

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Wednesday 4th July 2018 at Pontrhydyfen Community Centre at 7.00 p.m.

- 1 Present:** Chairperson – Cllr. Des Sparkes
Cllr Philip Lewis, Cllr Diane Evans, Cllr Robert Jenkins, Cllr Malcolm Jones, Cllr Wayne Pugh

In attendance: The Clerk: David S Mackerras

Apologies: Cllr Janice Evans

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2 2018/087 Declarations of Interest

Nothing declared

3 2018/088 To approve minutes of the Full Council meeting held on Wednesday 6th June 2018

It was proposed by Cllr Wayne Pugh, seconded by Cllr Des Sparks, with all members of Council in favour, that the minutes of the Full Council meeting of 6th June are accurately recorded

4 2018/089 Matters arising

- Drain opposite Wern View, Pontrhydyfen has been cleared.
- It has been confirmed that we are permitted under the Power of Wellbeing legislation to provide grants to individual college students from the community. However, it was been decided at this time not to provide such grants.

Proposed by Cllr Des Sparkes, seconded by Cllr Diane Evans that sources of availability of grants to assist college students should be publicised via the Community notice boards, by the production of Flyers and via the Youth club.

5 2018/090 To approve minutes of the Extraordinary meeting held on Wednesday 27th June 2018

Proposed by Cllr Robert Jenkins, seconded by Cllr Malcolm Jones with all members of Council in favour that the minutes are accurately recorded

6 2018/091 Questions from the public

No members of the public were present.

7 2018/092 Finance

a. To approve Schedule of payments – June 2018

Proposed by Cllr Robert Jenkins, seconded by Cllr Wayne Pugh with all Council members in favour, that the following payments are approved, and receipts noted.

01/06/2018 – 30/06/2018

Pre VAT.

Community Council

Payments

Wages and Salaries at resolved Council rates	
Pensions – June 2018 – Ees contribution	78.57
Ers premium	485.73
HMRC – June Employees deductions	136.00
Ers National Insurance	23.00
Bank Charges – June 2018	5.00
The Clerk – travel expenses – May 2018	102.60
Timeclock	111.00
Celtic Mowers – Strimmer & Hedge cutter	945.00

Receipts.

Lloyds Bank Interest – 11 ^h June	0.05
SPO Rent – 1st June	95.00

Macpelah cemetery

Payments

Chris Jones – Grass cutting	300.00
DNT Welding Services – Hand Rail	720.00

It was agreed that the surplus Strimmer and hedge cutter, now replaced by new equipment, will be offered for sale

to the highest sealed bid. The used equipment will be made available for public viewing between 10:00am and 11:00pm. on 6th August at Tonmawr Community centre garage. This information will be advertised on the Community notice boards.

b. To note closing balances – 30 June 2018

The following balances were noted:

Current account	£14,177.98
Investment account	£ 1,000.83
Macpelah cemetery	£10,325.54
Swansea Building society	£ 23.40

c. To compare actual finance performance to budget – April – June 2018

Income and expenditure for the Community Council and Macpelah cemetery was reviewed with explanations presented for larger variances.

8 2018/093 Planning applications

The following application was considered:

Application number: P2018/0425

Applicants name/address: Mrs Cheryl Smith, 4 Min-y-Coed, Tonmawr Road, Tonmawr, SA12 9UF

Site location: 4 Min-y-Coed, Tonmawr Road, Tonmawr, SA12 9UF

Proposed development: 2.4metre high gabion basket retaining wall on the boundary with number 5 with 1.8 metre timber fence above and levelling of garden.

Comments: There were no objections

9 2018/094 Community maintenance

The CMO report was noted. Members also reported that brambles need to be cut back on the main road in Pontrhydyfen between Macpelah cemetery and the Old Mill.

10 2018/095 Member attendance report

It was reported that all members are in compliance with regulations.

11 2018/096 Community Council playgrounds

a. To provide an update on the proposed development at Johns Terrace playground

It was reported that quotations to upgrade the playground have been sought from three playground suppliers and we await these documents. Other suppliers will also be approached for quotations.

Enquiries have been made with a number of grant providers including Neath Port Talbot CBC minor grants scheme, Welsh Government administered Landfill development grants, Vattenfall and the Local Council member fund, and various meetings and applications have been arranged. It was suggested that enquiries should also be made with the Coal Regeneration fund

b. To approve maintenance expenditure at John's Terrace playground

It was agreed that quotations will be obtained from at least three suppliers for the provision of a handrail on the steps leading to the playground.

It was also agreed that quotations will be obtained from at least three suppliers for the replacement of the Junior Swing seats and Chains

Proposed by Cllr Des Sparkes, seconded by Cllr Malcolm Jones that plenary power should be granted to the Parks and Open Spaces committee to spend up to £1,200 to replace the seats and chains.

c. To approve the seeking of quotations for playground signage – John's Terrace & Dan-y-Coed

It was noted that Council is not adhering to good practice in failing to provide playground signs.

Agreed that grants to support the provision of signs at Dan-y-Coed and John's Terrace playgrounds will be sought from any suitable providers.

12 2018/097 Cemetery

a. General report on cemetery

It was reported that a sign has now been erected at the cemetery indicating Council ownership of the cemetery, and providing contact details and other information.

It was decided to undertake a visual inspection of memorial stones to assess any public safety issues. It is anticipated that the inspection will commence during August.

b. To consider next steps in securing access to toilet facilities at Macpelah cemetery

Macpelah chapel trustees have been informed that the Community Council is intent on enforcing its legal agreement to have public access to male and female toilets at Macpelah chapel. Proposed by Cllr Diane Evans, seconded by Cllr Robert Jenkins with all members in favour that the Community Council is prepared, for the present, to accept daytime only access to the toilets to alleviate Chapel concerns over possible vandalism. Specifically public access shall be available from 1st April to 30th September each year between the hours of 9:00am and 6:00pm seven days a week. Public access will only be required between the hours of 9:00am and 3:00pm seven days a week for the remainder of the year, to include all Bank holidays. This concession may be set aside by the Council in the light of future public demand or as a result of other issues.

13 2018/098 To approve provision of Community Council surgeries

It was agreed that the Clerk should make himself available to the public on a trial period, at a pre-arranged monthly session for the next three or four months.

a. To decide on frequency

Agreed that Surgeries should be held on a monthly basis.

b. To decide on location

Agreed that Surgeries should alternate between Tonmawr and Pontrhydyfen Community Centres

c. To agree method/s of achieving public engagement

Agreed that surgeries will be advertised in the notice boards

at John's Terrace and Pontrhydyfen Community Centre.
Notices will also be displayed at both Community Centres.

14 2018/099 Community notice boards

a. To agree replacement of notice boards

Proposed by Cllr Des Sparkes, seconded by Cllr Diane Evans with all members in favour that the Community notice boards should be replaced.

b. To decide on number and location of boards to be provided

It was agreed that the Community Council will endeavour to provide new notice boards at John's Terrace (adjacent to the playground), Dan-y-Coed (close to the playground), Colliers Arms PH and at Pontrhydyfen Community Centre.

c. To determine public access to boards

It was agreed that access to the notice boards will be confined to the Community Council. Keys will be available to the Clerk and two Councillors.

d. To seek funding

It was agreed that a number of appropriate grant providers will be approached to support the purchase of the notice boards and installation costs.

15 2018/100 Health & Safety

a. To provide approval for Litter picking risk assessment

It was agreed that a draft Risk assessment for litter picking should be produced

b. Update on Grass cutting risk assessment

Following amendment, the grass cutting risk assessment was approved for presentation to the Community Maintenance officer.

c. Fuel Bunker

Proposed by Cllr Wayne Pugh, seconded by Cllr Philip Lewis with all members of Council in favour that the Clerk is authorised to spend up to £50 to obtain a metal fuel

container to improve the safety of fuel storage.
Replacement fuel cans when required should be fitted with protective gauze interiors.

16 2018/101 Correspondence

a. Email – received a copy of the 2018 model standing orders.
**Agreed to consider at September Full Council meeting.
Hard copies will be distributed to all members ahead of the 5th September meeting.**

b. Email – Charles Arnold Baker 10th Edition on Local Council regulations offered by publisher at 50% off plus postage cost.

Agreed to purchase at £53 plus £7 postage

c. Email – hard copy of Internal Audit report provided.

Noted

d. Email – Invitation to One Voice Wales AGM 29th September at Builth Wells, Royal Welsh Showground at a cost of £95

Agreed to book one place for the Clerk

17 2018/102 To set date of next Full Council meeting

Wednesday 5th September 2018 at Tonmawr Community Centre. This meeting will be preceded by a personnel committee meeting at 6:00pm.

It was suggested that the Community Council should offer to support NPTCBC member, Cllr Martin Ellis in his response to the Electoral Review process.

A meeting of Parks & Open Spaces committee should be convened during August when we have received quotations for the development of John’s Terrace Children’s playground.

Chair

Meeting closed at 9:15pm.