

Cyngor Cymuned Blaenhonddan

Blaenhonddan Community Council

Minutes of the Annual Meeting of Council held Online on Monday 17 May 2021 at 6.30pm

Presiding Councillor G Morgan

Present Councillors D Jones, W Griffiths, C Williams, J Griffiths, E Edwards, C Hadley, J Hale, A Burton, C Lewis, J Fishlock, L Bromham-Nichols, J Betts

Apologies Councillors A Wingrave, B Powell

4789 Declarations of Interest

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

4790 Appointment of Chairman

RESOLVED that Councillor G Morgan be appointed Chairman for 2021/22, and that the Clerk arrange for Councillor Morgan to sign his Declaration of Acceptance of the Office of Chairman as soon as possible.

4791 Appointment of Vice Chairman

RESOLVED that Councillor C Williams be appointed Vice-Chairman for 2021/22, and that the Clerk arrange for Councillor Williams to sign his Declaration of Acceptance of the Office of Vice Chairman as soon as possible.

4792 Members Code of Conduct

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

4793 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, J Betts, D Jones, J Fishlock and C Lewis, subject to the Clerk confirming that Councillor Macpherson Jones is 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 - That the Committee stand in abeyance and that nomination of Members be agreed when the Committee is able to reconvene.

Staffing Committee - Councillors P MacPherson-Jones, L Bromham-Nichols and J Betts, subject to the Clerk confirming that Councillor Macpherson Jones is happy to be re-nominated, and if not, that she be replaced by Councillor J Hale.

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

4794 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 continue as follows –

- Blaenhonddan Primary Councillor A Burton
- Bryncoch CIW Primary Councillor A Burton
- Catwg Primary Mr T Lewis
- Cilffriw Primary Ms J Cook
- Wauanceirch Primary Councillor W Griffiths

4795 Income and Expenditure 2020/21

The Clerk submitted the Income and Expenditure Report for 2020/21 in advance of its submission for audit. RESOLVED that the accounts be approved.

4796 Annual Investment Strategy 2021/22

The Clerk submitted a draft Annual Investment Strategy for 2021/22. RESOLVED that the Draft Strategy be approved.

4797 Policies and Procedures

RESOLVED that the following policies and procedures be adopted–

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

4798 Draft Annual Report 2021

RESOLVED that the Draft Annual Report for 2021 be adopted.

4799 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.

4800 Financial Management Arrangements

RESOLVED that present arrangements be confirmed and specifically that –

- existing financial arrangements as outlined in the Annual Investment Strategy and the Clerk's Report 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 2021/22

4801 Member Remuneration

The Clerk indicated that the Report of the Independent Remuneration Panel for Wales had been received. He outlined its recommendations and Council's previous practice in its consideration. 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 his 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 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 2021/22 in accordance with current practice
- No Vice-Chairperson's allowance be paid in 2021/22
- 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 7.07 pm.

Signed

Dated 21 June 2021

Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held Online on Monday 17 May 2021 at 7.08 pm

Presiding Councillor G Morgan

Present Councillors D Jones, W Griffiths, C Williams, J Griffiths, E Edwards, C Hadley, J Hale, A Burton, C Lewis, J Fishlock, L Bromham-Nichols, J Betts

Apologies Councillors A Wingrave, B Powell

4802 Declarations of Interest

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

4803 Minutes of the Monthly Meeting held on 19 April 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 19 April 2021 be confirmed as a correct record.

4804 Matters Arising

1. Further to Minute 4779 relating to seats in Council Parks, clarification was sought regarding the proposed seat in Cilfrew. RESOLVED that the proposal be actioned as minuted.
2. Further to Minute 4781 regarding Legionella Management and Control Measures, the Clerk updated Members on discussions with Acorn Chemical Services. RESOLVED noted.

4805 Payments – May 2021

RESOLVED that the Clerk's report be approved.

4806 Planning Applications – May 2021

(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 to the following applications –

P2021/0230	Rear Extension	45 Alexander Road Rhyddings
P2021/0306	Retention of Extensions	10 Cadoxton Terrace Cadoxton
P2021/0429	Garage	Bryn Nedd 1 Main Road Aberdulais
P2021/0472	Extensions	2 Dol Werdd Waunceirch
P2021/0482	Dormer Extension	27 Elias Drive Bryncoch
P2021/0494	Extension	21 Underwood Road Cadoxton

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

P2021/0287	Work to TPO Trees	20 Dyffryn Woods Bryncoch
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- 4807 Community Centre Management**
There were no reports on community centre management.
- 4808 COVID-19**
The Clerk updated Members on the current situation relating to the use of Council premises and delivery of its services, and specifically sought views on proposals by Cilfrew Rovers regarding Cilfrew Community Centre. RESOLVED that the update report be noted, and that the proposal by Cilfrew Rovers be not agreed as it was considered premature.
- 4809 Casual Vacancy – Bryncoch South Ward**
The Clerk advised Members that he had not yet been advised as to whether an election had been requested in respect of the Casual Vacancy in the Bryncoch South Ward. He indicated that if no such request was made he would advertise the Notice of Vacancy (Co-option) expeditiously and notify Members accordingly. RESOLVED noted.
- 4810 Playground Improvements – Leiros Parc**
The Clerk advised Members that he had met on site with Wicksteed Playgrounds and discussed the options within the limitations of the site in terms of proximity to residential dwellings and topography. He outlined some initial thoughts and indicated that further information would be forthcoming in due course. Members expressed their general support for the initial assessment and options. RESOLVED noted.
- 4811 Playground Improvements - Ynysygerwn**
The Clerk indicated that proposals had been invited from two playground companies and that these were awaited. RESOLVED that a report be submitted in due course.
- 4812 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.
- 4813 Matters Arising from Exempt Items**
There were no matters arising.
- 4814 Health and Safety**
There were no reports for submission to Council. RESOLVED noted.
- 4815 Cilfrew Community Centre**
Further to Minute 4780 of Council on 19 April 2021, the Clerk outlined progress with discussions on various proposals for Cilfrew Community Centre, with a view to culminating in a decision as to how to proceed with its improvement. Details of the prospective costs that were known were outlined to Members, with an indication of what else would follow. RESOLVED noted.
- 4816 Correspondence**

The Clerk reported a request from Llandarcy Cricket Club that Council consider a proposal that would enable the Club to develop a cricket facility as its base on the Waunceirch Playing Field. Members considered the nature of the current facility, its use and the practicality of the proposal. RESOLVED that the Club be advised that Council was unable to support their proposal.

The meeting ended at 8.20pm

Signed

Dated 21 June 2021

Cyngor Cymuned Blaenhonddan

Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held Online on Monday 21 June 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors D Jones, W Griffiths, C Williams, J Griffiths, C Hadley, J Hale, A Burton, C Lewis, J Fishlock, L Bromham-Nichols, J Betts, P MacPherson Jones, B Powell

Apologies Councillors E Edwards, A Wingrave

4817 Declarations of Interest

At the start of the meeting, Councillor C Williams declared an interest in Item 7 – Planning Applications.

4818 Minutes of the Annual Meeting held on 17 May 2021

RESOLVED that the Minutes of the Annual Meeting of Council held on 17 May 2021 be confirmed as a correct record.

4819 Minutes of the Monthly Meeting held on 17 May 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 17 May 2021 be confirmed as a correct record.

4820 Matters Arising

Further to Minute 4793 relating to membership of Committees, the Clerk confirmed that Councillor P MacPherson Jones had agreed to the appointments indicated. RESOLVED noted.

4821 Payments – June 2021

RESOLVED that the Clerk's report be approved.

4822 Planning Applications – June 2021

(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 to the following applications –

P2021/0292	Detached House	9 Maes Llwynonn Cadoxton
P2021/0422	Extensions	4 Bryn Catwg Cadoxton
P2021/0485	Variation of Condition	161 Main Road Bryncoch
P2021/0501	Extensions	38 Parc Pencynor Cilfrew
P2021/0512	Extensions	2 Tyllwyd Cottages Tyllwyd Bryncoch
P2021/0541	Garage Conversion	32 Priory Court Bryncoch
P2021/0561	Extensions	10 Llys Nedd Caewern
P2021/0647	Extension	103 Ffynnon Dawel Aberdulais

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

P2021/0560 Work to TPO Tree 19 Dyffryn Woods Bryncoch

4823 Community Centre Management

There were no reports on community centre management.

4824 COVID-19

The Clerk updated Members on the current situation relating to the use of Council premises and delivery of its services, and specifically advised as to his response to an enquiry regarding a place of worship. RESOLVED noted.

4825 Casual Vacancy – Bryncoch South Ward

The Clerk advised Members that he had received two expressions of interest in the Casual Vacancy in the Bryncoch South Ward, and summarised the content thereof. Members decided that a secret ballot should take place to determine the successful candidate. RESOLVED that the Clerk circulate all Members present by e-mail and following consultation with the Chairman take steps to appoint the successful candidate in accordance with the outcome of the ballot.

4826 Internal Auditor’s Report on 2020/21 Accounts

The Clerk summarised the content of the Internal Auditor’s Report on the 2020/21 Accounts and confirmed that there were no matters that he wished to draw to the attention of the Council. RESOLVED that the Internal Auditor’s Report be noted and that the Chairman and Responsible Financial Officer be authorised to sign the Annual Return.

4827 Playground Improvements – Leiros Parc

The Clerk indicated that following Member consultation on a draft proposal from Wicksteed Leisure there was general support and the proposal had subsequently been costed at a sum reported to Council. Members considered it an appropriate level of improvement. RESOLVED that, in view of their previous work in the playground, Wicksteed Leisure be appointed to implement the scheme.

4828 Playground Improvements - Ynysygerwn

The Clerk reported that he had met on site with both Wicksteed Leisure and Sutcliffe Play and that both companies had submitted costed proposals which were outlined to Council. Members debated the merits of the respective proposals, and determined, on the basis of price and content, that the proposal submitted by Wicksteed Leisure was the best option. RESOLVED that Wicksteed Leisure be appointed to undertake improvements as indicated in their proposal.

4829 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.

4830 Matters Arising from Exempt Items

There were no matters arising.

4831 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4832 Correspondence

The Clerk reported a proposal from Bryncoch Football Club to provide a dog proof fence to protect the playing field area at the Waunceirch District Park. He indicated the initial details provided by the Club and outlined his holding response which outlined various matters that would need to be discussed in detail. Members discussed the merits of the proposal and the reasons which had given rise to its submission. RESOLVED that the Clerk be authorised to enter into detailed discussions with Bryncoch Football Club, that a further report be submitted to an agenda item at the next Council, and that a representative from Bryncoch Football Club be invited to attend should they so wish.

The meeting ended at 7.35 pm

Signed

Dated 16 August 2021

Cyngor Cymuned Blaenhonddan

Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held Online on Monday 16 August 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors W Griffiths, C Williams, J Griffiths, C Hadley, J Hale, A Burton, C Lewis, L Rabaiotti Jones

Apologies Councillors E Edwards, D Jones, J Fishlock, L Bromham-Nichols, P MacPherson Jones, H Harry

4833 Clerk to the Council

On behalf of the Council, the Chairman extended his condolences to the Clerk on his recent bereavement.

4834 Declarations of Interest

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

4835 Minutes of the Monthly Meeting held on 21 June 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 21 June 2021 be confirmed as a correct record.

4836 Matters Arising

Further to Minute 4825 relating to the Casual Vacancy in the Bryncoch South Ward, the Clerk reported that, following a secret ballot, Ms H Harry had been co-opted as a Member. RESOLVED that the outcome be noted and that Councillor Harry be welcomed to Council.

4837 Payments – July / August 2021

RESOLVED that the Clerk's report be approved.

4838 Planning Applications – July / August 2021

(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 to the following applications –

P2021/0306	Retention and Completion of Extensions	10 Cadoxton Terrace Cadoxton
P2021/0633	Extension	17 Ty'n yr Heol Road Bryncoch
P2021/0678	Approval of Conditions	Land adj to CSN Precision Engineering
P2021/0700	Extensions	3 Stanley Place Cadoxton
P2021/0710	Extension	92 Ffynnon Dawel Aberdulais
P2021/0772	Loft Conversion	16 Millbank Waunceirch

P2021/0833 Outline Application for 2 Land off March Hywel Cilfrew
dwellings

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

P2021/0634 Work to TPO Tree 4 Derwen Deg Bryncoch
P2021/0645 Work to TPO Trees 9 Princess Drive Waunceirch

RESOLVED that the Council submit observations regarding the following application, as indicated -

P2021/0738 Retention of Extension 172 Main Road Bryncoch
and Pitched Roof

Council is aware that this proposal is situated on the rear boundary and that services project beyond that boundary into the neighboring property. Council is concerned that the proposal may have an overbearing effect on the neighboring garden, could set a precedent for further similar developments, and is wary of retrospective applications as a means of securing planning consent.

4839 Community Centre Management

The Clerk reported that the five year rent review in respect of Aberdulais Community Centre was due in November 2021 and that NPT CBC proposed to increase the rent to £6,600.00. The usual provision is in place for Council to submit an application for grant to offset the rent due. RESOLVED that the increase in rent be accepted and that the Clerk submit an application for grant as appropriate

4840 COVID-19

The Clerk updated Members on the current situation relating to the use of Council premises and delivery of its services, and specifically drew Members attention to issues relating to the Changing Rooms at Cilfrew Community Centre and to the use of that Centre by Cilfrew Football Club under the terms of their liquor licence. RESOLVED that –

- Use of the Changing Rooms be agreed in accordance with the FAW Protocol and once a Risk Assessment had been completed and submitted to the Clerk by Cilfrew FC
- Use of the Community Centre for social activities by Cilfrew FC be held in abeyance pending their completion of a “hospitality action plan” in accordance with Welsh Government guidance and its submission to the Clerk.

4841 Bryncoch Football Club

The Clerk referred to the proposal submitted by Bryncoch Football Club to Council at its meeting on 21 June 2021 (Minute 4832 refers). He outlined the substance of e-mail correspondence with the Club and with NPT CBC as freeholders of the Waunceirch District Park, and indicated that pending responses from both parties there was nothing further to progress. RESOLVED noted.

4842 Cilfrew Community Centre Improvements

The Clerk summarised a set of pragmatic improvements to Cilfrew Community Centre as compiled by the Council's consultant and which could be the basis for requesting tenders and considering the need for planning permission. He highlighted the key improvements by reference to a plan made available to Members, and discussion took place about toilet provision, emergency exits and the insulation properties of the building. Some amendments to the proposals were outlined and a discussion as to the way forward took place. RESOLVED that –

- the Clerk raise the queries discussed with the Council's consultant
- Council agree to the amendments outlined and
- a revised specification and drawings be drafted to facilitate queries about planning permission and commencement of the tender process.

4843 Council Meetings

The Clerk enquired as to whether Members wished to resume "face to face" meetings subject to reasonable measures, now that Welsh Government had eased the restrictions arising from COVID. RESOLVED that "face to face meetings" recommence with the September meeting of Council.

4844 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.

4845 Matters Arising from Exempt Items

There were no matters arising.

4846 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4847 Correspondence

RESOLVED that the following items of correspondence be noted –

- 1 NPT CBC Physical Activity & Sport Holiday Sports – Caewern Park
- 2 NPT CBC Planning Notice of Appeal 13 Rhiwlas Waunceirch

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

3 Age Cymru Info re Hope Project
A representative be invited to a future meeting of Council

4 Welsh Government Briefing Note re Multi Location Meetings
The Clerk prepare a report for consideration by Council

5 South Wales Police Introductory Letter – Inspector Lindsey
Sweeney

Inspector Sweeney be invited to attend a future meeting of Council

6 NPT CBC Leisure Services Posts for Cilfrew Football Pitch
The Clerk's report on the need for replacement posts and the expenditure
arising be endorsed.

The meeting ended at 8.22 pm

Signed

Dated 20 September 2021

Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held at Cadoxton Community Centre on Monday 20 September 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors W Griffiths, C Williams, J Griffiths, C Hadley, J Hale, A Burton, C Lewis, L Bromham-Nichols, P MacPherson Jones

Apologies Councillors E Edwards, D Jones, J Fishlock, J Betts, H Harry, L Rabaiotti Jones

4848 Declarations of Interest

At the start of the meeting, Councillor C Williams declared an interest in Item 7 – Planning Applications.

4849 Inspector L Sweeney, South Wales Police

The Clerk reported that the Inspector had offered her apologies and requested that she attend the October meeting of Council. RESOLVED that the apologies be accepted and the request be acceded to.

4850 Minutes of the Monthly Meeting held on 16 August 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 16 August 2021 be confirmed as a correct record.

4851 Matters Arising

- 1) Further to Minute 4840 relating to the COVID precautions at Cilfrew Community Centre, the Clerk reported that the necessary documentation had been submitted and was in order, and that Cilfrew Rovers FC would resume their activities as soon as practicable. RESOLVED noted.
- 2) Further to Minute 4842 regarding Cilfrew Community Centre Improvements, the Clerk updated Members on his discussions with the Council's consultant and confirmed that revised drawings and specification were now to hand, to facilitate tender procedures. RESOLVED noted.

4852 Payments – September 2021

RESOLVED that the Clerk's report be approved.

4853 Planning Applications – September 2021

(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 to the following applications –

P2021/0292	Amended Plans – Detached House	9 Maes Llwynonn Cadoxton
P2021/0787	Extensions & Alterations	Tre-nache Farm Bryncoch

P2021/0846	Conservatory	19 Alexander Road Rhyddings
P2021/0858	Dormer Extension	60 Daphne Road Bryncoch
P2021/0888	Extensions	29 Cadoxton Terrace Cadoxton
P2021/0897	Extension	13 Llewellyn Avenue Neath
P2021/0925	Detached House	Tanybryn Main Road Cadoxton
P2021/0926	Boundary Fence	1 The Rick Yard Bryncoch

RESOLVED that the Council submit observations regarding the following application, as indicated -

P2021/0831 Retention of Hardstanding Ty Blaidd 1E New Road Cilfrew and Retaining Wall

Members are aware that existing residents have to park on the highway at this location and are concerned that new access proposals to this development may compromise their ability to do so, thereby causing other parking issues.

4854 Community Centre Management

- 1) The Clerk reported that he had ordered new trade waste bins for Owain Glyndwr and Cadoxton Community Centres and that an additional cost would be forthcoming. RESOLVED noted.
- 2) The Clerk reported on the need to address extensive lighting failures at Owain Glyndwr Community Centre and that following a discussion with the Council's lighting contractor a comprehensive scheme for replacement LED lighting was considered appropriate and cost effective. A price for a scheme had been received and was outlined to Members. RESOLVED that Council proceed with an LED lighting scheme at Owain Glyndwr Community Centre.

4855 COVID-19

The Clerk updated Members on the current situation relating to the use of Council premises and the delivery of its services. RESOLVED that the report be noted.

4856 Furzeland Drive Bryncoch

Members were advised that Neath Port Talbot CBC had requested permission to place a seat on land in the Council's ownership at Furzeland Drive Bryncoch and agreed to meet the initial cost and that of ongoing maintenance. Members discussed the merits of the request and concerns about possible anti-social behaviour that might be generated. RESOLVED that Neath Port Talbot CBC be requested to undertake a consultation of immediate neighbours and advise the Council of its outcome, at which point the Council would consider the request further.

4857 Leiros Parc Playground

The Clerk indicated that he had received a complaint from a neighbour about invasive vegetation that was growing along a boundary of the Leiros Parc Playground adjacent to their property and affecting their fence. He had visited the site and spoken with the Council's grounds maintenance contractor regarding possible actions to alleviate the problem. RESOLVED that the Clerk be authorised to act on the advice he receives and resolve the problem.

4858 Multi Location Meetings

The Clerk presented a summary paper following a briefing note received from Welsh Government about Multi Location Meetings and notices. He explained that Council would need to set out its intentions as to how its meetings were to be held and how it would deal with the necessary publicity requirements. RESOLVED that Council continue with its “face to face meetings” for the present and that the Clerk explore opportunities that could allow hybrid meetings to take place in future.

4859 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.

4860 Matters Arising from Exempt Items

There were no matters arising.

4861 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4862 Internal Audit Arrangements

The Clerk reported that the Council’s Internal Auditor had notified the Council that he had retired from his role and that, with immediate effect, he would not be able to undertake the internal audit function for Council. The Clerk further indicated that identifying a suitable replacement with experience and knowledge of the town and community council sector was proving to be difficult for several councils, but that such an individual had been identified. A proposal and quotation had been received and was outlined to Council. Given the scope of work and fee paid to the previous auditor, this was considered to be competitive, and specifically as there were few options available, RESOLVED that Council appoint KLG Internal Auditor as the Council’s internal auditor.

4863 Correspondence

RESOLVED that the following item of correspondence be noted –

- 1 Post Office Letter re refurbishment of Cilfrew Post Office

The meeting ended at 8.22 pm

Signed

Dated 18 October 2021

**Cyngor Cymuned Blaenhonddan
Blaenhonddan Community Council**

Minutes of the Monthly Meeting of Council held at Cadoxton Community Centre on Monday 18 October 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors W Griffiths, J Griffiths, J Hale, A Burton, C Lewis, L Rabaiotti Jones, A Wingrave

Insp L Sweeney and PS Matthew Jones, South Wales Police

Apologies Councillors C Williams, C Hadley, D Jones, J Fishlock, J Betts, L Bromham-Nichols, P MacPherson Jones

4864 Declarations of Interest

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

4865 Inspector L Sweeney, South Wales Police

The Chairman welcomed Inspector Lindsey Sweeney and Sergeant Matthew Jones from South Wales Police. Insp Sweeney outlined the background of her recent appointment and previous experience to Members and outlined the approach that she was adopting, in conjunction with her colleagues. PS Jones outlined his experience and role. Both officers welcomed the opportunity to engage with Council and reinforced the message that the public should use 101, 999 and the various South Wales Police social media channels to report incidents and keep in touch.

Members asked a number of questions and there were useful discussions on the role, visibility and engagement activities of PCSOs, a spate of burglaries in Bryncoch, and the occasional incidence of anti-social behaviour.

In concluding, the Chairman thanked the Officers for attending, whereupon they withdrew from the meeting.

4866 Minutes of the Monthly Meeting held on 20 September 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 20 September 2021 be confirmed as a correct record.

4867 Matters Arising

There were no substantive matters arising.

4868 Payments – October 2021

RESOLVED that the Clerk's report be approved.

4869 Planning Applications – October 2021

RESOLVED no objection to the following applications –

P2021/0807	Extensions	72 Woodlands Park Drive Cadoxton
P2021/0888	Amended Plans	29 Cadoxton Terrace Cadoxton
P2021/0901	Garage Conversion	26 Rowan Tree Close Bryncoch
P2021/0921	Extensions	20 Main Road Bryncoch
P2021/0935	Detached Bungalow	L/adj 134 Brookfield Neath Abbey
P2021/0942	Porch, Extension, Dormers	39 Ffynnon Dawel, Aberdulais
P2021/0991	Extension	9 Stanley Place Cadoxton
P2021/0998	Roof Alteration	10 Cadoxton Road Neath
P2021/1002	Variation to Condition	34 Dynevor Avenue Neath
P2021/1023	Garage Conversion	4 Woodmill Waunceirch

RESOLVED no objection to the following applications, subject to the views of the NPT CBC Arboricultural Officer –

P2021/0948	Work to TPO Tree	Ty Pistyll y Banc 35a Penywern Road Bryncoch
P2021/0961	Work to TPO Trees	12 Princess Drive Waunceirch
P2021/0992	Work to TPO Trees	11 Princess Drive Waunceirch

4870 Community Centre Management

- 1) The Clerk reported a request from Cylch Meithrin Waunceirch that they be allowed to site a “clothes bin” in the grounds of Owain Glyndwr CC for fund raising purposes. RESOLVED that the request be granted.
- 2) The Clerk advised Members that a commemorative tapestry was to be placed on a wall in Bryncoch CC in accordance with a decision previously taken. RESOLVED noted.
- 3) The Clerk advised Members that two roller shutters were being repaired at Aberdulais and Owain Glyndwr Community Centres and indicated the cost involved. RESOLVED noted.

4871 COVID-19

The Clerk advised Members that there were no changes to the current situation relating to the use of Council premises and the delivery of its services. RESOLVED that the report be noted.

4872 Playground Issues

The Clerk updated members on –

- Aion’s proposed Christmas Tree in the Elias Drive Playground, Bryncoch
- The programme for improving equipment provision in Leiros Parc and Ynysgerwn from November 2021
- The scale of repairs anticipated at the Caewern Playground as a result of vandalism and damage.

RESOLVED noted.

4873 Applications for Financial Assistance

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 2021/22 financial year and reminded Members that four applications had been deferred in April for consideration at the October meeting of Council. A further four applications were now to hand along with the three senior citizen groups in the community.

RESOLVED that the following applications be supported in the sums indicated

–

1	Bryncoch Community Association	£100.00
2	Ainon Baptist Church Christmas Tree	£50.00
3	Caewern OAPs	£50.00
4	Bryncoch Senior Citizens	£50.00
5	Nifty Wednesday Club	£50.00

RESOLVED that the following applications be not supported -

- 6 Kids Cancer Charity
- 7 MacMillan Cancer Support
- 8 Urdd National Eisteddfod
- 9 Wales Air Ambulance
- 10 Tenovus Cancer Care
- 11 Cwrt Herbert Colts AFC

4874 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.

4875 Matters Arising from Exempt Items

There were no matters arising.

4876 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4877 Assistant Clerk Appointment

The Clerk reported that a healthy number of application forms had been requested for the vacant post of Assistant Clerk, and confirmed that the closing date for applications was Friday 22 October 2021. He indicated that he would discuss the appointment process with the Chairman and report back to Council at the next meeting. RESOLVED noted.

4878 Correspondence

RESOLVED that the following items of correspondence be noted –

2	NPT CBC Finance	Letter re Council Tax Base
3	NPT CBC Finance	Letter re Grant for Lease of Aberdulais CC
4	NPT CBC Legal Reg Servs	Consultation on Draft Gambling Policy

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

1 Councillor J Betts Request for dispensation
Dispensation be granted.
5 One Voice Wales Model Local Resolution Protocol
Council adopt the revised version of the Model Local Resolution Protocol.

The meeting ended at 8.00 pm

Signed

Dated 15 November 2021

Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held at Cadoxton Community Centre on Monday 15 November 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors W Griffiths, J Griffiths, J Hale, L Bromham-Nichols, C Lewis, L Rabaiotti Jones, C Williams, C Hadley, H Harry

Apologies Councillors A Burton, D Jones, J Fishlock, J Betts, E Edwards, P MacPherson Jones

4879 Councillor H Harry

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

4880 Declarations of Interest

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

4881 Minutes of the Monthly Meeting held on 18 October 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 18 October 2021 be confirmed as a correct record.

4882 Matters Arising

Further to Minute 4872 regarding playground issues, the Clerk updated Members on proposed work at Leiros Parc and Ynysygerwn and on the potential cost of addressing defects and vandalism at Caewern Park. RESOLVED noted.

4883 Payments – November 2021

RESOLVED that the Clerk's report be approved.

4884 Planning Applications – November 2021

(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 to the following applications –

P2021/0901	Garage Conversion	26 Rowan Tree Close Bryncoch
P2021/0966	Extension	The Clogery, B4242 Aberdulais to Abergarwed road
P2021/1007	Garage Conversion	2 Derwen Fawr Cilfrew
P2021/1063	Detached Annexe	Victoria Court main Road Cadoxton
P2021/1077	Conservatory Alterations	2 Main Road Bryncoch
P2021/1081	Dormer Extension and Attic Conversion	Beeches Bungalow Primrose Bank Bryncoch

4885 Community Centre Management

- 1) The Clerk reported a request from a hirer to allow limited consumption of alcohol at their event at Bryncoch Community Centre. The nature of the booking was made known to Members. RESOLVED that the request be acceded to.
- 2) The Clerk advised Members that a new community group – Cilfrew Community Connections – had been established in Cilfrew and that two inaugural community events were being arranged. In view of their recent establishment, the Group requested that Council waive the hire charge for the two events and that Council consider making a startup donation to their funds. RESOLVED that the request to waive hire charges be not acceded to, but that Council make a grant of £50.00 to assist them.

4886 COVID-19

The Clerk advised Members that there were no changes to the current situation relating to the use of Council premises and the delivery of its services. RESOLVED that the report be noted.

4887 Biodiversity Projects

The Clerk advised Members that he had been liaising with the Local Places for Nature Officer at One Voice Wales about potential biodiversity projects that involved changes to the current mowing arrangements at various Council sites and the possibility of converting the former playground at Waunceirch District Park to a community garden. He outlined the potential at Cadoxton Park, Cilfrew Park and Waunceirch District Park and possibly a number of smaller sites, and indicated the emerging partnership work of a Mowing Collective. He also summarised the possible implications for existing grounds maintenance specifications and internal staff, along with the need to engage the public as volunteers. RESOLVED that the Clerk progress discussions and report back to Council in due course.

4888 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.

4889 Matters Arising from Exempt Items

There were no matters arising.

4890 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4891 Appointment of Assistant Clerk

The Clerk reported that, following a shortlisting process and interview of three candidates by the Chairman and himself, Ms Michaela Chaplin had been appointed to the post of Assistant Clerk (Administration). Ms Chaplin would be commencing her employment with the Council on 06 December 2021. The Clerk referred to possible amendments to the terms and conditions of employment to meet updated circumstances, and these were discussed and considered by Council.

RESOLVED that the decision to appoint Ms M Chaplin to the post of Assistant Clerk (Administration) be endorsed. Further RESOLVED that Council agree to meet professional fees payable to the Society of Local Council Clerks, provide mobile phones for the use of the two Assistant Clerks and agree reasonable expenditure to office equipment to accommodate staff.

4892 IT Infrastructure Investment

The Clerk reported on his discussions regarding the equipment needed to facilitate multi location meetings and upgrade the Council's IT facilities. He described the proposed solutions and the potential cost involved. RESOLVED that –

- the equipment and labour costs at Cadoxton Community Centre to facilitate multi location meetings be agreed
- the proposed upgrade of Council IT be agreed, subject to the Clerk exploring whether the purchase of laptops was a feasible and cost effective option

4893 Correspondence

RESOLVED that the following items of correspondence be noted –

- | | | |
|---|---------------------|---|
| 1 | NPT CBC Legal Servs | Footpath Diversion Consultation |
| 2 | Senedd Cymru | Consultation on Inquiry into Second Homes |

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

- | | | |
|---|----------------------------|----------------------------|
| 3 | NPT CBC Electoral Services | Briefing re 2022 Elections |
|---|----------------------------|----------------------------|

Clerk to write to the Returning Officer to request reinstatement of a polling station at the Lidl Store to serve the Bryncoch South Ward.

4	Bowermans Solicitors	Enquiry re Reassignment of Tenancy Agreement
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Council agree to reassignment of the agreement

5	Councillor E Edwards	Letter of Resignation as a Councillor
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Council note the resignation and resolve not to fill the vacancy in view of the pending election in May 2022.

The meeting ended at 8.05 pm

Signed

Dated 13 December 2021

Cyngor Cymuned Blaenhonddan

Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held at Cadoxton Community Centre on Monday 13 December 2021 at 6.30 pm

Presiding Councillor G Morgan

Present Councillors W Griffiths, J Griffiths, J Hale, C Lewis, C Williams, C Hadley, A Burton, H Harry

Apologies Councillors L Bromham-Nichols, L Rabaiotti Jones, D Jones, J Fishlock, J Betts

4894 Ms M Chaplin

The Chairman welcomed Ms M Chaplin, newly appointed Assistant Clerk to the Council, who was attending her first meeting.

4895 Declarations of Interest

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

4896 Minutes of the Monthly Meeting held on 15 November 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 15 November 2021 be confirmed as a correct record.

4897 Matters Arising

Further to Minute 4882 regarding playground improvements, the Clerk updated Members on progress with the work at Leiros Parc and Ynnsygerwn. RESOLVED noted.

4898 Payments – December 2021

RESOLVED that the Clerk's report be approved.

4899 Planning Applications – December 2021

(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 to the following applications –

P2021/1007	Garage Conversion	2 Derwen Fawr Cilfrew
P2021/1134	Extension	Ffrwd Vale Lodge Dwr y Felin Road Caewern
P2021/1135	Extensions	90 Alexander Road Rhyddings
P2021/1137	Extension	30 Ffynnon Dawel Aberdulais
P2021/1155	Front Porch	1 Mill Race Neath Abbey
P2021/1159	Extension	119 March Hywel Cilfrew
P2021/1162	Dormer Extensions	13 Ravenswood Close Bryncoch
P2021/1177	Extension and Roof	18 Main Road Bryncoch

	Alterations	
P2021/1180	Extensions and Garage	20 Llewellyn Ave Neath
P2021/1195	Canteen Extension	Groundhog UK Ynysygerwn Avenue Aberdulais

4900 Community Centre Management

- 1) The Clerk reported on two unusual hirer requests. RESOLVED that the requests be noted.
- 2) The Clerk advised Members that a recent inspection had revealed that there was no roof insulation at Bryncoch Community Centre. RESOLVED that the Clerk invite quotations for roof insulation at Bryncoch Community Centre.
- 3) The Clerk indicated that Cilfrew Rovers AFC had submitted an enquiry about hiring Cilfrew Community Centre for community events on Christmas Day and Boxing Day, at which they would wish to operate the licensed bar for which they hold a license. RESOLVED that permission be declined.
- 4) The Clerk outlined proposals for closure of premises over the Christmas and New Year period given the extended bank holiday arrangements. Members considered the matter and RESOLVED that the proposals be agreed. Further RESOLVED that the Community Centres close at 5.00pm on Christmas Eve and New Year's Eve, and that any potential hirers be invited to rearrange their events to comply with that closure time.

4901 COVID-19

The Clerk advised Members that there were no changes to the current situation relating to the use of Council premises and the delivery of its services at the moment. However, as the office was now at establishment level, there was a need to reduce personal interaction, and that a scheme for staff attendance had been put in place. RESOLVED that the report be noted and agreed.

4902 Land Management and Tree Issues

- 1) The Clerk advised Members that a resident of Furzeland Drive appears to have encroached on to land at the rear of his property in the Council's ownership. Whilst the encroachment was minimal, he recommended that the situation be addressed either by reinstatement of the boundary or by negotiating a garden tenancy agreement. RESOLVED that the Clerk engage with the resident and enter into an agreement if this can be achieved.
- 2) The Clerk indicated that a tree situated outside the Council's landholding at Furzeland Drive Bryncoch had fallen on to protected trees on the Council's land and was overhanging a sewer pipe. Dwr Cymru Welsh Water were aware, but were unlikely to resolve the matter and the landowner – potentially Coombe Tenant Estate – may need to act. RESOLVED that the Council seek clarification from Dwr Cymru Welsh Water before approaching Coombe Tenant Estate.
- 3) The Clerk reported that a recent incident where a tree had fallen near Cadoxton Park, on land outside the Council's lease, had prompted the

need to review the condition of certain trees under the Council's control. RESOLVED that the Clerk engage a suitably qualified arboriculturalist to undertake a survey of the trees concerned.

4903 Budget and Precept Arrangements

The Clerk indicated that, following consultation with the Chairman, a Resources Committee would take place in early January and report to Council at the January meeting. He indicated that confirmation of the Council Tax Base for 2022/23 had now been received. RESOLVED noted.

4904 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.

4905 Matters Arising from Exempt Items

There were no matters arising.

4906 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4907 Cilfrew Community Centre Improvements – Report on Tenders

The Clerk submitted a report on tenders submitted for the Cilfrew Community Centre Improvements, which reflected the views of the Council's architectural advisor. RESOLVED that the tender submitted by Doherty Contract Services in the sum of £103,699.05p plus VAT be accepted.

4908 IT Infrastructure Investment

The Clerk reported on progress in his discussions regarding the equipment needed to facilitate multi location meetings and upgrade the Council's IT facilities. RESOLVED that –

- the report on work to facilitate multi location meetings be noted
- the proposed upgrade of Council IT be agreed as originally specified and that Council purchase an additional laptop to facilitate home working when necessary.

4909 Correspondence

RESOLVED that the following items of correspondence be noted –

2	SB Community Health Council	Survey re NHS Services
3	NPT CBC Planning	Neath Port Talbot Active Travel Network Map
4	Welsh Government	Programme for Government Update

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

1 KLG Internal Audit 2021-22 Interim Internal Audit Report
Clerk to submit a report to the next meeting of Council

The meeting ended at 8.00 pm

Signed

Dated 17 January 2022

Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 17 January 2022 at 6.30pm in the Cadoxton Community Centre, Neath and online

Presiding Councillor G Morgan
Present In Person - Councillors J Griffiths, C Williams, W Griffiths, C Hadley, A Burton, J Hale, L Bromham-Nichols, J Betts, L Rabaiotti-Jones, J Fishlock
Virtually – Councillors D Jones, C Lewis
Apologies Councillor H Harry

4916 Declarations of Interest

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

4917 Minutes of the Monthly Meeting held on 13 December 2021

RESOLVED that the Minutes of the Monthly Meeting of Council held on 13 December 2021 be confirmed as a correct record.

4918 Matters Arising

1. The Clerk advised Members that, in respect of Minute 4902.2 there had been no response from the Coombe Tennant Estate. RESOLVED the matter be pursued further
2. Further to Minute 4909.1 regarding the Internal Audit Report, RESOLVED that the item be deferred for future consideration.

4919 Payments – January 2022

RESOLVED that the Clerk's report be approved.

4920 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 –

P2021/1159	Extension – Amended Plans	119 March Hywel Cilfrew
P2021/1198	Listed Building Application	Masonry Arched Bridge off Bridge Street Neath
P2021/1242	Extensions	92 Priory Court Bryncoch

4921 Community Centre Management

The Clerk referred to the water inspections undertaken at community centres and advised Members that cleaning and chlorination of water tanks at Cilfrew Community Centre had been highlighted as necessary. A quotation to undertake the work had been received and it was RESOLVED, in view of the need to mitigate any risk, the quotation be accepted and the work proceed.

4922 COVID-19

The Clerk advised Members that there had been changes to the current situation relating to the use of community centres and that until restrictions were eased, certain groups would be unable to meet. RESOLVED that the report be noted.

4923 Police and PACT Meetings

There were no reports for Council.

4924 Reports from Outside Bodies

There were no reports from Outside Bodies.

4925 Resources Committee Meeting held on 10 January 2022

RESOLVED that the Minutes of the Resources Committee held on 10 January 2022 be adopted, and further RESOLVED that –

- a 2022/23 budget in the sum of £339,991 is agreed
- a Precept for 2022/23 in the sum of £221,000 be set
- the residual amount of the budget be funded from the Council's balances and/or from prudent budget management during the year.

4926 Casual Vacancy Bryncoch South Ward

The Clerk indicated that Councillor B Powell had ceased to be a Member of Council and that, as a result, a Casual Vacancy had occurred in the Bryncoch South Ward. In view of the impending election in May 2022, RESOLVED that the vacancy be left in abeyance for the duration of this Council.

4927 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.

4928 Matters Arising from Exempt Items

There were no matters arising.

4929 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4930 Cilfrew Community Centre Improvements – Fee Submissions

The Clerk advised Members that the delivery of significant improvements at Cilfrew Community Centre required the engagement of consultants to deal with planning permission, building regulations, health and safety and contract management. He advised that the team who were in place and had previously worked for Council had submitted their fee estimates which were made known to Members. RESOLVED that mjs designs (Cymru), Total Building Control and Richard Davie be engaged for the duration of the Cilfrew Community Centre Improvements contract.

4931 Tree Survey Cadoxton Park

The Clerk submitted a quotation for tree survey work at Cadoxton Park. RESOLVED that a second quotation be sought.

4932 Correspondence

RESOLVED that the following items of correspondence be noted -

- | | | |
|---|----------------------------------|---|
| 1 | Welsh Government | Response to consultation on Local Government and Elections (Wales) Act 2021 |
| 2 | Welsh Government | Letter re Well Being Milestones |
| 3 | Queen's Platinum Jubilee Beacons | Guide to Taking Part |

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

- | | | |
|---|---|--------------------------------|
| 4 | NPT CBC Play Development Council participate in the initiative. | e-mail re Communication Boards |
|---|---|--------------------------------|

The meeting ended at 7.35 pm.

Signed

Dated 21 February 2022

Minutes of the Monthly Meeting of Council held on Monday 21 February 2022 at 6.30pm in the Cadoxton Community Centre, Neath and online

Presiding Councillor G Morgan
Present In Person - Councillors J Griffiths, C Williams, W Griffiths, C Hadley, J Hale, J Betts, L Rabaiotti-Jones, C Lewis
Online – Councillor D Jones,
Apologies Councillors L Bromham-Nichols, A Burton, J Fishlock, P MacPherson Jones

4933 Declarations of Interest

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

4934 Minutes of the Monthly Meeting held on 17 January 2022

RESOLVED that the Minutes of the Monthly Meeting of Council held on 17 January 2022 be confirmed as a correct record.

4935 Matters Arising

There were no matters arising.

4936 Payments – February 2022

RESOLVED that the Clerk's report be approved.

4937 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 –

P2021/1159	Amended Plans - Extensions	119 March Hywel Cilfrew
P2022/0050	Extension	15 Cadoxton Terrace Cadoxton

4938 Community Centre Management

1. The Clerk informed Members that following the annual inspection of emergency lighting and fire alarms, work was required at all of the community centres at a price advised to Council. He recommended that work at Cilfrew CC be held in abeyance pending improvement work. RESOLVED that the work proceed as specified at five community centres.
2. The Clerk reported that a request for new chairs at Bryncoch Community Centre had been received and that suitable chairs had been sourced at a price made known to Council. It was suggested that the purchase be funded from the residual funds of the Bryncoch Hall Management Committee held by Council. RESOLVED that the purchase be agreed.
3. The Clerk reported for information that a new community group was being set up in Caewern and that he had agreed arrangements for the use of Caewern Community Centre. He also reported that the residual funds of the former Caewern Hall Management Committee had not yet

released to the Council by their bank, but that this matter was now in hand. RESOLVED noted.

4. The Clerk referred to a request from local residents to hire Bryncoch Community Centre for two days in June to celebrate the Queen's Platinum Jubilee. The request indicated that a Saturday booking until 11.00pm and the consumption of alcohol brought by residents was planned. Members were reminded of Council's policy on such matters and discussed the specific nature of the request. RESOLVED that in view of the unique reason for the celebration, the request be acceded to subject to the Clerk agreeing specific conditions relating to attendance numbers, advance ticketing, licence requirements, caretaker cover and any insurance implications.

4939 COVID-19

There were no updates other than to indicate that restrictions were now easing. RESOLVED noted.

4940 Police and PACT Meetings

There were no specific reports for Council.

4941 Reports from Outside Bodies

Councillors G Morgan and D Jones provided updates on their attendance at the NPT CBC Community Councils Liaison Forum where the following matters were discussed – reopening of Civic Centres, assistance with digital services, Celtic Leisure, council tax and budget matters. RESOLVED noted.

4942 Cilfrew Community Centre Improvements

The Clerk reported on the following –

- Meeting with Cilfrew Community Connections and Cilfrew Rovers AFC, both of whom were now broadly agreeable to the Council's proposals
- The granting of planning permission by Neath Port Talbot CBC
- Initial discussions with the Council's contractor which suggest a start date on site of 09 May 2022, preceded by a Pre-Contract Meeting and Health and Safety requirements in April 2022
- Deferral of work on the water tanks, emergency lights and a defective radiator in view of the pending works.

RESOLVED that the Clerk's report be noted.

4943 Biodiversity Proposals and Grounds Maintenance in 2022/23

The Clerk referred to previous consideration of biodiversity measures on Council land (Minute 4887, Council 21 November 2021 refers) and confirmed that he had sought to clarify locations, site specifications, implementation methods and partnership working arrangements. Regrettably, these could not be resolved prior to the pending grounds maintenance season, and the project lead had been informed that a positive recommendation to Council on such changes would not, therefore, be possible. The Clerk suggested that such discussions could continue in 2022/23 and sought instruction as to how Council wished to proceed with regard to the Council's three Grounds Maintenance Contracts. RESOLVED that the Clerk's actions on biodiversity be endorsed and that in view of potential consequential changes to

specifications in 2023/24 and beyond, the Clerk be instructed to negotiate rates with the Council's existing three contractors for 2022/23 Grounds Maintenance.

4944 Internal Audit 2021/22

The Clerk referred to the previously circulated summary of the Interim Internal Audit Report on the 2021/22 accounts. The recommendations of the report were highlighted for Members and proposals for action were outlined. RESOLVED that the recommendations and proposals be accepted.

4945 Social Media Policy

The Clerk referred to the previously circulated report on a Draft Social Media Policy and on the possibility of establishing a Facebook presence for Council. The report outlined parameters and assumptions and invited inputs from Members. Following discussion on various points, it was RESOLVED that Members offer specific comments in writing to the Council's Assistant Clerk and that a further report be submitted to Council for consideration at the next meeting.

4946 Waunceirch District Park

Councillor J Hale advised Council that a pedestrian incident at the Waunceirch District Park had prompted a suggestion that a new ramp access on to the higher playing field area should be considered. She further indicated that offers of assistance had been forthcoming. The Clerk reminded Members that some previous consideration had occurred and that this provided some information as to how to proceed. RESOLVED that the Clerk liaise with Councillor Hale and any interested third parties to identify a way forward and report back to Council in due course.

4947 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.

4948 Matters Arising from Exempt Items

Further to Minute 4931 relating to a tree survey quotation at Cadoxton Park, the Clerk reported on a second quotation received for the survey, and further reported on the need for another tree survey at Furzeland Drive Bryncoch. RESOLVED that Council appoint The Arb Team to undertake the survey at Cadoxton and request a second quotation from them in respect of Furzeland Drive.

4949 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4950 Correspondence

RESOLVED that the following items of correspondence be noted -

- | | | |
|---|-------------------------------|---|
| 2 | NPT CBC Planning | RLDP – Call for Candidate Sites |
| 3 | NPT CBC Returning Officer | Elections Briefing Note |
| 4 | Dwr Cymru Welsh Water | Consultation re Draft Water Resources Management Plan |
| 5 | Boundary Commission for Wales | Invitation to Public Hearing |

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

- | | | |
|---|-------------------|---|
| 1 | Mr J J Waunceirch | Request for permission to establish a Coffee Shop on Council Land |
|---|-------------------|---|

The request be not acceded to.

The meeting ended at 8.45 pm.

Signed

Dated 21 March 2022

Cyngor Cymuned Blaenhonddan Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 21 March 2022 at 6.30pm Online.

Presiding Councillor G Morgan

Present Councillors C Williams, C Hadley, J Griffiths, C Lewis, A Burton, J Betts, L Rabaiotti-Jones, H Harry, D Jones, J Fishlock, L Bromham-Nichols

Apologies Councillor W Griffiths

4951 Declarations of Interest

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

4952 Minutes of the Monthly Meeting held on Monday 21 February 2022

RESOLVED that the Minutes of the Monthly Meeting of the Council held on 21 February 2022 be confirmed as a correct record.

4953 Matters Arising

1. The Clerk advised Members that, in respect of Minute 4938.4 there had been a further request from Cilfrew Connections to hire Cilfrew Community Centre on the Jubilee weekend. The Clerk has informed them that it will not be available as the improvements contract will have started. They have requested use of the field but have been informed there would be no electricity or toilets available. RESOLVED noted.

2. Further to Minute 4945 regarding the draft Social Media Policy, the Clerk invited Members to offer specific comments in writing to the Council's Assistant Clerk so that a further report can be submitted to Council for consideration at the next meeting. RESOLVED noted.

4954 Payments – March 2022

RESOLVED that the Clerk's report be approved.

4955 Planning Application

(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 to the following applications -

P2022/0136	Extension	3 Alexander Road Rhyddings
P2022/0137	Garage Conversion, Extensions, Roof Alterations	54 Brookfield Neath Abbey
P2022/0140	Extension	3 Millbank Waunceirch
P2022/0151	Retention of Imported Material for Allotment	Ty Blaidd 1E New Road Cilfrew
P2022/0145	Extension and Garden Building	42 Heol y Felin Caewern
P2022/0177	Extension	Cefnfaes Uchaf Farm Cadoxton
P2022/0226	Office and Staff Facilities	Groundhog Ynysygerwn Avenue Aberdulais

P2022/0246 Extensions

20 Llewellyn Avenue Neath

RESOLVED no objection to the following applications, subject to the views of the NPT CBC Arboricultural Officer –

P2022/0001 Work to TPO Trees

11 Princess Drive Waunceirch

P2022/0002 Work to TPO Trees

12 Princess Drive Waunceirch

4956 Community Centre Management

The Clerk advised Members that there was nothing to report.

4957 COVID-19

The Clerk advised the Members that there had been no changes.
RESOLVED noted.

4958 Police and PACT Meetings

There were no specific reports for Council.

4959 Reports from Outside Bodies

There were no specific reports for Council.

4960 External Audit of the 2020-21 Accounts

The Clerk reported that the Wales Audit Office had completed its audit of the Council's 2020-21 accounts and that there were no matters that the Auditor wished to draw to the Council's attention. RESOLVED noted.

4961 Insurance Arrangements for 2022-23

The Clerk reported that the insurance renewal had been received in respect of 2022-23 year, reminded Members that Council was in the third year of a three-year agreement and indicated the premium sum involved.
RESOLVED that the renewal be agreed.

4962 One Voice Wales Membership

RESOLVED One Voice Wales Membership be renewed and the membership fee be noted.

4963 Tree Survey Reports Cadoxton and Furzeland Drive Bryncoch

The Clerk outlined the conclusions of the Tree Survey undertaken at Cadoxton and indicated that work was required within the next year on 18 of the 47 trees surveyed. RESOLVED that the Clerk request a quotation from the company for the work required and report back to Council accordingly. The Clerk reported the quotation for a further survey to be carried out at Furzeland Drive Bryncoch. RESOLVED that the quotation be accepted and the survey be commissioned.

4964 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.

4965 Matters Arising from Exempt Items

There were no matters arising.

4966 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4967 Grounds Maintenance Quotations for 2022-23

The Clerk advised Members that, further to Minute 4943 of Council on 21 February 2022, existing Ground Maintenance Contractors had been invited to submit their quotations for 2022-23. The quotations were outlined to Council along with comparative rates in previous years, and the Clerk confirmed that all could be accommodated within the Council's proposed budget. RESOLVED that, for reasons previously agreed at Council, the prices submitted by existing contractors for Grounds Maintenance in 2022-23 be accepted.

4968 2021-22 Pay Award

The Clerk reminded Members of the Council's decision to pay its staff in accordance with National Joint Council (NJC) Pay Scales, and to receive annual recommendations from the NJC in reviewing staff salaries (Minute 3566 of the Resources Committee, 03 December 2015, and Minute 3576 of Council, 14 December 2015, refer). He submitted a factual report on the recommendations for the pay award from 01 April 2021, and outlined the financial implications for Council if the recommendations were accepted. (The Clerk and Assistant Clerk withdrew from the Chamber to allow Members to discuss the details further)

RESOLVED that Council accept the recommendations on Pay Scales from the National Joint Council and implement the 2021-22 Pay Award accordingly.

4969 Correspondence

RESOLVED that the following items of correspondence be noted -

- | | | |
|---|---------------------------|---------------------------------------|
| 1 | NPT CBC Planning | Call for Candidate Sites – RLDP |
| 2 | National Forest for Wales | Request for tree planting suggestions |
| 3 | Girls Friendly Society | Email re Volunteer Opportunities |
| 4 | Welsh Government | Email re Supporting Refugees |

4970 Date of Next Meeting

The Chairman proposed that, as the next meeting was due to occur on a Bank Holiday, it be rescheduled to Monday 11 April 2022. RESOLVED agreed.

The meeting ended at 7.50 pm.

Signed

Dated 25 April 2022

Cyngor Cymuned Blaenhonddan

Blaenhonddan Community Council

Minutes of the Monthly Meeting of Council held on Monday 25 April 2022 at 6.30pm in the Cadoxton Community Centre, Neath

Presiding Councillor G Morgan
Present Councillors J Griffiths, C Williams, W Griffiths, C Hadley, J Hale, L Bromham-Nichols, A Burton, C Lewis, H Harry
Apologies Councillors J Fishlock, D Jones

4971 Declarations of Interest

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

4972 Minutes of the Monthly Meeting held on 21 March 2022

RESOLVED that the Minutes of the Monthly Meeting of Council held on 21 March 2022 be confirmed as a correct record.

4973 Matters Arising

Further to Minute 4953 regarding Cilfrew Community Centre, the Clerk updated Members on arrangements to start the improvements contract. RESOLVED noted.

Further RESOLVED that the Social Media Policy be adopted and the Council proceed with its proposal to progress with a Facebook account.

4974 Payments – April 2022

RESOLVED that the Clerk's report be approved.

4975 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 –

P2022/0109	Extensions and Garage Conversion	108 Brookfield Neath Abbey
P2022/0232	Extensions	5 Ty'n yr Heol Road Bryncoch

RESOLVED that an Objection be made to the following application as Council is concerned that it would set a precedent for further dwellings in the countryside and has not seen sufficient justification for it to be allowed.

P2022/0268	Dwelling	Tor y Graig Farm Ty Llwyd Bryncoch
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4976 Community Centre Management

There were no reports relating to Community Centre Management

4977 COVID-19

There were no updates other than to indicate that restrictions had now been lifted and in view of recent practice, normal office hours would be amended slightly. RESOLVED noted.

4978 Police and PACT Meetings

There were no specific reports for Council.

4979 Reports from Outside Bodies

There were no specific reports for Council.

4880 Applications for Financial Assistance

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 2022/23 financial year and advised Members that five applications had been submitted for consideration.

RESOLVED that the following applications be not supported -

- 1 Kids Cancer Charity
- 2 Marie Curie
- 3 Noah's Ark
- 4 Wales Air Ambulance
- 5 Urdd Gobaith Cymru

4981 Audit Reports

The Clerk advised Members of progress with and intentions for Resources Committee meetings, Committee Terms of Reference, Risk Management, and Bookings and Invoicing. RESOLVED noted. Further RESOLVED that arrangements for Audit of the 2021-22 Accounts be noted.

4982 Local Government Elections (Wales) Act 2021

The Clerk summarised a number of changes which needed to be introduced to meet duties and obligations arising from the Local Government Elections (Wales) Act 2021. Progress in addressing the following matters and actions required were identified. RESOLVED that –

- Council agrees not to become an eligible council for the purposes of the General Power of Competence for the time being
- Council's current arrangement with regard to multi location meetings, electronic documents, notices and notes of meetings be endorsed and Standing Orders be amended accordingly
- Council amends its agendas to facilitate public participation at meetings to allow time limited representations at the start of each meeting, with provision to defer consideration until the following meeting to allow investigations and research to inform any decisions to be made
- Council proceeds to amend its current Annual Report and Well-Being conclusions to include biodiversity and resilience, thereby facilitating the production of a composite report each year

- The Clerk proceed to engage with Members and staff and to produce a Training Plan.

4983 Cadoxton Park

Following a request received from a member of the public, RESOLVED that a bench be purchased for installation outside but in the vicinity of the playground in Cadoxton Park.

4984 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.

4985 Matters Arising from Exempt Items

There were no matter arising.

4986 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

4987 Tree Work at Cadoxton Park and Cwmbach Road

The Clerk reported the quotation received to undertake the work previously agreed (Council, 21 March 2022, Minute 4963 refers). RESOLVED that the quotation be accepted and that the work proceed as soon as possible.

4988 Correspondence

RESOLVED that the following items of correspondence be noted -

1	NPT CBC Planning	Notification of Appeal, 9 Maes Llwynonn Cadoxton
2	Law Commission	Report on Regulating Coal Tip Safety in Wales

4989 Chairman's Statement

The Chairman indicated that as this was his last meeting in the Chair, he wished to place on record his appreciation for the support of the staff during his term of office and for that of Members of Council. He thanked those Members who were retiring from office and expressed his good wishes to all Members nominated at the forthcoming election. RESOLVED noted.

The meeting ended at 7.55 pm.

Signed

Dated 23 May 2022