

# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Annual Meeting of Council held on Monday 20 May 2019 at 6.00pm in the Cadoxton Community Centre, Neath

Presiding Councillor J Hale

Present Councillors D Jones, W Griffiths, L Bromham-Nichols, G Morgan, J Griffiths, K Gilmore, T Lewis, B Rosser, E Edwards, D Richards

Apologies Councillors A Burton, J Betts, A Wingrave, C Williams, P MacPherson Jones

## **4397 Declarations of Interest**

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

## **4398 Appointment of Chairman**

RESOLVED that Councillor L Bromham-Nichols be appointed Chairman for 2019/20, and Councillor Bromham-Nichols duly signed his Declaration of Acceptance of the Office of Chairman.

(Councillor L Bromham-Nichols in the Chair)

## **4399 Appointment of Vice Chairman**

RESOLVED that Councillor B Rosser be appointed Vice-Chairman for 2019/20, and Councillor Rosser duly signed her Declaration of Acceptance of the Office of Vice-Chairman.

## **4400 Members Code of Conduct**

RESOLVED that the Members Code of Conduct be adopted by Council.

## **4401 Membership of Committees**

RESOLVED that Members be elected to the following Committees as indicated –

**Resources Committee** – Councillors W Griffiths, J Hale, G Morgan, P MacPherson Jones, L Bromham-Nichols, K Gilmore, J Betts, D Jones and T Lewis, subject to the Clerk confirming that Councillors Macpherson Jones and Betts were happy to be re-nominated.

**Open Spaces Committee** – That the Committee stand in abeyance and that the Chairman has discretion to convene an ad-hoc meeting involving the Chairman, Vice-Chairman and Ward Councillors to discuss any specific issues that may arise.

**Festivals Committee** - Councillors W Griffiths, J Hale, C Williams, L Bromham-Nichols, P MacPherson Jones, J Betts, B Rosser and E Edwards, subject to the Clerk confirming that Councillors Macpherson Jones and Betts were happy to be re-nominated.

**Staffing Committee** - Councillors P MacPherson-Jones, K Gilmore and J Betts, subject to the Clerk confirming that Councillors Macpherson Jones and Betts were happy to be re-nominated.

**Appeals Committee** – No Members nominated and the Committee be elected on an ad-hoc basis should the need arise.

**4402 Membership of Outside Bodies**

RESOLVED that Members be elected to the following Outside Bodies as indicated –

**Neath Port Talbot CBC/Community Councils Liaison Committee** – Councillors W Griffiths and G Morgan

**One Voice Wales, Neath Port Talbot Area Committee and Larger Councils Committee** – Councillors J Hale and W Griffiths

**School Governing Bodies** – Council representation be as follows –

- Blaenhonddan Primary                      Councillor A Burton
- Bryncoch CIW Primary                      Councillor A Burton
- Catwg Primary                                  Deferred for consideration in June
- Cilffriw Primary                                R Harris
- Waunceirch Primary                         Councillor W Griffiths

**4403 Income and Expenditure 2018/19**

The Clerk submitted the Income and Expenditure Report for 2018/19 in advance of its submission for audit. RESOLVED that the accounts be approved.

**4404 Annual Investment Strategy 2019/20**

The Clerk submitted a draft Annual Investment Strategy for 2019/20. RESOLVED that the Draft Strategy be approved, and that consideration be given to reallocating the investment in Swansea Building Society.

**4405 Policies and Procedures**

RESOLVED that the following policies and procedures be adopted–

- Standing Orders
- Financial Regulation
- Health and Safety Policy
- Freedom of Information Scheme
- Risk Management Plan and Risk Assessment Schedule

**4406 Draft Annual Report 2019**

RESOLVED that the Draft Annual Report for 2019 be adopted.

**4407 Applications for Financial Assistance**

RESOLVED that all applications for financial assistance be considered at the October and April meetings of Council, and that Council's policy of preferred support for local applications be reaffirmed.

**4408 Financial Management Arrangements**

RESOLVED that present arrangements be confirmed and specifically that –

- existing financial arrangements as outlined in the Annual Investment Strategy be endorsed
- the following Members be authorised to act as bank signatories on the Council's behalf – Councillors W Griffiths, D Jones, J Hale
- Council appoint Mr L Llewellyn as its Internal Auditor in 2019/20

**4409 Member Remuneration**

The Clerk tabled a report for Members to consider, following publication of the Report of the Independent Remuneration Panel for Wales. RESOLVED that –

- The Clerk prepare an "opt out" form regarding Member Payments and liaise with all Members on their personal decisions accordingly
- A Specific Responsibility Payment be made to the Chairman but that the Clerk prepare an "opt out" form and liaise with the Chairman on her personal decision accordingly
- Travelling expenses and subsistence payments be paid to Members for relevant duties as per current practice, on receipt of a claim form prepared by the Clerk
- A financial loss payment be paid to Members for relevant duties on receipt of a claim form prepared by the Clerk
- The Clerk prepare a claim form for Members to claim reimbursement of care costs in appropriate circumstances, should they wish to make a claim
- A Chairman's allowance in the sum of £500.00 be paid in 2019/20 in accordance with current practice
- No Vice-Chairperson's allowance be paid in 2019/20
- Requirements with regard to publication be adhered to and relevant payments be made as soon as practicable in the financial year.

The meeting ended at 6.35 pm.

Signed

Dated 17 June 2019

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 20 May 2019 at 6.36pm  
in the Cadoxton Community Centre, Neath

Presiding Councillor L Bromham-Nichols

Present Councillors D Jones, W Griffiths, J Hale, G Morgan, J Griffiths, K Gilmore, T Lewis, B Rosser, E Edwards, D Richards

Apologies Councillors A Burton, J Betts, A Wingrave, C Williams, P MacPherson Jones

## 4410 Declarations of Interest

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

## 4411 Minutes of the Monthly Meeting held on 15 April 2019

RESOLVED that the Minutes of the Monthly Meeting of Council held on 15 April 2019 be confirmed as a correct record.

## 4412 Matters Arising

Further to Minute 4382 relating to Cilfrew FC, the Clerk advised Members of progress with discussions. RESOLVED noted.

## 4413 Payments – May 2019

RESOLVED that the Clerk's report be approved.

## 4414 Planning Applications

(Councillor W Griffiths declared an interest in this item and took no part in the discussions or voting thereon).

RESOLVED no objection be made to the following applications –

P2019/0355	Extension	83 Penywern Road Bryncoch
P2019/0361	Variation of Planning Condition	Land north of Heol Llwyn Celyn Caewern
P2019/0383	Extension	40 Heol Glynderwen Waunceirch
P2019/0415	Extension	73 Ffynnon Dawel Aberdulais
P2019/0436	Extension and Front Canopy	70 Underwood Road Cadoxton
P2019/0442	Details re Conditions	Land adj Fairview Bungalow Main Road Aberdulais
P2019/0445	Cert of Lawful Development	1 Wern Oleu Cilfrew

## 4415 Community Centre Management

The Clerk summarised a request from a hirer at Owain Glyndwr Community Centre for a reduction in hire charges. RESOLVED that the request be not acceded to.

**4416 Police and PACT Meetings**

There were no reports on Police and PACT matters, other than a reference to the recent Bryncoch PACT where the main issue was speeding. RESOLVED noted.

**4417 Reports from Outside Bodies**

Councillor J Hale and the Clerk referred to the OVW/SLCC conference attended at the Liberty Stadium Swansea, and provided a synopsis of the speaker presentations. The Clerk highlighted Health and Safety as a future area of work to be addressed by the Council. RESOLVED that the Clerk scope the work required and report back to Council.

**4418 Minutes of the Festivals Committee Meeting held on 08 May 2019**

RESOLVED that the Minutes of the Festivals Committee Meeting held on 08 May 2019 be adopted.

**4419 Capital Programme**

The Clerk submitted a briefing report on the capital programme budget, capital works completed since 2013 and current in 2019/20. He identified the uncommitted budget, outlined some emerging projects that Members might wish to consider and supplement, and summarised the project development methodology that Council should employ. RESOLVED that, whilst not identifying priorities at present, Council request that the Clerk –

- Add Cadoxton Park Stage 2 to the scoping list
- scope investigations and a feasibility study relating to Cilfrew Community Centre and Changing Rooms
- engage with playground providers, without obligation, regarding incremental improvements to Leiros Parc and Cilfrew Playgrounds
- explore indicative costs relating to a “Trim Trail” around the Waunceirch Playing Field
- submit further reports to Council in due course.

**4420 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 three items, by virtue of the nature of the business to be transacted.

**4421 Matters Arising from Exempt Items**

There were no matters arising.

**4422 Cadoxton Park**

The Clerk reported on discussions with a local resident regarding privacy measures in the vicinity of the Cadoxton Park Playground. He outlined competitive prices received for screen fencing, and the preference of the resident for hedge planting with temporary screening. RESOLVED that the fence prices be set aside pending investigations relating to hedge planting and a further report to Council.

**4423 Personnel Matters – Outside Staff**

The Clerk advised Members that whilst a new Park Attendant had now been appointed an existing member of staff had submitted a request to retire. Following consultation with the previous Chairman, the request had been acceded to, but now raised an issue of sufficient resources to cover the parks, playing fields and footpaths involved. RESOLVED that the Council should adhere to its intention to provide two members of staff to cover the work required, and advertise a vacancy at the earliest opportunity.

**4424 Correspondence**

RESOLVED that the following items of correspondence be noted –

- |   |                          |                                |
|---|--------------------------|--------------------------------|
| 1 | One Voice Wales          | Conference Motions 2019        |
| 3 | NPT CBC Play Development | Email re Parks in NPT CBC Area |

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

- |   |                      |                       |
|---|----------------------|-----------------------|
| 2 | Councillor D Vaughan | Letter of Resignation |
|---|----------------------|-----------------------|

Notice of Vacancy be issued and Council be advised of the outcome in due course.

The meeting ended at 8.00 pm.

Signed

Dated 17 June 2019

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 17 June 2019 at 6.30pm  
in the Cadoxton Community Centre, Neath

Presiding Councillor L Bromham-Nichols

Present Councillors A Burton, C Williams, W Griffiths, J Hale, G Morgan, J Griffiths, H Phillips, E Edwards,

Apologies Councillors D Jones, K Gilmore, T Lewis, D Richards

## 4425 Declarations of Interest

Councillor W Griffiths declared an interest in Item 7 – Planning Applications at the start of the meeting.

## 4426 Minutes of the Annual Meeting held on 20 May 2019

RESOLVED that the Minutes of the Annual Meeting of Council held on 20 May 2019 be confirmed as a correct record.

## 4427 Minutes of the Monthly Meeting held on 20 May 2019

RESOLVED that the Minutes of the Monthly Meeting of Council held on 20 May 2019 be confirmed as a correct record.

## 4428 Matters Arising

- Further to Minute 4401 and representation on Committees, RESOLVED noted that Councillor J Betts had confirmed that he would accept the nominations, but that Councillor P MacPherson Jones be contacted again.
- Further to Minute 4402 and nomination to the Governing Body of Catwg Primary School, RESOLVED that the matter be deferred until the next meeting.

## 4429 Payments – June 2019

RESOLVED that the Clerk's report be approved.

## 4430 Planning Applications

(Councillor W Griffiths declared an interest in this item, left the Chamber and took no part in the discussions or voting thereon. Councillor C Williams declared an interest in Application P2019/5030, left the Chamber and took no part in the discussions or voting thereon).

RESOLVED no objection be made to the following applications –

P2019/5002	Extension	19 Gilfach Road Bryncoch
P2019/5030	Detached Dwelling	Wernddu Bungalow 1 Tyllwyd Dyffryn
P2019/5045	Extension	4 Heol Pant Glas Bryncoch
P2019/5076	Single Storey Annexe	1 Wern Oleu Cilfrew

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

P2019/5005	Work on TPO Trees	6 Crud yr Awel Caewern
P2019/5073	Work to TPO Trees	1 Wern Oleu Cilfrew

**4431 Community Centre Management**

- 1 The Clerk referred to proposals by Cilfrew FC to utilise Cilfrew Community Centre for social activities when matches are being played. He outlined progress made by the Club in securing a licence and summarised discussions with the NPT CBC Licensing Team and club representatives. RESOLVED noted. The Clerk further indicated that the Club was seeking permission to display sponsor banners outside the community centre and near the pitch, and that he had sought advice regarding the need for planning permission. RESOLVED that further information be sought from the Club regarding their proposals.
- 2 The Clerk advised Members that the proposed elevation improvements at Bryncoch Community Centre were likely to commence on 01 July 2019 and that, accordingly, liaison with hirers had begun, with a view to accommodating their requirements on site or at other locations. RESOLVED noted.

**4432 Police and PACT Meetings**

There were no reports on Police and PACT matters.

**4433 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4434 2018/19 Accounts**

The Clerk summarised the content of the Internal Auditor's Report on the 2018/19 Accounts and confirmed that there were no matters to draw to the attention of the Council. He further outlined the content of the Annual Return and the programme for consideration by the External Auditor. RESOLVED that the Internal Auditor's Report be noted and that the Chairman and Responsible Financial Officer be authorised to sign the Annual Return.

**4435 Casual Vacancy – Cilfrew Ward**

The Clerk indicated that the Returning Officer had not received a request for an election in respect of the Casual Vacancy in the Cilfrew Ward, and that consequently, the Council was able to co-opt an individual to serve in the Cilfrew Ward. RESOLVED that expressions of interest be invited and that a further report be submitted to the July meeting of Council.

**4436 Waunceirch Playing Fields**

The Clerk reported a request from Bryncoch Football Club to take responsibility for the Waunceirch Playing Field. Whilst the request was not specific, the intentions of the Club were outlined, along with advice received by the Clerk from Neath Port Talbot CBC, in their capacity as freeholders. Members expressed concern that the Playing Field formed part of a larger



park which was provided for the benefit of the entire community, and indicated that management of activities by the Club at the site had given rise to widespread public concern, specifically with regard to indiscriminate car parking. RESOLVED that the Clerk meet with officers of the Club to convey the Council's concerns, and report back in due course.

**4437 Alternative Investment Opportunities**

Further to Minute 4404 of Council on 20 May 2019, the Clerk summarised some initial enquiries undertaken with regard to an alternative location for its funds, presently held at Swansea Building Society. RESOLVED that the Clerk pursue another avenue suggested by Members and submit a further report in due course.

**4438 Beaconsfield Street, Cadoxton**

The Clerk summarised the outcome of surveys and discussions held with residents to facilitate the regularising of documents relating to Church in Wales land ownership held by the Council on a leasehold basis. The Clerk sought advice on the terms of any Garden Tenancy Agreements. RESOLVED that in order to expedite the matter and achieve a resolution, the Clerk be instructed to request a peppercorn rent and take a realistic approach to boundary treatment and maintenance. Further RESOLVED that the Clerk instruct a contractor to deal with Japanese Knotweed which is prevalent at some locations.

**4439 Cadoxton Park**

The Clerk indicated that the draft design for the Park gates was now to hand and submitted it for Members' agreement, outlining the programme for implementation anticipated. RESOLVED approved. It was further reported that Sutcliffe Play had incurred additional cost as a result of complications arising from a water main location and changes in level, and had submitted a request that Council meet some of the cost. Following clarification of the context, RESOLVED that Council agree a contribution of £1000.00 towards the additional costs.

**4440 Solar PV Installations**

The Clerk updated Members on his discussions with Egni Solar PV and advised that NPT CBC Legal Services had been appointed to act for the Council. RESOLVED noted.

**4441 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 four items, by virtue of the nature of the business to be transacted.

**4442 Matters Arising from Exempt Items**

There were no matters arising.

**4443 Personnel Matters – Outside Staff**

The Clerk advised Members that he was in receipt of a number of applications for the post of Park Attendant, and that he would shortlist, interview and appoint in due course. RESOLVED noted.

**4444 Health and Safety**

RESOLVED item withdrawn from agenda as all information was not to hand.

**4445 Card Payment Facility**

The Clerk reported that an increasing number of hirers were enquiring about the ability to pay by card and that, as a result, he had undertaken research of “pay as you go” facilities from a number of companies. The comparative costs were outlined to Council. RESOLVED that Council introduce a card payment facility and engage with the company that quoted the most competitive terms.

**4446 Correspondence**

(Councillors W Griffiths, J Hale and C Williams declared an interest in this item, left the Chamber and took no part in the discussions or voting thereon).

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

1 Meeting Place Communications Letter re Proposed Aldi Food Store  
Council decline the offer of a meeting but request additional information to be reported to Council in due course.

The meeting ended at 8.38 pm.

Signed

Dated 15 July 2019

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# Cyngor Cymuned Blaenhonddan

## Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 15 July 2019 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor B Rosser

Present Councillors D Jones, K Gilmore, T Lewis, D Richards, W Griffiths, J Hale, G Morgan, J Griffiths

Apologies Councillors C Williams, H Phillips, L Bromham-Nichols

### **4447 Declarations of Interest**

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

### **4448 Minutes of the Monthly Meeting held on 17 June 2019**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 17 June 2019 be confirmed as a correct record.

### **4449 Matters Arising**

- Further to Minute 4428 and representation on Committees, RESOLVED that Councillor P MacPherson Jones be contacted again and that if necessary, an item be placed on the agenda of the next meeting of Council. Further RESOLVED that representation on the Governing Body of Catwg Primary School be placed on the agenda of the next meeting of Council.
- Further to Minute 4431 and the elevation improvements at Bryncoch Community Centre, the Clerk reported on defects to the roof of the gents' toilet and the opportunity to investigate and address whilst scaffolding was in place. RESOLVED that the contractors on site be invited to submit a quotation and that the Chairman, Vice Chairman and Clerk be granted delegated authority to consider and agree a way forward.
- Further to Minute 4436 relating to Waunceirch Playing Field, the Clerk reported on his meeting with the Chairman, Secretary and Treasurer of Bryncoch Football Club, confirming that he had highlighted issues regarding car parking and requested a more detailed expression of the Club's proposals. The Club had subsequently requested an opportunity to make a presentation to Council. The Clerk also outlined legal advice received further to the Council's leasehold interest and the transfer from the former Land Authority for Wales. RESOLVED that the legal advice be clarified and conveyed to the Bryncoch FC before Council accedes to the request for a presentation.
- Further to Minute 4438 relating to Church in Wales land at the rear of Beaconsfield Street Cadoxton, the Clerk summarised discussions regarding potential Garden Tenancy Agreements (GTAs), Japanese Knotweed and trees. RESOLVED that GTAs be issued as reported subject to an amendment to include a five year review of rental

payments, that the Council's contractor be engaged to pursue a programme of Knotweed eradication, and that a tree survey be undertaken adjacent to the stream.

- Further to Minute 4440 relating to Egni Solar PV installations at community centres, the Clerk outlined progress with due diligence legal discussions and highlighted an issue with lease renewal at Aberdulais Community Centre. RESOLVED that the option to include Aberdulais be held in abeyance pending discussion on extension of the lease at the next meeting of Council.

**4450 Payments – July 2019**

RESOLVED that the Clerk's report be approved.

**4451 Planning Applications**

RESOLVED no objection be made to the following applications –

P2019/5128	Dwelling	Land at Llys Wen Caewern
P2019/5192	Non-Material Amendment	4 Millbank Waunceirch

**4452 Community Centre Management**

There were no reports on Community Centre Management.

**4453 Police and PACT Meetings**

Members reported that issues relating to parking and anti-social behaviour had been raised at the Bryncoch PACT meeting. RESOLVED noted.

**4454 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4455 Casual Vacancy – Cilfrew Ward**

The Clerk indicated that two expressions of interest had been received with regard to the Casual Vacancy in the Cilfrew Ward. He summarised both and Members were asked to vote for a candidate by secret ballot. RESOLVED that Ms C Hadley be co-opted to serve as a community councillor representing the Cilfrew Ward.

**4456 Cilfrew Football Club**

The Clerk summarised progress achieved by Cilfrew Football Club with regard to their licence proposals and confirmed that the matter would be considered by the relevant committee at NPT CBC. He also indicated that the Club's proposal to erect sponsor banners had been withdrawn following advice on planning legislation. RESOLVED noted.

**4457 Pre-Planning Consultations**

Members received information on two pre-planning application consultations relating to –

- Proposed Aldi Store, Neath Abbey Road, Neath
- Proposed Extension to Gilfach Quarry, Bryncoch

RESOLVED that Council does not offer comments at this stage and awaits the submission of formal planning application consultations.

**4458 Cadoxton Park**

The Clerk provided an update for Members on work relating to the entrance feature gates at Cadoxton Park, including feedback from the workshop with children from Catwg Primary School. RESOLVED that the report be noted and that an opening event be held in September so that the schoolchildren could attend.

**4459 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 three items, by virtue of the nature of the business to be transacted.

**4460 Matters Arising from Exempt Items**

1. Further to Minute 4443 relating to the appointment of outside staff, the Clerk reported that he had appointed Mr G Davies to the role of Park Attendant. RESOLVED noted.
2. Further to Minute 4445 regarding the introduction of a card payment facility, Members were advised that the equipment had arrived but required the installation of an app on a Council mobile. As the Mobile phone contract was due for renewal in August and discussions on a reduced cost contract were in hand, the installation had been deferred. RESOLVED noted.

**4461 Health and Safety**

The Clerk reminded Members of his previous report that there was a need to review all of the Council's Health and Safety documentation, protocols and procedures, and informed Council that this had been discussed with a consultant engaged as part of the One Voice Wales consultancy team. Council was advised of the cost of undertaking this work which includes the preparation of fire risk assessments and provision of relevant policy and procedure templates. RESOLVED that Council engage One Voice Wales' Health and Safety Consultant at the price made known to Council.

**4462 Cadoxton Park**

The Clerk referred to previous discussions relating to a request to screen gardens from the playground at Cadoxton Park. He provided a quotation for a hedge as an alternative to a screen fence. RESOLVED that, subject to consultation with the complainant, a hedge be planted by Martins Landscaping and Design at the price made known to Members.

**4463 Correspondence**

RESOLVED that the following item of correspondence be noted –

- 1 One Voice Wales Invitation to 2019 Conference

The meeting ended at 8.20 pm.

Signed

Dated 16 September 2019

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# **Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council**

Minutes of the Monthly Meeting of Council held on Monday 16 September 2019 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor B Rosser

Present Councillors D Jones, T Lewis, W Griffiths, G Morgan, H Phillips, J Griffiths, C Hadley, J Betts, A Burton, P MacPherson Jones, A Wingrave

Apologies Councillors C Williams, K Gilmore, J Hale, E Edwards, L Bromham-Nichols

## **4464 Declarations of Interest**

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

## **4465 Councillor C Hadley**

The Chairman welcomed Councillor C Hadley who was attending her first meeting of Council.

## **4466 Councillor L Bromham Nichols**

The Chairman referred to the recent passing of Councillor L Bromham Nichols' husband. All present stood for a minute's silence as a mark of respect.

## **4467 Minutes of the Monthly Meeting held on 15 July 2019**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 15 July 2019 be confirmed as a correct record.

## **4468 Matters Arising**

- Further to Minute 4449.1 and representation on Committees, RESOLVED noted that Councillor P MacPherson Jones had confirmed her acceptance of appointment to the Resources, Festivals and Staffing Committees, and further RESOLVED that the Clerk enquire as to whether Mr P Winstone would be interested in representing Council on the Governing Body of Catwg Primary School.
- Further to Minute 4449.3 relating to Waunceirch Playing Field, the Clerk reported that he had conveyed the legal advice received to Bryncoch Football Club which was now considering its position. RESOLVED noted.
- Further to Minute 4449.4 relating to Church in Wales land at the rear of Beaconsfield Street Cadoxton, the Clerk confirmed that 7 out of 11 residents had signed Garden Tenancy Agreements, with the remaining 4 deciding not to proceed, with one of whom considering an alternative course of action. RESOLVED that the Garden Tenancy Agreements be signed by two Members and that no further action be taken with regard

to the remaining four. Further RESOLVED that the costed Japanese Knotweed eradication programme outlined to Members proceed.

- Further to Minute 4456 relating to Cilfrew Rovers Football Club, the Clerk outlined progress in the Club's development of social activities. RESOLVED noted. Further RESOLVED that the Clerk explore whether there were any options to pursue to increase the amount of car parking serving the Playing Field.

#### **4469 Payments – August 2019 and September 2019**

RESOLVED that the Clerk's report be approved.

#### **4470 Planning Applications**

RESOLVED noted that, following consultation of Ward Members during the recess, no objection had been offered to the following planning applications -

P2019/5168	Replacement Flats	Waun Las Waunceirch
P2019/5263	Removal of BT ayphones	Cadoxton & Caewern
P2019/5266	Work to TPO Trees	1 Derwen Deg Bryncoch
P2019/5267	Work to TPO Tree	The Old Vicarage Glebeland St Cadoxton
P2019/5279	Single Storey Extension	7 Heol Llwyn Celyn Caewern
P2019/5294	Work to TPO Tree	11 Derwen Road Bryncoch

RESOLVED no objection be made to the following applications –

P2019/5299	Extension to Quarry	Gilfach Quarry Gilfach Road Bryncoch
P2019/5279	Single Storey Extension (Amended Plan)	7 Heol Llwyn Celyn Caewern
P2019/5362	C/U & Retention of Holiday Accommodation	Bwthyn Felgaws Ty Llwyd Bryncoch

RESOLVED that an Objection be made to the following applications for the reasons indicated -

P2019/5304	Erection of Foodstore	Land adj CSN Precision Eng Neath Abbey Road Neath
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Neath Abbey Road, particularly given its use by adjacent commercial and educational establishments, the sheer volume of traffic and the lack of a turn right lane, is not capable of accommodating additional traffic, and the amenity of adjacent residential properties will be affected by the more intensive commercial operations and by noise pollution from installed generators.

P2019/5356 Dwelling, Access and Car Park Tanybryn Main Road Cadoxton  
The additional accesses created from Main Road to serve this proposal opposite Catwg Primary School and in close proximity to a narrow bend in the main road would exacerbate existing traffic issues.

**4471 Community Centre Management**

The Clerk advised Members that a review of PRS/PPL licences for each community centre was needed, and would result in an accurate reflection of costs to be incurred. RESOLVED noted.

**4472 Police and PACT Meetings**

Members advised that an extra PACT meeting had been held at Owain Glyndwr Community Centre in view of issues relating to anti-social behaviour in the vicinity of Caewern Park. RESOLVED noted.

**4473 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4474 Chairman's Statement**

The Clerk summarised a letter received from Councillor L Bromham Nichols, wherein he offered his apologies for non-attendance for reasons known to Members. He also indicated that it was his wish to stand down as Chairman of the Council during the current municipal year, and the Clerk confirmed that he had re-affirmed that this was his wish prior to the meeting. RESOLVED that

- the Clerk write to Councillor Bromham Nichols conveying the Council's best wishes
- Councillor B Rosser be appointed Chairman for the remainder of the municipal year, whereupon Councillor Rosser signed the Declaration of Acceptance of Office
- Councillor G Morgan be appointed Vice-Chairman for the remainder of the municipal year, whereupon Councillor Morgan signed the Declaration of Acceptance of Office.

**4475 Bryncoch Community Centre**

The Clerk summarised progress on the elevational improvements at Bryncoch Community Centre, and outlined the quotation received from the existing contractors with regard to the flat roof replacement that was needed. He confirmed that the Council's architectural consultant was satisfied that the quotation represented value for money, given the specification and industry rates for similar work, and subject to inspection of roof joists in due course. RESOLVED that progress be noted and that, given the report of the Council's consultant and the presence of the contractor on site, the existing contractor be appointed to replace the flat roof as soon as possible.

**4476 Solar PV Installation**

The Clerk reported that, whilst discussions relating to Aberdulais Community Centre were on hold, due diligence discussions had taken place with Egni and with the Council's legal advisors regarding both Cadoxton and Owain Glyndwr Community Centre. Members were advised that Egni would not charge for electricity which the Council generated and consumed and that a Power Purchase Agreement would not be necessary. Clarity with regard to planning permission and building regulations had been received and neither would be required in this instance. Discussions regarding the leases in favour of Egni were concluded and Members were apprised of the terms.



RESOLVED that Members of Council be authorised to sign the leases in favour of Egni Cydweithredol Cyfyngedig in respect of Cadoxton and Owain Glyndwr Community Centres.

**4477 Playground Inspections**

The Clerk provided a summary of recommendations received from ROSPA in respect of the Council's playground inspections. He reported that there were no high risk items but that a variety of actions were necessary, by the handyman and following consultation with Wicksteed and Sutcliffe. He also indicated that reference had been made to some older "ageing" pieces of equipment. RESOLVED that the Clerk proceed with any repairs recommended and inspect the "ageing" equipment with consideration to be given to replacement if appropriate.

**4478 2018/19 Accounts**

The Clerk advised Members of the unqualified certificate issued by the External Auditor following the audit of the Council's Accounts for 2018/19. He submitted a briefing note outlining actions relevant to each of the issues raised in the Auditor's Report. RESOLVED that the report and the Annual Return be noted and that the Chairman and Responsible Financial Officer be authorised to sign any necessary documents accordingly. Further RESOLVED that the Clerk submit reports on the issues raised by the Auditor in due course.

**4479 Defibrillators**

The Clerk reported that following discussions with a number of Members regarding financial support, the Bryncoch Inn Community Fund had agreed to finance the provision of two defibrillators outside the Bryncoch and Owain Glyndwr Community Centres respectively. The Clerk had agreed a way forward with the charity "Cariad" who would supply and install the equipment, and indicated that opportunities for appropriate publicity would be notified in due course. RESOLVED noted.

**4480 Cadoxton Park**

The Clerk advised Members that the new gates for Cadoxton Park were nearing completion and would be installed at the end of September. An opening event would follow in early October to publicise completion of the new playground and gates. RESOLVED noted.

**4481 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.

**4482 Matters Arising from Exempt Items**

There were no matters arising.

**4483 Correspondence**

RESOLVED that the following items of correspondence be noted –

- |   |                             |   |
|---|-----------------------------|---|
| 2 | St Matthew's Church Dyffryn | Invitation to Service                           |
| 3 | One Voice Wales             | Correspondence re Environment Wales Act<br>2016 |

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

- |   |                                   |                             |
|---|-----------------------------------|-----------------------------|
| 1 | Elite Supported Employment Agency | Request for Work Experience |
|---|-----------------------------------|-----------------------------|
- Council accede to the request.

The meeting ended at 8.20 pm.

Signed

Dated 21 October 2019

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

**Minutes of a Meeting of the Festivals Committee of the Council held in Cadoxton Community Centre, Neath on Monday 23<sup>rd</sup> September, 2019 at 6.30pm.**

Presiding -

Present Councillors J Hale, W Griffiths, E Edwards, C Williams, G Morgan (non-voting member)

Apologies Councillors L Bromham-Nichols, B Rosser, P MacPherson-Jones, J Griffiths (non-voting Member)

(The Assistant Clerk to the Council was authorised by Members to oversee the first two items on the agenda)

#### **4484 Declarations of Interest**

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

#### **4485 Appointment of Chairman**

RESOLVED that Councillor J Hale be appointed Chairman for 2019/2020

(Councillor J Hale in the chair)

#### **4486 Appointment of Vice-Chairman**

RESOLVED that Councillor E Edwards be appointed as Vice-Chairman for 2019/2020.

#### **4487 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Festivals Committee held on 8<sup>th</sup> May 2019 be confirmed as a correct record

#### **4488 Matters Arising**

There were no matters arising.

#### **4489 Fun Day, Owain Glyndwr Community Centre, 11<sup>th</sup> May 2019**

Members discussed the success of the Fun Day and noted a number of issues. RESOLVED that the Committee be recommended to note and consider the following items further at the next meeting of the Committee, in advance of planning the Fun Day at Owain Glyndwr Community Centre in 2020 –

- 2 x Bouncy castles and Rodeo Bull proved more successful than 3 Bouncy Castles
- Children's entertainer very popular with all age groups
- Donkey rides popular, however donkey handler inconsistent with whom he was letting have rides

- Petting Zoo very popular and well attended
- Archery participation was very low
- South West Wales Woodturning Club failed to turn up on the day
- Only one member of Amman Valley Radio Control Club showed on the day
- Perceived that the event was better attended on a Saturday as opposed to a Bank Holiday Monday

**4490 Review of Festivals Budget**

A copy of the Festivals Budget was circulated and discussed. RESOLVED that the budget situation be noted.

**4491 Spring/Summer Family Fun Day 2020**

Members discussed a potential date for the annual Spring/Summer Family Fun Day at Owain Glyndwr Community Centre and decided to hold it on Saturday May 16<sup>th</sup>, 2020. RESOLVED Council be recommended to approve.

**4492 Christmas Event 2019**

Councillor C Williams proposed a Christmas/Food Fayre to be held at Owain Glyndwr Community Centre on November 30<sup>th</sup> 2019. Members discussed and decided that it would not be feasible to organise in the time available, but to consider such an event at an earlier date for Christmas 2020. RESOLVED noted.

Councillor G Morgan suggested a similar event to coincide with St David's Day, 2020. RESOLVED that this item be deferred until next Festivals Committee Meeting to allow for further discussion.

**4493 'Night Out Scheme'**

The Assistant Clerk updated Members on the responses received from Blaenhonddan, Catwg and Waunceirch Primary Schools. Catwg Primary School decided not to proceed as they are busy with a major curriculum reform. Waunceirch Primary School are hoping to roll it out in Spring 2020 and Blaenhonddan Primary school are still considering the initiative. RESOLVED that Council extend the scheme to provide opportunities for Ysgol Hendrefelin and Ysgol Maes-Y-Coed .

The meeting ended at 7.20pm

Signed

Dated

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 21 October 2019 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor G Morgan

Present Councillors T Lewis, W Griffiths, J Griffiths, C Hadley, J Betts, A Burton, C Williams, K Gilmore, J Hale, E Edwards

Apologies Councillors B Rosser, D Jones, L Bromham-Nichols

## 4494 Declarations of Interest

At the start of the meeting, Councillor C Williams declared an interest in Item 6 - Planning Applications, and Councillors W Griffiths, J Hale and C Williams declared interests in Item 11 – Applications for Financial Assistance.

## 4495 Minutes of the Monthly Meeting held on 16 September 2019

RESOLVED that the Minutes of the Monthly Meeting of Council held on 16 September 2019 be confirmed as a correct record.

## 4496 Matters Arising

- Further to Minute 4471 the Clerk updated Members on discussions with regard to PPL/PRS. RESOLVED noted.
- Further to Minute 4483.1 relating to a Work Experience opportunity, the Clerk updated Members on the outcome of discussions held. RESOLVED noted.

## 4497 Payments – October 2019

RESOLVED that the Clerk's report be approved, subject to the Clerk providing retrospective clarification of two payments.

## 4498 Planning Applications

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

RESOLVED no objection be made to the following applications –

P2019/5421	Variation of Condition	Plot 2 Taillwyd Road Neath Abbey
P2019/5488	Listed Building Consent	Aberdulais Viaduct Station Road Aberdulais

RESOLVED that an Objection be made to the following application for the reasons indicated –

P2019/5353	Raised Decking and C/Use to Residential Curtilage	62 Ffynnon Dawel Aberdulais
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Council considers that a precedent could be set for such ad-hoc

encroachments into the rural area at the rear of these properties, which also provides a context for the adjacent Aberdulais Falls area.

**4499 Community Centre Management**

1. The Clerk presented a request for a reduction in hire charges for a booking at Caewern Community Centre on the basis that a public service was being provided. RESOLVED that the Council's charging policy be adhered to and that the request be rejected.
2. The Clerk presented a request for a reduction in hire charges for a booking at Aberdulais Community Centre on the basis of comparison with other centres elsewhere. RESOLVED that the Council's charging policy be adhered to and that the request be rejected.
3. The Clerk summarised a request that Council relax its hire policy and give permission for the use of Cadoxton Community Centre until 10.00 pm for a community fund raising event in February 2020, and for alcohol to be served. Members enquired and were advised further as to the precise nature of the event. RESOLVED that use of the Centre until 10.00 pm be approved subject to the Clerk confirming the availability of a caretaker and the hirer meeting any additional costs, and that permission to serve alcohol be granted subject to the hirer complying with licensing legislation
4. Members were informed that the fire alarm test at Cilfrew Community Centre had identified the need to install a new system that was appropriate for the building, whilst there was also a need to update the existing lighting arrangements which were proving difficult to maintain cost effectively. The Council's electrical contractors had been asked to submit prices for the work. RESOLVED that the situation be noted and that a further report be submitted.
5. The Clerk advised Members that internal improvement work had now been completed at Bryncoch Community Centre and he outlined proposals regarding fittings and redecoration. RESOLVED that the Clerk proceed as indicated and that any equipment needed, given the height of the building, be acquired as necessary.

**4500 Police and PACT Meetings**

There were no reports relating to Police or PACT matters.

**4501 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4502 Minutes of the Festivals Committee Meeting held on 23 September 2019**

RESOLVED that the Minutes of the Festivals Committee Meeting held on 23 September 2019 be adopted.

**4503 Applications for Financial Assistance**

(Councillors W Griffiths, J Hale and C Williams declared interests in this item, and following the Clerk's factual report, left the Chamber and took no part in the discussions or voting thereon)

The Clerk reminded Members of the Council's arrangements for considering applications for financial assistance under Section 137 of the Local Government Act 1972. He summarised the budget for the 2019/20 financial year, commitments made to date and previous practice relating to senior citizen groups. He briefly summarised the applications received.

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

1	Ainon Baptist Church	£50.00
2	Kids Cancer Charity	£100.00
3	Alzheimer's Carers Group Caewern	£100.00
4	Bryncoch Community Association	£100.00
6	Caewern Senior Citizens	£50.00
7	Cilfrew Senior Citizens	£50.00
8	Bryncoch Senior Citizens	£50.00
9	Nifty Wednesday Club	£50.00

RESOLVED that the following application be not supported –

- 5 Castell Nedd Chess Club

#### **4504 Financial Management Arrangements**

The Clerk referred to previous Minutes of Council and its adopted Financial Regulations and summarised issues relating to the administration of the Council's bank accounts that needed addressing. RESOLVED that –

- The Clerk be added to the list of signatories to facilitate cheque payments, and all cheque payments be signed by one officer and one Member
- Debit Card payment arrangements be retained as at present
- For Online Banking, present arrangements be amended so that the Clerk and both Assistant Clerks be included with full access, Councillor W Griffiths be upgraded from review to authorisation status, and two individuals be required to authorise all payments.
- Signatory arrangements be amended in respect of Swansea Building Society so that the Clerk and Councillor D Jones alone are included.

#### **4505 Governing Bodies**

The Clerk reported that there were Community Council nominee vacancies on the Governing Bodies of Catwg and Cilffriw Primary Schools. Members considered suggestions previously notified. RESOLVED that Council nominate –

- Councillor T Lewis to the Governing Body of Catwg Primary School
- Councillor E Edwards to the Governing Body of Cilffriw Primary School

#### **4506 Christmas and New Year Holiday Period**

The Clerk summarised Christmas and New Year holiday arrangements that were in place for Council facilities and the Council Office in 2018 and enquired as to Members' intentions for 2019. RESOLVED that the 2018 arrangements be replicated in 2019 and that, in addition, facilities and the office remain closed on Friday 27 December 2019.

#### **4507 Cadoxton Park**

The Clerk advised Members that improvements to Cadoxton Park were now completed and that all invoices had been paid other than the additional pedestrian gate that Council commissioned. He confirmed that all funding claims had been made. He also indicated that a proposed publicity event involving local children who were involved, would need to be postponed until after half term. RESOLVED that the proposals for the event be agreed and that the Chairman/Vice Chairman of the Council preside with guests limited to Members of Council, schoolchildren, relevant officers from NPT CBC, the artist and contractor representatives.

**4508 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.

**4509 Matters Arising from Exempt Items**

There were no matters arising.

**4510 Correspondence**

RESOLVED that the following items of correspondence be noted –

- |   |  |   |
|---|--|---|
| 1 | NPT CBC Countryside Team                 | Draft Rights of Way Improvement Plan Consultation |
| 2 | Independent Remuneration Panel for Wales | Draft Annual Report 2020/21                       |
| 3 | SSAFA Armed Forces Charity               | Circular re VE Day                                |
| 4 | Welsh Government                         | Consultation on Planning Policy                   |

The meeting ended at 8.27 pm.

Signed

Dated 18 November 2019

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# **Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council**

**Minutes of a Meeting of the Festivals Committee of the Council held in Aberdulais Community Centre, Neath on Wednesday 13<sup>th</sup> November 2019 at 6.30pm.**

Presiding Councillor J Hale

Present Councillors W Griffiths, J Betts, E Edwards, P MacPherson Jones, J Griffiths (Non-Voting Member)

Apologies Councillors C Williams, D Jones, L Bromham-Nichols

## **4511 Declarations of Interest**

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

## **4512 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Festivals Committee held on 23<sup>rd</sup> September 2019 be confirmed as a correct record

## **4513 Matters Arising**

Further to Minute 4490 relating to the budget, the Assistant Clerk provided the required information. RESOLVED noted.

## **4514 Fun Day, Owain Glyndwr Community Centre, May 16<sup>th</sup> 2020**

Members discussed initial arrangements for the Fun Day in May. RESOLVED that Council be recommended to adopt the following;

- Free entry
- Time 12pm – 4pm
- Proceed with professionally made Programme
- Not to proceed with marquee hire, Falconry display, Circus theme, Dog Show and Snake/ Reptile display
- Hire donkeys and Petting Zoo
- Hire Bouncy Castles and Rodeo Bull
- Hire Children's Entertainer
- Request attendance of Neath Archers
- Hire Ukulele Band/Workshop
- Hire Potter depending on clay type
- Hire Climbing Wall, provided enough available space
- Request presence of the PASS team
- Hire Ice Cream Van
- Hire Balloon Artist
- Request the presence of Bryncoch Environment Group, Air Ambulance and Dementia UK
- Request that the Ospreys bring their Inflatable Rugby Practice Ring

- Request the presence of NPTCBC Recycling Team – Bag painting etc
- Request the presence of the Fire Service and Police
- Hire Samba dance troop
- Consider inviting the Swansea RAF Cadets drummers
- Explore the involvement of the local Scouts/Cubs
- Hire Face Painter and Hair braider
- Hire Majorettes
- Hire Disney Princess Mascot
- Hire Dinosaur Man Mascot
- Invite some of our hirers to take part, i.e. Yoga demonstrations, Children’s Choir etc

**4515 St David’s Day 2020**

Members considered organising an event to celebrate St David’s Day. Members proposed that we consider organising a concert in St Catwg’s Church, Cadoxton on the evening of Saturday 29<sup>th</sup> February 2020. RESOLVED that Councillor Hale make enquiries with the Vicar and report back to the Assistant Clerk. RESOLVED that, at this stage, Council be requested to note the Festival Committee’s proposal.

**4516 Night Out Scheme**

The Assistant Clerk updated Members on the responses received from Ysgol Maes Y Coed and Ysgol Hendrefelin. A follow up meeting with the Assistant Clerk in December has been requested by the Headteacher of Ysgol Hendrefelin to further discuss the project. Members also considered an invitation from the Night Out Scheme to put on a show in November/December 2019. Members RESOLVED that it was too short notice for this year but would consider it for Christmas 2020 provided at least 6 month notice given.

The meeting ended at 7.47pm

Signed

Dated

# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 18 November 2019 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor G Morgan

Present Councillors T Lewis, W Griffiths, J Griffiths, C Hadley, J Betts, A Burton, C Williams, D Jones

Apologies Councillors B Rosser, L Bromham-Nichols, K Gilmore, J Hale, E Edwards, P MacPherson Jones, D Richards

## **4517 Declarations of Interest**

At the start of the meeting, Councillor C Williams declared an interest in Item 6 - Planning Applications.

## **4518 Minutes of the Monthly Meeting held on 21 October 2019**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 21 October 2019 be confirmed as a correct record.

## **4519 Matters Arising**

Further to Minute 4507 relating to Cadoxton Park, the Clerk advised Members that it had not been possible to arrange a date for a photoshoot with children from Catwg Primary School. RESOLVED that the Clerk make appropriate arrangements with other parties.

## **4520 Payments – November 2019**

RESOLVED that the Clerk's report be approved.

## **4521 Planning Applications**

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

RESOLVED no objection be made to the following application –

P2019/5540 Extensions 14 Fforest Hill Aberdulais

RESOLVED no objection to the following applications, subject to observations–

P2019/5457 Garage Conversion 38 Maes yr Hafod Cadoxton

The provision of replacement parking being enforced

P2019/5356 Amended Plans – Detached Dwelling, Access and Parking Tanybryn Main Road Cadoxton

Council's previous objection was based on the proposed access arrangements, but the revised proposals are a significant improvement

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

P2019/5557	Work to TPO Tree	14 Main Road Bryncoch
P2019/5583	Work to TPO Tree	11 Cloda Avenue Bryncoch
P2019/5597	Work to TPO Tree	21 Rhiwlas Waunceirch
P2019/5600	Work to TPO Trees	1 Wern Oleu Cilfrew

#### **4522 Community Centre Management**

1. The Clerk reported a complaint regarding activities outside Cilfrew Community Centre on Saturday 16 November 2019, and summarised investigations undertaken. RESOLVED that Cilfrew Rovers FC be requested to investigate and resolve the issue prior to a Police report if the activities recur. Further RESOLVED that the complainant be encouraged to report any similar activities directly to the Police.
2. Further to requests from Cilfrew Rovers FC regarding use of the Cilfrew Community Centre during the Christmas period, RESOLVED that Council refuse use of the Centre on Christmas Day, and agree use on Boxing Day, subject to the availability of a caretaker.
3. The Clerk presented a request for hire of Aberdulais Community Centre on Christmas Eve and Christmas Day. RESOLVED that the request be not acceded to, but that the hirer is offered Cadoxton Community Centre on Christmas Eve, subject to the Clerk making appropriate arrangements for opening and closing.
4. The Clerk reported that a fire door at Cilfrew Community Centre had been secured with temporary closures which did not preclude its use as a fire door. Alteration to provide improved door furniture might involve the provision of a new door. RESOLVED that the Clerk take advice on the present fittings and seek a price for a replacement door.

#### **4523 Police and PACT Meetings**

There were no reports relating to Police or PACT matters.

#### **4524 Reports from Outside Bodies**

There were no reports from Outside Bodies.

#### **4525 Minutes of the Festivals Committee Meeting held on 13 November 2019**

RESOLVED that the Minutes of the Festivals Committee Meeting held on 13 November 2019 be adopted.

#### **4526 Cilfrew Community Centre**

Councillor D Jones indicated that she had been party to discussions regarding possible grant funding for projects in Aberdulais and Cilfrew, and that given issues regarding the condition of Cilfrew Community Centre, the opportunity to rebuild or refurbish should be explored. RESOLVED that the Clerk initiate discussions regarding a feasibility study of options relating to the redevelopment or refurbishment of Cilfrew Community Centre.

**4527 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 three items, by virtue of the nature of the business to be transacted.

**4528 Matters Arising from Exempt Items**

There were no matters arising.

**4529 Bryncoch Community Centre Improvements**

The Clerk presented the final accounts in respect of Elevational Improvements and the Flat Roof Replacement at Bryncoch Community Centre. RESOLVED that the Clerk's report be noted.

**4530 Cilfrew Community Centre Fire Alarm**

The Clerk reminded Members that the fire alarm arrangements at Cilfrew Community Centre were no longer appropriate for a community building, and submitted a price received from the Council's electrical contractor for more appropriate arrangements. RESOLVED that the Council's compliance be checked with the contractor, Council's insurers and its Health and Safety advisor, and that the Clerk respond accordingly regarding the replacement price in consultation with the Chairman and Vice Chairman.

**4531 Correspondence**

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

- |   |                          |   |
|---|--------------------------|---|
| 1 | NPT CBC Countryside Team | Consultation re Proposed Woodland at Tanyrhiw Cilfrew |
|---|--------------------------|---|

Council offer no objection

- |   |   |                          |
|---|---|--------------------------|
| 2 | Community Health Councils – Wales Board | Engagement Questionnaire |
|---|---|--------------------------|

The questionnaire be circulated for Members to respond to the Clerk if they wish to do so.

RESOLVED that the following items of correspondence be noted –

- |   |                  |                               |
|---|------------------|-------------------------------|
| 3 | Welsh Government | Guidance on Biodiversity Duty |
|---|------------------|-------------------------------|

The meeting ended at 8.10 pm.

Signed

Dated 09 December 2019

# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 09 December 2019 at 6.45pm in the Cadoxton Community Centre, Neath

Presiding Councillor G Morgan

Present Councillors W Griffiths, C Hadley, J Betts, A Burton, K Gilmore

Apologies Councillors J Griffiths, C Williams, D Jones, T Lewis, B Rosser, L Bromham-Nichols, J Hale, E Edwards, P MacPherson Jones, D Richards, A Wingrave

## **4532 Declarations of Interest**

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

## **4533 Minutes of the Monthly Meeting held on 18 November 2019**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 18 November 2019 be confirmed as a correct record.

## **4534 Matters Arising**

Further to Minute 4526 relating to Cilfrew Community Centre, the Clerk advised Members of informal discussions held regarding the possibility of feasibility work being undertaken to establish the potential for refurbishment or replacement. He outlined the content of a brief drafted to facilitate the preparation of a study, and summarised options for the engagement of appropriate professional services, including the previous experience of Council in this respect. RESOLVED that, in view of their previous cost effective and pragmatic advice to Council on similar projects and their knowledge of Council's operational practices, Council waive Financial Regulations and invite MJS Designs (Cymru) Ltd to respond to the brief with a proposal, and receive a report thereon at the next meeting.

## **4535 Payments – December 2019**

RESOLVED that the Clerk's report be approved.

## **4536 Planning Applications**

RESOLVED no objection be made to the following application –

P2019/5580	Extension	1 Dynevor Avenue Neath
P2019/5599	Garage	41 Llygad yr Haul Caewern
P2019/5631	Garage and Associated Works	30 Cadoxton Terrace Cadoxton
P2019/5623	Variation of Conditions	Site of Former Cilfrew Hotel Main Road Cilfrew

RESOLVED no objection to the following applications, subject to observations–

P2019/5356	Amended Plans – Detached	Tanybryn Main Road Cadoxton
------------	--------------------------	-----------------------------

Dwelling, Access and Parking

Council's previous objection was based on the proposed access arrangements, but the revised proposals are a significant improvement

**4537 Community Centre Management**

There were no reports on Community Centre Management.

**4538 Police and PACT Meetings**

There were no reports relating to Police or PACT matters.

**4539 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4540 Resources Committee Meeting held on 09 December 2019**

RESOLVED noted that the meeting to be held on 09 December 2019 was cancelled as it was not quorate.

**4541 Review of Electoral Arrangements, Neath Port Talbot CBC**

The Clerk summarised the Draft Report of the Local Boundary Commission for Wales on the Review of Electoral Arrangements for Neath Port Talbot CBC, as it relates to the Blaenhonddan area. Council RESOLVED to make an objection to the proposal to revise the boundary of the Bryncoch South Ward by removing a number of streets and placing these in the Dyffryn Clydach Ward, for the reasons to be conveyed and outlined to the Clerk.

**4542 Internal Audit and Procurement**

The Clerk presented a report which outlined concerns expressed by the Council's External Auditor regarding its internal audit practices and financial regulations relating to procurement. The report suggested changes to the Council auditing practices and amendments to existing Financial Regulations and recommended that, if approved, the changes and amendments be instigated in the next financial year and at the Annual Meeting respectively. RESOLVED that the Clerk's recommendations be accepted.

**4543 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.

**4544 Matters Arising from Exempt Items**

There were no matters arising.

**4545 Correspondence**

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

2 Green Dragon Request for Financial Support  
Council make a contribution of £100

3 Councillor D Richards Letter of Resignation as a Member

Clerk to write to Councillor Richards and instigate the casual vacancy procedure in the New Year.

RESOLVED that the following items of correspondence be noted –

- |   |                  |   |
|---|------------------|---|
| 1 | Welsh Government | Consultation on “A More Equal Wales – Commencing the Socio-Economic Duty” |
|---|------------------|---|

The meeting ended at 7.55 pm.

Signed

Dated 20 January 2020

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# **Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council**

**Minutes of a Meeting of the Festivals Committee of the Council held in Aberdulais Community Centre, Neath on Wednesday 11<sup>th</sup> December 2019 at 6.00pm.**

Presiding Councillor J Hale

Present Councillors W Griffiths, J Betts, E Edwards,

Apologies Councillors L Bromham-Nichols, P MacPherson-Jones, G Morgan (non-voting member), J Griffiths (non-voting member)

## **4546 Declarations of Interest**

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

## **4547 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Festivals Committee held on 13<sup>th</sup> November 2019 be confirmed as a correct record

## **4548 Matters Arising**

No matters arising.

## **4549 St David's Day Concert**

Members discussed potential arrangements for a possible St David's Day concert to be held in St Catwg's Church, Cadoxton. Members agreed that the Assistant Clerk explore the options discussed and provide feedback at the next Festivals Committee Meeting. RESOLVED that Council be requested to note the Committee instruction.

The meeting ended at 6.45pm

Signed

Dated

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

**Minutes of a Meeting of the Festivals Committee of the Council held in Aberdulais Community Centre, Neath on Wednesday 8<sup>th</sup> January at 6.00pm.**

Presiding Councillor J Hale

Present Councillors W Griffiths, J Betts, E Edwards,

Apologies Councillors L Bromham-Nichols, P MacPherson-Jones, C Williams

(At the start of the meeting, the Chair, Councillor J Hale, took the opportunity to wish all present a 'Happy New Year')

## **4550 Declarations of Interest**

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

## **4551 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Festivals Committee held on 11<sup>th</sup> December 2019 be confirmed as a correct record

## **4552 Matters Arising**

No matters arising.

## **4553 St David's Day Concert**

The Clerk to the Council was present and provided Members with information to be considered when making decisions in respect of organising a concert and securing Council's agreement to the Committee's recommendations. The Assistant Clerk then verbally presented Members with the information that had been gathered from discussions with various potential performers. Members considered this feedback and realised that there was insufficient time to be able to organise a successful concert in time for St David's Day. RESOLVED that Council be recommended to consider a similar event in St Catwg's Church in October 2020.

## **4554 Family Fun Day, Owain Glyndwr Community Centre, May 16<sup>th</sup> 2020**

The Assistant Clerk tabled V.1 of the action plan for the Owain Glyndwr Family Fun Day 2020. RESOLVED to proceed with actions as per Action Plan and report to Council accordingly.

The meeting ended at 7.50pm

Signed

Dated

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# **Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council**

**Minutes of a Meeting of the Resources Committee of the Council held in the Cadoxton Community Centre, Neath on Monday 13 January 2020 at 6.30 pm.**

Presiding --

Present Councillors W Griffiths, J Hale, T Lewis, K Gilmore, D Jones, G Morgan, J Betts

Apologies Councillor L Bromham-Nichols

(Members agreed that the Clerk should preside over the first two substantive items on the agenda)

## **4555 Declarations of Interest**

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

## **4556 Appointment of Chairman**

RESOLVED that Councillor G Morgan be appointed as Chairman.

(Councillor G Morgan in the Chair)

## **4557 Appointment of Vice-Chairman**

RESOLVED that Councillor J Betts be appointed as Vice-Chairman.

## **4558 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Resources Committee held on 26 November 2018 be confirmed as a correct record.

## **4559 Matters Arising**

There were no matters arising.

## **4560 2019/20 Budget Monitoring**

The Clerk reminded Members of the budget agreed for 2019/20 and presented a report on income and expenditure, by individual budget head, to 30 September 2019. Members noted that expenditure was near that which would be anticipated for the mid-term period. They were advised of the anticipated outturn to the end of the financial year, and of the reasons for differences with the original budget. RESOLVED that the report be accepted and that Council be recommended to note the Committee's scrutiny of the Council's 2019/20 budget and its conclusion.

**4561 Hire Charges**

The Clerk submitted a schedule of current hire charges relating to community centres and playing fields, and charges levied in respect of tenancies, allotments, and grazing land. Members considered whether charges should be amended, and were mindful of the level of subsidy applied by Council, the Council's previous decisions in setting charges and the general increase in costs which Council would need to meet in the next financial year. RESOLVED that Council be recommended not to increase charges in 2020/21.

**4562 Budget and Precept for 2020/21**

The Clerk submitted a report on the estimated budget out-turn in 2019/20 as the basis for calculating a proposed budget in 2020/21. He advised Members that assumptions had been made with regard to final expenditure and overall income. He provided Members with an estimate of expenditure and income in 2020/21, identified the Council Tax Base as advised by NPT CBC, and accordingly, was able to indicate possible budget options for 2020/21 and an indication as to how the budget options might be funded.

RESOLVED that Council be recommended to –

- accept a draft budget in the sum of £260,966
- set a Precept for 2020/21 in the sum of £230,000
- fund the residual amount of the budget from the Council's reserves, and/or by prudent budget management during the year.

The meeting ended at 7.30 pm

Signed

Dated

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 20 January 2020 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding --  
Present Councillors J Griffiths, C Williams, D Jones, T Lewis, W Griffiths, C Hadley, A Burton, G Morgan, J Hale

Apologies Councillors B Rosser, L Bromham-Nichols, E Edwards, P MacPherson Jones, K Gilmore

(In the absence of the Chairman and Vice Chairman at the start of the meeting, Councillor D Jones in the Chair)

## 4563 Declarations of Interest

Councillor C Williams declared an interest in Item 6 on the agenda – Planning Applications - at the start of the meeting.

(Councillor G Morgan, Vice Chairman, in the Chair)

## 4564 Minutes of the Monthly Meeting held on 09 December 2019

RESOLVED that the Minutes of the Monthly Meeting of Council held on 09 December 2019 be confirmed as a correct record.

## 4565 Matters Arising

There were no matters arising

## 4566 Payments – January 2020

RESOLVED that the Clerk's report be approved.

## 4567 Planning Applications

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

RESOLVED no objection be made to the following applications –

P2020/0001	Demountable Classroom	Wauanceirch Primary School Dwr y Felin Road Wauanceirch
P2020/0006	Extension and Pitched Roof	48 Underwood Road Cadoxton
P2020/0019	Extension	55 Rowan Tree Close Bryncoch

## 4568 Community Centre Management

1. The Clerk referred to a request that for a retail outlet to operate in the car park of Cadoxton Community Centre. RESOLVED that the request be not acceded to.
2. The Clerk summarised a request for an additional booking on Saturday mornings at Bryncoch Community Centre. RESOLVED that given the

contractual arrangements of caretakers and the potential for early morning disruption of neighbours, the request be not acceded to.

**4569 Police and PACT Meetings**

Members were advised that the streetlight on the public footpath near Cilfrew Community Centre had been vandalised and was being attended to by NPT CBC. RESOLVED that the situation be noted and that the local PCSO be made aware of the vandalism.

**4570 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4571 Resources Committee Meeting held on 13 January 2020**

RESOLVED that the Minutes of the Resources Committee held on 13 January 2020 be adopted, and further RESOLVED that –

- a 2020/21 budget in the sum of £260,966 is agreed
- a Precept for 2020/21 in the sum of £230,000 be set
- the residual amount of the budget be funded from the Council's reserves and/or from prudent budget management during the year.

**4572 Minutes of the Festivals Committee Meeting held on 11 December 2019**

RESOLVED that the Minutes of the Festivals Committee Meeting held on 11 December 2019 be adopted.

**4573 Minutes of the Festivals Committee Meeting held on 08 January 2020**

RESOLVED that the Minutes of the Festivals Committee Meeting held on 08 January 2020 be adopted.

**4574 Casual Vacancy Cilfrew Ward**

The Clerk indicated that the Returning Officer had not received a request for an election in respect of the Casual Vacancy in the Cilfrew Ward, and that consequently, the Council was able to co-opt an individual to serve in the Cilfrew Ward. RESOLVED that expressions of interest be invited and that a further report be submitted to the February meeting of Council.

**4575 Member Attendance Issues**

1. The Clerk indicated that Councillor L Bromham Nichols had notified him that he wished to resign his position as a Member of Council representing the Aberdulais Ward. Members noted the decision with regret. RESOLVED that the Clerk write to the Member and thank him for his service, and that the appropriate Notice of Vacancy be served.
2. The Clerk indicated that for reasons explained to Members, Councillor P MacPherson Jones had requested a dispensation from attending Council for 6 months. RESOLVED that the request be granted.

**4576 Cadoxton Park Incident**

The Clerk advised Members that an incident involving two dogs had occurred in Cadoxton Park and that he had spoken to both owners regarding the circumstances and responsibilities. RESOLVED noted.

**4577 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.

**4578 Matters Arising from Exempt Items**

There were no matters arising.

**4579 Cilfrew Community Centre Feasibility Study**

The Clerk advised Members of the response received to the Brief for Consultancy Services relating to a Stage 1 Feasibility Study in respect of the Cilfrew Community Centre. Members were advised of the composition and experience of the consultancy team and the fee proposal submitted. RESOLVED that mjs designs (Cymru) ltd be appointed along with Quantity Surveyors Wales and Withycombe Design Services Ltd.

**4580 Correspondence**

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

- |   |                 |  |
|---|-----------------|--|
| 1 | One Voice Wales | Response to WG Consultation on The Local Government and Elections (Wales) Bill |
|---|-----------------|--|

The document be circulated to Members for information.

The meeting ended at 8.00 pm.

Signed

Dated 17 February 2020

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# Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 17 February 2020 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor G Morgan  
Present Councillors J Griffiths, C Williams, D Jones, T Lewis, W Griffiths, C Hadley, E Edwards, K Gilmore, J Hale, A Wingrave

Apologies Councillors P MacPherson Jones, J Betts

## **4581 Declarations of Interest**

Councillor C Williams declared an interest in Item 6 on the agenda – Planning Applications - at the start of the meeting.

## **4582 Minutes of the Monthly Meeting held on 20 January 2020**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 20 January 2020 be confirmed as a correct record.

## **4583 Matters Arising**

There were no matters arising

## **4584 Payments – February 2020**

RESOLVED that the Clerk's report be approved.

## **4585 Planning Applications**

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

RESOLVED no objection be made to the following applications –

P2020/0019	Extension	55 Rowan Tree Close Bryncoch
P2020/0079	Extension	The Brambles 8 Wern Oleu Cilfrew
P2020/0103	Extension	72 Ffynnon Dawel Aberdulais

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

P2020/0080	Work to TPO Trees	1 Wern Oleu Cilfrew
P2020/0113	Work to TPO Trees	1 Derwen Deg Bryncoch

## **4586 Community Centre Management**

The Clerk advised Members that an appeal had been received in respect of Council's decision not to agree to an additional extended booking at Bryncoch Community Centre (Minute 4568.2, Council 20 January 2020 refers). He provided full details of the request submitted, and Members discussed the issues involved. RESOLVED that Council's previous decision be re-affirmed.



**4587 Police and PACT Meetings**

The Clerk advised Members of representations made by a resident of Caewern regarding a public right of way linking Twyn Teg with Dynevor Avenue. He indicated that he had spoken to the local PCSO and was raising awareness with Council as requested. RESOLVED noted.

**4588 Reports from Outside Bodies**

There were no reports from Outside Bodies.

**4589 Casual Vacancy Cilfrew Ward**

The Clerk reported that one expression of interest had been received for the vacancy in the office of councillor serving the Cilfrew Ward and provided a synopsis of the information contained therein. RESOLVED that C Lewis be co-opted to serve as a councillor in the Cilfrew Ward.

**4590 Casual Vacancy Aberdulais Ward**

The Clerk indicated that the Returning Officer had not received a request for an election in respect of the Casual Vacancy in the Aberdulais Ward, and that consequently, the Council was able to co-opt an individual to serve in the Aberdulais Ward. RESOLVED that expressions of interest be invited and that a further report be submitted to the March meeting of Council.

**4591 Casual Vacancies Bryncoch South Ward**

The Clerk reported that letters of resignation had been received from Councillors B Rosser and H Phillips, both of whom served the Bryncoch South Ward. Council noted the resignations and consequent casual vacancies with regret. RESOLVED that the Clerk write to the two Members thanking them for their services to the Council and serve the appropriate Notice of Vacancy accordingly. Further RESOLVED that, as Councillor Rosser was Chairman of Council, the Vice-Chairman, Councillor G Morgan, be appointed as Chairman and be asked to sign the Declaration of Acceptance of Office as soon as possible, and that the vacated position of Vice-Chairman be held in abeyance pending the forthcoming Annual Meeting.

**4592 Playground Improvements**

Members were reminded of a previous decision of Council which required the Clerk to scope potential incremental improvements to the playgrounds at Cilfrew and Leiros Parc. He referred to the playground inspections undertaken by ROSPA, and outlined possible equipment which could be replaced, informed by the inspections. He also suggested that, as the playgrounds have been supplied by Sutcliffe Play and Wicksteed Leisure, these two companies should be invited to recommend and cost alternative equipment and surfacing. Members were also made aware of playground issues relating to litter at Caewern, Cadoxton and Bryncoch and provided Members with a new bin design and cost, similar to that procured at the Waunceirch Playing Field, which could be implemented at those locations to alleviate the problems.

RESOLVED that –

- the Clerk liaise with Sutcliffe Play and Wicksteed Leisure regarding possible equipment and costed proposals for Cilfrew and Leiros Parc
- a further report on the proposals and costs be considered by Council in due course
- 6 No. litter bins are purchased for installation at Caewern, Cadoxton and Bryncoch.

**4593 Bryncoch South Environmental Initiative**

Members indicated that residents in Caewern had expressed an interest in promoting a community litter initiative to improve the environment of the Caewern area. Litter picking and Health and Safety equipment was needed in order for the volunteers to progress the initiative. Members had agreed to explore whether Council could assist with some start-up funding of a few hundred pounds to purchase equipment, as this was not available through the principal council or Keep Wales Tidy, and indicated that this could be a model for similar working elsewhere in the Council's area. The Clerk offered advice on the way forward. RESOLVED that the Clerk purchase equipment and that it be lent to the volunteer group once a convenor had been identified.

**4594 Neath Port Talbot Local Development Plan – Draft Review Report**

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

The Clerk advised Members that a consultation draft of the Review of the Neath Port Talbot Local Development Plan had been received and provided a brief synopsis of its content. RESOLVED that the Draft Review Report be noted.

**4595 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.

**4596 Matters Arising from Exempt Items**

There were no matters arising.

**4597 Grounds Maintenance 2020-21**

The Clerk advised Members that the Council's three Grounds Maintenance Contracts were in place until 31 March 2020, and confirmed that all three had been the subject of competitive tender in 2018. He sought instruction as to whether Members wished to invite tenders for 2020-21 or negotiate with the existing contractors given the recent tendering exercise. RESOLVED that the Clerk negotiate with the three existing contractors and report back to Council in due course.

**4598 Correspondence**

RESOLVED that the following items of correspondence be noted -

- |   |                    |  |
|---|--------------------|--|
| 1 | NPT CBC Planning   | Notice of Appeal P2019/5353  |
| 2 | Wales Audit Office | Consultation on Future Audit Arrangements for<br>Community Councils in Wales |

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

- |   |                 |                                      |
|---|-----------------|--------------------------------------|
| 3 | One Voice Wales | Correspondence re Membership 2020/21 |
|---|-----------------|--------------------------------------|
- Council renew its membership in 2020/21.

The meeting ended at 7.50 pm.

Signed

Dated 16 March 2020

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# **Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council**

## **Minutes of a Meeting of the Festivals Committee of the Council held in Aberdulais Community Centre, Neath on Wednesday 11<sup>th</sup> March at 6.30pm**

Presiding Councillor J Hale

Present Councillors W Griffiths, J Betts, E Edwards,

Apologies Councillors C Williams, G Morgan (non-voting Member)

### **4599 Declarations of Interest**

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

### **4600 Minutes of the Last Meeting**

RESOLVED that the Minutes of the Festivals Committee held on 8<sup>th</sup> January 2020 be confirmed as a correct record

### **4601 Matters Arising**

No matters arising.

### **4602 Autumn Concert**

The Assistant Clerk updated Members on arrangements and progress made so far. Members discussed ticket pricing and holding a raffle on the evening. Members proposed that all proceeds made after paying the performers be donated to a charity. RESOLVED Council be recommended to approve.

### **4603 Family Fun Day, Owain Glyndwr Community Centre, May 16<sup>th</sup> 2020**

The Assistant Clerk verbally provided Members with an update from NPTCBC in respect of the Coronavirus outbreak. Members discussed the possible implications of cancelling the Fun Day and decided to proceed as normal for now, following the advice and guidelines provided by both the Government and Public Health Wales. Members instructed the Assistant Clerk to clarify the Council's position with its insurers and write to all Fun Day participants about contractual obligations and advice being sought from Welsh Government and Public Health Wales regarding public events.

The Assistant Clerk tabled V.2 of the action plan for the Owain Glyndwr Family Fun Day 2020. RESOLVED to proceed with actions as per Action Plan and report to Council accordingly.

### **4604 Christmas Event 2020**

Members explored options for a Christmas Event. RESOLVED that present arrangements of donating towards Christmas trees be continued, and that Council be recommended to approve the purchase of a new Father Christmas outfit

The meeting ended at 7.35pm

Signed

Dated

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# Cyngor Cymuned Blaenhonddan

## Blaenhonddan Community Council

Minutes of an Extraordinary Meeting of Council held Online, on Monday 04 May 2020 at 6.30pm.

Presiding Councillor G Morgan  
Present Councillors J Griffiths, C Williams, D Jones, J Betts, W Griffiths, E Edwards, C Lewis

Apologies Councillors P MacPherson Jones, K Gilmore, J Hale, C Hadley, A Burton, T Lewis

### **4605 Welcome and Condolences**

The Chairman welcomed Councillor C Lewis who was attending her first meeting of Council. He then referred to Councillor P Macpherson Jones who had recently suffered a family bereavement. RESOLVED that the Clerk convey the Council's condolences to Councillor Macpherson Jones.

### **4606 Declarations of Interest**

Councillor C Williams declared an interest in Item 6 on the agenda – Planning Applications - at the start of the meeting.

### **4607 Minutes of the Monthly Meeting held on 17 February 2020**

RESOLVED that the Minutes of the Monthly Meeting of Council held on 17 February 2020 be confirmed as a correct record.

### **4608 Matters Arising**

- 1 Further to Minutes 4590 and 4591 relating to Casual Vacancies, the Clerk updated Members on intentions regarding the vacancies in the Aberdulais and Bryncoch South Wards. RESOLVED noted.
- 2 Further to Minute 4597 regarding Grounds Maintenance in 2020-21, the Clerk referred to the Briefing Note circulated to Members on 23 March 2020 which indicated the prices requested from the Council's 3 No. Grounds Maintenance contractors. Following his subsequent discussions with the Chairman, the Clerk had accepted the prices received and duly appointed South Wales Environmental Ltd., Neath Port Talbot CBC and Wayne Duggan Ecosolve. RESOLVED that the Clerk's actions be endorsed.

### **4609 Payments – March 2020 and April 2020**

Following circulation to all Members on 23 March 2020 and 17 April 2020 respectively, of payments due to be made by Council in March and April, and subsequent discussions with the Chairman, the Clerk had issued the payments. RESOLVED that the Clerk's report and actions be approved and endorsed.

#### 4610 Planning Applications

(Councillor C Williams declared an interest in this item and took no part in the voting or discussions thereon)

Following circulation to all Members on 25 March 2020 and 17 April 2020 respectively, of planning consultations received from Neath Port Talbot CBC in March and April, along with the Clerk's report and recommendations, the Clerk had submitted the responses to Neath Port Talbot CBC. RESOLVED that the Clerk's report and actions be approved and endorsed, and that the following responses be noted -

No Objection to the following applications –

P2020/0130	Extension	28 Gilfach Road Bryncoch
P2020/0133	Dormer Extension	18 Village Close Bryncoch
P2020/0149	Retention of Hairdressing/Beauty Salon	Units 1&2 Waunceirch Retail Development Dwr y Felin Road Waunceirch
P2020/0152	Extension and Outbuilding	116 Main Road Bryncoch
P2020/0155	Extension	Unit 2 Ynysygerwn Avenue Aberdulais
P2020/0157	Detached Garage	8 Cadoxton Terrace Cadoxton
P2020/0223	Removal of Temporary Classroom/ Provision of Demountable	Waunceirch Primary School Waunceirch
P2020/0189	Condition Variation	10 Elias Road Bryncoch

No Objection to the following applications, subject to the views of the NPT CBC arboricultural officer –

P2020/0129	Construction of Bungalows	Land at Heol Llwyn Celyn Caewern
P2020/0263	Work to TPO Tree	8 Hazel Tree Court Bryncoch

No Objection to the following application, although it is noted that an extensive flat roof which Council might have discouraged has been approved, probably of necessity –

P2020/0160	Extensions	43 Cadoxton Terrace Cadoxton
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Objection to the following application, for reasons of access and residential amenity as contained in the Council's previous consultation response –

P2019/5304	Retail Foodstore	Land adj CSN Precision Engineering Neath Abbey Road Neath
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No Objection to the following application, subject to compliance with NPT CBC's policy on extensions and there being no neighbour issues arising –

P2020/0306	Extension and Front Porch	29 Llewellyn Avenue Neath
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#### 4611 Insurance Policy

The Clerk referred to a report circulated to all Members on 17 April 2020 which outlined the result of proposals requested and received to meet the Council's insurance requirements. The report detailed proposals and prices from various companies. Following subsequent discussions with the Chairman, the Clerk appointed Zurich under the terms of a 3 year long term agreement. RESOLVED that the Clerk's report and actions be approved and endorsed.

**4612 Bryncoch Community Centre**

The Clerk referred to his Briefing Note issued to all Members on 23 March 2020, wherein he outlined the urgent need for repairs at Bryncoch Community Centre, and a price submitted by a contractor who was prepared to undertake the work given the circumstances outlined. Following discussions with the Chairman, agreement that the works needed to be completed urgently and the reasonable price received, it was agreed that Council appoint Ken Jones Building Contractors to complete the work as soon as possible. The Clerk subsequently appointed the contractor and work was delayed by the Covid-19 lockdown, but would proceed as soon as restrictions were lifted. RESOLVED that the Clerk's report and actions be approved and endorsed.

**4613 Delegated Authority**

Members considered the unprecedented circumstances which were prevailing due to Covid-19, and notwithstanding the ability to legally convene meetings online, the need for delegated authority to deal with operational matters. RESOLVED that Council grant delegated authority to the Clerk in respect of decisions relating to –

- Payment of Accounts
- Responses to Planning Consultations
- Any other urgent matters relating to the ongoing administration of the Council as agreed with the Chairman

subject to his liaising with Members on such matters and any specific ward issues as expediently as possible.

The meeting ended at 7.03 pm.

Signed

Dated 18 May 2020

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