

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNNA

Minutes of the Full Council Meeting held on Monday 12th February 2018 at Tonmawr Community Centre at 7.00 p.m.

1 Present: Chairperson – Cllr. Desmond Sparkes
Cllr Malcolm Jones, Cllr Wayne Pugh,
Cllr Robert Jenkins, Cllr Diane Evans.

In attendance: The Clerk: David S Mackerras
CMO – Peter Hughes

Apologies: Cllr Janice Evans, Cllr Lisa Hawkes,
Cllr Philip Lewis
NPTCBC Member – Cllr Martin Ellis

2 2018/012 Declarations of Interest
None.

3 2018/013 Minutes of the previous meeting held on Tuesday 16th January 2018
It was proposed by Cllr Malcolm Jones, seconded by Cllr Robert Jenkins and unanimously agreed that the minutes are a true record of the meeting.

4 2018/014 Matters arising
It was confirmed that Council membership has been withdrawn from Cllr Hywel Miles due to six months non attendance.
It was agreed that an advertisement notice to fill the casual vacancy will be placed in the public notice boards

5 2018/015 Questions from the public
No members of the public were present.

6 2018/016 Planning applications
The following planning application was presented for consideration:
Application number: P2017/1072
Applicants Name/Address: Gail Williams, Chapel House, Efail

Fach, Pontrhydyfen, SA12 9SN

Site location: Chapel House, Efail Fach, Pontrhydyfen,
SA12 9SN

Proposed development: Retention of driveway and
hardstanding

There were no objections.

7 2018/017 Correspondence

There was no correspondence.

8 2018/018 Reports

Community maintenance:

- Planters at Miles Field cleared and dug
- Regular litter picks through village and public areas
- Gullies need clearing throughout villages
- Landslip checked on bridleway to Gyfylchi
- Clearance of Lewis Street embankment proceeding
- Evidence of much dog fouling at Station Road, Pontrhydyfen and along aqueduct
- All machinery serviced and strimmer line purchased
- Weather delaying painting of street furniture
- It was reported that no action has been carried out by the County Borough on Fforch Dwm Road, nor have Gullies been cleared. Cllr Martin Ellis will be asked to chase up these issues.

Playground report:

- Safety checks in place
- Litter picks carried out regularly
- Repaired lower gate Miles Field
- Removed molehills
- Further repairs carried out at Johns Terrace playground
- Bush clearance along top fence

Clerk's report

Bank Account balances at 10th February 2018.

Community Council Account – cheque book £17,648.62Cr.
 Community Council Instant Access Account £ 1,000.66Cr.
 Macpelah Cemetery – cheque book account £ 9,641.54Cr.
 Swansea Building Society £ 23.40Cr.

Total balances at 10th February 2018 - £28,314.22

Budget monitoring - A comparison of Actual and Budget performance report was presented for the period April 2017 to January 2018. This showed overall income for the year 2017/18 £500 higher than anticipated as further Rent arrears have been collected.

It also showed that overall expenditure was lower than expected by £6,237 as the final grant payments to the Community Centres of £1,600 have not yet been paid and, very little election or project costs are due, saving £4,080.

Pensions are overspent by £1,170 as the Council is currently paying back a pension fund shortfall to the Local Government scheme.

Cemetery Income was less than anticipated by £1,530 and expenditure below budget by £1,526

Members Attendance: All members compliant in accordance with regulations.

Macpelah cemetery:

- Macpelah cemetery regularly checked
- Cemetery footpath salted on several occasions
- Weeding carried out of cemetery footpaths
- Plan to clear kerbs and point with cement
- No Grass cut at cemetery is currently required

One quotation has been received for a new handrail and two further quotes are expected.

Tenders currently being sought for grass cutting.

Cllr Wayne Pugh left the meeting at this stage.

9 2018/019 To decide on Employment issue following

professional advice received

Guided by written advice provided by One Voice Wales it was proposed by Cllr Desmond Sparkes, seconded by Cllr Robert Jenkins and unanimously agreed that the unintended overpayment made to the Community Maintenance Officer will be written off. However it should be ensured that, in future the CMO works 24 hours weekly in annualised hours, and in accordance with the Contract of Employment will not be paid for the lunch break.

10 2018/020 Health and Safety

Cllr Des Sparks. Cllr Robert Jenkins and Clerk, David Mackerras attended a Health & Safety training session conducted by One Voice Wales on 7th February 6:30 – 9:00pm at Bridgend.

Messages that came from the training session were that it is important:

To review Health & Safety issues regularly;

To keep Health & Safety on the agenda;

To keep a detailed record of actions;

To be unafraid of Health & Safety issues;

That a competent person should be used to advise on Health & Safety;

That the Community Council should create a separate budget heading for Health & Safety.

11 2018/021 Payment of Accounts & Receipts

The following accounts were approved for payment.

01/01/2018 – 31/01/2018

Pre VAT.

Community Council

Payments

Wages and Salaries at resolved Council rates		
Pensions – January 2018 –	Employees contribution	77.80
	Employers premium	581.90
HM Revenue & Customs – January	Ees deductions	136.44
	Employers NI	24.64
Bank Charges – January 2018		5.00
The Clerk – travel expenses – January 2018		108.00
Vodafone		40.17

Maintenance materials	100.00
Stationery purchases reimbursed	8.32
Pontrhydyfen Community Centre grant	750.00
Dan y Coed Community Association grant	750.00

Receipts

Lloyds Bank Interest –9 th January	0.04
SPO Rent – 1 st January	95.00

12 2018/022 Date of Next meeting

Tuesday 6th March 2018, Tonmawr Community Centre.

Chair