

**Minutes of the Ordinary Meeting of Pontardawe Town Council held on Monday 9th June 2014,
at ARCH Hall, Cefn Llan Road, Pontardawe commencing at 6.45pm**

A Minutes Silence took place as a mark of respect, following the death of former Mayor Mr G Davies.

9574. Present Councillors P Williams (presiding), D B Thomas, Mrs S Northcott, Mrs J Bowen, V Hotten, D Harris, G Davies, H Evans, B Williams, A Nicholson, Mrs L Purcell and Ms R Lewis
Youth Representatives – Harri Evans – Mason & Dylan Williams

Apologies: Councillor Mrs E Puzey and H Pickrell.

9575. Disclosure of Personal and Pecuniary interests: Councillors Ms S Northcott, Mrs J Bowen, A Nicholson, G Davies and V Hotten declared an interest in the Pontardawe and District Youth Facility, Councillor Mrs L Purcell declared an interest in Planning and Councillors B Williams and Mrs L Purcell expressed an interest in the Local Government Pension Scheme.

Resolved this be noted.

9576. Minutes of the Ordinary Meeting and Annual General Meeting held on the 12th May 2014:

Resolved that the minutes of the Ordinary Meeting and Annual General Meeting, both held on 12th May 2014, having been read and confirmed as a true record, be accepted by Council.

9577. Matters raised by members of the public: None.

Resolved to be noted.

9578. Police Matters: The Clerk provided the following information:

Pontardawe:

The next PACT meeting was to be held on the 12/6/14 at The Cross Community Centre commencing at 6.30pm.

The main PACT priority was parking and speeding at Llanguick School which would remain a priority together with parking on Thomas Street. There had however been no instances recorded on recent patrols.

The PCSO's were also to review the issue of 'double parking' close to the 'Ivy Bush' Hotel in Pontardawe.

Trebanos:

The next PACT meeting was to be held on the 26/6/14 at Trebanos Hall commencing at 6.30pm. The main PACT priorities were complaints of off road biking and anti social behavior in the area which would remain a PACT Priority. There had however been no instances recorded on recent patrols.

Resolved to be noted.

9579. Pontardawe & District Youth Facility: Councillors Ms S Northcott, V Hotten, G Davies, A Nicholson and Mrs J Bowen expressed an interest.

Council was advised that the Pontardawe and District Youth Facility had received no financial assistance for the 2014/15 fiscal year to date from Pontardawe Town Council and therefore there was still £10,000 from the budget available.

Council was advised that the major source of income which allowed the facility to remain open was received from the Engage group who utilised the facility during school terms. They had now completed their current rental cycle and the Trustees would need to determine if they would be interested in returning from September 2014. The current funds held however should be sufficient with only minimal support from the Town Council to keep the facility open during the Summer period.

There was some discussion over the ownership of assets at the facility and Council was advised that some of the fixtures and fittings were the property of the Youth Facility itself but that user groups were able to utilise their own equipment at the facility but this would be at their own risk.

Resolved to be noted.

9580. Out of School activities brochure: The Clerk confirmed that a meeting of the partners had taken place on the 15th May 2014 and that Harri Evans Mason had also attended.

The 2012/13 brochure had been converted to electronic format and had been placed on the web sites of all the partners.

The meeting also set up the social media page, although further work needed to be carried out to finalise this aspect.

Cwmtawe School was also in the process of producing art work for the brochure.

The next meeting of the partners was scheduled for the 17th July 2014.

Resolved Council will be kept up to date with developments.

9581. The Time for Change organisational Pledge: Council was advised that the action plan had been completed and submitted but unfortunately the 'Pledge' had still not been received.

Resolved that the 'Pledge' will be signed once available.

9582. Vacant Seat – Trebanos Ward: Council was advised that an election was to take place in the Trebanos ward on the 19th June 2014. There were two candidates. One Plaid Cymru and one Labour.

Resolved to be noted.

9583. Trebanos Park: The Clerk confirmed that the ‘Boulder Project’ from the Core funding grant was still in progress. The final colour had been applied to the boulder, which was now in shades of grey. Landscaping was in progress.

Council was also provided with prospective designs for the refurbishment of the play equipment at the park which had been received from ‘Playdale’, Wicksteed and SMP.

The Final decision on which design would accompany the Grant request would be determined by the Trebanos Community. Community engagement was to take place shortly. The designs would be provided for the Trebanos School Fete and would then be available at Trebanos Hall.

The most popular design determined by the community following the consultation exercises would be the design of the park, should the grant application be accepted.

It was suggested that the Pontardawe and District Youth Facility be asked to review the designs but that as the facility was based in Pontardawe no vote should be carried out.

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

9584. Allotment Provision: Council was advised that a number of options were being reviewed.

Councillor Linet Purcell was in the process of discussing the possibility of utilising Local Education Authority Land however at present there were no firm proposals.

With regard to the walled garden at Cwmdru, the Management Plan was still to be finalised with Neath Port Talbot Council, so any discussions would need to be delayed until the process was complete.

Councillor David Lewis had confirmed that Cilybebyll Community Council was in the process of looking at land at both Alltwen and Rhos, with regard to Allotments and he felt that they may well be interested in a partnership arrangement with Pontardawe Town Council. Councillor Lewis suggested that the Town Council contact Cilybebyll Community Council to determine the current position.

Council was also advised that there was land available adjacent to the 'Riverside' project in Pontardawe which may well be suitable for allotments, as it had good access, was uncontaminated and could not be used for building due to flood risks.

At present she was awaiting information from Neath Port Talbot Council with details of their future plans.

Council was also still interested in promoting 'Garden Share' schemes.

Resolved that the Clerk contact Cilybebyll Community Council to determine if a partnerships opportunity is available and will also keep Council up to date with current position with the other proposed projects.

9585. Financial Risk Assessment: The Clerk advised Council that the Financial Risk Assessment needed to be reviewed

Resolved that a Finance committee be arranged for the 16th June 2014 at 6.00pm.

9586. Trebanos Park Trees: The Clerk confirmed that four companies had been approached for quotes:

ND Thomas, Aborum, Enviroscape and JPB Trees.

Each of the companies had comparable experience and all had the relevant insurance cover. Each of the companies had been asked for quotes for removing the trees in their entirety and for the reduction in the height of the trees only.

The Rugby Club who were the owners of the land adjacent to the trees had confirmed that they were happy for contractors to both work from their land and also to spread woodchip at the site to deter the Knotweed.

It was also suggested that the trees could be available free should anyone wish to remove it however this would be subject to the removal being legal due to waste carriage legislation.

Resolved Council will be kept up to date with developments.

9587. Planning: Councillor Purcell expressed an interest and took no part in any discussion. Meeting held on the 19th May 2014

P2014/0239 Mr Keith Willis, 5 Tan y Wern Lane, Ystalyfera, Swansea, SA9 2AD

Site Location: 13 Tawe Terrace, Pontardawe, Swansea, SA8 4HA.

Proposed Development: First Floor rear Extension.

Resolved: No Objection provided there is neighbourhood notification.

P2013/1094 Dr Christof Gallagher, 7 Heol Las, Ynysmeudwy, Pontardawe, Swansea SA8 4PR

Site Location: 7 Heol Las, Ynysmeudwy, Pontardawe, Swansea SA8 4PR.

Proposed Development: Retention and completion of detached outbuildings.

Resolved: No Objection provided there is neighbourhood notification.

P2014/0271 Mr Andrew Thomas, 1 Morgan Street, Trebanos, Pontardawe, Swansea, SA8 4DW.

Site Location: 1 Morgan Street, Trebanos, Pontardawe, Swansea, SA8 4DW.

Proposed Development: Detached Garage.

Resolved: No Objection provided there is neighbourhood notification.

P2014/0429 Mr Mitul Shah, Cwm Cartref Ltd, 2nd Floor Jebesen House, 53-61 High Street, Ruislip, HA4 7BD.

Site Location: Cwm Carterf Nursing Home, Commercial Road, Rhyd y Fro, Pontardawe, Swansea, SA8 4SS.

Proposed Development: Variation of condition 1 of Planning permission P2009/0283 (Approved on the 14/5/2009) to allow for the extension of time for the commencement of development.

Resolved: No Objection.

9588. Annual Return for the year ended 31st March 2014: Council was provided with copies of the Annual Return for review.

Resolved that the Annual Return for the year ended 31st March 2014 be agreed and signed by the Mayor on behalf of Council.

9589. Internal Auditors Report for the year to the 31st March 2014: Council was provided with copies of the Internal Auditors Report for the year to the 31st March 2014. The only recommendation made was that the Financial Risk Assessment be regularly reviewed by Council.

The Conclusion was that he was able to certify that in all significant respects the control objectives as shown on the audit form were being achieved throughout the financial year to a standard adequate to meet the needs of the Council. He also thanked the Clerk for her co-operation and help during the audit.

Council thanked the Clerk for her diligence during the financial year, which had culminated in the satisfactory audit report.

Resolved that the Internal Auditors Report to the 31st March 2014 be accepted by Council.

9590. Local Government Pension Scheme Discretions: Council was provided with the policy document but felt that it should be reviewed in detail by the Personnel Committee.

Resolved that a Personnel Committee be arranged for the 16th June 2014 at 6.30pm.

9591. Clerks Report on Cwmdu Glen: The Clerk confirmed that she had attended a meeting with Neath Port Talbot Council to discuss the way forward with the joint management plan. She confirmed that Council had agreed the plan in principle however at present the County Borough were in the process of creating the actual plan.

Neath Port Talbot Council confirmed that all legal documentation would be prepared by the County Borough at no cost to the Town Council. Any independent review of the documentation would however be at the Town Councils cost.

It was hoped that the draft plan would be available for review and agreement by Pontardawe Town Council in the July meeting with agreement by Neath Port Talbot Council in September or October 2014.

Resolved to be noted.

9592. Big Lottery Fund Asset Monitoring Form: Council was provided with copies of the form which gave details of how Parc Chwarae Teg had fulfilled its objectives.

Resolved to be agreed.

9593. Clerks Report on the meeting with the County Borough to determine the Christmas Light provision for 2014 at Pontardawe:

The Clerk confirmed that the County Borough had provided budget costs for the Christmas Light provision of £7000-£8000. The Committee that comprised of representatives of the Town Council and Pontardawe Chamber of Commerce felt that the costs were not sufficiently accurate for any decisions to be made and requested that actual figures for erection, storage and electricity be provided.

The County Borough confirmed that they would determine the figures and schedule a further meeting.

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

9594. Accounts Schedule 300 and Bank reconciliation to the 31st May 2014:

Resolved to accept the schedule totaling £15695.83 and the Bank Reconciliation to the 31st May 2014.

9595. Request for 'Letter of Support': Council was advised that a 'Letter of Support' had been requested from Menter Iaith. The Clerk confirmed that the organisation had been extremely helpful to the Town Council, by providing translations in a timely manner.

Resolved that a 'Letter of Support' will be provided.

9596. Public Health White Paper: Council was provided with details prior to the meeting

Resolved that the Paper be reviewed in a Policy and Resources Committee on the 16th June 2014 at 7.00pm. As the deadline for submission is the 24th June 2014, Council has awarded the committee plenary powers.

9597. Gwryd Liaison Committee: An email had been received stating that following the death of Councillor Thomas there was insufficient representation from Pontardawe Town Council on this committee. The current members were Councillors Bob Williams and Huw Evans.

Resolved that Councillor V Hotten will also represent the Town Council on the Gwryd Liaison Committee.

9598. Letter received re Pontardawe Post Office: The Clerk confirmed that a letter had been received from the Post Office giving details of a proposed move to new premises at 18 High Street, Pontardawe.

Council discussed the advantages of the proposed move was in agreement due to the increased parking at the new site

Resolved to be noted.

9599. Consultation 'Access to Information for Town and Community Councils': Council was provided with details of the consultation prior to the meeting.

The Clerk did however state that the area of the consultation referring to the 'Register of Members Interests' was in fact incorrect as this was not compulsory for Town and Community Councillors. The position had been confirmed with the head of Legal Services at Neath Port Talbot Council. 'One Voice Wales' confirmed that they had already advised the Welsh Assembly Government of the error.

Resolved to be noted.

9600. Letter received re Pontardawe Swimming Pool: A letter had been received from Neath Port Talbot Council stating the evaluation of the Councils facilities was an ongoing process and that should the Council decide to relocate the swimming pool, then the indoor bowls arena at the Leisure centre could be a possible site however no time scales were currently being considered and any large scale change to service delivery would be subject to a public consultation exercise.

Resolved to be noted.

9601. Email received re the Use of Electronic Cigarettes in Community Buildings: The use of Electronic Cigarettes in Town Council owned community buildings was discussed in full.

Resolved that the use of Electronic Cigarettes be banned within the Community Halls owned by The Town Council.

9602. Letter of Thanks: Council was advised that a letter of thanks had been received from Marie Curie for the grant of £50.

Resolved to be noted.

9603. Urgent Road Safety Matters: Council was advised that the disabled parking space on Herbert Street was now indicated by clear road markings.

Resolved to be noted.

9604. Date and time of next meeting: The date of the next Ordinary Meeting of Council will be Monday 14th July 2014 at Trebanos Hall commencing at 6.45pm.

Signed **Dated**