

**Minutes of the Ordinary Meeting of Pontardawe Town Council held on Monday 12<sup>th</sup> October 2015, at Ynysmeudwy Hall, Old Road, Pontardawe commencing at 6.45pm**

**10010. Present** Councillors D B Thomas (presiding), Mrs J Bowen, V Hotten, B Williams, Mrs L Purcell, G Davies, Ms C Ford and Mrs R Phillips  
Youth Representatives – Thomas Hutchins

**Apologies:** Councillor P Williams, A Nicholson, Ms S Northcott, H Pickrell, D Harris, Mrs E Puzey M James and Harri Evans-Mason.

**10011. Disclosure of Personal and Pecuniary interests:** Councillors Mrs J Bowen, G Davies and V Hotten declared an interest in the Pontardawe and District Youth Facility, as they are Trustees. B Williams declared an interest in all discussions relating to Cwmtawe School as he is the Vice Chair of the Governors and Mrs L Purcell also declared an interest in all discussions relating to Cwmtawe School as she is also a Governor.

**Resolved** this be noted.

**10012. Minutes of the Ordinary Meeting held on the 14<sup>th</sup> September 2015:**

**Resolved** that the minutes of the Ordinary Meeting held on the 14<sup>th</sup> September 2015, having been read and confirmed as a true record, be accepted by Council.

**10013. Matters raised by members of the public:** None.

**Resolved** to be noted.

**10014. Police Matters:** Council was advised that the next Trebanos PACT meeting was to be held on the 15<sup>th</sup> October at Trebanos Hall, commencing at 6.30pm. PACT priorities remain the Park area where although there were no issues at present, patrols were being carried out to prevent any issues starting.

With regard to Pontardawe, the local Police Service had responded to the Town Council's concerns with a number of new initiatives.

- PCSO Sian Jenkins had indicated that she would not wish to be promoted to PC and therefore was to be the main neighbourhood liaison Officer for Pontardawe as this would create the consistency required.
- The PCSOs would be in a position to feed back information to the command in order to target issues in the community.
- PC's acting as Neighbourhood Managers would be based at Pontardawe on a shift pattern and would be visible in the community.
- Sergeant James would reinforce with the PCSOs their ability to address obstruction issues at the Town Centre.

- PCSO Jenkins had organised a special PACT meeting for Members of the Chamber of Commerce, the Town Councillors and Youth Representatives on the 30<sup>th</sup> October 2015 at 6.30pm at the Art Centre to discuss current issues with anti social behavior in the Town Centre.
- The main PACT meeting was to be held at the Art Centre on the 10<sup>th</sup> December 2015 at 6.30pm.

A letter had also been received from Chief Constable Peter Vaughan stating their commitment to addressing issues and working with the Community. He also confirmed that there was vehicular support within the Swansea Valle as although the cars were now based at Neath, they had patrol areas over the entire area and were therefore not only in the Neath area during shifts. There was also very effective additional support from Neath and Swansea available for any larger incidents.

The Chief Superintendent had also been returned as Divisional Commander for Western Division and he has requested that Chief Inspector Joanna Williams contact us to arrange a meeting with Council.

Council was pleased with the initiatives.

**Resolved** that the Council will be advised of developments.

**10015. Pontardawe & District Youth Facility:** Councillors V Hotten, G Davies and Mrs J Bowen expressed an interest.

Council was advised that the Pontardawe and District Youth Facility had received no additional grants to assist with liquidity for 2015/16. The budget for the remainder of the year was therefore £8000.

**Resolved** to be noted.

**10016. Pelican/Zebra crossing requests:** The Clerk provided an update on the position with regard to Swansea Road.

It seemed that following the traffic survey that the County Borough would not approve a Zebra crossing at the site even if funding could be secured however they would allow the Town Council or School to fund a Traffic Patrol Warden at a cost of approximately £6000 per annum. Councillor Purcell and Phillips had obtained a Service Level Agreement from the County Borough to allow this service to be provided by a third party. They also had details of a speed survey that had been carried out early in 2015 which showed that over 80% of cars were exceeding the speed limit on the stretch of road in question.

Council discussed the current situation and decided that the issue at Swansea Road was far more serious than at the Primary Schools as it related to children crossing a very busy road unaccompanied. This was not the case with the Primary Schools as the children were accompanied to these schools.

Council agreed to fund 50% of the annual cost of the Traffic Patrol Warden if Cwmtawe School could fund the remaining 50%.

**Resolved** that the Clerk will contact Cwmtawe School to determine if they will fund half of the annual cost of the Traffic Patrol Warden at Swansea Road. Council will be prepared to go ahead with the scheme if the additional funding is procured.

**10017. Christmas 2015:** The Clerk confirmed that the Tree had been purchased and was to be transported to Vale in Clydach free of charge on the 23rd November 2015. The Town Council had arranged for it to be collected and transported to the Art Centre on the 24<sup>th</sup> November. The Tree and street lights were being erected by Neath Port Talbot Council. Neath Port Talbot Council would also attend for the official 'switch on' of the lights on the 4<sup>th</sup> December at 6.00pm.

The Parade and Santa's grotto were being arranged by the Chamber of Commerce and the Art Centre.

**Resolved** that Council will be kept up to date with developments.

**10018. Internet Banking:** Council was advised that the transfer to Unity Bank was complete and the Lloyds Accounts were in the process of being closed.

**Resolved** to be noted.

**10019. Cwmdu Glen:** The Clerk confirmed that the Management Plan was now ready to be put into operation. She also confirmed that the Council's Solicitors had reviewed the legal agreement with the County Borough and was happy that it did not add additional financial responsibilities 'over and above' the legal responsibilities currently held by the Town Council. With regard to the placement of a fence by a bordering land owner at Cwmdu Glen it was decided that additional consideration of all the implications were required and therefore this should be discussed at Policy and Resources Committee.

**Resolved** that the Mayor plus one Member will be provided with the authority to sign both the Management Plan and Legal Agreement with the County Borough on behalf for Council. It also agreed that a Policy and Resources Committee will be organised to review the other matters.

**10020. Highway Seat Placement:** The Clerk provided costs for the proposed seat at West/East Crossways and also confirmed that the County Borough had no objections to a seat being placed at the location provided that the Town Council arranged the purchase of that seat and also arranged for its maintenance.

**Resolved** that the Clerk will contact the residents in the area to determine if they have any objections to the placement of a seat.

**10021. Planning meeting held on the 5<sup>th</sup> October 2015:**  
**P2015/0623**

Applicants Name: Mr Stuart Thomas, 13B Rectory Road, Canton, Cardiff, CF51QL.

Site Location: Land at Compass Row, Pontardawe, SA84LS.

Proposed Development: Detached split level dwelling with associated access and off street parking.

**Resolved** Council believes there needs to be neighbourhood notification and they have concerns over access, the privacy of existing properties and the inability of the sewerage system from Rhyd y Fro to Pontardawe to support additional housing as there are already overflows of sewerage due to lack of capacity in the existing sewers.

**P2015/0851**

Applicants name: Mr Lee Davies, 4 High Street, Pontardawe, SA84NU.

Site Location: 33 Church Street, Pontardawe, Swansea, SA84JB.

Proposed Development: Demolition of club house and construction of 10 terraced dwellings, with associated engineering works and parking.

**Resolved** Council believe there needs to be neighbourhood notification and they have concerns that the plan does not provide sufficient parking for the number of vehicles that are likely for families purchasing these types of properties. They are also concerned about the inability of the sewerage system from Rhyd y Fro to Pontardawe to support additional housing as there are already overflows of sewerage due to lack of capacity in the existing sewers.

**P2015/0778**

Applicants name: Mr Jonathon Hale, 2 Milland Road, Industrial Estate, Neath, SA11 1NJ.

Site Location: Waun Sterw, Pontardawe, Neath, SA8 4PG.

Proposed Development: Construction of nineteen houses and two one bedroom flats and associated works.

**Resolved** Council believe there needs to be neighbourhood notification and they are also concerned about the inability of the sewerage system from Rhyd y Fro to Pontardawe to support additional housing as there are already overflows of sewerage due to lack of capacity in the existing sewers.

**P2015/0594**

Applicants name: Mrs Lynnette Garrett, Harebell Barn, Gellionen Uchaf Farm, Gellionen Road, Trebanos, Pontardawe, Swansea, SA84RN.

Site Location: Harebell Barn, Gellionen Uchaf Farm, Gellionen Road, Trebanos, Pontardawe, Swansea, SA84RN.

Proposed Development: Single Storey site and front extensions.

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

**P2015/0866**

Applicants name: Mr Eurof Williams, 75 James Street, Pontardawe, Swansea, SA84LR.

Site Location: 75 James Street, Pontardawe, Swansea, SA84LR.

Proposed Development: Two Storey front extension.

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

**P2015/0824**

Applicants Name: Mr James Walker, 63 Heol Y Llwynau, Trebanos, Pontardawe, Swansea, SA84DB.

Site Location: 63 Heol Y Llwynau, Trebanos, Pontardawe, Swansea, SA84DB.

Proposed Development: Single storey side extension.

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

**P2015/0159**

Applicants Name: Mr Michael Forzani, The Care Home, Randalls Way, Leatherhead, Surry KT227TW.

Site Location: Trebanos House, The Drive, Trebanos, Pontardawe, Swansea, SA84BB

Proposed Development: Demolition of existing care home (C2 use) following construction of new replacement two storey residential care home for 6 adults (C2 use) and associated works (Amended Design and Access statement received 15.9.15)

**Resolved** Council Objects on the grounds that there is insufficient access and parking at the site together with the loss of privacy for neighbouring properties if trees are removed.

**P2015/ 0875** East Pit East revised OCCS, New Road, Gwaun Cae Gurwen, Neath SA18 1UP – For information only as outside the Town Council area.

**Resolved** to be noted.

**Application under section 38 Commons Act 2006 – proposed work on Cefn Gwrhyd Common (CL25B), Neath Port Talbot. (Ref 516124)**

**Resolved** to be noted.

Planning discussed in the meeting:

**P2015/0780**

Applicants Name: Mr Hywel Jenkins, 2 Fairway Drive, Rhyd y Fro, Pontardawe, Swansea, SA8 4NT.

Site Location: 2 Fairway Drive, Rhyd y Fro, Pontardawe, Swansea, SA8 4NT.

Proposed Development: Retention and Completion of single storey outbuilding.

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

**10022. Policy and Resources Committee held on the 5<sup>th</sup> October 2015:**

**Consultation Document – Revision of Planning Policy Wales Chapter 10 Retail Centre Development and Technical Advice Notice 4 (Retail Centre Development)**

The documentation was provided to the committee prior to the meeting. The following Questions were reviewed:

- Q1 – Do you agree with the revised objectives for retail centres? **Yes.**
- Q2 – Do you agree with the collective term for ‘retail centre’ to apply to all levels of city, town and district centre? **Yes.**
- Q3 – Do you agree that the local planning authorities are advised to work collaboratively on? **Yes, but they should be compelled and not just advised.**
- Q4 – Do you agree that the policies and guidance on retail strategy and support for existing centres are clear? **We are not sufficiently knowledgeable to comment.**
- Q5 – Do you agree the policies and guidance on the tests of retail need are clear? **We are not sufficiently knowledgeable to comment.**

- Q6 – Do you agree that policy and guidance on the sequential test is clear? **We are not sufficiently knowledgeable to comment.**
- Q7 – Do you agree that the policy guidance approach to primary and secondary frontages is clear? **Guidance should compel retail signs to conform to local architecture.**
- Q8 – Do you agree that the guidance on Local Development Orders is clear? **Guidance should be provided in plain English.**
- Q9 – Do you agree that policy and guidance on retail impact assessments is clear and sufficient? **Guidance should be provided in plain English.**
- Q10 – Do you consider that policy should provide guidance about the re-use of redundant out of town retail spaces for other use? **Yes**
- Q11 – Do you agree that guidance on conditions is clear? **Guidance should be provided in plain English.**
- Q12- Do you agree that the guidance on Mezzanine floors is clear? **We are not sufficiently knowledgeable to comment.**
- Q13 – A number of indicators for monitoring the vitality and viability of retail centres have been identified. Do you agree with these indicators? **No these indicators do not show a true picture of the viability of retail space.**
- Q14 – Do you agree with the information listed in the glossary for terms? - **Plain English needed.**
- Q15 – We have asked a number of specific questions. If you have any related issues which have not been addressed. Please let us know. **No.**

The Committee recommends that the Town Council ratifies the Committees recommendations.

**Consultation Document – Draft Directions to the Local Democracy and Boundary Commission for Wales:**

- Q1 – Do you think the suggested ratio provides for effective and convenient local government? **No – The ratio should be dependent on the needs of the community.**
- Q2 – Do you think that there is a minimum number of councillors required to ensure the effective and democratic working of a local authority? **Yes – There should be a sufficient number of Councillors to support the needs of the community taking into account Diversity, Location, Geographical properties, language, historical identity, Poverty etc.**
- Q3 – Do you think that a minimum number of elected Members per local authority should be specified in the Draft Directions? **No - There should be a sufficient number of Councillors to support the needs of the community taking into account Diversity, Location, Geographical properties, language, historical identity, Poverty etc.**

- Q4 – Do you think that there should be a cap on the maximum number of elected Members per local authority? **No - There should be a sufficient number of Councillors to support the needs of the community taking into account Diversity, Location, Geographical properties, language, historical identity, Poverty etc.**
- Q5 – Do you agree that each ward within a local authority area should have roughly the same number of electors per elected? **No - There should be a sufficient number of Councillors to support the needs of the community taking into account Diversity, Location, Geographical properties, language, historical identity, Poverty etc.**
- Q6 – What effect should the particular characteristics of an area have on the number of Councillors needed to represent the population? **The ratio should be dependent on the needs of the community.**
- Q7 – Do you agree that commonly used Welsh Language names for wards do not also need an English Language equivalent? **One Welsh Language name should be sufficient however it is important that there is diversity in the names to allow easy distinction between various wards i.e. no two wards should have the same or similar sounding names.**
- Q8 – Do you agree that each ward should have an English and Welsh Name? **No – One Welsh name should be sufficient however it is important that care is given to which name as there needs to be sufficient diversity in the names to allow easy distinction between various wards i.e. no two wards should have the same or similar sounding names.**

The Committee recommends that the Town Council ratifies the Committees recommendations.

#### **Consultation Document – Making the Law in Wales more accessible.**

The Committee reviewed the consultation prior to the meeting. The consultation was very large and in depth and had specific references to the legal profession.

The Committee felt that they did not have sufficient experience or knowledge of the subject matter to provide any feedback and therefore they suggested that the consultation be noted.

**Resolved** that the Committees recommendations be ratified.

**10023. Personnel Meeting:** The Clerk confirmed that a Personnel Committee was required in order to review employee pay and conditions.

**Resolved** that a Personnel meeting will be called prior to the next Ordinary meeting.



**10024. Finance Meeting:** The Clerk confirmed that a Finance meeting was required in order to discuss the budget for 2016/17 and also to discuss final grant aid for 2015/16.

**Resolved** that a Finance meeting will be called prior to the next Ordinary meeting.

**10025. Clerks Holiday 2016:** The Clerk requested two weeks holiday in June 2016.

**Resolved** that the holiday request be granted and that relief cover be arranged.

**10026. Clerks Report on the litter bin adjacent to the seat on the Canal Bank:** The Clerk advised Council that the litter bin that was placed at the site had been continually vandalized and had been replaced by the County Borough on a number of occasions. It was however very well used. It was suggested that an alternative to a post mounted plastic bin would be more suitable for the area.

**Resolved** that the Town Council will replace the post mounted plastic bin with a steel bin.

**10027. Accounts Schedule 315 together report Budget/Actual for the half year:**

**Resolved** to accept the schedule 315 totaling £60126.18 and the half yearly report of actual expenditure against budgeted expenditure for 2015/16.

**10028. Letter from Cilybebyll Allotment Society** – A letter was received requesting grant funding from the above association. Although the allotments are outside of Pontardawe Town Council's area, they do allow residents of Pontardawe Town Council to hold allotments.

**Resolved** that the grant will be discussed in the next Finance Committee.

**10029. Email received re the British Legion:** The Clerk advised Council of an email requesting ways in which the Town Council could assist the British Legion with continuing the Remembrance parades in Pontardawe.

**Resolved** that the Clerk will contact the current Chairman in order to determine what actions can be taken.

**10030. Licensing Act 2003 – Draft Licensing Policy 2016** - Council reviewed the consultation but had no comment.

**Resolved** to be noted.

**10031. Gambling Act 2005 – Draft Statement of Principles 2016** - Council reviewed the consultation but had no comment.

**10032. 'Choose Well Champion'** - Council was read a letter requesting that they support the 'Choose Well Campaign' which has been initiated by the Welsh Assembly Government and NHS Wales. The 'Champions' promote utilising NHS services in the correct manner.

**Resolved** that the Council will support the campaign provided it is not attributed to any particular Political Party.

**10033. Letter received re Hanging Baskets for the Summer of 2016** – The Council reviewed the costs associated and were happy that sufficient funds were available to support this initiative for 2016 at a cost of £60.63 + vat per basket.

**Resolved** that the Hanging Basket Scheme for the Summer of 2016 will be supported at a cost of £60.63 + VAT per basket.

**10034. Letter received re Litter:** A letter was received requesting assistance in compelling the local book makers to provide an adequate disposal method for cigarettes outside their building.

**Resolved** that the Clerk will forward the request to Neath Port Talbot Council with their endorsement.

**10035. Active Travel (Wales) Act 2013** - Council was provided with the Consultation. Councillor Phillips explained that she was attempting to have an area of canal bank in Trebanos added to the Map.

**Resolved** that the Town Council will support the inclusion of the path.

**10036. Urgent Road Safety Matters:** Poor maintenance on the footbridge/cycle bridge close to the river bank in Pontardawe

**Resolved** that the Clerk will advise the County Borough.

**10037. Date and time of next meeting:** The date of the next Ordinary Meeting of Council will be Monday 9<sup>th</sup> November 2015 at ARCH Hall commencing at 6.45pm.

**Signed** ..... **Dated** .....