Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Draft Minutes of the Ordinary Meeting of Cilybebyll Community Council held at Rhos Community Centre and online via Zoom on 05.03.2024 at 7.00 pm.

Presiding Councillor D Jones (Chair)

Present Councillors R Lewis, B Williams, M Hutching, D Baker, N Jenkins, S Hart, D Atkins, (Via Zoom) Councillors L Rees and A Melen

Apologies Councillors R Malpass, S Atkins, and A Richards

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

161 APOLOGIES

Councillors R Malpass, S Atkins, and A Richards had sent their apologies.

162 DECLARATIONS OF INTEREST

Cllr D Baker declared an interest in 150 Matters Arising – minute 129 Maintenance of Rhos Playing Fields being a committee member of the Rhos Football Club.

163 MINUTES OF THE PREVIOUS MONTHLY MEETING OF THE COUNCIL

Proposed and seconded that the minutes from the meeting on Tuesday 6th February 2024 are a correct record thereof. RESOLVED

164 MATTERS ARISING

Further to Minute 102 Matters Arising – Wi-Fi for Alltwen CC – Clerk apologised for the delay in purchasing the IT equipment for the remote/hybrid meeting. Clerk is waiting for a meeting with JH OVW IT consultant for advice on the purchases. No date given for BT to install the Wi-Fi at Alltwen. RESOLVED

Further to Minute 127 Maintenance and Health and Safety – Updated quote for the Rhos CC heating system has been received and approved by Councillors. Please see below details of work and costs:

- Drain down and remove existing Gas fired water heater.
- Install new unvented pre-plumbed cylinder and all associated pipework.
- Make pipework alterations to primary flow from existing boiler to accommodate new zone valves and system filter.
- Install new triple channel programmer.

- Remove all TRVs and replace all 22 with Lock shield radiator valves to each radiator.
- Install two separate Rf room thermostats.(separate zones)
- Install an additional 2 zone valves on heating pipework. (separate zone heating)
- Fill system and carry out hot and cold flush, add inhibitors.
- Test and commission on completion.
- Remove all redundant materials and waste from site.
  cost to carry out this work is £4,895.60+VAT.

Date for installation not yet known. Clerk has emailed Westward regarding the quote for the Vents. RESOLVED

Further to Minute 129 Maintenance of Rhos Playing Fields – Councillors discussed possible dates for the Finance Committee to meet regarding this item. It was proposed that the Clerk send a survey with several dates to find the most suitable. RESOLVED
Clerk has been contacted by WD who is prepared to carry out maintenance work on the playing field, Councillors have requested that until a decision is made can this work be put on hold. RESOLVED Clerk to that WD and relay the message.

Further to Minute 130 Rhos CC Structural Report – No update.

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. Clerk has contacted the Planning Officer again but has not received a reply. Cllrs were disappointed to hear this, and requested that the Clerk contact the office again. RESOLVED

Further to Minute 151 Financial Transactions – Chair has received the data requested regarding the times the Centres are hired, and will proceed to investigate the meter readings to see if savings can be made. RESOLVED Caretaker at Rhos has been given the necessary training in using the Heating System. RESOLVED

Further to Minute 152 Planning Applications – P2023/0790 – Clerk has contacted Clydach CC Clerk and shared the discussion with the Meeting. RESOLVED Cllrs will continue to monitor these developments.

Further to Minute 154 Community Centre Management – Rhos CC – Clerk has spoken to NPTCBC Drainage Team regarding water at Rhos Park west entrance. A team will investigate this issue, Clerk has requested photos be taken to send to the Drainage Department. RESOLVED Handyperson will send photos for Clerk to forward on.

Further to Minute 156 – Planting of Christmas Tree – Rhos – Sites were debated and discussed with issues of permission needed from Persimmon and possibly NPTCBC. Cllr B Williams identified the need for power to light the tree at Christmas, and the possible delay with installation, this issue will need to be investigated. Cllr R Lewis raised his concerns if the tree was lit at Christmas and

it was on the main road through Rhos, it may cause a distraction to drivers and cause an accident. This was noted and compared with other sites where similar trees are decorated at Christmas time. Cllr D Jones proposed that to move this item forward and while investigations for other sites are completed a mature tree be planted in the grounds of Rhos CC. This was agreed by all Councillors. RESOLVED dates for the planting to be agreed at the next meeting and an invitation be sent to Cllr M Spooners family to attend. Investigations into planting a further tree at the Persimmons continue.

Further to Minute 158 – Community Councillor Vacancy – Clerk has received 2 applications so far; closing date is Tuesday 19th March – Clerk will share all applications after this date. Cllrs RESOLVED that the applications be discussed and voted on at the April 2024 Monthly Meeting.

Further to Minute 146 Any Other Urgent Business – Gwynfryn Park. Clerk confirmed that the grass cutting is carried out by NPTCBC, and due to the complaint and it is not expected to be cut until April, the Handyperson will tidy the area the week commencing 11th March and use the area as part of the H&S/Outdoor Equipment Training. RESOLVED Cllrs agreed this was a good idea. Cllr L Rees drew the meetings attention to newly placed boulders restricting access to Rugby Club entrance to the park. The Cllr's discussed the access permission rights and the implications this will have on NPTCBC bringing through grass cutting equipment in the future. There is another possible way into the park for NPTCBC but access will need to be investigated. RESOLVED Clerk to ask the Handyperson to investigate whether grass cutter can enter the gated entrance, and report back. Clerk to alert the access issue to NPTCBC grounds team.

165 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts approved for payment –

231B-237B)	Staff	Wages, Expenses)	3,869.24
238B	City & County of Swansea	Pension Contributions	630.11
239B	HMRC	Income Tax and NI (nothing owed due to SAP refund -511.62)	0.00
240B	Total Gas	Alltwen CC: Gas	1,238.08
241B	British Gas	Rhos CC: Gas	1,150.98
242B	Cotton & Sons	Rhos CC: Cleaning supplies	134.10
243B	Siddell Environmental Services Ltd	Alltwen CC: Jetvac Manholes in car park	360.00
244B	NPTCVS	Annual Membership	10.00
245B	Lliw Building Supplies	Rocksalt, safety signage, adhesive, marker paint	183.12
246D	EE	Rhos CC: Broadband	43.20
247D	3 Mobile	Staff mobiles	26.40
248-59B	Councillors	Member Remuneration Payments	1,872.00

260B	Cllr WR Lewis	Member Consumables Payment	52.00
261B	C Reynolds	Supplies – Warm Hub	33.59

Income:

Rhos CC	February Hire	£ 1,240.00
Alltwen CC	February Hire	£ 413.00

Transfer: Authority to transfer the sum of £ 6,000.00 from the Council's Business Banking Account to its Current Account is requested. (Plenty of balance already in current account to cover remainder of payments). RESOLVED

Cllrs were please to see the heating costs for Rhos CC had reduced following the water heater being turned off. Cllr D Atkins compared the gas costs for the current year so far – Rhos £15,060.61, Alltwen £5,594.61. RESOLVED

Cllr A Melen and Cllr D Atkins queried items to be checked and verified with the RFO. RESOLVED Clerk to chase – pension contribution/phone charge/outstanding 137 request (Cllr D Baker will complete the required form) Payment to Cllr D Baker for the purchase of a gate lock.

The income at Alltwen CC has decreased – Cllrs discussed way to advertise the current vacant slots. RESOLVED Clerk to post vacant slots on the Council FB and Website.

166 PLANNING APPLICATIONS

RESOLVED that an objection be made to the following application due to safety issues coming and going from the proposed site, the access has restricted views and straight onto a main road with no pavement.

Application No:P2024/0070.

Applicants Name/Address: Progressus Care LTD., The Old Coach House, 21 Gower Road, Sketty. SA2 9BX. **Site Location: Thistle Lodge, 1-3 Howells Terrace, Alltwen Hill. SA8 3AQ.** Proposed Development: Change of use of existing dwelling (use class C3) to a children's care home (use class C2) for the care of a maximum of 5 children, together with 2 no. associated staff members. Cllr N Jenkins shared an email with the Meeting, previously sent to NPTCBC Planning Department, CC Police Commissioner and Childrens Social Services with her concerns regarding this development.

RESOLVED no objection be made to the following applications:

Application No: P2024/0124 Applicants Name/Address: Mr John Melvin, 73 Dyffryn Road, Alltwen. SA8 3BY. **Site Location: 73 Dyffryn Road, Alltwen. SA8 3BY.** Proposed Development: Removal of existing retaining works to facilitate a proposed car parking area with associated retaining work and steps.

Application No: P2023/0809 Applicants Name/Address: Emma Hughes, Keepers Lodge Lane, From Church Road to Keepers Lodge Cilybebyll. SA3 3JS. **Site Location: Emma Hughes, Keepers Lodge Lane, From Church Road to Keepers Lodge Cilybebyll. SA3 3JS.** Proposed Development: Conversion of existing stables to annex ancillary to host dwelling with extension to surrounding raised platform and balustrade and

development of access ramp. (amended description of works – proposed alterations to the main dwellinghouse removed from the proposal)

167 MAINTENANCE AND HEALTH & SAFETY

1) Rhos CC –

Caretaker has reported that the fire door in the Main Hall needs urgent repair. This has been an ongoing issue, with the door sticking and letting in water due to the door frame needing replacing. RESOLVED The Clerk to ask L O'Sullivan who will be commencing carpentry at the Alltwen Centre to look at replacing the door frame.

2) Alltwen CC –

The drainage contractor has visited and cleared the storm drains. At the time of clearing, it was warned that over time the drains will become compacted again due to the surface of the carpark being lose and breaking up. Cllr D Jones proposed that a "planned maintenance schedule" for both sites be created so the Caretakers can monitor issues before they occur, issues such as clearing of guttering and drains during Autumn. Items such as heating systems, fire extinguishers etc., are monitored via H&S checks and service contracts. Cllr D Baker suggested a list of items to monitor be compiled and then rationalised for effectiveness at the next budget meeting. RESOLVED Clerk will ask Caretakers to look at items that could be monitored and highlighted if any issues arise.

Caretaker at Alltwen has met with the roofer who has identified where water is coming in, and where damage has occurred. This is to the rafters and guttering. Clerk is waiting for a report from the assessment. RESOLVED Clerk will pass on the report for the Councillors when received.

Partition Wall is commencing on the 11th March. RESOLVED and noted

Sensor Lighting – It had been noted that the outside carpark lights were left on – Caretaker responded that this is the responsibility for the last group in the evening to put off. There is a delay mechanism that leaves the lights on for a certain time after switching off allowing for centre users to leave the car park safely. Councillors discussed whether the system was working correctly. Cllr D Atkins shared information on sensor lights that would be suitable for the car park. RESOLVED Clerk to first check there are no issues with the lighting.

168 COMMUNITY CENTRE MANAGEMENT – No items to discuss at this meeting.

169 NOTIFICATION OF PERSIMMON DEVELOPMENT (RHOS)

Cllr S Hart shared with all Councillors the information received to residents -the Publicity and Consultation before applying for Planning Permission – 90 dwellings and associated landscaping and infrastructure – Land at Bryn Brych Farm, Rhos (Phase 2). The Councillors discussed the notification, and acknowledged this was first stage with no planning application yet received. RESOLVED to await further information on this possible development.

170 CORRESPONDANCE

1. DNS/3279676 – Craig y Perchych (CYP) Solar – consultation notice emailed to all Cllrs. RESOLVED and noted
2. Pontardawe Pride – Coffee Morning 29th March – Invite emailed to all Cllrs.
3. Changes to Waste Management NPTCBC – Notification – Recycling Legislation commencing April 2024. RESOLVED Clerk has shared the information with all Cllrs and Council Staff regarding the changes.
4. Free Portrait of His Majesty The King – His Majesty The King's Portrait Scheme. Cllrs voted not to accept this offer. RESOLVED

171 ANY OTHER URGENT BUSINESS

Cllr R Lewis brought to the attention of the meeting that the gate at Rhos park needs painting, and requested that a "No Parking, Keep Clear" notice is placed on the gate. He has noticed car/s obstructing the entrance. RESOLVED Clerk to ask to Handyperson to paint the gate. Clerk to purchase signage for the gate.

Cllr R Lewis reported that water has been collecting behind the speed bump into the playing field area. RESOLVED Clerk to investigate the removal of the speed bump.

Chair thanked all for attending. The meeting finished at 21:00

Signed Dated 7th March 2024

DRAFT