

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Monday 4th April 2022 at 7:00p.m, Pontrhydyfen Community Centre.

- 1 Present:** Chairperson – Cllr Janice Evans.
Members – Cllrs Eleanor Hole, David Hole,
Philip Lewis, Desmond Sparkes, Jason Jarvis,
Diane Evans, Lisa Hawkes, Jeremy Hurley.
In attendance – D S Mackerras (Clerk).
Apologies: None.
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2 2022/0039 Declarations of Interest

Cllr Lisa Hawkes and Cllr Diane Evans declared an interest as they are Chair and member, respectively, of the committee at Tonmawr Community Centre

3 2022/0040 To approve Minutes of the Full Council meeting held on Monday 7th March 2022.

Proposed by Cllr Jason Jarvis, seconded by Cllr Eleanor Hole, with all Members of Council that were present in favour, that the minutes are accepted as a true record of the meeting, subject to a correction on Agenda item 2022/0029 regarding the report on Cllr Tim Bowen's comments on Pelenna facebook page.

4 2022/0041 Matters arising.

Cllr Lisa Hawkes suggested that a template should be set up to assist the production of newsletters.

Neath Port Talbot CBC engineers will be asked to assess the stability of the cemetery walls.

Cllr Jeremy Hurley agreed to remind NPTCBC regarding delivery of grit to the cemetery.

Warning of slippery surfaces to be posted on the cemetery gates at appropriate times during inclement weather.

- 5 **2022/0042 To approve Minutes of the Parks and Open Spaces committee held on Monday 21st March 2022.**
Proposed by Cllr Jason Jarvis, seconded by Cllr Diane Evans, with all Members that were present in favour, that the minutes are accepted as a true record of the meeting.
- 6 **2022/0043 To receive an update on actions arising from the Parks and Open Spaces committee of 21st March 2022.**
Clerk to investigate the usefulness of existing quotations
Clerk to seek possible suppliers from NPTCBC Parks department, and seek further quotations as necessary
Clerk to investigate grant availability
Clerk to investigate land registration process in respect of Johns Terrace derelict garage site
Clerk to apply to NPTCBC to demolish derelict garage at Johns Terrace
Clerk to arrange meetings with Cllrs Jason Jarvis and Diane Evans to review CMO work schedules
Clerk to speak with Estates department, NPTCBC, to investigate options to create a safe entrance to Dan y Coed play area
- 7 **2022/0044 To approve Minutes of the Events committee Held on Monday 21st March 2022.**
Proposed by Cllr Lisa Hawkes, seconded by Cllr Janice Evans, with all Members that were present in favour, that the minutes are accepted as a true record of the meeting.
- 8 **2022/0045 To receive an update on actions arising from the Events committee of 21st March 2022.**
It was decided that decisions whether the community of Oakwood will be included in Community events will be taken as each occasion occurs.
It was decided that a commemorative tree should be planted at the Bryn Sion site, with a plaque to mark the occasion of Queen Elizabeth's 11 Platinum Anniversary
Similarly, a commemorative bench should be installed at Macpelah cemetery, or adjacent to Pontrhydyfen Community Centre, and Johns Terrace playground to mark the Platinum Anniversary. Cllr Jeremy Hurley will investigate suitable plaques.

Easter posters and other decorations will be erected on Tuesday 5th April rather than Friday 8th April because of the weather report. Poster frame sizes have been passed to Cllr Eleanor Hole to facilitate the order for Platinum Anniversary posters.

9 2022/0046 Easter competition

A winning number was picked by random selection from the list of numbers 1 to 26. The winner was Number 13 – Mi Jones

10 2022/0047 Questions from the public

Following an enquiry on the matter from the Colliers Arms PH, it was decided that the pads on their defibrillator will be serviced by the Council. The device is a few years old and it is likely that the pads should now be replaced. A log will be set up diarising defibrillator pad replacements on devices installed by the Community Council including the Colliers Arms. It was noted that the Colliers Arms defibrillator is not registered on the relevant website.

11 2022/0048 Report on Neath Port Talbot County

Borough/Pelenna Community Issues – Cllr J Hurley

Recent storms have caused fallen trees on some footpaths. These have been reported to NPTCBC.

Cllr Eleanor Hole expressed concern that NPTCBC recycling truck travels through the village at the same time as a number of school buses. The main area of concern is between the Colliers Arms PH and the Pontrhydyfen shop. Agreed that this matter should be brought to the attention of Waste collection at NPTCBC.

It was noted that the River Pelenna is currently low, and although the Reed beds are effective, the River water is discoloured due to mineral discharge redundant mineworkings.

Work will commence on Tonmawr Road on 18th April. The exact time line is not known but is anticipated to be approximately 2/3 weeks.

12 2022/0049 Finance**a. To approve Schedule of payments – 01 – 31 March 2022****Receipts**

SPO Rent	95.00
Bank Interest – Lloyds Bank	0.01

Payments

Salary payments – paid in accordance with approved rates	
Swansea CC – Feb Pension payments due: Ee dedns	83.33
Er cont	365.10
HMRC – Mar PAYE/NI due: Ee deductions	138.75
Employer NI	11.90
Mobile phone Clerk – March 2022	40.00
Clerk – PCC Travel expenses – February 2022	120.15
Mobile phone – CMO – March	7.50
Lloyds bank charges	7.00
CMO – Travel expenses - 19/12/2021 – 30/01/2022	35.91
CMO – Reimbursement - Events material purchases	222.13
Clerk – Reimburse postage (2 signed for envelopes)	13.70
Postage Stamps	44.15
Stationery – Envelopes	3.79
NPTCBC – Rent SPO land	75.00

Macpelah Cemetery**Receipts**

Maintenance donations	700.00
Maintenance donations	20.00

Payments

Clerk – February Mobile telephone	5.00
R Wood – Grass cutting	350.00

Proposed by Cllr Lisa Hawkes, seconded by Cllr Janice Evans and supported by all Members of Council that the above schedule of payments for March 2022 are approved.

b. To note closing balances – 31 March 2022

Pelenna CC Current Account	£ 32,343.86
Pelenna Investment Account	£ 1,002.08
Macpelah Account	£ 5,744.09
Total of Balances	£ 39,090.03

Closing bank balances as at 31st March above were noted.

c. To compare Finance performance to Budgeted position – April 2021/March 2022

Proposed by Cllr Lisa Hawkes, seconded by Cllr Diane Evans, with all Members of Council present in favour that the Financial performance of the Community Council between April 2021 and March 2022 compared with budget, as presented is noted and variance explanations are accepted.

13 2022/0050 Planning applications

Application no: 2021/1224

Proposal: Proposed workshop and Portacabins

Location: The Yard, Efail Fach, Pontrhydyfen, SA12 9UB

Applicants name: Mr Jeffrey Howard, Church House, Railway Terrace, Tonmawr

Member Comments: No objections

Application no: 2021/0252

Proposal: Part single/part two storey rear extensions and new door, WC and shower room windows to ground and first floor side

Location: 64 Dan y Coed, Tonmawr, SA12 9UL

Applicants name: Amanda James, 64 Dan y Coed, Tonmawr, SA12 9UL

Member Comments: No objections

Application no: 2021/0274

Proposal: Erection of 90 metre meteorological mast and associated work for a temporary period of three years

Location: Land at Fforch Dwm, Nolrth East of Tonmawr

Applicants name: Mr Tim Mockeridge, Naturalis Energy Developments, 3B Damery Works, Damery lane, Woodford, Berkeley, GL13 9JR

Member Comments: No objections

14 2022/0051 Community maintenance

a. Maintenance report

CMO has returned to three day week working this week, as he has used up all of his annual holidays.

Grass cutting and litter picking where possible is now underway.

Planters have been tidied as per public request.

Gates have been hung at Dan y Coed children's play area.

CMO has prepared Easter items for display.

The bridle path opposite the bottom of the Slip steps has been cut.

b. Staff review – CMO

A final performance review for the CMO trial period was undertaken on 28th March 2022 by Chair, Cllr Janice Evans and Clerk, David Mackerras. Performance was deemed to have met the set criteria, and so permanent employment was confirmed.

c. Use of Pontrhydyfen Community Centre

CMO is now based at Pontrhydyfen Community Centre.

15 2022/0052 Correspondence

a. Resignation of Cllr Tim Bowen from Council with effect from 7th March 2022. **Resignation accepted.**

Acknowledgement letter to be sent to Tim with grateful thanks for his Council service and Community support.

b. Cllr Lisa Hawkes agreed to take over Council facebook page on a temporary basis. **New Facebook page to be set up and Clerk provided with password.**

c. Wales Audit has forwarded the external audit forms for 2021/22. These should be signed off by Council no later than 30th June 2022. **Noted.**

d. Request for copies of Accounts by local resident. **Copies to be provided.**

16 2022/0053 Local Council election – 5th May 2022

11 seats are available – 6 in Pontrhydyfen ward and 5 in

Tonmawr ward.

The recently published combining Upper Cimla and Pelenna has no bearing on the Community Council.

Nomination forms must be submitted by 4:00pm Tuesday 5th April. Candidates are advised to have the form checked prior to formal submission.

Existing Members of Council will retain Council Membership until 9th May 2022. Newly elected Members of Council qualify for Membership from 10th May 2022.

Newly elected Members of Council are required to sign their Declaration of Acceptance of Office, and Code of Conduct prior to, or at the first meeting of the new Council. Unsigned candidates will lose their seats.

17 2022/0054 Date of next meeting

Full Council meeting – Tonmawr Community Centre
Monday 16th May 2022 - 7:00pm.

Meeting ended – 9:00pm.

Chair