

PELENNA COMMUNITY COUNCIL CYNGOR CYMUNED PELENNA

Minutes of the Full Council Meeting held on Monday 6 March 2023 at 7:00 pm, Tonmawr Community Centre.

- 1 Present:** Chairperson – Cllr Lisa Hawkes
Members – Cllr Diane Evans, Cllr Jason Jarvis,
Cllr Jay Brightwater, Cllr Philip Lewis,
Cllr Peter Wilde, Cllr Carol Bowen,
Cllr Jeremy Hurley
Apologies: Cllr Carl James
In attendance – D S Mackerras (Clerk)
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The Chair, Cllr Lisa Hawkes reminded Members of Council that they should take care to conform to the Code of Conduct which they agreed to adhere to. Members should always show respect to other people, and lead others by example

- 2 2023/038 Declarations of Interest**
Cllr Lisa Hawkes and Cllr Diane Evans declared an interest as Chair and committee member respectively of Dan-y-Coed Community Association.
Cllr Lisa Hawkes & Cllr Jason Jarvis declared an interest as members of the Mynydd Fforch dwm wind farm Action group
Cllr Jason Jarvis declared an interest in planning application numbers P2023/0086 proposed fencing at 18 Efail Fach & P2023/0066 proposed construction of two semi-detached properties at Curwen Close
- 3 2023/039 To approve minutes of the Full Council meeting held on Monday 6th February 2023**
Proposed by Cllr Jason Jarvis, seconded by Cllr Jeremy Hurley, approved by all Members of Council that the minutes are accepted as a true record of the meeting.
- 4 2023/040 Matters arising**
Cllr Jeremy Hurley agreed to investigate the orange coloration

of the River Pelenna with Welsh Water. It was noted that the orange colour is now clearing.

It was agreed that the Community Council should inform Pen-y-Cymoedd wind farm community fund that there is likely to be a delay in completing the 'Let's Start Growing' project, with an explanation for the delay provided.

- 5 2023/041 To approve minutes of the Extraordinary committee meeting held on Monday 27th February 2023**
Proposed by Cllr Jay Brightwater, seconded by Cllr Philip Lewis, approved by all Members of the committee that the minutes are accepted as a true record of the meeting.

6 2023/042 Questions from the public

Mr. Patrick Davies, a resident of Pontrhydyfen asked the following questions:

Why does the Council pay travel expenses for visits to the Community Maintenance Officer and the cemetery, when Council Members could deal with issues and relay back if needed to the Clerk.

Reply – The Clerk deals with such issues as described in his job description, although every opportunity is being taken to reduce the number of journeys undertaken

News letters are not regularly produced by the Council. Not all residents use social media or have access to Facebook, as used by the Council.

Reply – The Council will consider producing a regular newsletter, together with posters to advertise events, adding to information already provided on social media. The Council will endeavour to effectively display Council information at Pontrhydyfen, and at other locations throughout the community.

Why does the Council use a contractor to cut the grass at Macpelah rather than the employed Community Maintenance Officer.

Reply – the Council has already considered this issue. It was decided by using all available information that using a contractor was the most cost-effective solution. In reaching this

decision, Local Government rules and regulations were taken into account.

Some residents are not aware of how to make contact with the Council or know who Councillors are.

Reply – It was pointed out that Councillor details are to be found on the Council website. All Council meeting notices contain Council contact details. Residents should also be aware of contact details of Councillors from the recent elections. The Council will endeavour to provide Council member details at sites across Pelenna community.

Another local resident, Mr Ian Hart, updated the Council on his campaign to instal a wooden carving of Richard Burton in Pontrhydyfen to commemorate the 100th Anniversary of his birth. He has confirmed the cost of the wooden carving at £6,000, together with additional plinths at £1,000 each. The wood carver artist will be visiting Pelenna, and Mr Hart would wish to involve Community Councillors in that visit.

7 2023/043 Casual vacancy in Tonmawr ward

Neath Port Talbot Elections office has confirmed that there has been no call to fill this vacancy by election.

A notice was published on 23rd February inviting interested persons to express an interest in being co-opted no later than 10th March. The selection of a successful candidate will take place at the April Full Council meeting.

8 2023/044 To fill Committee member vacancies.

Parks & Open Spaces committee – Cllr Jeremy Hurley will fill the vacancy.

Health & Safety committee – Cllr Carol Bowen will fill the vacancy.

Personnel Committee – The matter of a vacancy was deferred pending the co-optation of an additional Council Member.

Cemetery committee – Cllr Lisa Hawkes will fill the vacancy.

Events committee – Cllrs Jason Jarvis and Jay Brightwater were removed from the committee in accordance with their wishes.

9 2023/045 Report & Update on County Borough/Pelenna Community Issues – Cllr Jeremy Hurley

Report will be circulated to Council Members.

10 2023/046 Finance

a. To approve schedule of payments – February 2023

Proposed by Cllr Jason Jarvis, seconded by Cllr Peter Wilde, and approved by all Members of Council that the following schedule of payments/receipts for February is approved.

(All payments noted pre-VAT)

Pelenna Community Council

Receipts

SPO Rent – February	95.00
Bank Interest – Lloyds Bank – February	0.51

Payments

Salary payments – paid in accordance with set rates	
Swansea CC – Jan Pension payments: Ee dedns	85.11
Er payment	372.89
Mobile phone – Clerk – February	40.00
Neath Port Talbot CBC fees - Miles Field lease:	
Contribution to legal fees	125.00
Contribution to Surveyors fees	125.00
Cost of advertisement re Public Open Space	375.12
Cost of Land Registry fee	40.00
Cllr T Bowen – Electricity cost Christmas tree	50.00
Pontrhydyfen CC – Electricity cost Christmas tree	50.00
Lloyds Bank – Charges February	7.00
Mobile phone – CMO	8.00
Clerk – Travel expenses – January	81.90
Events materials – Paint, Timber	125.31
Machine Servicing cost	100.84
Events – Acrylic paint	87.55

Macpelah Cemetery

Receipts

None	0.00
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Payments

Clerk – February Mobile telephone	5.00
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b. To note closing bank balances – 28 February 2023

	£
Pelenna Community Council – Cheque account	33,427.34
Investment a/c	1,003.51
Macpelah cemetery fund	13,361.00
Total balances	£47,791.85

c. To compare financial performance with Budgeted position – April 2022 to February 2023

Proposed by Cllr Philip Lewis, seconded by Cllr Diane Evans, and approved by all Members of Council, that the financial performance of the Community Council between April 2022 and February 2023 compared to budget, as presented is noted and variance explanations are accepted. The overall income is higher than anticipated by £1,405, and overall expenditure is less than expected by £6,893

d. To confirm salaries for 2023/24 – Clerk & Community Maintenance Officer

Proposed by Cllr Lisa Hawkes, seconded by Cllr Diane Evans, and approved by all Members of Council that the Clerk will be awarded a 3.88% increase in salary from 1st April 2023 to £9,023 per year (11 hours weekly), and the Community Maintenance Officer will be awarded a 9.7% increase from 1st April 2023 to £10.42 per hour.

e. To confirm Members Costs & Expenses

In accordance with the annual report of the Independent Remuneration for Wales it was confirmed that all Members of Council of Council are entitled to a basic annual contribution of £150. Members should write to the Clerk if they wish not to take this allowance.

Proposed by Cllr Jeremy Hurley, seconded by Cllr Lisa Hawkes, and approved by all Members of Council that Members who leave the Council should be asked to return a pro rata part of the allowance.

Proposed by Cllr Lisa Hawkes, seconded by Cllr Jason Jarvis, and approved by all Members of Council that Pelenna Community Council chooses not to make annual payments of up to £500 to members in recognition of specific responsibilities.

Proposed by Jay Brightwater, seconded by Cllr Peter Wilde, and approved by all Members of Council that the Council will make payments in respect of claims for actual costs of travel by public transport or the HMRC mileage allowances, for travel outside the community as set out in the IRPW report in determination 45.

Proposed by Cllr Jeremy Hurley, seconded by Cllr Lisa Hawkes, and approved by all Members of Council that if the community council resolves that a particular duty requires an overnight stay it can authorize reimbursement of subsistence expenses to its members at the maximum rates set out in determination 46 on the basis of receipted claims.

Proposed by Cllr Jeremy Hurley, seconded by Cllr Philip Lewis, and approved by all members of council that the council will not pay financial loss compensation for members, where such loss has occurred for attending approved duties at the rate shown in determination 47 within the IRPW report

Proposed by Cllr Jeremy Hurley, seconded by Cllr Jason Jarvis, and approved by all members of council that the council can provide a payment to the Chair of council up to a maximum of £1,500.

Proposed by Cllr Jeremy Hurley, seconded by Cllr Lisa Hawkes, and approved by all members of council that no payment will be made to the deputy Chair of the council

11 2023/0047 Planning applications

The following applications were presented for consideration:

Application number: P2023/0086

Proposal: Means of enclosure including close boarded side fence above part of existing front boundary wall, increase in height of existing front pillars, additional 1.8m high front boundary walls/pillars/fence and retaining walls.

Location: Tegfan 18 Efail Fach Pontrhydyfen Port Talbot SA12 9TY

Applicants Name & Address: Mr Ross Williams, Address as location.

Agreed there is no objection to this application.

Cllr Jason Jarvis took no part in the discussion on this application.

Application number: 2023/0066

Proposal: Construction of 2 number 3 bedroomed semi-detached split level dwellings with associated landscaping, site works and SUDS drainage.

Location: Plot adjacent to 24 Curwen Close Pontrhydyfen Port Talbot SA12 9UT.

Agreed there is no objection to this development other than there being insufficient parking made available within the plans, especially as the proposed development is located on a roundabout, on an already parking-congested street.

12 2023/048 Miles Field/Let's Start Growing project

The signed lease for Miles Field has now been filed with Neath Port Talbot CBC.

A public event will be held at both Community Centres, at a date to be decided, to listen to the Community on its aspirations for Miles Field. They will be presented as a 'Meet your Community Councillors' session, and will therefore enable the public to raise any other issues with Councillors.

An application for an environment support grant from Neath Port Talbot will be made to fund the purchase of Information boards, a mower and signage.

‘Lets Start Growing’: Prices will be obtained for 20 Growing tubs (potatoes), 60 bags of compost and seed potatoes.
Cllr Jeremy Hurley has offered to assess the quantity of timber required to renovate the raised beds at Miles Field.

13 2023/049 Events update

There is a working party meeting tomorrow evening, Tuesday 7th March at 6:00pm. Tonmawr Community Centre

14 2023/050 Correspondence

1. Rachel Carter, Local Places for Nature Officer One Voice Wales has written to inform the Community Council that it has a statutory duty under Section 6 of the Environment Act (2016) which states that every public body must seek to maintain and enhance biodiversity in the exercise of their functions, and in so doing promote the resilience of ecosystems, so far as consistent with the proper exercise of those functions.

To comply, a Council should embed the consideration of biodiversity into their early thinking and planning, including any policies, plans, programmes, and projects, as well as their day-to-day activities.

Every Community Council must publish a report on what has been done to comply with the duty. Reports can be published on a website or made available on request if needed.

2. Tammie Davies NPTCBC – Charter agreement sent on the joint working between NPTCBC & Community/Town Council for the benefit of both.

Council can suggest improvements to the agreement. Will be discussed at the April Full Council meeting.

3. Craig Griffiths – NPTCBC invitation for Clerks to participate in a Forum via Microsoft teams at 2:00pm 25th April 2023

Clerk will participate if available.

4. Invitation to NPTCBC Liaison forum 9th May 14:30 – 16:30 Neath Civic Centre Room.

Cllr Jay Brightwater and Cllr Peter Wilde to attend if available

5. One Voice Wales membership renewal for 2023/24 is due. Cost £215.

Agreed to take up renewal. Subscription payable April 2023.

6. Mr V Callaghan, registered land owner at Railway Terrace

indicates he holds title deeds for the land back to 1927. Cllr Jeremy Hurley to ask to view documentation.

Mr Callaghan has received copies of Council minutes when this issue has been discussed. This is an on-going issue and requires further investigation.

7. Agreed to take membership of NPTCVS. Annual subscription costing £10
8. Elections officer, NPTBC informed Council that there was no call for an election following public advertisement to fill the casual vacancy.
Noted.
9. Craig Griffiths NPTCBC has offered Code of Conduct training for Council Members via Microsoft Teams – 3 dates 12/05 Friday 10:00am, 16/05 Tuesday 2:00pm & 05/06 Monday 6:00pm. Members may reserve a place at k.barnett2@npt.gov.uk .
10. Indicative price for uninsulated container in connection with ‘Let’s Start Growing’ 20 foot x 8 foot £3,995 plus VAT.
Noted
11. Indicative price for flatpack container for Growing project 20 foot x 2.1Metres £3,450 plus VAT. Powder blue or green £390 plus VAT.
Noted.
12. NPTCBC offering Environmental Community support Grants available for community groups Environment Community support Applications by 7 April, with work to be completed by 19 May. £7,500 available for whole of County Borough. Community groups take precedence over Community Councils. May be used for signage, equipment, materials, information boards.
Grant application to be submitted for signage, mower and information boards.
13. Macmillan Cancer care Is seeking donations to assist their work.

Regrettably Pelenna Community Council is unable to assist as in accordance with a previous Council decision we may only assist if Pelenna Community benefits.

- 14. Member of Council – raised a complaint regarding behaviour of Cllr Tim Bowen at Events meeting of 2nd March. The complaint stated that when responding to a polite comment/question from a member, Cllr Bowen responded by swearing, pointing fingers, shouting and displaying threatening behaviour. Complainant said they felt the meeting was not a safe environment and also that we should be encouraging productive and welcoming gatherings.

Chair & Clerk to seek a meeting with Cllr Bowen in order to express dissatisfaction on this matter.

- 15. Courtney Lester, resident of Tonmawr welcomed the possibility of Johns Terrace play area development. However, he suggests removal of the bushes in front of play area which encourage bees, and that the Council should ensure that there is a Risk Assessment in place for playground work.

15. 2023/051 Date of next meeting

Full Council meeting – 3 April 2023 7:00pm Pontrhydyfen Community Centre.

Parks & Open Spaces meeting – Monday 13th March 7:00pm. Tonmawr Community Centre – to discuss Miles Field

Meeting ended – 10:10 pm.

Chair

