

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Monday 6th June 2022 at 7:00pm, Pontrhydyfen Community Centre.

- 1 Present:** Chairperson – Cllr Lisa Hawkes.
Members – Cllrs Eleanor Hole, Philip Lewis,
Jason Jarvis, Diane Evans,
Morgan Thomas, Carl James
Apologies: Cllrs Peter Wilde, Jay Brightwater
In attendance – D S Mackerras (Clerk).
Cllr Tim Bowen (NPTCBC Member)
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2 2022/0082 Co-option of successful candidate/s to represent Pontrhydyfen ward

Following a pre-meeting with a prospective candidate, Mr David Carl James was co-opted to the Community Council to represent the Pontrhydyfen ward.

3 2022/0083 Declarations of Interest

Cllr Lisa Hawkes, Cllr Diane Evans and Cllr Carl James declared an interest as they are Chair and members respectively, on the committee of Tonmawr Community Centre.

4 2022/0084 Newly appointed Council member/s to sign declaration of acceptance of office

Cllr Carl James and Cllr Philip Lewis both signed declarations of acceptance of office as Council members.

5 2022/0085 To fill committee vacancies

One Voice Wales Council representative – Proposed by Cllr Philip Lewis, seconded by Cllr Carl James with all members in favour that Cllr Lisa Hawkes is elected as the second Council representative to One Voice Wales in place of the Clerk, D Mackerras.

Health & Safety committee - Proposed by Cllr Diane Evans,

seconded by Cllr Eleanor Hole with all members in favour, that Cllr Carl James is elected as a committee member of the Health & Safety committee.

Personnel committee – Proposed by Cllr Lisa Hawkes, seconded by Cllr Jason Jarvis with all members in favour that Cllr Eleanor Hole is elected as a committee member of the Personnel committee

Terms of Reference – Parks & Open Spaces committee – Proposed by Cllr Lisa Hawkes, seconded by Cllr Eleanor Hole with all members in favour, that item 10 on the Terms of reference should be amended from five to six serving Councillors.

6 2022/0086 To approve Minutes of the Full Council meeting held on Monday 16th May 2022

Proposed by Cllr Eleanor Hole, seconded by Cllr Morgan Thomas, 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 typing correction on Agenda item 2022/066, and the addition of Cllr Jason Jarvis as a member of the Personnel committee on Agenda item 2022/071.

7 2022/0087 Matters arising

Letters of thanks for community service have been sent to all retiring Community Councillors who have now left the Council. Union flags have been purchased and displayed for the Queen's jubilee celebrations.

Clerk will make a presentation on defibrillator maintenance at the July Full Council meeting.

Planters should be cleaned and painted as present colours and Daffodil waste removed.

One Roadside seat has been ordered from M/S Streetmaster, Ystradgynlais. This will be collected when ready by Cllr Jeremy Hurley (up to 12 weeks).

8 2022/0088 Questions from the public

Coping stones on top of wall on mission bend need attention.

Report to NPTCBC Members.

Enquiries to be made on the availability of grants. **Meeting to be arranged with Carys Miles, Cllr Lisa Hawkes, Cllr Eleanor Hole and David Mackerras**

Fill soil below climbing frame play equipment at Dan-y-Coed.

Approach Mr Stephen Roper at Tonmawr Community Centre to see what help could be offered to Pontrhydyfen play area.

9 2022/0089 Report on Neath Port Talbot County Borough/Pelenna Community Issues

- a. Drainage modifications on Efail Fach to Tonmawr now complete. Effectiveness of the work will be scrutinised by the Community Council.
- b. “No mow May” resulted in a few queries from residents. NPTCBC members in discussion with biodiversity to allow areas, with residents input, to be left uncut to promote biodiversity within the ward. This will also be discussed with the Community Council so that designated areas will be left uncut. Part of Bryn Sion may be a candidate area.
- c. There is a meeting on 15th June to discuss progression of the proposed wind farm and solar initiatives within the ward.
- d. Future use and ownership of Miles Field has been discussed with NPTCBC. This will require input from the Community Council and encouragement for it to take a long term lease.
- e. Complaints received over motorcycle use in area behind Tonmawr RFC 2nd pitch, and this is being discussed with NPTCBC Estates with a view of closing off with gates either end but allowing pedestrian access.
- f. Enquiry received about the possibility of residents registering at a Neath based surgery rather than Cwmafan. NPTCBC members discussing with Health board.
- g. Welsh Water investigated a sewerage overflow at Miles field, into the river, and cleaned the spillage. NPTCBC members have enquired on the timescale to upgrade the main sewer which may be over capacity.

- h. Initial consultation regarding a proposed mixed housing development at Tonmawr school has been published. Link shared to social media allowing residents to comment. If successful, consideration should be given to re-locating the wall mural
- i. The documentation for the grant awarded in March received by Cllr Jeremy Hurley has now been passed to the Community Council for acceptance, together with access details for the application and account. Proposed by Cllr Lisa Hawkes, seconded by Cllr Diane Evans with all members in favour that the grant offer should be accepted. Quotes should be sought for a double door steel container, and methods of moving derelict garage waste should be investigated. Cost of raised beds for Miles field should also be investigated.
- j. Potholes in Dan-y-bont and on the road to Tonmawr Rugby field have been filled.
- k. Weed spraying across the community has been carried out by the Neath Port Talbot County Borough. Discussion on this matter should be placed on the agenda for July meeting.
- l. A car causing a long term footpath obstruction has been removed.

10 2022/0090 To consider a late application for a jubilee party event from Tonmawr RFC

An application has been received from Tonmawr RFC to support its Platinum Jubilee celebration events. Regretably it was agreed that due to the lateness of this application the Council will be unable to allow the grant.

Current contact details for all Pelenna organisations should be sought.

11 2022/0091 Johns Terrace playground

A target was agreed to obtain three quotations for refurbishment of Johns Terrace playground.

A plan to demolish the derelict garage at Johns Terrace will also be drawn up.

A meeting will also be arranged with Carys Miles to investigate grant availability.

12 2022/0092 Lock up garage, Tonmawr Community Centre – Tenancy agreement & Health & Safety issues etc

a. Tenancy agreement

It was agreed that a tenancy agreement should be obtained from Dan-y Coed Community association – Agreement to be requested

b. Health and Safety issues

It was noted that there are potential safety issues at the garage because of poorly secured hanging safety barriers, and the trailer which is the property of the CMO, which is restricting safe movement within the unit. It was agreed that Dan-y-Coed Community Association will be asked to address the situation with the hanging safety barriers, and arrangements will be made to purchase shelving which will enable removal of the trailer.

c. Inventory of tools

Agreed that an inventory of tools held by the CMO should be produced.

13 2022/0093 Finance

a. To approve Schedule of payments – 01 – 31 May 2022

Receipts

SPO Rent	95.00
Bank Interest – Lloyds Bank	0.01

Payments

Salary payments – paid at agreed rates	
Swansea CC – April Pension payment: Ee dedns	85.11
Er payment	372.89
HMRC – May PAYE/NI: Ee deductions	148.50
Er NI	12.85
Mobile phone May – Clerk	40.00
CMO	8.00
Clerk – PCC Travel expenses – April 2022	107.10
CMO – Travel expenses – April 2022	57.30
May 2022	58.73
Lloyds bank charges	7.00
CMO – Reimbursement – Health & Safety	49.97

Mtce purchases	162.46
Jubilee Grants – St Teilo’s church	100.00
Sardis Macpelah Chapel	100.00
Dan-y-Coed Comm Assn	100.00
Blue Scar club	100.00
Colliers Arms	100.00
Zurich Insurance	577.26
One Voice Wales subscription	198.00
Chair allowance	100.00

Macpelah Cemetery

Receipts

Burial fee Ashes	175.00
Maintenance donations	85.00

Payments

Clerk – February Mobile telephone	5.00
Woody’s Garden services – Grass cutting	350.00
ICCM Subscription	95.00

Proposed by Cllr Jason Jarvis, seconded by Cllr Philip Lewis and supported by all Members of Council that the above schedule of payments for May 2022 are approved.

b. To note closing balances – 31 May 2022

Pelenna CC Current Account	£ 33,326.46
Pelenna Investment Account	£ 1,002.10
Macpelah Account	£ 12,026.72
Total of Balances	£ 46,355.28

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

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

Proposed by Cllr Eleanor Hole, seconded by Cllr Jason Jarvis, with all Members of Council present in favour that the Financial performance of the Community Council between April 2022 and May 2022 compared with budget, as presented is noted and variance explanations

accepted.

d. Update on Annual Return 2021/22

The expected internal audit will now take place week commencing 13th June. The audit report may then be considered by the Finance committee at its meeting on Monday 20th June. The Annual Return should then be approved by Full Council by 30th June.

14 2022/0094 Planning applications

No applications were presented for consideration.

15 2022/0095 Correspondence

- a. St Johns Ambulance has sent details of defibrillator maintenance. **This information will be used as the basis for the Clerk’s presentation on defibrillator maintenance at July Full Council meeting.**
- b. One Voice Wales has set up a Nature hub networking group for interested Council members to exchange ideas on how Community Councils can contribute to dealing with environmental issues. **Email to be circulated to members.**
- c. ROSPA is in the area during June and is offering a special deal for Annual inspection of £70 plus VAT per playground. **Proposed by Cllr Lisa Hawkes, seconded by Cllr Carl James with all members in favour that the offer should be accepted.**

16 2022/0096 Date of next meeting

Full Council meeting – Tonmawr Community Centre

Monday 4th July 2022 - 7:00pm.

PACT meeting (subject to Police availability – 6:30pm. 4th July 2022 – Tonmawr Community Centre.

Finance committee meeting – 6:00pm. 20th June 2022 – Tonmawr Community Centre.

Meeting ended – 9:45pm.

Chair

