

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Tuesday 6th March 2018
at Tonmawr Community Centre at 7.00 p.m.

- 1 Present:** Chairperson – Cllr. Philip Lewis
Cllr Diane Evans, Cllr Malcolm Jones,
Cllr Wayne Pugh, Cllr Robert Jenkins,
Cllr Lisa Hawkes, Cllr Des Sparkes.
In attendance: The Clerk: David S Mackerras
Apologies: Cllr Janice Evans
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- 2 2018/023 Declarations of Interest**
None.

- 3 2018/024 Minutes of the previous meeting held on
Tuesday 12th February 2018**
It was proposed by Cllr Robert Jenkins, seconded by Cllr
Diane Evans and unanimously agreed, subject to a note being
added to the minutes that Cllr Wayne Pugh left the meeting
prior to item 9, that the minutes are a true record of the
meeting.

- 4 2018/025 Matters arising**
Cllr Des Sparkes wished to note that on item 2018/019 he has,
as a result of reading up on the issue, changed his mind on the
employment issue.
It was decided to promote the current Council member
vacancies by way of notice board advertising.
There was some discussion on which day is best suited for all
members for future Council meetings. Wednesday is
convenient for those present and this will be set if it suits the
absent member. Clerk to make enquiries.

- 5 2018/026 Questions from the public**
No members of the public were present.

6 2018/027 Planning applications

The following planning application was presented for consideration:

Application number: P2018/0108

Applicants Name/Address: Mr & Mrs Clive Heatman,
Ty y Tylluan, Tonmawr Road, Tonmawr, SA12 9SJ

Site location: Land adj to Pen y bryn, Efail Fach,
Pontrhydyfen.

Proposed development: New dwelling.

Comments: There were no objections, but Community Council wishes to highlight the parking issues – there should be sufficient off road parking.

Application number: P2018/0147

Applicants Name/Address: M/S Alison Howells, 73 Bwlch
Road, Cimla, Neath, SA11 3RR.

Site location: Land adjacent to the Barracks, Queen Street,
Pontrhydyfen, SA12 9TF.

Proposed development: Details to be agreed in association with condition 6 (External materials) & condition 11 (Surface water drainage) of planning application P2016/0515 granted 07/10/16.

Comments: No objections.

Application number: P2018/0098

Applicants Name/Address: Mr Alexander Morris, 2 Nant y
Clais Court, Cwmavon, Port Talbot, SA12 9LQ.

Site location : Adjacent to 24 Curwen Close, Pontrhydyfen,
SA12 9UT.

Proposed development : Detached split level dwelling with
garage and associated engineering work.

Comments: No objection. However the Community Council has concerns over parking.

7 2018/028 Correspondence

a. LDP Consultation

NPTCBC is consulting on a number of draft supplementary planning guidance . The consultation period will run for 6 weeks, and will end on Thursday 12th April.

Supplementary Guidance is available on NPTCBC website.

This matter will be on the April meeting Agenda for discussion.

b. Data protection toolkit

Members noted that this has been provided by OVW to assist the Community Council to fulfil the requirements of the new Data Protection Act which takes effect on 25th May.

c. IRPW – Invitation to round table discussion

Clerk will attend this meeting in Carmarthen on 11 April to hear the views of other Councils on Member expenses policy. Pelenna CC accept that expenses should be paid to members who travel beyond the ward boundary on business and incur baby sitting costs.

d. Swansea City Council Pensions meeting

Notice of meeting to be attended by Clerk if possible.

8 2018/029 Reports

Community maintenance:

- Routine daily/weekly jobs completed – Grass cutting, litter picks, gullies, water courses

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 5th March 2018.

Community Council Account – cheque book	£14,870.41Cr.
Community Council Instant Access Account	£ 1,000.66Cr.
Macpelah Cemetery – cheque book account	£ 10,331.06Cr.
Swansea Building Society	£ 23.40Cr.

Total balances at 5th March 2018 - £26,225.53

The Clerk's salary for 2018/19 was confirmed as £7,366 for the full year.

CMO salary for 2018/19 was confirmed as £8.4875 per hour. A 24 hour week being paid as £203.70.

Budget monitoring - A comparison of Actual and Budget performance report was presented for the period April 2017 to February 2018. This showed overall income for the year 2017/18 £334 higher than anticipated as further Rent arrears have been collected.

It also showed that overall expenditure was lower than expected by £5,061 as, very little election or project costs are due, saving £4,080.

Pensions are overspent by £1,276 as the Council is currently paying back a pension fund shortfall to the Local Government scheme, being £1,000.

Cemetery Income was less than anticipated by £1,782 and expenditure below budget by £1,571

Members Attendance: All members compliant in accordance with regulations.

Macpelah cemetery:

- Macpelah cemetery regularly checked
- Weeding carried out of cemetery footpaths
- Plan to clear kerbs and point with cement

One tender only received for the cemetery sign. Proposed by Cllr Malcolm Jones, seconded by Cllr Philip Lewis with all members in favour that the sole tender received from M/S Skelton Thomas for £545.85 be accepted.

Tenders have been received for grass cutting. The cheapest quotation has been received from a local contractor – CJBGM at £300 per cut. It was proposed by Cllr Philip Lewis, seconded by Cllr Wayne Pugh with all in favour that a contract will be awarded to this contractor for the next 12 months.

Tenders are currently being sought for an extension to the handrail to provide a continuation at the top of the cemetery to

the existing handrail.

A local resident who purchased a grave plot from Macpelah Trustees prior to Community Council ownership no longer intends to be buried at Macpelah. It was agreed that the grave owner be refunded the purchase price paid, providing she surrenders the Receipt of purchase.

9 2018/030 Health and Safety

Nothing to report.

10 2018/031 Payment of Accounts & Receipts

The following accounts were approved for payment.

01/02/2018 – 28/02/2018

Pre VAT.

Community Council

Payments

Wages and Salaries at resolved Council rates

Pensions – February 2018 – Employees contribution	77.79
Employers premium	

481.89

HM Revenue & Customs – February Employees deductions	136.24
Employers NI	

24.64

Bank Charges – February 2018	5.00
The Clerk – travel expenses – February 2018	121.50
CMO – travel expenses – January 2018	25.97
Stationery purchases reimbursed	8.32
NPTCBC – SPO Land Rent	75.00
Dan-y –Coed Grant Community Assn 2 nd instalment	750.00
Pontrhydyfen Community Centre 2 nd Instalment	750.00
Dan-y-Coed Community Assn Grant Final instalment	800.00
Pontrhydyfen Community Centre Final instalment	800.00
Dan-y-Coed Community Assn – Storage rent	208.00

Receipts

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

11 2018/032 Date of Next meeting

Wednesday 4th April 2018, Tonmawr Community Centre.

Chair