

**Minutes of Ordinary Meeting of Pontardawe Town Council held on Monday 12th November 2012, at ARCH Hall commencing at 6.45pm**

**8993. Present** Councillor B Williams (presiding), D Harris, D B Thomas, V Hotten, H Pickrell, Mrs J Bowen, Mrs L Purcell, Ms S Northcott, A Nicholson, H Evans, M Thomas, Ms R Lewis, G Davies, P Williams.

**Apologies:** Councillors M James and Mrs E Puzey.

**8994. Disclosure of Personal and Pecuniary Interest:** Councillor Mrs L Purcell and Ms R Lewis declared an interest in any Planning discussions, Councillor Ms S Northcott, A Nicholson and Mrs J Bowen declared an interest in any discussions on the Pontardawe and District Youth Club, Councillor D B Thomas and Mrs J Bowen declared an interest in any discussions on Trebanos Hall and Councillor Ms S Northcott declared an interest on discussions on St Peters Church.

**Resolved** to be noted.

**8995. Minutes of the Ordinary Council meeting on the 8<sup>th</sup> October 2012:**

**Resolved** that the minutes of the Ordinary meeting held on the 8<sup>th</sup> October 2012, having been read and confirmed as a true record, be accepted by Council.

**8996. Presentation by representatives of ESP (Mynydd y Betws Wind Farm):**

The Company initially thanked the residents of Pontardawe for the patience during the initial stages of the Wind Farm Construction and also for the productive feedback that was received.

They also confirmed that the civil engineering portion of the project had been virtually completed and that 75% of the turbine parts had been delivered.

They anticipated all parts would be delivered by the end of November and that at present the expected completion date for the wind farm was February 2013.

It was also stated that 90% of the reinstatement work had already been completed and that Cadw had confirmed that the stones uncovered during the construction had no Neolithic significance.

With regard to the Community Benefit fund, the following information was provided:

- In Year One following the completion of the project £1 Million was to be provided by the Community Benefit fund. (£950,000 for community projects, £30,000 for surveys and £20,000 for fencing). It was also confirmed that of this figure £285,000 was allocated to three wards in the Neath Port Talbot area (Pontardawe, Cwmgors and GCG).
- Carmarthen County Council and Neath Port Talbot Council would be the Community Fund Managers.
- Overall guidelines on the distribution of funds would be provided by ESP, but any applications would first be vetted by the Community Fund Managers and then by the grant panels in each area. The cheques

would be issued from the Community Fund Managers to ensure that the process would be completely auditable.

- Funding would be for 25 years or for the life of the wind farm if less and would be for capital projects.
- The Neath Port Talbots portion of the Community Benefit Fund would be £26,000 in year two and for subsequent years. Should there be funds outstanding at the end of any year, then this would be carried forward to future years.
- It was envisaged that the Wind Farm would be fully operational from March 2013, and at this time the first year of benefit could be applied for.
- It was also stated that matched funding would be looked on favourably.

**Resolved** to be noted.

**8997. Trebanos Park:** The Clerk confirmed that she had been in communication with a specialist CCTV firm in respect of the issues with the night resolution on the CCTV cameras at Trebanos Park. It was agreed that infrared lighting would be required to solve the problem but there were two options. Either replace the existing cameras with new cameras or install infrared lights with the existing cameras. The Clerk requested that she be able to work with this one company to determine the most effective solution to the problem, rather than obtain three quotes from different companies due to its technical nature, and the company's willingness to try out different solutions to obtain the most effective resolution.

**Resolved** that the Clerk together with Councillor Brian Thomas will liaise with CCTV Camera's Wales in order to determine the most effective method of upgrading the CCTV system at Trebanos Park.

**8998. Police Matters:** Council was advised of the following information: The date of the next Trebanos PACT meeting was 6<sup>th</sup> December 2012 at Trebanos hall commencing at 6.30pm.

The PACT priorities were as follows:

- Parking/ Speeding at Swansea Road.
- Speeding at Heol y Llwynau.
- The 101 non emergency number.
- Then new play area and CCTV cameras at Trebanos Park.
- Bridle Path at Heol y Llwynau
- PACT Meeting advertisement.
- Ambulance Service.
- Closure of Gellionen Hospital and its associated impact on elderly people in the area.
- The Canal Societies work in the area.

The date of the next Pontardawe PACT meeting was also 6<sup>th</sup> December 2012 at 'The Cross' commencing at 6.30pm.

The PACT priorities were as follows:

- Anti Social Behaviour at Orchard street, Fuller Street, Tawe Terrace Holly Street and Church Street, together with youths with air rifles at the Canal.
- Incorrect parking on junctions at High street/ Woodland Road and in disabled bays at the Herbert Street Car Park.
- Difficulties with the length of time taken to report instances on the 101 number.
- Crash barriers at Ynysydw Roundabout.
- A Prowler at Ynysydw Road.

Council was advised however that the Police had stated that if there was any action that could be seen as a threat to someone's person then the 101 number was not appropriate and residents should use 999.

The Police had confirmed that the issue with time taken for calls to the 101 number was due to emergency and non emergency numbers being routed through one call centre and the associated training issues.

Council was also advised that the 'Football Club' was now no longer a public house but a club and that this should reduce the alcohol related instance of anti social behaviour in Church Street.

**Resolved** to be noted.

**8999. Pontardawe and District Youth Club:** Councillors Ms S Northcott, A Nicholson and Mrs J Bowen, expressed an interest.

Council was advised that to the end of October 2012 the Town Council had provided £3500 and that at that date there was £6500 still available from the budget for financial support.

The Clerk also requested that the Town Council release their grounds man to paint the interior of the Youth Facility to improve the image of the building.

**Resolved** that the Town Council accept the financial contribution and also allow the painting of the Youth Facility to be added to the grounds mans 'Winter Work Schedule'.

**9000. Open Meeting to include the local Assembly Members, Member of Parliament, and County Borough Councillors:** The Clerk advised Council that the venue could be either the Art Centre which would incur a cost of approximately £400 or the Pontardawe Leisure Centre which was likely to be free of charge. It was also suggested that the date of the meeting should be the 21<sup>st</sup> February 2013.

**Resolved** that the Open meeting will be held at Pontardawe Leisure Centre on the 21<sup>st</sup> February 2013.

**9001. Allotments:** Council was advised that a request had been made from a resident at Cae Ismaen in Trebanos to support an allotment site at that location.

**Resolved** that the Clerk will liaise with the Swansea Community Farm in order to ascertain the suitability of the land as an allotment.

**9002. Members Lapel Badges:** The Clerk confirmed that she had made more enquiries but that all companies seemed to require a minimum order of 100 badges in order for the badge price to be competitive. She also confirmed that the Mayor of Neath received a medallion following their year in office.

**Resolved** that although recognition of a past Mayor is considered a pleasant idea, no further action will be taken at this time. The Clerk will however look into providing business cards.

**9003. Planning:** Councillor Purcell and Lewis expressed an interest and took no part in the discussions.

**P2012/0975**

Applicant: Connor Price-Davies, 36 Alltywerin, Pontardawe, Swansea SA8 4NQ.

Site Location: 36 Alltywerin, Pontardawe, Swansea SA8 4NQ.

Proposed Development: Singly storey rear extension.

**Resolved** No Objection provided there is neighbourhood notification.

Planning meeting held on the 15<sup>th</sup> October 2012.

**P2012/0883**

Applicant: Mr Gareth Porter, Hafod Wennol Farm, Lane from Baran Road to Hafod Wennol Farm, Rhyd y Fro, Swansea SA8 4RU.

Site location: Hafod Wennol Farm, Lane from Baran Road to Hafod Wennol Farm, Rhyd y Fro, Swansea SA8 4RU.

Proposed Development: Detached Agricultural Storage Building (Prior notification).

**Resolved** No objection.

**P2012/0226**

Applicant: Mr Martin Watts, DWM Limited, Peniel Green Service Station, Llansamlet. Swansea SA7 9BA.

Site location: Land Adjacent to garage, Works Road, Pontardawe, Swansea.

Proposed Development: Retention of existing car wash and change of use of land for car sales with associated lighting and means of enclosure.

**Resolved** No objection provided there is neighbourhood notification.

**P2012/0722**

Applicant: Mr Matt Soady, 152 Brecon Road, Ystradgunlais, Swansea, SA9 1QN.

Site location: Berllan Glas, Llanguicke Road, Pontardawe, Swansea, SA84PL.

Proposed Development: Single Storey front extension.

**Resolved** No objection provided there is neighbourhood notification.

**P2012/0585**

Applicant: Mr Gary Carlsen, Nant – y – Melyn, Cwmgors, Pontardawe, SA18 1DR.

Site location: Nant – y – Melyn, Cwmgors, Pontardawe, SA18 1DR.

Proposed Development: Retention of works to agricultural building (alteration to roof) (Amended plans 25/9/12)

**Resolved** No objection.

The committee was also advised of the Official withdrawal of FCC Recycling (UK) Limited's Environmental Permit application. They are no longer intending to place an anaerobic digestion facility at Pwllfawatkin.

Planning meeting held on the 5<sup>th</sup> November 2012.

**P2012/0836**

Applicant: Ms F Hussain, 7 Greenbank Avenue, South Easton, Bristol, BS5 6EP

Site location: 117 Swansea Road, Trebanos, Pontardawe, Swansea SA84BN.

Proposed Development: Change of use from office to 3 No flats including external alterations and new vehicular / pedestrian access.

**Resolved** No objection provided there is neighbourhood notification.

**P2012/0959**

Applicant: Ms Sara Humphries, Greggs PLC, 1 – 11 St Albans House, St Albans Road, Stafford, ST16 3DP.

Site location: 70 Herbert Street, Pontardawe.

Proposed Development: New shop front, roller shutter and air conditioning condensers and extraction grille also double sided illuminated projection sign.

**Resolved** No objection.

**9004. Finance committee meeting held on the 22<sup>nd</sup> October 2012:**

**The Committee discussed and produced the Budget for the Financial**

**Year 2013/14:** The Clerk produced a breakdown of expenditure for the current financial year (Appendix 1) which included actual expenditure for first half year and projected expenditure for second half year. This was discussed fully and a number of pertinent questions posed.

The proposed budget for 2013/14 based on the expenditure for the current year was set out (**Appendix 2**). This was again thoroughly discussed. The Clerk explained the basis of the budget was to ensure that there were sufficient funds available to support Councils current obligations, to maintain a

reasonable general reserve and to continue to support small specific reserves for park and hall improvements.

Some specific assumptions had been made, including the reallocation of funds for Winter baskets /Christmas trees, as the Winter baskets had been deemed not cost effective and that given the current market climate it was unlikely that retailers in Pontardawe would be willing to support lighted Christmas trees. Specific capital sums were also included to purchase a grounds mans trailer, support the Youth Facility and provide a pay increase for the grounds man. A specific amount was also included to cover relief staff to cover expected sickness.

The proposed increase was therefore discussed and a number of additional points were raised:

- Minor Authority Grants
- Costs of a company vehicle
- Actual increase in council tax

The Clerk confirmed that the expected rate of inflation was approximately 3%, and therefore an increase of this amount must be sanctioned to ensure that there were sufficient funds for the current obligations.

Council was also advised that the proposed increase would increase the Band D segment for the Town Council by £2.41 per annum.

Councillor H Evans had wished it stated that in accordance with the previous 14 years he objected to any increase in the budget.

The vote on the budget provided a result of twelve for and two against.

**The Committee then discussed the balance of grant funds available.**

The committee was advised that a number of requests had been received from national charities with local interests who had already received grant funding this year. It was agreed that these requests would be considered for 2013 and would therefore not form part of the meeting.

Pontardawe Chamber of Commerce- A request was received to support the 'Winterfest' by a grant of £500.

**Resolved** That Council will agreed the 2013/14 budget (Appendix 2) which will increase the precept to £158,000. And also that a grant will be awarded to Pontardawe Chamber of Commerce of £500.

**9005. Personnel Committee meeting held on the 16<sup>th</sup> October 2012:**

The Committee discussed the Grounds man pay and responsibilities:

The Clerk had provided information from Councillor Mel Thomas giving details of the background to the Groundmass current salary structure and the effect of the Local Government wage freeze on the Groundmass rate of pay.

The Clerk then provided the Committee with details of the following:

- The Grounds mans current salary
- Details of the tasks undertaken and experience of the current grounds man
- Comparisons with the salaries currently provided for similar functions in Neath Port Talbot Council, Carmarthen Council and Swansea Council.

The Committee recommended that the Grounds mans salary be increased to NJC Salary point 15 (£16054) immediately to ensure that his salary is in line with employees of Neath Port Talbot Council undertaking similar roles and with similar experience. It was further recommended that the increase in salary for the remainder of 2012/13 was funded from general funds and that from 2013/14 the budget was adjusted to cover the increased expenditure.

The Clerk also requested that the Annual Employee review of pay and conditions be moved from April to September as this would provide decisions at a date prior to the discussions on the following year's budget.

It was also agreed that the 'living wage' would be reviewed in the next 'pay and conditions' meeting.

**Resolved** that the Grounds mans wages be increased to £16054 per annum and that the annual review of employee pay and conditions is carried out in September of each year.

**9006. Fire Risk Assessments:** The Clerk stated that due to the technical nature of Fire Risk Assessments, she would like to employ a specialist company.

**Resolved** that the Fire Risk Assessments on all the hall be carried out by a professional provider and that three quotes would be obtained and the most cost effective employed.

**9007. Review of Parliamentary Constituencies in Wales:** Council had been provided with details of the review and stated that they believed that the review was for political purposes only.

**Resolved** to be noted.

**9008. County Borough Council/ Community Liaison Forum:** Councillor Williams attended but stated there was little feedback to provide.

**Resolved** to be noted.

**9009. One Voice Wales Annual General Meeting:** Councillor Nicholson attended and gave a brief description of the debates.

**Resolved** to be noted.

**9010. Presentation by the Mid and West Wales Fire Authority:** Chris Maggetts the group manager provided an overview of the current consultation.

He stated that there were five strategic aims:

- Risk Management
- Managing people
- Working together
- Managing resources
- Managing performance

He explained that with shrinking budgets year on year other staffing models would need to be explored but confirmed that any staff reductions would be through natural wastage rather than forced redundancies.

He explained that the changes in Pontardawe that had taken place three years ago had been a great success and they did not envisage any further cuts at this station for the present.

He also stated that reports of other area staff covering Pontardawe for a two week period was a planned exercise in order to allow two weeks training for the Pontardawe Station personnel in specialist line rescue.

Reorganisation would be taking place at Llanelli, Neath, Swansea and Morriston in the near future

The consultation was due to close on the 10<sup>th</sup> December 2012.

**Resolved** that the Clerk look into a meeting at the newly refurbished Pontardawe Fire Station and also send a letter of thanks to Chris Maggetts for his presentation.

**9011. Accounts Schedule 282** totalling £14459.06.

**Resolved** to be agreed under financial regulations.

**9012. Children's activity pamphlet:** Councillor Hotten advised Council that a bilingual pamphlet of 48 pages was likely to cost approximately £500 - £600 for 2500 leaflets and it was his intention that the school children of Cwmtawe School provide the design work. He also was keen that Ysgol Gufun Ystylafera be approached to provide input in the translation work and that the pamphlet be available by approximately Easter 2013.

It was further agreed that the Clerk would contact Cilybebell Community Council to determine if they would like to become a partner in the venture and if they would be willing to provide some financial input.

It was also agreed that the Clerk would contact the Council for Voluntary Services in Neath to determine if there were grants available for this type of venture.

**Resolved** that Councillor Hotten will liaise with Cwmtawe School on the production of the pamphlet and that the Clerk will contact Cilybebell Community Council to determine if they would like to form a partnership in this venture and will also look into grant funding.



**9013. Trebanos Hall:** The Clerk provided details of the position to date at Trebanos Hall with regard to the heating, dampness in the Gents toilets and Theatre Curtains. Councillor Thomas extended his thanks on behalf of the Management Committee on the work carried out this far.

**Resolved** that a Policy and Resources Committee be arranged for Tuesday 20<sup>th</sup> November 2012 at 6.00pm to discuss the issues in detail.

**9014. Dog Fouling at Trebanos Park and Rugby Ground:** The Clerk confirmed that she had received a number of complaints of dog fouling at Trebanos Park and Rugby Ground.

**Resolved** that large 'No Dogs' signs be erected at the park to inform members of the public that the park and rugby ground are not suitable areas for walking dogs.

**9015. Port Talbot review of gambling policy:** An email was read which provided a response to the Council's questions on the draft review. The response was as follows:

- An amendment of the Licensing Act 2003 now allows any personal representations in respect of applications
- The draft document was produced as a final document and therefore if the Casino resolution was not adopted the draft would be amended at that time.
- If working days are not stated then calendar days apply.

**Resolved** to be noted.

**9016. Email re Ornamental Fountain:** In response to Council's queries the County Borough stated that following a discussion with the Civic Society it was agreed that the Fountain would be located at the top left hand corner of 'The Cross' paved area near to the 'Gwenallt Plaque', with the Sun dial situated in the current paving depression on the right hand side.

**Resolved** to be noted.

**9017. Father Christmas Parade 2012:** Council was advised that the Father Christmas parade and 'switching on' of the Christmas Lights would take place on the 7<sup>th</sup> December 2012.

**Resolved** to be noted.

**9018. Local Bus Service:** The proposed options for changes were provided to Council.

**Resolved** to be noted with distain.

**9019. Letter received re Community Minor Authority Governor:** A letter was received requesting a nomination for Community Minor Authority Governor for Ysgol Gymraeg Pontardawe.

Councillor Huw Evans was nominated by Councillor Mrs L Purcell and seconded by Councillor A Nicholson.

**Resolved** Councillor H Evans is nominated as the Minor Authority Governor for Ysgol Gymraeg Pontardawe.

**9020. St Peters Christmas Tree Festival:** An invitation was received to provide a Christmas tree for the festival.

**Resolved** that each Councillor would provide one decoration at the December meeting and that a Christmas Tree for Pontardawe Town Council would form part of the festival.

**9021. Welsh Ambulance Service:** Council was advised that a letter had been sent to the Welsh Ambulance Service requesting details of recent service issues. The request had been made and a letter drafted and sent on behalf of Council with the agreement of the Mayor, Deputy Mayor and Town Clerk. No response had yet been received.

**Resolved** that Council ratify the decision to sent the letter and also provide copies to the First Minister, Health Minister and Deputy Minister for Health.

**9022. Email re Planning Training:** Council was advised of the availability of 'Planning' training.

**Resolved** to be noted.

**9023. Response to a request for a pedestrian Crossing at Tawe Terrace:**

The Clerk confirmed that a letter had been received from the County Borough stating that a review had been carried out in 2011 but that the area did not fulfil the criteria for a pedestrian crossing.

**Resolved** to be noted.

**9024. Urgent Road Safety Matters:** None

**Resolved** to be noted.

**9025. Date of the next meeting:** The date of the next meeting is due to be held at 6.45pm on the 10<sup>th</sup> December 2012 at Trebanos Hall.

**Signed** .....

**Dated**.....



**Section 137/ grants** **\*£6000.00**

Usually grants to other bodies

Can afford to decrease by £1000.00 in 2013/14\*

**Community Halls, Office and Youth Facility** **£31,000.00**

Including:

£10,000 reserve for support of the Youth Facility

£3,000 earmarked reserve for hall improvements

3% Inflation added

**Rights of Way** **£2000.00**

All materials supplies by the County Borough

No new machinery needed 2013/14

**Wages & Salaries** **£80,000**

Increase in grounds mans wages envisaged for 2013/14 together with an allowance to cover sickness, casual staff etc

**TOTAL BUDGET** **£158,000.00**

**Reclaimed VAT used as slippage**

**Factored in 3% inflation where necessary**