Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Draft Minutes of the Ordinary Meeting of Cilybebyll Community Council held at Alltwen Community Centre and online via Zoom on 06.02.2024 at 7.00 pm.

Presiding Councillor D Jones (Chair)

Present Councillors D Baker, A Richards, S Hart, L Rees, B Williams, M Hutchings, joining on Zoom were Councillors S Atkins, R Malpass and A Melen.

Council Employees Present: Linda Evans Temporary Clerk to the Council

Members of the Public Present: There were no members of the public present

Cllr. D Jones welcomed those attending and started the meeting at 7.00 pm

147 APOLOGIES

Councillors D Atkins, N Jenkins and L Richards sent their apologies.

148 DECLARATIONS OF INTEREST

Cllr A Richards declared an interest in 156 Planting Christmas Tree in Rhos due to living in the Persimmon Estate.
Cllr D Baker declared an interest in 150 Matters Arising – minute 129 Maintenance of Rhos Playing Fields being a member of the Rhos Football Club.

149 MINUTES OF THE PREVIOUS MONTHLY MEETING OF THE COUNCIL

Proposed and seconded that the minutes from the meeting on Tuesday 9th January 2024 are a correct record thereof. RESOLVED

150 MATTERS ARISING

Further to Minute 102 Matters Arising – Wi-Fi for Alltwen CC, contract with BT has been set up, and we are waiting for dates for the installation. Clerk needs to purchase the equipment for the remote meetings. RESOLVED

Further to Minute 127 Maintenance and Health and Safety – Clerk waiting for the quote from Westward for the boiler and vents. As soon as it is received it will be distributed for the Councillors to approve RESOLVED

Further to Minute 129 Maintenance of Rhos Playing Fields – No fixed date yet for the Finance Committee to meet with the Football Committee. RESOLVED Cllr D Baker will investigate what dates will suit all attendees.
The Clerk has received an email from Ecosolve regarding its consideration for 2024. This will be discussed further at the above meeting. RESOLVED

Further to Minute 130 Rhos CC Structural Report – Clerk has resent the report to NPTCBC, and will update the Council when a response is received. RESOLVED

Further to minute 139 Planning Applications – P2023/0833 Clerk has not received a reply from the planning office in regards to the colour of the building. RESOLVED Clerk to contact the office again regarding this question.

Further to minute 140 Maintenance and Health and Safety – Alltwen CC – the storm drain has been cleared, but the contractor reported that 2 manholes were compacted with silt and debris. They were unable to clear the manholes due to not having the specialised equipment needed. Councillors approved for the Clerk to contact NPTCBC firstly, and if they are unable to do the work, a private contractor to complete the clearing. RESOLVED

Further to minute 140 Health and Safety – The training for the Handyperson has been arranged for the week commencing 11th March. RESOLVED

Further to minute 144 Social Media Policy – All Councillors have received a copy of the draft policy and it was approved and adopted. RESOLVED Clerk to distribute a copy to each employee and Councillors to sign and send a copy to the Clerk. Clerk to add the Policy to the Council website.

Further to minute 146 Any other Urgent Business – Pontardawe Health Centre – the Clerk has received a reply from Swansea Bay UHB confirming that Pontardawe Primary Care Centre is a third-party development owned by Primary Health Properties and will be leased to both the health board and GP practice on new 20-year lease from February 2024 following completion of the refurbishment works. There are no plans to sell this site to the GP practice. RESOLVED and noted.

151 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts approved for payment –

204B-210B)	Staff	Wages, Expenses	£ 4,057.55
2011B	City & County of Swansea	Pension Contributions	669.81
212B	HMRC	Income Tax and NI (nothing due to to SAP refund – 511.62	0.00
213D	NPTCBC	Alltwen CC: Non-dom Rates	326.00
214D	NPTCBC	Rhos CC: Non-dom Rates	348.00
215B	Total Gas	Alltwen CC: Gas	1032.95
216B	British Gas	Rhos CC: Gas	2389.64
217B	NPTCBC	Rhos PL: Annual Grounds maintenance – grass cutting	4717.15
218B	Centergreat	Alltwen Christmas Tree Lights	1302.00

219B	NPTCBC	Knotweed treatment – Ed St & Rhos Park	932.23
220B	Safety Sign Supplies	No dog signage for playgrounds	72.29
221B	SLCC	Annual Membership	298.00
222B	St Johns Ambulance	Alltwen Christmas Event	62.40
223B	L Reynolds	Reimbursement: Tea and Chat	46.45
224B	H Edwards	Rhos CC Party Bond refund	20.00
225B	N Lawson-Spooner	Rhos CC Party Bond refund	20.00
226B	Cllr R Lewis	Consumables Claim	52.00
227B	Amazon Business		83.00
228B	Westward Heating	Rhos call out	90.00
229B	EE	Rhos Wi-Fi	43.20
230B	3 Mobile	Council Mobile	26.40

Income:

Rhos CC:	January Hire	£1,174.00
Alltwen CC:	December and January Hire	£ 936.00

Transfer of funds from reserve account was approved. RESOLVED

The heating at Rhos CC is still a concern to the Council, and the new heating system is needed urgently. Concerns were raised as to when the heating comes on in the morning and goes off in the evening, does the timer need adjusting? It was proposed The quote will need to be checked to see if this is included with the new system. RESOLVED Clerk to check that the Caretaker at Rhos has been given training instructions on how the timer and heating system works.
It was agreed that the bills are correct due to Smart Meters being installed. It was proposed that a spreadsheet containing day to day usage of hall, and energy consumption be completed. With the objective to see where savings can be made and best practice can be shared between the Caretakers of both sites. RESOLVED Chair will collate the data. Clerk will request the data is collected by both Caretakers.

152 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:
Application No: P2023/0790 – Site Location: Land off Graig y Pal, Glais, Swansea – Proposed development: Development of National /significance: Proposed ground mounted phot voltaic solar farm with associated equipment, infrastructure, grid connection and ancillary works. (Planning and Environment Decisions Wales consultation to Local Planning Authority on an application for a Development of National Significance) –
Councillors are aware this a controversial subject in the Clydach Community Council Area, that touches on Cilybebyll Community Council Area.
RESOLVED – Clerk to contact Clydach CC to see what their feelings are on this planning application.
Application No: P2024/0002 – Site Location: Gellinudd Hospital, Lon Catwg, Gellinudd. SA8 3DX. Applicants Name: Mr Frazer Roberts, SWP Limited, C/O Agent – Development (proposed) internal refurbishment of existing mental health facilities (use class C2) to provide a care home (use class C2)

Cllr A Richards had raised the issue of the state of the building and is there a plan for refurbishment at the last meeting. Councillors welcomed the news of the refurbishment and continued use of the building.
Application No: P2024/0035 Site Location: 1 Neath Road, Fforest Goch, Pontardawe. SA8 3JB – Proposed development: change of use of field to domestic curtilage in order to facilitate the construction of a detached self-contained residential annex with domestic workshop and store, means of enclosure, together with turning area/courtyard all for the use ancillary to No. 1 Neath Road, Fforest Goch.
Councillors have received as part of Correspondence an email with a detailed explanation of the reasons behind the development and a request for support from the Councillors. RESOLVED Council has no objections and will provide support if needed.

153 MAINTENANCE AND HEALTH & SAFETY

1) Rhos CC –
Clerk waiting for new heating system quote. RESOLVED and noted
Waste Consultation with NPTCBC – Cllr B Williams, Caretaker and Handyperson met with the Council Representative to assess the bins and waste collections at the Centre. Cllr B Williams reported that the meeting went well and was very informative. Locks were placed on the wheelie bins to prevent fly tipping and advice was given in relation to the new recycling rules coming into force at the beginning of April. RESOLVED Council thanked all those who were involved in the meeting.
Handyperson reported back to the Council and provided photos of the bin clearing at Rhos and Alltwen. Refuse sacks are to be provided at both Centres for his use. Handyperson works on part time hours so it is impossible to monitor daily. Fly tipping was photographed and reported. Handyperson highlighted the issues around open topped bins. RESOLVED Council were pleased with the report and photos provided by Handyperson. It is a good way of responding to complaints from residents, so continuing to take photographic evidence is appreciated. It was agreed that when replacing any bins in the future, letter box designs will be ordered.
2) Alltwen CC –
Caretaker reported that there is a water leak in the main hall ceiling. That could cause potential damage to the new flooring. This could be caused by a number of tiles that look to have been displaced. RESOLVED Clerk has arranged for roofer to assess and repair any damage found.
Storm drain has been cleared by JK Drainage 29/01/24 further clearing of 2-man holes is noted in Matters Arising 150. RESOLVED

It was proposed and agreed that the H&S Committee meet this month. RESOLVED Clerk to arrange an online meeting, preferably a Tuesday evening. Chair has received the links to the data sheets of products used at the Centres. RESOLVED Chair will assess and print out for each Caretaker.

154 COMMUNITY CENTRE MANAGEMENT

Alltwen CC – Cllr's requested an up date on the Partition Wall. Clerk confirmed that the work had not yet commenced as planned in January, but had heard from the contractor who has promised that work will start in February. RESOLVED

Rhos CC – Clerk has contacted NPTCBC regarding the water issue at Rhos Park west entrance – Agenda Item 141. NPTCBC has been contacted and a request made for the area to be assessed. RESOLVED Clerk to update the Council at the next meeting.

156 PLANTING OF CHRISTMAS TREE – RHOS

Councillors debated the site where they think the tree would be ideally planted. Possible locations – Persimmon Park, Rhos CC and where the tram is situated. With the plan to light the tree at Christmas as is done at Alltwen Triangle.

As the tree will be dedicated to Cllr M Spooner, it was agreed by all Councillors that the family be informed and invited to participate in the tree planting.

Cllr A Richards highlighted that for Christmas Lights there was already a well-established tree that would at Rhos CC and Tram area that would look good lit up at Christmas.

RESOLVED – Councillors are to look at various sites around Rhos that would be suitable for the Christmas Tree, and take photo's of the area for the decision to be made at the next meeting. Clerk will then investigate if permission to plant is required.

157 D DAY COMMEMORATION

The 6th of June 2024 will commemorate the 80th Anniversary of D-DAY. Participants are asked to light a lamp of peace at 9.15pm, coinciding with the lighting of the Beacons throughout the United Kingdom, Channel Islands and the Isle of Man that evening. The cost of the lamp will be £55.00. It was discussed where the lamp would be placed, and who would be responsible to carry out the lighting of the lamp. Councillors voted on whether to purchase the lamp. 5 votes for yes, 4 votes against. RESOLVED Clerk to purchase the Lamp of Peace and Councillors will decide on how they are going to use it at the next meeting.

158 COMMUNITY COUNCILOR VACANCY

The Returning Office has informed the Clerk that the timescale for an election to be held to fill the Community Councillor vacancy has passed, and in accordance with the provisions of the Local Government Act 1972, the Council can proceed to fill the vacancy by way of co-option. Councillors acknowledged and instructed the Clerk to post the relevant vacancy notice on the Website and FB page. RESOLVED

159 CORRESPONDANCE

1. Mr E Ford – email dated 23/01/24 – Lletyr Gof Farm. Clerk had responded to the email received on the 4th January 2024 with the Council's conclusion. A further email has been received regarding the activities at the above location from Mr Ford. Clerk confirmed that this has been referred to NPTCBC Planning Department. Councillors agreed that this issue is above their

authority and if Mr Ford feels any breaches of the original planning application had been breached then this is something for the Planning Department. RESOLVED The Clerk to draft a letter to Mr Ford reiterating the above, for Council to approve.
2. Urgent request for help – Awel Co-op – email shared to all Councillors RESOLVED and noted
3. Mayor's Gala Dinner – 23rd March – Invite sent to all Councillors RESOLVED and noted

146 ANY OTHER URGENT BUSINESS

Cllr L Rees has received a complaint regarding the general state of the Gwynfryn Park, Alltwen. Concerns were raised over the bins not being emptied, overgrown vegetation on the paths and overhanging branches. Councillors discussed the concerns, and how area's do look untidy this time of year, the difficulties of grass cutting this time of year especially when it has been so wet. RESOLVED Clerk will ask the Handyperson to visit the park to see what can be tidied.
Cllr L Rees also raised concerns regarding the dog mess along Heol Glan llechau and Heol Glyn Derwen. RESOLVED Clerk to report to Cllr N Jenkins to pass on the concerns to the Dog Warden so the area can be monitored.

Chair thanked all for attending. The meeting finished at 20:55

Signed Dated 7th March 2024