

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Wednesday 2nd October 2019 at Tonmawr Community Centre at 7.00 p.m.

- 1 Present:** Chairperson – Cllr. Diane Evans,
Cllr Janice Evans, Cllr Patrick Davis,
Cllr David Hole, Cllr Christopher Jones,
Cllr Philip Lewis.
- In attendance: The Clerk:** Mr David S Mackerras
- Apologies:** Cllr Desmond Sparkes, Cllr Lisa Hawkes.
Cllr Robert Jenkins.
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- 2 2019/158 Declarations of Interest**
Cllr Christopher Jones declared an interest on all matters relating to Macpelah Cemetery as he currently holds the contract for grass cutting at that location.
- 3 2019/159 To approve minutes of the Full Council meeting held on Wednesday 4th September 2019**
Proposed by Cllr Patrick Davis, seconded by Cllr David Hole with all members of Council in favour, that the minutes of the Full Council meeting of 4th September 2019 are accurately recorded.
- 4 2019/160 Matters arising**
12d – Dog bin overflowing at Welsh Row has been reported to NPTCBC.
12e – Trailer purchase. CMO is content to continue renting his own trailer to the Community Council.
19b – Bevans Terrace resident concern passed to NPTCBC.
- 5. 2019/161 Questions from the public**
No members of the public were present.
- 6. 2019/162 Report & Update on County Borough/Pelenna Community Issues – Cllr Jeremy Hurley**

NPTCBC member was not present.

7. 2019/163 Finance

a. To approve Schedule of payments – September 2019

Proposed by Cllr Philip Lewis, seconded by Cllr Patrick Davis with all Council members present in favour, that the following payments are approved, and receipts noted.

01/09/2019 – 30/09/2019

Pre VAT.

Community Council

Payments

Wages and Salaries at resolved Council rates	
Pensions September 2019 – Ees contrib	75.20
Ers premium	402.90
HM Revenue & Customs – Sept Ees deductions	136.10
Ers NI	12.54
Bank Charges – September 2019	5.00
The Clerk – travel expenses – August 2019	139.05
Vodafone	47.70
CMO Travel expenses – August	87.04
PC Homecall	50.00
Neath Port Talbot CBC – SPO land rental	75.00
S & A Stationers	7.77
Vision ICT – Training fee	75.00
Maintenance materials	93.23

Receipts

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

Macpelah cemetery

Payments

The Clerk – travel expenses – August 2019	17.10
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Receipts

Monumental mason work	160.00
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b. To note closing balances – 30 September 2019

The following balances were noted:

Pelenna Current Account	£23,880.80
Investment Account	£ 1,001.44
Macpelah Account	£ 8,925.23
Swansea Building Society	£ 23.43
Total balances	£33,830.90

c. To compare actual finance performance to budget – April - September 2019

Actual performance for Receipts and Payments for the period April-September 2019 was compared with budget and reviewed with the assistance of explanations. Proposed by Cllr David Hole, seconded by Cllr Christopher Jones and agreed by all members present that the variance report and explanations be accepted.

d. To consider Financial Risk Assessments

Financial Risk Assessments prepared by the Clerk were reviewed. Proposed by Cllr Janice Evans, seconded by Cllr Philip Lewis with all members of Council in favour that the Financial Risk assessments are adopted by the Council.

8. 2019/164 Planning applications

No planning applications were presented for consideration.

9. 2019/165 Community maintenance

a. CMO Report

The CMO report was noted. Issues will be reported to NPTCBC as necessary.

b. Member comments/requests

Request received to clear Footpath from Johns Terrace to the former Tonmawr 2000.

Request to cut back overhanging brambles on Tonmawr Road above Hunkins yard.

Request to arrange with NPTCBC the repainting of Richard Burton sign.

10. 2019/166 Member attendance report

It was reported that all members are in compliance with

regulations.

11. 2019/167 Cemetery

a. Maintenance

Nothing to report.

b. Update on Enforcement of Public access to toilet facilities

Nothing to report.

12. 2019/168 To review Pelenna Community Council Standing Orders

Proposed by Cllr David Hole, seconded by Cllr Patrick Davis with all members of Council in favour that the standing orders as presented to Council are adopted.

13. 2019/169 To receive update on Community Christmas decoration provision 2019

a. General update

Memorial stars have been purchased.

It was decided that suitable tree lights, probably warm white will be purchased from the Christmas shop 'Seasons' at Brynmenyn, Bridgend at a cost of up to £100 per tree.

Proposed by Cllr Janice Evans, seconded by Cllr Diane Evans with all members in favour that five Festive banners measuring approximately 8 feet by 3 feet may be purchased at a cost of £120.

Three quotations for Norwegian Spruce Christmas trees have been received, and a decision on the successful supplier will be made at an Extraordinary meeting of Full Council which will be held on Wednesday 16th October.

The Clerk will make enquiries with Zurich, the Council Insurance Company if it is acceptable that an outside 13 amp weatherproof socket connected through the building outside wall to an inside existing 13 amp socket with an

RCD unit is an acceptable source of power supply for a Christmas tree which is located adjacent to the building. The Clerk will ascertain with Cllr Lisa Hawkes whether arrangements are now fully in place with the male voice choir, and if such arrangements should be now confirmed in writing.

14. 2019/170 Correspondence

- a. Transport for Wales – All bus passes for disabled and over 60's to be renewed by 31st December.

Public notices were circulated.

- b. One Voice Wales conference/AGM booking form received.

It was decided not to send a representative this year.

- c. Notice of conclusion of audit has been received from the external auditor. Notice will be displayed in a conspicuous place for 14 days. The following issues were noted:

- The Council did not publish the notice for the exercise of electors' rights on the website during the notice period.
- The Council has not entered the minute reference and date for the approval of the accounting statements and annual governance statement.
- The accounting statement did not add up by £1 due to roundings.

The above issues will be fully addressed in future years.

- d. Society for Local Council Clerks –

It was agreed to renew the Clerks' subscription of £122 for 2019/20.

15. 2019/171 Date of Next meeting

Extraordinary Full Council meeting Tonmawr Community Centre 16th October 2019 7:00pm to make decisions relating to the Christmas project.

Full Council meeting Wednesday 6th November 2019 at Tonmawr Community Centre – 7:00pm.

Chair

Meeting closed at 9:20pm.