures consistent with revised regulations that the Council should consider. RESOLVED that draft revised regulations be prepared for the Committee's consideration, and that the new arrangements outlined by the Clerk be recommended to Council.

### **85 CAPITAL SCHEMES**

Members were updated on progress in relation to schemes which Council has previously considered and prioritised for investigation. Members discussed options for progressing each of the schemes.

RESOLVED to recommend to Council that the schemes be progressed as follows

–

- Alltwn CC Kitchen – the rationalisation of electrics and plumbing in the kitchen be added to the replacement of the kitchen units, making good walls and ceilings as necessary, and providing an alternative means of heating water, and the overall scheme be submitted to contractors for pricing;
- Rhos CC Toilets – the Clerk to engage with the Council’s building surveyor regarding the specification previously provided, and seek tenders from suitably qualified contractors;
- Rhos Park Car Park – the Consultant’s progress be noted and further options be considered when received;
- Rhos Park Playground – the conclusions of the recent play report be noted, Council be invited to prioritise replacement of the existing playground whilst exploring future possibilities for the other areas of the Park at the rear of the Pavilion and at the BMX track, and the Clerk be instructed to prepare a playground brief for consideration prior to tender and consultation within the community.

Further RESOLVED that Council be asked to consider improvements at Alltwn Triangle as part of a future capital programme scoping exercise.

## **86 PLAY REPORT**

Members discussed the Play Report previously considered at Council (Minute 74, Council 02 September 2014 refers) and RESOLVED that its conclusions be reflected in briefs and funding bids prepared once the Council’s programme for implementation had been determined.

## **87 ALLOTMENTS**

The Clerk reported on his discussions with the Clerk to Pontardawe Town Council following the instruction from Council to investigate the potential for joint working at one site in Alltwn and one site in Rhos (Minute 80.1, Council 02 September 2014 refers). Members agreed that the Rhos site offered more prospects in terms of ease of implementation, but that both sites could be assessed initially as part of a feasibility study, and that the proposal to engage a specialist to advise was appropriate. RESOLVED to await feedback on approaches made to a consultant previously approached by Pontardawe Town Council, and a further report be submitted in due course.

## **88 2014-15 BUDGET**

The Clerk provided Members with an outline of expenditure against budget for the half year period ending 30 September 2014, and indicated that he would be reconciling the budget for audit purposes by the next meeting of the Committee. RESOLVED noted.

## **89 CAPITAL PROGRAMME**

Further to the earlier discussion of capital schemes (Minute 85 refers), Members considered the options for delivering the priority schemes, and the various sources of funding that may be available. RESOLVED that –

- The Alltwen CC Kitchen scheme be progressed as soon as possible and be funded from reserves held by the Community Council for expenditure in Alltwen in 2014/15;
- The tenders for Rhos CC Toilets be invited immediately and a funding bid be submitted in accordance with the funder's imminent deadline, for implementation subject to funding in 2014/15;
- Further investigation of the Rhos Park Car Park and Playground Schemes be undertaken, and the Clerk investigate a potential funding package with a view to implementing a scheme subject to funding in 2014/15/16.

The meeting ended at 9.03 pm.

Signed

Dated 07 October 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of an Open Forum Meeting of Council held on Tuesday 07 October 2014 at 6.45pm in the Rhos Community Centre

Presiding Councillor A Kingra

Present Councillors P Vine D Atkins N O'Sullivan R Lewis D Lewis A Melen E Harris A Threlfall K Taylor L Tams

4 members of the public were in attendance

Apologies Councillor G Threlfall A Thomas M Spooner

### 90 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 91 ISSUES FOR DISCUSSION

1. Members received representations regarding road safety on New Road. It was indicated that traffic speeds were dangerous and that it was difficult for pedestrians to cross and for residents to access and egress from their private drives. They were informed that representations had been made to the Highway Authority but no action had been taken. RESOLVED that the matter be raised with Neath Port Talbot CBC by the Cilybebyll Ward Members, and that the Clerk write to Neath Port Talbot CBC and the Police to request that the situation be addressed.
2. Members were provided with an update on the March Hywel Windfarm Planning Appeal by the Chairman of the March Hywel Protection Group, who outlined the Group's intentions for the forthcoming Inquiry. He encouraged Members to advise residents that support and evidence was required at the Inquiry by the Group, and highlighted the series of public meetings being held in the area affected by the proposal. RESOLVED that the update be noted.

The meeting ended at 7.03 pm

Signed

Dated 04 November 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 07 October 2014 at 7.04 pm in the Rhos Community Centre

Presiding Councillor A Kingra

Present Councillors P Vine D Atkins N O'Sullivan R Lewis D Lewis A Melen E Harris A Threlfall K Taylor L Tams

Apologies Councillor G Threlfall A Thomas M Spooner

### 92 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 93 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 02 September 2014 be confirmed as a correct record.

### 94 MATTERS ARISING

10. Further to Minute 70 regarding maintenance tasks, the Clerk confirmed that repair of the gate in Rhos Park was included in the latest schedule. RESOLVED noted.
11. Further to Minute 71.1 regarding the accident at Alltwen Community Centre, RESOLVED that the Clerk's further update be noted.
12. Further to Minute 78 relating to the business use of a personal vehicle by the appointed person, RESOLVED that the Council meet the relevant cost as indicated to Members.

### 95 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

123-126)	Staff	Wages, Expenses )	
127 )	City & County of Swansea	Pension Contributions )	2412.70
128 )	Prudential	Pension Contributions )	
129	HMRC	Income Tax and NI	306.97
130	Neath Port Talbot CBC	Non Domestic Rates	284.00
131	Neath Port Talbot CBC	Non Domestic Rates	355.00
132	Wayne Duggan FTM	Maintenance Contr Alltwen RFC	250.00
133	British Gas	Gas Rhos CC	102.98
134	Corona Energy	Gas Alltwen CC	114.09
135	Mazars LLP	Audit Fee 2013/14	780.00
136	British Gas	Electricity Rhos CC	66.87
137	Lliw Building Supplies	Building Materials	33.39



## **99 PACT MEETINGS**

RESOLVED noted that the Rhos PACT meeting was informed that the NPT CBC planned maintenance budget would address parking issues at Rhos Primary School, but there were no other substantive reports from PACT meetings.

## **100 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Minutes of the Finance and Development Committee held on 30 September 2014 be adopted, subject to the following amendment following an update in respect of Minute 87- Allotments –

- That management and partnership arrangements be considered as part of the feasibility study, and that a representative from the Federation of City Farms and Community Gardens be invited to the next meeting of Council in advance of any study being commissioned.

## **101 APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Clerk outlined the Council's budget situation with regard to this item and offered a brief summary of each of the applications.

RESOLVED that the following applications be supported in the sums indicated -

1	Alltwn Senior Citizens	£250.00
4	Alltwn Parent and Toddler Group	£250.00

RESOLVED that the following application be supported in the sum indicated and that the Clerk be authorised to release the payment, subject to clarification of the Council's position by One Voice Wales -

5	March Hywel Protection Group	£250.00
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RESOLVED that the following applications be not supported -

2	Shelter Cymru
3	Me Myself I Club

## **102 HARRY'S PARK**

Further to Minute 62 of Council on the 08 July 2014, the Clerk had obtained advice from One Voice Wales on the draft management agreement in relation to Harry's Park, and in conjunction with a trustee of Harry's Fund, had made amendments to the draft in accordance with the recommendations received. The revised draft was outlined in detail for Members. RESOLVED that the revised Management Agreement between the Council and Harry's Fund be agreed and that the Clerk be authorised to sign it on behalf of the Council.

## **103 BRYNMORGRUG PLAYGROUND**

Councillor L Tams advised Members that she had been approached by a resident of Brynmorgrug expressing concern that dogs were entering the playground at Brynmorgrug, and that this could potentially result in hazardous situations that could be avoided. Members were conscious that playgrounds generally were

expected to be designed with fencing that would exclude dogs, and noted that this was already in place at the playground. RESOLVED that a new playground sign be costed and installed at the Brynmorgrug Playground, and that it should explicitly state that dogs are not allowed in the playground.

#### **104 MEMORIAL ARRANGEMENTS**

Councillor R Lewis asked Council to consider placing a seat in the village of Cilybebyll in memory of the Gleision Miners, in a similar manner to that which was placed in Rhos to commemorate the Primrose Colliery disaster. Members were mindful of the need to consult relevant parties on the proposal before proceeding. RESOLVED that the Clerk undertake enquiries and report back to Council in due course.

#### **105 PUBLIC RIGHT OF WAY 41**

The Clerk reported that Council had been consulted on a proposal to divert a section of Public Right of Way 41 which extends southwards from the bottom of Primrose Lane in Rhos. He outlined the nature of the diversion, and Members welcomed the proposal, given that this footpath has been somewhat inaccessible in the past. RESOLVED that the City and County of Swansea be advised that the Council support the proposal and that Neath Port Talbot CBC be requested to waymark the path to encourage use.

#### **106 MODEL CHARTER**

The Clerk referred to the final draft of the Model Charter proposed between Neath Port Talbot CBC and the town and community councils located within its area. Members noted that the provision of HR Services and the Disclosure and Barring Service (DBS) would no longer be available through the Principal Council. RESOLVED that the Council approve the Model Charter, but that the Clerk make alternative enquiries in relation to DBS checks, given the Council's recent experience.

#### **107 FIRST WORLD WAR COMMEMORATION**

There were no updates on previous discussions and no new initiatives to discuss. RESOLVED noted.

#### **108 CORRESPONDENCE**

RESOLVED that the following item of correspondence be noted –

- 1 One Voice Wales Area Committee Notification, and Response to WG Consultation on Future of Local Government

The meeting ended at 9.15 pm

Signed

Dated 04 November 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 04 November 2014 at 7.00 pm in the Alltwen Community Centre

Presiding Councillor A Kingra

Present Councillors R Lewis A Threlfall P Vine E Harris N O'Sullivan K Taylor A Melen D Lewis P Jacobs A Thomas

Apologies D Atkins L Tams

### **109 DECLARATIONS OF INTEREST**

Councillor A Thomas declared an interest in Item 8 – Planning Applications.

### **110 TOM O'KANE, FEDERATION OF CITY FARMS AND COMMUNITY GARDENS**

The Chairperson welcomed Mr Tom O'Kane from the Federation of City Farms and Community Gardens who addressed the Council on the possibility of using an area within Rhos Park for allotments. He outlined the background to the Federation and the role that he and other colleagues play. He indicated that he had visited the site and confirmed that the Federation could assist with some feasibility work. He clarified a number of issues in response to Member questions, particularly in relation to the site's physical attributes, sustainability, management models and consultation exercises. The Chairperson thanked Mr O'Kane for attending and indicated that Council would correspond further in due course, with a brief indicating the feasibility work that it would like undertaken.

Mr O'Kane left the Chamber and Members then discussed the way forward. They explored when to engage with potential participants and the scope of the study. RESOLVED that the Clerk draft a brief and that Council commissions the Federation of City Farms and Community Gardens to undertake a feasibility study, that external engagement be deferred until the potential of the site had been assessed, and that in view of their interest, Pontardawe Town Council be advised of the Council's intentions accordingly.

### **111 MINUTES OF THE OPEN FORUM MEETING OF COUNCIL**

RESOLVED that the Minutes of the Open Forum Meeting of Council held on 07 October 2014 be confirmed as a correct record.

### **112 MINUTES OF THE MONTHLY MEETING OF COUNCIL**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 07 October 2014 be confirmed as a correct record.

## 113 MATTERS ARISING

13. Further to Minute 91.1 and the concerns expressed regarding traffic speeds on New Road Gellinudd, RESOLVED that the response received from NPT CBC be noted and forwarded to the residents making representations.
14. Further to Minute 96 and planning application P2014/0712 at 26 Graig Road Alltwen, RESOLVED that the response received from NPT CBC be noted.
15. Further to Minute 101.5 relating to the donation made to the March Hywel Protection Group, the Clerk outlined the advice received from One Voice Wales, and indicated that the donation had been released accordingly. RESOLVED noted.
16. Further to Minute 102 and the decision to sign a maintenance agreement with Harry's Fund, RESOLVED that the residual funding be released in accordance with the report submitted to Council (Minute 62, Council 08 July 2014 refers).

## 114 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

140-143 )	Staff	Wages, Expenses )	
144 )	City & County of Swansea	Pension Contributions )	2698.67
145 )	Prudential	Pension Contributions )	
146	HMRC	Income Tax and NI	332.42
147	NPT CBC	Non Domestic Rates ACC June	284.00
148	NPT CBC	Non Domestic Rates RCC June	355.00
149	Corona Energy	Gas Alltwen CC	116.15
150	Wayne Duggan FTM	Maintenance Contr 2 Alltwen RFC	320.00
151	Cotton & Sons	Cleaning Supplies	212.33
152	PRS for Music	Royalties Rhos CC	99.97
153	British Gas	Gas Rhos CC	109.99
154	British Gas	Electricity Rhos CC	69.30
155	Dwr Cymru Welsh Water	Water Charges Alltwen CC	271.29
156	NPT CVS	Membership Fee 2014/15	10.00
157	Alltwen Senior Citizens	Donation	250.00
158	Alltwen Parent and Toddler	Donation	250.00
159	March Hywel Protection Group	Donation	250.00
160	British Gas	Electricity Alltwen CC	138.27
161	Harry's Fund	Reimburse Residual Funds	8987.48
162	British Gas	Gas Rhos CC	100.74
163	Royal British Legion	Remembrance Day Wreaths	40.00

Further RESOLVED that Voucher 120 be amended to facilitate a one year payment in the following terms –

120	NPT CBC	Trade Refuse Charge Alltwen CC	497.90
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RESOLVED that the following receipts be noted –

1	Alltwen CC	October Income	230.00
2	Rhos CC	October Income	267.00
3	Rhos FC	August/September Income PF	295.00

RESOLVED that the sums of £6,000.00 and £8,987.48p be transferred to the Council's Current Account from the Council's Business Banking Instant Account and the Business Banking 30 day Account respectively.

## **115 PLANNING APPLICATIONS**

(Councillor A Thomas declared an interest in this item, left the Chamber and took no part in the discussions or voting thereon)

RESOLVED that Council express significant concerns regarding the following applications for the reasons indicated -

14/1053 Retention of Alterations to Garage 4 High Street Alltwen  
There are concerns about the scale of the proposal, exacerbated by a flat roof as opposed to the previous pitch, particularly from Dyffryn Road, and given the size of the doors, question whether the proposed use is incidental to the enjoyment of the dwelling house.

14/0980 Detached Dwelling 113A Neath Road Rhos  
Whilst not objecting to the principle of residential development, Council is concerned about the scale and height of the proposed dwelling and its impact on surrounding properties and the street scene.

## **116 MAINTENANCE**

There were no substantive reports relating to Maintenance.

## **117 COMMUNITY CENTRE MANAGEMENT**

There were no substantive reports relating to Community Centre Management.

## **118 PACT MEETINGS**

There were no substantive reports relating to recent PACT Meetings.

## **119 CASUAL VACANCY – GELLINUDD WARD**

The Clerk advised Council formally that Councillor G Threlfall had submitted her resignation to the Chairperson on 11 October 2014, and that he had immediately issued the Notice of Vacancy. The Electoral Services Officer at Neath Port Talbot CBC confirmed that no election had been requested within the specified period, and that the Council would therefore be required to co-opt an individual.

He clarified the procedure and timescale involved, and indicated that the co-option could occur at the next meeting of Council. RESOLVED that the report be noted.

## **120 ACCESS FOR DOGS AT GWYNFRYN AND RHOS PARKS**

Members expressed their concerns that some dog owners were not using the Council's parks in a responsible manner, and that this could have an adverse effect on other users and on perception of the Council's facilities. Council considered action that could be taken, but concluded that precluding access to Gwynfryn and Rhos Parks for dogs was not desirable or practical, whilst the erection of additional signage might be of benefit. RESOLVED that the Clerk reconsider the location of dog litter bins in the vicinity of Rhos Park and purchase additional signs to remind dog owners to act responsibly in all of the Council's parks.

## **121 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.

## **122 RHOS COMMUNITY CENTRE – TOILET IMPROVEMENTS**

The Clerk submitted his report on tenders for the completion of Toilet Improvements at Rhos Community Centre, and on the submission of a grant bid to facilitate the works. RESOLVED that –

- the tender submitted by Edmunds Webster in the sum of £19,956.00 plus VAT be accepted, subject to funding being identified to facilitate the scheme
- the Clerk's action in submitting a grant bid prior to the submission deadline, subject to the consideration of the tender report, be endorsed
- Council notes that the decision date for the grant bid has been moved to April 2015, and that any financial contribution from the Council would need to be agreed from the 2015/16 budget.

## **123 PARKS MAINTENANCE**

The Clerk reported that two drainage matters had been drawn to his attention by a local resident in Rhos and by the Countryside Team at Neath Port Talbot CBC. Following a discussion with the NPT team, he had approached a contractor who had experience of undertaking similar work and who had also worked for the Council in Rhos Park. The Clerk outlined the prices quoted for undertaking the work in the sum of £400.00 plus VAT in Rhos Park, and £325.00 plus VAT in Alltwen Park. RESOLVED that given the contractor's experience of the work involved and the two locations, Gateway Construction be appointed to undertake the work for the respective quoted prices.



## 124 FIRST WORLD WAR COMMEMORATION

There were no updates on previous discussions and no new initiatives to discuss.  
RESOLVED noted.

## 125 CORRESPONDENCE

RESOLVED that the following items of correspondence be actioned as indicated

1 NPT CBC Planning Letter re Grants for PROW Maintenance Council to object to the withdrawal of grant, outlining the benefits of the current arrangements, and requesting that the matter be raised at the next Community Council Liaison Forum.

2 Rhos Primary School PTA E-mail re Christmas Tree Council to fund provision of the tree as per usual arrangements.

6 NPT CBC Play Development E-mail re Summer Playschemes Clerk to respond to the questionnaire expressing the Council's disappointment and Members to note the consultation meeting dates.

RESOLVED that the following items of correspondence be noted -

3 Bethan Jenkins AM	Letter re Parking near Rhos Park
4 NPT CBC Planning	Confirmation of Planning Inquiry arrangements, Mynydd March Hywel Windfarm
5 NPT CBC Licensing	E-mail re Hackney Carriage Byelaws
7 Welsh Government	Consultation re Gypsy and Traveller Site Accommodation

The meeting ended at 9.15 pm

Signed

Dated 02 December 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of a Meeting of the Finance and Development Committee of the Council held on Tuesday 25 November 2014 at 7.00 pm in the Alltwen Community Centre.

Presiding Councillor A Kingra

Present Councillors D Atkins A Threlfall A Melen

Apologies Councillor N O'Sullivan D Lewis

### **126 DECLARATIONS OF INTEREST**

Councillor A Threlfall declared an interest at the start of the meeting in relation to Item 4 – Council charges for use of facilities.

### **127 FINANCIAL REGULATIONS**

The Clerk referred to previous discussions regarding the need to revise Financial Regulations in advance of the Annual Meeting in May 2015. He submitted a draft of the relevant sections for consideration by the Committee. RESOLVED that the Clerk explore some of the items listed further and report back to the Committee before consideration by Council at the next Annual Meeting.

### **128 CHARGES AT COUNCIL FACILITIES**

The Clerk reminded Members that Council has a duty to review charges on an annual basis. Members were advised of the current charges for use of the Council's two Community Centres and the Rhos Park Playing Field, as reviewed and set by Council on 04 December 2012 (Minute 147 refers). Members RESOLVED to recommend to Council that the charges remain the same in 2015-16, with the exception of the current community centre charges of £3.50 per session which should rise to £4.00 per session.

### **129 CAPITAL PROJECTS 2014-15**

The Clerk referred to the Council's allocation of funding for capital schemes within its 2013-14 budget and indicated that some of the budget was not yet spent or committed. He also referred to discussions which had taken place regarding the Alltwen CC Kitchen, the Rhos CC Toilets, the Rhos CC Car Park and the Rhos Park Playground. Members considered which schemes could effectively be delivered during this financial year, and RESOLVED that Council be recommended to progress investigation of the Alltwen CC Kitchen Improvements, but that allocation of the residual budget of about £6,000 be deferred pending these investigations.

### **130 CAPITAL PROJECTS 2015-16**

Members were reminded of schemes which had been scoped for implementation from 2014-15 on, and advised of those which would take a greater financial or timescale commitment to deliver. It was noted that external funding was likely to be limited, but that there was a potential funding requirement for the Rhos CC Toilet Improvements. The Clerk summarised the Feasibility Study options for the Rhos CC Car Park Improvements and reminded Members of previous decisions regarding the Rhos Park Playground. It was noted that the Council's current capital allocation was unlikely to be sufficient to deliver all schemes.

RESOLVED that Council be recommended to –

- protect a budget for the Rhos CC Toilet Improvements
- continue to progress feasibility and funding options to support Rhos CC Car Park Improvements and Rhos Park Playground
- progress to stage 2 design and tender in respect of Option 1A for the Rhos CC Car Park Improvements
- progress with preparation of a Brief for the Rhos Park Playground
- consider capital budget allocations at an appropriate time.

### **131 BUDGET ESTIMATES AND PRECEPT FOR 2015-16**

The Clerk submitted his report on the 2015-16 budget estimates, based on anticipated expenditure and income in 2014-15. Respective heads of expenditure were considered, Members discussed the possible obligations that might be placed on the budget, and were advised of the anticipated Council Tax Base. Expenditure options, precept options, and the implications for Council Tax were considered. Members noted that the rise in Council Tax Base could support a rise in precept without affecting the Band D equivalent Council Tax.

RESOLVED that Council be recommended to:

1. Agree the Clerk's report on estimates for 2015-16;
2. Levy a Precept in the sum of £87,000.00 for the financial year 2015-16.

The meeting ended at 9.10 pm.

Signed

Dated 02 December 2014

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 02 December 2014 at 7.00 pm in the Rhos Community Centre

Presiding Councillor A Kingra

Present Councillors P Vine D Atkins N O'Sullivan R Lewis A Melen E Harris A Threlfall L Tams M Spooner

Apologies Councillor K Taylor

### 132 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 133 MR ALDWYN DAVIES

The Clerk referred to Mr Aldwyn Davies who had recently passed away, and advised Members of his membership of the Council for over 20 years. All present stood for a minute's silence as a mark of respect.

### 134 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 04 November 2014 be confirmed as a correct record.

### 135 MATTERS ARISING

There were no matters arising.

### 136 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

164-67 )	Staff	Wages, Expenses )	
168 )	City & County of Swansea	Pension Contributions )	2434.83
169 )	Prudential	Pension Contributions )	
170	HMRC	Income Tax and NI	310.77
171	NPT CBC	Non Domestic Rates ACC	284.00
172	NPT CBC	Non Domestic Rates RCC	355.00
173	British Gas	Electricity Alltwen CC	139.60
174	Corona Energy	Gas Alltwen CC	224.45
175	Lliw Building Supplies	Building Materials	62.51
176	EBM Ltd	Electrical Repairs Alltwen & Rhos CC	462.00

177	R Lanchbury	Quarterly Reimburse of Expenses	223.08
178	Cwmtawe & District Youth Band	Christmas Event	100.00
179	St John's Church Alltwen	Christmas Event	25.00
180	Pontardawe Chamber of Trade	Christmas Event	100.00
181	Society of Local Council Clerks	Membership 2015	131.00
182	Lliw Building Supplies	Building Materials	81.53
183	British Gas	Electricity Rhos CC	80.14

RESOLVED that the following receipts be noted –

1	Alltwen CC	November Income	145.50
2	Rhos CC	November Income	251.00
3	Rhos AFC	October / November Income	120.00
4	NPT CBC	Footpath Grant 2014/15	633.11

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

### **137 PLANNING APPLICATIONS**

RESOLVED no objection be made to the following applications -

14/0847	Dwelling Soakaway	52 Gwyn Street Alltwen
14/0937	Extensions	32 Primrose Lane Rhos
14/1060	Extensions and Garage	26 New Road Gellinudd

### **138 MAINTENANCE**

There were no substantive reports relating to Maintenance.

### **139 COMMUNITY CENTRE MANAGEMENT**

There were no substantive reports relating to Community Centre Management.

### **140 PACT MEETINGS**

RESOLVED noted that the Clerk write to the Neighbourhood Sergeant expressing the Council's concern at the level of commitment made by the public to the PACT meetings, and to the recurrence of the same issues on a consistent basis.

### **141 FINANCE AND DEVELOPMENT COMMITTEE**

RESOLVED that the Minutes of the Finance and Development Committee held on the 25 November 2014 be adopted. Further RESOLVED that the Council's precept for the financial year 2015/16 be endorsed as £87,000.00 (Minute 131 refers).

## **142 CASUAL VACANCY – GELLINUDD WARD**

The Clerk advised Council that one expression of interest had been received for co-option to the vacancy in the Gellinudd Ward. He indicated that, following advice from One Voice Wales, the potential candidate was deemed ineligible for consideration. RESOLVED that the potential candidate be not considered further but be thanked for the interest shown. Further RESOLVED that the vacancy be advertised again in accordance with normal procedures.

## **143 FIRST WORLD WAR COMMEMORATION**

There were no updates on previous discussions and no new initiatives to discuss. RESOLVED noted.

## **144 CORRESPONDENCE**

RESOLVED that the following item of correspondence be noted –

- |   |   |   |
|---|---|---|
| 1 | NPT Children and Young People's Partnership | Budget Proposal Consultation – Summer Playschemes |
| 2 | NPT LDP Programme Officer                   | Information on Examination Programme              |
| 3 | One Voice Wales                             | Notice of Area Committee                          |
| 4 | Natural Resources Wales                     | Information re Tree Studies                       |

The meeting ended at 7.50 pm

Signed

Dated 06 January 2015

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 06 January 2015 at 7.00 pm in the Alltwen Community Centre

Presiding Councillor A Kingra

Present Councillors R Lewis A Threlfall P Vine E Harris N O'Sullivan K Taylor A Melen P Jacobs A Thomas D Atkins L Tams

Apologies Councillor M Spooner

### 145 DECLARATIONS OF INTEREST

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

### 146 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 02 December 2014 be confirmed as a correct record.

### 147 MATTERS ARISING

There were no matters arising.

### 148 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

184-187 )	Staff	Wages, Expenses )	
188 )	City & County of Swansea	Pension Contributions )	2446.06
189 )	Prudential	Pension Contributions )	
190	HMRC	Income Tax and NI	258.37
191	NPT CBC	Non Domestic Rates ACC June	284.00
192	NPT CBC	Non Domestic Rates RCC June	355.00
193	Corona Energy	Gas Alltwen CC	315.98
194	Wayne Duggan FTM	Maintenance Contr 3 Alltwen RFC	205.00
195	Wayne Duggan FTM	Grounds Maintenance Payment 5	544.00
196	Ecosolve Ltd	Grounds Maintenance Payment 6	480.00
197	Cotton & Sons	Cleaning Supplies	31.21
198	British Gas	Gas Rhos CC	279.90
199	British Gas	Electricity Rhos CC	71.83
200	atebConsult	Feasibility Study Rhos CC Car Park	630.00
201	NPT CBC	Trade Waste Charge Rhos CC	248.95
202	STRI Ltd	Subscription 2015	618.00
203	Westward Energy Services Ltd	Boiler Service Alltwen CC	146.40

204	Westward Energy Services Ltd	Boiler Service Rhos CC	230.40
205	Charterbrook Signs	Brynmorgrug Signs	414.00
206	Lliw Building Supplies	Building Materials	56.13
207	O Jones	Christmas Tree	56.00
208	British Gas	Gas Rhos CC	197.20

RESOLVED that the following receipts be noted –

1	Rhos CC	December Income	185.50
2	Rhos FC	November Income PF	235.00

RESOLVED that the sum of £8,000.00 be transferred to the Council's Current Account from the Council's Business Banking Instant Account.

#### **149 PLANNING APPLICATIONS**

There were no planning applications for consideration.

#### **150 MAINTENANCE**

There were no substantive reports relating to Maintenance.

#### **151 COMMUNITY CENTRE MANAGEMENT**

There were no substantive reports relating to Community Centre Management.

#### **152 PACT MEETINGS**

There were no substantive reports relating to recent PACT Meetings, but a letter of introduction from the new Chief Inspector of Police was duly NOTED.

#### **153 PUBLIC RIGHTS OF WAY MAINTENANCE**

The Clerk reported that Neath Port Talbot CBC had recently advised that they would be withdrawing the Community Centre Path Maintenance Scheme grant as of the 01 April 2015. Discussions had taken place and correspondence exchanged with the principal council, and the Clerk had been asked to provide information on current practice with regard to each Public Right of Way in the Cilybebyll area. This would be used by NPT CBC, along with information on every other community, to establish a minimum level of service across their area, and to identify the best means of delivering this level of service. The possibility that the Community Council might deliver and be reimbursed for that level of service in Cilybebyll had been explored, along with the possibility of an enhanced level of service being made available by the Community Council at its own expense. Members concluded that, until information was made available to NPT CBC and a response was received, no decision could be taken as to the way forward. RESOLVED that a further report be submitted to Council.



## **154 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.

## **155 2014-16 NATIONAL SALARY AWARD**

The Clerk presented a factual report on the joint recommendations of the National Association of Local Councils and the Society of Local Council Clerks, and confirmed the position of One Voice Wales, with regard to the nationally negotiated pay award effective from 1 January 2015. He outlined the basis of the recommendations and the implications for wages and salaries of the Council's employees and for the Council's budget. Members considered the possibility of implementing the Living Wage.

(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)

Following discussion, RESOLVED that –

- the recommendations received in respect of the nationally negotiated pay award for 2014-16 be accepted and implemented immediately
- the Clerk investigate the Living Wage and report back to Finance and Development Committee with a view to Council considering its implementation on the 1 April 2015 if approved.

## **156 GROUNDS MAINTENANCE 2015/16**

The Clerk reminded Members of the contractual arrangements currently in place for Routine Maintenance of its Parks and Playing Field and Specialist Renovation of its playing field area. He confirmed the basis on which the Council's present contractors were appointed, and summarized their performance during 2014/15.

RESOLVED that, in order to maintain the good progress in maintaining parks and playing fields over the last two or three years, Council request that revised prices be sought for 2015/16 for both Routine Maintenance and Specialist Renovation from the Council's present contractors

## **157 CAPITAL PROJECTS UPDATE**

The Clerk submitted his report on progress with the four main capital projects that Council is investigating –

1. Rhos Community Centre Toilet Improvements  
The preferred tenderer has been advised, funding bid submitted and decision awaited in April 2015. RESOLVED noted.

## 2. Rhos Park Car Park Improvements

Following the Council's decision on receipt of the Feasibility Study for improvement of the Rhos Park Car Park, Members considered options for progressing with the Design and Tender Stage. RESOLVED to appoint atebConsult to complete the preparation of documents and seek tenders on behalf of Council, with phased payment of fees as outlined to Council.

## 3. Alltwen Community Centre Kitchen Improvements

The Clerk reminded Members of the prices received from two companies for the provision of new kitchen units at Alltwen Community Centre, with one further company having declined to submit a price. He indicated that whilst one company was slightly more expensive than the other, the company was offering a greater number units which were ready assembled. He suggested that there were advantages in the kitchen being installed by the Council's Handyman, as opposed to requesting contractor quotations, and Members considered the respective options. RESOLVED that Council –

- Agree to include cooking facilities, a refrigerator, improved hot water facilities and an extractor fan in the overall design
- Accept the quotation for supply of kitchen units submitted by Howdens Ltd in the sum of £1,483.00 plus VAT, subject to reconsideration of the specification and prices in view of the above, as the proposal submitted represented best value for money
- Instruct the Handyman to proceed with installation subject to the engagement of specialist contractors for certain works where necessary.

## 4. Rhos Park Playground

The Clerk outlined the content of a brief for a new playground at Rhos Park. He indicated that suppliers would be invited to make submissions based on the Council's aspirations and those of local residents following a recent consultation. Members noted that engagement of the local community would be feasible as part of the selection and implementation process. The Clerk reminded Members that a significant budget would be needed, had not yet been identified, and that this clearly affected the likelihood of early delivery. Members were, therefore, mindful of the need to manage expectations within the local community. RESOLVED that the brief be approved and that a number of suppliers be invited to submit Rhos Park Playground proposals for consideration by Council in due course.

## 158 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted –

- |   |                            |  |
|---|----------------------------|--|
| 1 | Welsh Government Transport | Consultation on Draft National Transport Plan 2015 |
| 2 | Mr L Jones Gellinudd       | E-mail re traffic speeds                           |

The meeting ended at 9.15 pm

Signed

Dated 03 February 2015

# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 03 February 2015 at 7.00 pm in the Rhos Community Centre

Presiding Councillor N O'Sullivan

Present Councillors P Vine R Lewis A Melen A Threlfall M Spooner K Taylor D Lewis

Apologies Councillor A Kingra L Tams D Atkins A Thomas

### 159 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 160 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 06 January 2015 be confirmed as a correct record.

### 161 MATTERS ARISING

There were no matters arising.

### 162 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

209-12 )	Staff	Wages, Expenses )	
213 )	City & County of Swansea	Pension Contributions )	2908.62
214 )	Prudential	Pension Contributions )	
215	HMRC	Income Tax and NI	354.79
216	Corona Energy	Gas Alltwen CC	405.35
217	Pontardawe Town Council	Contribution "Out of School" Booklet	234.00
218	NPT CBC	Grounds Maintenance 2014/15	5047.75
219	British Gas	Electricity Rhos CC	56.60
220	British Gas	Electricity Alltwen CC	209.67
221	Fire Protection Services Ltd	Fire Extinguisher Service Alltwen CC	52.26
222	Fire Protection Services Ltd	Fire Extinguisher Service Rhos CC	35.94
223	Fire Protection Services Ltd	Fire Extinguishers and Signage	192.12
224	One Voice Wales	Membership Fee 2015	587.00
225	Lliw Building Supplies	Building Materials	39.29

RESOLVED that the following receipts be noted –

1	Alltwen CC	December/January Income	419.50
2	Rhos AFC	December Income PF	105.00
3	Rhos CC	January Income	190.50
4	Rhos AFC	January Income PF	65.00

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

### **163 PLANNING APPLICATIONS**

There were no applications for consideration.

### **164 MAINTENANCE**

There were no substantive reports relating to Maintenance.

### **165 COMMUNITY CENTRE MANAGEMENT**

The Clerk reported problems with an electrical circuit at Alltwen Community Centre. Following an inspection by the Council's electrical contractor, the problem was detected and the preferred solution involved replacement of all the hall lights. RESOLVED that the Clerk investigate the possibility of installing LED lights and if a reasonable comparative price was quoted, arrange replacement. Otherwise RESOLVED that Council accept the price for replacement with energy efficient lights as outlined to Members.

### **166 PACT MEETINGS**

RESOLVED noted that there were no substantive comments other than Member concerns at the apparent lack of public interest.

### **167 CHAIRPERSON'S CORRESPONDENCE**

The Clerk reported a letter from the Chairperson confirming her resignation as a Member of Council. RESOLVED that the Clerk write to the Chairperson thanking her for her service as a Member and Chairperson of the Council and her contribution within the community. Further RESOLVED that the Notice of Vacancy be published and that Councillor N O'Sullivan be elected as Chairperson, but that appointment to any other representative roles be deferred until the Annual Meeting of Council.

### **168 CILYBEBYLL ROADSIDE SEAT**

The Clerk advised Council that he had received permission from a landowner to allow the siting of a roadside seat on his land near the crossroads at Cilybebyll, subject to the usual indemnity and agreement to maintain. He also advised Members of the cost involved in purchasing a seat with an appropriate inscription.

RESOLVED that the seat be purchased and installed and that the inscription be generic.

#### **169 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.

#### **170 GROUNDS MAINTENANCE 2015-16**

Further to the decision of Council in respect of Grounds Maintenance arrangements in 2015-16 (Minute 156, Council, 06 January 2015 refers), the Clerk submitted prices from the Council's contractors for Routine Maintenance and Specialist Renovation. RESOLVED that the prices as indicated be accepted and that Council appoint Neath Port Talbot CBC Streetcare and Wayne Duggan Ecosolve to undertake Grounds Maintenance in 2015-16.

(Councillor A Thomas in attendance)

#### **171 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

- |   |                      |                                    |
|---|----------------------|------------------------------------|
| 1 | One Voice Wales/SLCC | Invitation to Joint Event          |
| 2 | NPT CBC Transport    | Information on Bus Network Changes |

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

- |   |            |   |
|---|------------|---|
| 3 | Alltwn RFC | Request for Meeting re Future Project Club representatives be invited to attend a meeting of Council. |
|---|------------|---|

The meeting ended at 8.02 pm

Signed

Dated 03 March 2015

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 03 March 2015 at 7.00 pm in the Alltwen Community Centre

Presiding Councillor N O'Sullivan

Present Councillors A Threlfall P Vine K Taylor P Jacobs A Thomas D Atkins L Tams M Spooner

Apologies Councillor A Melen E Harris D Lewis R Lewis

### 172 DECLARATIONS OF INTEREST

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

### 173 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 03 February 2015 be confirmed as a correct record.

### 174 MATTERS ARISING

1. Further to Minute 162, Financial Transactions, RESOLVED noted that December/January income from Alltwen Community Centre was £425.50.
2. Further to Minute 162, Financial Transactions, the Clerk advised Members that as a result of a theft reported to the Police the actual income banked from Rhos Community Centre for January 2015 was £48.00. RESOLVED that the report be noted and that no further action be taken by Council.
3. Further to Minute 165 regarding new lights at Alltwen Community Centre, RESOLVED noted that LED lights had been installed.

### 175 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

226-227 )	Staff	Wages, Expenses )	
237-238 )	Staff	Wages, Expenses )	2328.83
228 )	City & County of Swansea	Pension Contributions )	
229 )	Prudential	Pension Contributions )	
230	HMRC	Income Tax and NI	317.43
231	Corona Energy	Gas Alltwen CC	430.64
232	Tristian Ballard	Website Hosting Cost	69.60
233	R Lanchbury	Reimburse Purchase of Safe	135.83
234	British Gas	Electricity Rhos CC	72.75
235	R Lanchbury	Reimburse Quarterly Expenses	221.83
236	Cotton & Sons	Cleaning Materials	130.16
239	Sutcliffe Play	Playground Equipment	410.88
240	Lliw Building Supplies	Building Materials	51.09

RESOLVED that the following receipts be noted –

1	Alltwen CC	February Income	154.00
2	Rhos CC	February Income	220.50
3	Rhos FC	February Income PF	115.00

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

#### **176 PLANNING APPLICATIONS**

There were no planning applications for consideration.

#### **177 MAINTENANCE**

There were no substantive reports relating to Maintenance.

#### **178 COMMUNITY CENTRE MANAGEMENT**

There were no substantive reports relating to Community Centre Management.

#### **179 PACT MEETINGS**

There were no substantive reports relating to recent PACT Meetings.

#### **180 ALLTWEN COMMUNITY CENTRE KITCHEN IMPROVEMENTS**

The Clerk updated Members on prices received for an extractor fan and flooring, and identified a draft programme for Members' information. RESOLVED that the report be noted.

#### **181 REFORMING LOCAL GOVERNMENT**

Members considered the Welsh Government's consultation paper on Reforming Local Government and RESOLVED that the Clerk convey the Council's comments on the following –

- Mergers should consider effective performance and not solely be based on size, and should also positively consider the need for representation close to the electorate, and an appropriate number of councillors
- The financial capacity test is too high
- Subsidiarity could be embraced, but financial benefits should also be considered without a cap on funding
- References to the exclusion of activity for "political purposes" should be limited to party politics and avoid diluting the role of councils as lobbying agents on more general matters
- Concern that the proposed Area Boards would lead to unnecessary duplication of government mechanisms.

## **182 RHOS PARK ALLOTMENTS FEASIBILITY STUDY**

The Clerk reported on the feasibility study undertaken on the Council's behalf by the Federation of City Farms and Community Gardens (FCFCG). The study demonstrated that the designated area could accommodate allotments and the likely expenditure that might be necessary, the governance arrangements that could be considered and the further research work that should be undertaken. RESOLVED that the Clerk engage further with the FCFCG with regard to community engagement to demonstrate demand, and in view of their previous interest, appraise Pontardawe Town Council of the Council's conclusions to date.

## **183 CASUAL VACANCIES**

The Clerk reminded Members of the Casual Vacancies in the Alltwen and Gellinudd Wards, and that the Council was free to co-opt individuals to fill the vacancies. He advised Members that 3 No. expressions of interest had been received and following a synopsis of the statements submitted, Members conducted a secret ballot to determine who should be co-opted. RESOLVED that Yvonne James be co-opted to represent the Alltwen Ward, and that Nicola Woodrow be co-opted to represent the Gellinudd Ward.

## **184 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.

## **185 RIGHTS OF WAY MAINTENANCE**

The Clerk updated Members on his discussions with Neath Port Talbot CBC. He also indicated that he had discussed the matter with the Council's Parks and Footpaths Officer. Whilst a proposal from Neath Port Talbot CBC was awaited, it appears that a review of the Officer's duties will be necessary, but that this should not impact unduly on his employment. Members RESOLVED to await the conclusion of discussions with Neath Port Talbot CBC, and requested a further report from the Clerk in due course.

## **186 RHOS PARK PLAYGROUND**

The Clerk reported that, in conjunction with the Chairperson and Councillor D Atkins, tenders received from four suppliers in relation to Rhos Park Playgrounds had been opened, and the value of the tender sums were made known to Council. Members were advised that the tenders were not comparable as the Brief currently requested information that could be used in community engagement at the present time, allowing Council to select a preferred supplier in due course and work with that supplier to devise a scheme that could be considered further. Members were also advised that funding for such a proposal had not yet been identified or secured. The Clerk indicated that he was confident that Neath Port Talbot Playworks could continue to assist the Council with



engagement and that this was the subject of detailed discussions at present. RESOLVED that the Clerk continue to explore assistance with community engagement and advise Council of the likely way forward in due course.

## 187 CORRESPONDENCE

RESOLVED that the following items of correspondence be noted –

- |   |                        |  |
|---|------------------------|--|
| 1 | NPT CBC Highways       | Information on Road Markings Dyffryn Road Alltwen              |
| 2 | One Voice Wales / SLCC | Draft Training Strategy 2015-19                                |
| 3 | Welsh Government       | Consultation on Tax Devolution in Wales – Land Transaction Tax |
| 4 | NPT CBC Finance        | Consultation on Court Deputy Savings Proposal                  |
| 5 | NPT CBC HR Manager     | Information on DBS Services                                    |
| 6 | One Voice Wales        | Notification of NPT Area Committee                             |
| 7 | NPT CBC Transportation | Changes to Bus Services  |
| 8 | Play Wales             | Journal  |

The meeting ended at 8.53 pm

Signed

Dated 07 April 2015

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of an Open Forum Meeting of Council held on Tuesday 07 April 2015 at 6.45pm in the Rhos Community Centre

Presiding Councillor N O'Sullivan

Present Councillors D Atkins R Lewis D Lewis A Melen A Threlfall A Thomas P Jacobs Y James N Woodrow

There were no members of the public in attendance

Apologies Councillor P Vine K Taylor L Tams

### **188 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **189 ISSUES FOR DISCUSSION**

There were no issues for discussion.

The meeting ended at 7.00 pm

Signed

Dated 05 May 2015

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# Cyngor Cymuned Cilybebyll

## Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held on Tuesday 07 April 2015 at 7.01pm in the Rhos Community Centre

Presiding Councillor N O'Sullivan

Present Councillors D Atkins R Lewis D Lewis A Melen A Threlfall A Thomas P Jacobs Y James N Woodrow

Apologies Councillor P Vine K Taylor L Tams

### 190 WELCOME

The Chairperson welcomed Councillors James and Woodrow who were attending their first meeting.

### 191 DECLARATIONS OF INTEREST

Councillor A Thomas declared an interest in Item 6 – Planning Applications at the start of the meeting.

### 192 MINUTES OF THE MONTHLY MEETING OF COUNCIL

RESOLVED that the Minutes of the Monthly Meeting of Council held on 03 March 2015 be confirmed as a correct record.

### 193 MATTERS ARISING

4. Further to Minute 181, Reforming Local Government, the Clerk outlined the draft response to Welsh Government from One Voice Wales. RESOLVED noted.
5. Further to Minute 186, Rhos Park Playground, the Clerk indicated that NPT Play Works had agreed to assist with the proposed local engagement on the Rhos Park Playground. RESOLVED that an officer from NPT Play Works be invited to attend the next meeting of Council.

### 194 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts be approved for payment –

241D	British Gas	Gas Rhos CC	733.88
1B-4B)	Staff	Wages, Expenses )	
5B )	City & County of Swansea	Pension Contributions )	2389.16
6B )	Prudential	Pension Contributions )	
7C	HMRC	Income Tax and NI	490.57
8D	Neath Port Talbot CBC	Non Domestic Rates	291.00
9D	Neath Port Talbot CBC	Non Domestic Rates	357.00

10B	Wayne Duggan FTM	Maintenance Contr Alltwen RFC	70.00
11B	Wayne Duggan FTM	Grounds Maintenance	135.00
12D	British Gas	Electricity Rhos CC	82.09
13B	Corona Energy	Gas Alltwen CC	404.57
14B	EBM Ltd	Electrical Repairs Alltwen CC	1570.80
15B	Neath Port Talbot CBC	Christmas Lights 2014	1207.18
16B	Lliw Building Supplies	Building Materials	65.34
17D	British Gas	Gas Rhos CC	288.68
18C	Howdens Joinery Ltd	Kitchen Alltwen CC	2133.83

RESOLVED that the following receipts be noted –

1	Alltwen CC	March Income	213.00
2	Rhos CC	March Income	300.50

RESOLVED that the sum of £10,000.00 be transferred from the Council's Business Bank Instant Account to its Current Account.

## 195 PLANNING APPLICATIONS

(Councillor A Thomas declared an interest in Application No. P2014/0333, left the Chamber for that item and took no part in the discussions or voting thereon)

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

15/0053	Work to TPO Trees	119 Delffordd Rhos
15/0150	Work to TPO Trees	Gellinudd Hospital Lon Catwg Gellinudd
15/0153	Work to TPO Trees	Gellinudd Hospital Lon Catwg Gellinudd

RESOLVED that no objection be made to the following application, subject to an acceptable design and there being no issues for adjoining properties –

15/0196	New Roof to single storey Extension	52 Lon Hir Alltwen
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Following a review of its previous position in respect of the following application, RESOLVED to reiterate the views expressed in response to Planning Application P2009/0405 in July 2009 in the following terms –

*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.*

14/0333	Removal of Planning Conditions – residential dwelling	Hendre Las Farm Rhos
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## **196 MAINTENANCE**

There were no substantive reports relating to Maintenance, other than a request to clear the Neath Road access to Rhos Park.

## **197 COMMUNITY CENTRE MANAGEMENT**

RESOLVED that the Clerk's reports on the following be noted –

- Alltwen CC Kitchen Improvements – progress report
- Rhos CC Toilet Improvements – timetable for funding decision
- Change of Electricity Supplier – Rhos CC.

## **198 PACT MEETINGS**

There were no substantive reports relating to recent PACT Meetings, but RESOLVED noted that revised arrangements were being explored for meetings.

## **199 APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Clerk outlined the Council's budget situation with regard to this item and offered a brief summary of each of the applications.

RESOLVED that the following applications be supported in the sums indicated -

1	Cilybebyll Parish Church	£200.00
2	Rhos Primary School Community Project	£350.00
3	Clwb Rhedeg Pontardawe Running Club	£100.00

RESOLVED that the following applications be not supported -

- 4 Teenage Cancer Trust
- 5 Stroke Association
- 6 Marie Curie Cancer Care
- 7 Bobath Cymru
- 8 Eisteddfod yr Urdd Caerffili 2015
- 9 Eisteddfod Genedlaethol Maldwyn 2015
- 10 Eisteddfod Ryngwladol Llangollen 2015

## **200 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.

## **201 RIGHTS OF WAY MAINTENANCE**

The Clerk updated Members on his discussions with Neath Port Talbot CBC. He confirmed that an offer of grant for 2015/16 amounting to 50% of the current grant had been received. He also indicated a review of the critical paths requiring

attention had been made, and that he had discussed this with the Council's Parks and Footpaths Officer and with Neath Port Talbot CBC. RESOLVED that Council accept the offer of grant from Neath Port Talbot CBC for 2015/16, and amend the work schedule of the Parks and Footpaths Officer to a more limited number of critical paths, with Neath Port Talbot CBC assuming responsibility for other paths within the community.

## **202 CORRESPONDENCE**

RESOLVED that the following items of correspondence be noted –

1	One Voice Wales	Request for Conference Motions
2	Welsh Government	Consultation on The Review of Designated Landscapes in Wales
3	Welsh Government	Consultation Events re Reforming Local Government
4	Welsh Government	Information re Resource Efficient Wales
5	Mid and West Wales Fire and Rescue Service	Publication of Five Year Strategic Plan and Annual improvement Plan
6	NPT CBC	Rural Neath Port Talbot Report

## **203 ANY OTHER URGENT BUSINESS**

RESOLVED to note –

- That the seat at Cilybebyll could not be installed until repairs to the bridge parapet were completed
- An update on representations relating to local proposals at the Local Development Plan Public Inquiry.

The meeting ended at 8.53 pm

Signed

Dated 05 May 2015

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