Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held at Alltwen Community Centre and online via Zoom on Tuesday 4th June 2024 at 7.00 pm.

Presiding Councillor D Atkins

Present Councillors N Jenkins, B Williams, B Woolford, D Jones, R Lewis, S Altkins and A Melen via Zoom.

Linda Evans (Temporary Clerk to the Community Council)

26 **Apologies** Councillors S Hart, L Rees, M Hutchings, A Richards and D Baker sent their apologies.

27 DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

28 MINUTES OF THE ANNUAL GENERAL MEETING AND MINUTES FROM THE MONTHLY MEETING HELD ON TUESDAY 7TH MAY 2024

The following amendments to the minutes of the Annual General Meeting – 10 (c) AREA COMMITTEE REPRESENTATIVES – School Governing Bodies at Alltwen and Rhos Primary Schools – i) and ii) Cllr N Jenkins and Cllr B Woolford represent County Borough Council on the Board of Governors. 11 MEMBERSHIP OF ORGANISATIONS – should also include membership to CPRJ. RESOLVED with these corrections the Minutes of the AGM were confirmed as a correct record thereof.
RESOLVED the minutes of the Monthly Meeting held on Tuesday 7th May were confirmed as a correct record thereof.

29 MATTERS ARISING

Further to Minute 181 – Agenda Item 12 – 106 Open Spaces – It has been identified that the top end of the playing field and the area to the side of the Community Centre are not suitable for the placing of the MUGA due to drainage and water retention. Cllr D Baker had met with P Hinder (NPTCBC) on 20th May and has sent the Councillors an email with a report of the meeting. Cllr D Baker suggested rotating the original positioning of the MUGA by 90 degrees and running therefore running along the side of the Centre and towards the playing field. Cllr B Woolford had previously identified the area of the current BMX track as a suitable site and had discussed this with P Hinder. The site would need to be cleared and levelled off. Cllr B Woolford proposed approaching Contractors for voluntary help in clearing and levelling the area, the proposal was seconded and approved. Cllr D Jones pointed out that the BMX track was inspected in 2023, deemed safe but needing improvements. Cllr S Atkins commented that that the community had been consulted approximately 6-7 years previously and a BMX track was desired at the time. RESOLVED Cllr B Woolford will report back to all Councillors if he is able to find voluntary help in clearing the BMX area. Clerk to send all Councillors the last 2 years ROSPA reports for their information.

Further to Minute 183 Financial Transactions – Rhos Bowls Club unpresented cheques – Cllr D Jones had spoken to Clerk/RFO regarding the cheques and is being dealt with. RESOLVED

Further to Minute 187 – Financial Assistance Applications – Clerk had missed an application that had been received in advance of the last meeting, and requested that the Council consider the application at this meeting. Due to the Clerks explanation the request made by P Evans on behalf of the Towns Women Guild for assistance towards day trips was approved - £300.00 RESOLVED Clerk to inform P Evans of the award, and instruct the RFO to make the necessary payment.

Further to Minute 189 Rhos Playing Fields – Cllr R Lewis commented on the bad condition of the playing fields at Rhos. Past issues with previous contractor were discussed along with the plan to move forward. Chair requested that the STRI Inspection and Advisory Report 2022 and 2023, for the sport pitches be circulated to all Councillors for their information. RESOLVED Clerk will email the reports as requested.
4 quotes from DLC, ACE, Countrywide and James Bayliss were received by Rhos Football Club and shared before the meeting with all Councillors. The quotes were discussed by the Football Club as instructed by the Council. Cllr D Baker informed all Councillors before the meeting via email that James Bayliss was the successful tender and they had been informed. The quote - £5433.00 to “cut and collect” the Football Field and does not include the Children Play Area or Field Banking, this needs to be negotiated. RESOLVED Council to be informed of the additional costs for the park and banking area.

Further to Minute 190 – Bus Bend – Cllr B Woolford will investigate the issues raised by Cllr R Lewis. Cllr B Woolford has also followed up on the Culvert issue at Rhos Park, and has met with the NPTCBC Drainage Team to try and eliminate/prevent further flooding on the field. Once he has further information it will be disseminated to the Council. RESOLVED

Further to Minute 20 (5) Gwynfryn Park – It was noted that the complaint regarding the unsafe tree was not part of Gwynfryn Park, but the lower corner of the green land behind Lon y Wern (Old Alltwen Park). Cllr N Jenkins had received area photographs and search location maps from NPTCBC that indicate that this land is owned by Cilybebyll Community Council. RESOLVED Cllr N Jenkins will follow up any maintenance work needed in this area and report back to the Council.

Further to Minute 21 (2) Community Centre Management - Correspondence regarding the Farmers Market is continuing between NPTCBC Planning Department and the Clerk. RESOLVED Clerk will investigate if the word “Market” is the issue, as it is still felt that there is not a change of use when hiring the Centre to hold this event. Councillors reluctant to apply for Planning Permission for a change of use until this is clarified.

Further to Minute 21 (5) Community Centre Management – Cllr A Mellen noted that given the Clerk has the responsibility to line manage council employees, are enough hours available to do this appropriately and proposed that this is looked at in detail. RESOLVED to be discussed as an agenda item for the Management Committee.

30 FINANCIAL TRANSACTIONS AND APPROVAL OF THE COUNCIL ANNUAL RETURN 2023/24

RESOLVED the following transactions were presented for scrutiny and approved for payment.

51B-57B)	Staff	Wages, Expenses)	4,057.87
58B	City & County of Swansea	Pension Contributions	673.35
59B	HMRC	Income Tax and NI (nothing owed due to SAP refund. -£225.84 balance)	0.00
60D	NPTCBC	Alltwen CC: Non dom Rates	326.00
61D	NPTCBC	Rhos CC: Non dom Rates	348.00
62B	Total Gas	Alltwen CC: Gas	375.21
63B	Westward	Rhos CC: New Heating System	5,874.72
64B	Amazon Business	439ltr Storage Box	104.98
65B	Sutcliffe Play	Rhos Park Cableway Servicing & Rubber Mulch repair kits	1,129.20
66B	Lliw Building Supplies	Pressure sprayer, postfix, blocks, screws, timber	104.53
67D	EE	Rhos CC: Broadband	43.20
68D	3 Mobile	Staff mobiles	26.40
69B	L Reynolds	Tea & Chat Supplies	108.62
70B	S Hart	Tea & Chat Supplies	24.99
71B	Alltwen Heels WI	Grant Donation	300.00
72B	Alltwen Bowls Club	Grant Donation	500.00
73B	Alltwen Primary Sports Club	Grant Donation	200.00
74B	St Johns, Cilybebyll	Cemetery Donation	200.00
75B	Eglwys Annibynnol Alltwen	Cemetery Donation	350.00
76B	Cilybebyll PCC Alltwen	Cemetery Donation	100.00

Income:

Rhos CC	May Hire	£ 1,012.50
Alltwen CC	May Hire	£ 237.00
NPTCBC	Elections	£ 100.00

It was noted that there was no payment for Gas at Rhos Centre on the above list? RESOLVED Clerk to check that this is a missed item and there was a payment.

The Council moved to approval of the Annual Return 2023/24. The Chair informed the Meeting of the report received from the RFO and Internal Auditor, and examined the Annual Return Documents. RESOLVED The Council approved the Annual Return and the Chair added their signature to complete the documents for the Wales Audit Office.

Cllr S Atkins moved that a thank you be sent to the Clerk/RFO for the work done to complete the Annual Return. RESOLVED

31 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

Application Number	Applicants Name and Address and Site Location	Proposed Development and planning link

P2024/0284	Mr Julian Lloyd, 16 Plas Road, Rhos, Pontardawe. SA8 3HD Site Location: Same as above	Single Storey Rear Garden Room https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0284
P2024/0290	Mr Joel Wlishire 145 Bryn Morgrug, Alltwen, SA8 3DP Site Location: Same as above	Conversion of existing intergral garage into living accommodation including new window https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0290
P2024/0237	Mr Richard Bowen Plas Farm, Lane from Church Road to Plas Farm, Rhos. SA8 3JQ Site Location: Same as Above	Micro Hydroelectric installation (11w) including intake structure, underground and overground pipeline, detached turbine house incorporation turbine and electrical control system, buried electrical cable together with discharge pip and outfall structure. https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0237
P2024/0256	Agent's Name & Address Mr Grant Hutchby The New Lodge Hotel Alltwen Hill Alltwen SA8 3BP Site Location: as Above Agents Name: Mr Matt John Atrium Planning Consultants 12 Clarendon Road Sketty SA2 0SR	Proposal Certificate of Lawfulness (Proposed Development) for the adaptation of the existing ground floor to provide five bedrooms, a laundry room and a communal seating/check-in area. Certificate is sought to confirm this will be a C1 lawful use.

32 MAINTENANCE AND HEALTH AND SAFETY

1) PARKS - Clerk informed the meeting that the inspection of the Play Area's are due their annual inspection from ROSPA – this would be carried out in June, and include the BMX track. Handyperson has been carrying out minor repairs and cleaning area's in preparation. RESOLVED Clerk will share the report once received, for the information of all councillors.
2) Alltwen CC – the meeting room carpentry has been completed and the room needs to be decorated. RESOLVED Clerk to contact local decorators for quotes.
Alltwen CC – Refresh painting through out the Centre was discussed. Ideas such as asking for volunteers (especially from the users of the Centre) to help paint. This will keep costs down RESOLVED Clerk will investigate how this was approached previously when volunteers helped with the decorating and bring the information back to the next meeting.
Alltwen CC – Clearing of the Handypersons store room was approved. RESOLVED Clerk to inform the Handyperson along with the Caretaker. They will both need to be present when the room is cleared of all unwanted items. Faulty/broken electrical items, OOD paint etc., will need to be disposed of correctly, and any items that can be recycled should be.

3) Rhos CC – Refresh Painting throughout the building was also discussed, and RESOLVED as with Alltwen investigate the idea of volunteers to carry out the decorating.

Health and Safety – There were no H&S Items at this meeting.

33 COMMUNITY CENTRE MANAGEMENT

1. The Wi-Fi at Alltwen CC has poor connection around the building RESOLVED Clerk to contact BT Business to complain and request an engineer visits the Centre.
2. Thursday fortnightly market – hire of Centre is discussed in Matters Arising 29.

34 DISQUALIFICATION OF COUNCILLOR R IDE, AND APPROVE THE NOTICE OF VACANCY FOR COMMUNITY COUNCILLOR

Clerk formally notified the Election Office of the non attendance for six consecutive months of Cllr R Ide. The disqualification was notified to the Council and a Notice of Vacancy will be published on Wednesday 5th June 2024. The Election Office will notify the Clerk after Tuesday 25th June 2024 of submissions for the Vacancy. RESOLVED All Councillors noted the vacancy and the Clerk will notify the Council at the next meeting of any valid requests received.

35 RHOS PARK AD-HOC SUB-COMMITTEE

Cllr D Atkins gave a brief history of the previous Ad-Hoc Committee for Rhos Park. The main terms of reference were to improve facilities and approving grant applications, i.e. showers at the Centre. With the ongoing discussions around granting a lease for the playing field to the Football Club, it was proposed that a small group of Councillors form the body of the Committee to enable a more agile to and fro of discussion that can be reported back to full Council at the Monthly Meetings for debate and approval. It was proposed and agreed that Cllr D Baker will represent the Rhos Football Club on the Committee, Cllr B Woolford, Cllr N Jenkins will represent the Community Council. Terms of Reference to be agreed. Cllr A Melen proposed in person meetings should be alternated between Rhos CC and Alltwen CC this was agreed. RESOLVED further discussion on the terms of reference to be completed.

36 ALLTWEN CHRISTMAS EVENT

It was noted the previous year that the Alltwen Christmas Event falls on the same evening as a Christmas Event at Rhos School. It was decided to discuss changing the Alltwen Event to a different evening for 2024. Councillors proposed several different dates that the Alltwen Event could be changed to. Instead of the first Monday of December, change to the second Monday, it was felt this was too close to Christmas. The first Sunday in December was proposed and not approved due to the difficulties this may raise arranging the various contractors and stakeholders on a Sunday. Wednesday 4th December was proposed and approved as the date for the Alltwen Christmas Event. RESOLVED

37 CORRESPONDENCE

1. Thanks for 20: Update on Welsh speed limit from 20's Plenty for your council – All Councillors have been forwarded an email from Ken Skates AS/AM Cabinet Secretary for North Wales and Transport encouraging involvement in the National Listening Programme around the 20 mph speed limit changes. RESOLVED and noted
2. Email NPTCBC C Griffiths – Observations by Standards Committee. RESOLVED Clerk has informed C Griffiths and the Standards Committee of all Monthly Meeting dates for 2024/25.

3. NPTCBC Town and Community Councils Liaison Forum – Contact details for Cllr D Jones and Cllr B Williams have been sent to the Administrator as council representatives. Dates sent to both Councillors regarding the meeting dates for 2024/25. RESOLVED
4. DNS Application 3279676 – Craig Y Perchych (CYP) Solar – Emails and attachment sent to all Councillors for their information. RESOLVED
5. OVW – Recruitment and retention of Clerks/RFO – Email and attached report sent to all Councillors for their information. RESOLVED
6. Mynydd y Betws Wind Farm – Community Benefit Fund – the next round of the fund will open on 17/06/2024 and will receive applications until 26/07/2024. Councillors discussed the criteria of the fund. RESOLVED Councillors will investigate project ideas and send them to the Clerk to collate and bring to the next meeting for discussion.

38 ANY OTHER BUSINESS

1. Concerns were raised in relation to the colour of the shed in planning application P2023/0833. Original planning application stated a green colour but Councillors believe this may be black. RESOLVED the Clerk will email the planning department again (first email sent January 2024 and a follow up sent in March 2024) asking for clarification if the colour of the building had been investigated.
2. Cllr B Williams commented on the "miles" of footpaths within the Cilybebyll Community Council area, and the difficulties of knowing the condition of them all. Cllr B Williams has a contact within the Ramblers Association and would like to request their assistance in walking all the footpaths to establish any areas that need particular attention. Councillors saw no harm in this as it would assist the council and the handyperson. RESOLVED the Clerk will bring along maps of the footpaths to the next meeting.
3. Following on from the discussion - *Further to Minute 20 (5) Gwynfryn Park* – It was noted that no visits or work had been done in this area for many years. RESOLVED
4. Cllr B Williams commented on the storage box for the Alltwen Heels not being available for the group. RESOLVED Clerk will ask the Handyperson to assemble the box for the group.
5. Councillors discussed the parking issues at Alltwen CC. Non Disabled users in the disabled parking allocation, cars obstructing the entrance and residents regularly parking in the car park. RESOLVED Clerk to add this issue to Community Management at the next meeting for further discussion.
6. Cllr N Jenkins informed the Council that she will be attending a meeting in relation to the Armed Forces Covenant, and discussed whether the Council would consider signing the Armed Forces Pledge. Councillors were interested to learn more about the subject and what benefits it would provide for serving personnel/veterans and their families in the local community. RESOLVED Clerk to contact the NPTCBC Regional Armed Forces Covenant Liaison Officer with an invite to the Open Forum Meeting to be held in October, so they can present the scheme to the meeting.

Chair thanked all for attending. The meeting finished at 8.40 pm.

Signed Dated Tuesday 2nd July 2024