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 09.01.2024 at 7.00 pm.

Presiding Councillor D Jones (Chair)

Present Councillors A Richards, S Hart, R Lewis, D Atkins, B Williams

Council Employees Present: (via zoom) Nia Parr-Williams Clerk to the Council,
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

134 APOLOGIES

Councillors L Rees, M Hutchings, A Melen, S Atkins, N Jenkins and R Malpass sent their apologies.

135 DECLARATIONS OF INTEREST

Cllr D Atkins declared an interest in Agenda Item Further to Minute 127 Maintenance and Health and Safety and Agenda Item 142 to Discuss Rhos CC Heating and Roof Options, being a part time employee of Westward Energy Services.

136 MINUTES OF THE PREVIOUS MONTHLY MEETING OF THE COUNCIL

Proposed and seconded that the minutes from the meeting on Tuesday 5th December 2023 are a correct record thereof. RESOLVED

137 MATTERS ARISING

Further to Minute 98 Minutes Silence – Cllr's discussed several suitable sites in the Rhos area for the memorial tree to be planted. All agreed they would want the tree to be visible from the Main Road. RESOLVED Clerk to add this as an Agenda Item for the next meeting – Planting of Christmas Tree.

Further to Minute 102 Matters Arising – The Clerk had distributed the information in relation to the cost of installing Wi-Fi at Alltwen Community Centre (supplied by BT) to all Councillors, along with costings for various items to enable improvements in the Hybrid Meetings e.g. Television Screen, Conference Speakers, and Webcam. It was noted by the Cllrs that each Centre has a projector screen installed, and that this would be a better option that a TV Screen and more cost effective. It was proposed and approved that a mobile Conference Webcam and Microphone would be desirable, as it was noted that it would give those joining via Zoom a better experience being able to see and hear those attending in person. RESOLVED Clerk to cost 2 x Projectors to be fitted in both

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Centres. Clerk to purchase a video and speaker to be used at both venues. Clerk to arrange for the installation of Wi-Fi at Alltwen CC.

Further to Minute 113 Members Remuneration Payment 2023/24 – Cllr R Lewis requested further information on how to claim the £52.00 for consumables. Clerk confirmed that if wishing to claim this allowance Councillors would need to request via email or letter to the Clerk/RFO. RESOLVED and noted.

Further to Minute 127 Maintenance and Health and Safety – Cllr D Atkins has investigated the heat loss through the Vents at Rhos CC. To avoid the heat loss that is currently happening, causing high energy consumption, it was proposed that "Back Draft Shutters" are fitted to the outside of the Vents. Cllrs agreed this was both cost effective and environmentally beneficial. RESOLVED Clerk to contact Westward Energy Services (current contractor for heating/boiler inspection and maintenance) to fit the shutters.

Further to Minute 129 Maintenance of Rhos Playing Fields – No further update regarding the funding. Cllr D Baker had sent his apologies and was unable to attend this meeting, and requested information on when the next Finance and Development Committee Meeting would be. RESOLVED The next meeting will be at the end of February. The Clerk was instructed to ask Cllr D Baker to share in advance of the meeting any information he has received regarding the funding criteria needed by Sport Wales and Wales FAW.

Further to Minute 130 Rhos CC Structural Report – Clerk has contacted NPTCBC building inspector but has so far had no reply due to Christmas and New Year Holidays, office will reopen on the 8th January 2024.

Further to Minute 131 Correspondence (1) – a further email has been received regarding a Planning Complaint from Mr E Ford. The email was discussed by the Council with the conclusion that the content of the email is above the Council's authority. RESOLVED Clerk to respond to the email from Mr E Ford with the Councils conclusion and advise again that this needs to be taken up with NPTCBC Planning Office.

138 FINANCIAL TRANSACTIONS

RESOLVED that the following accounts approved for payment –

185B-191B)	Staff	Wages, Expenses)	£ 4,025.52
192B	City & County of Swansea	Pension Contributions	733.99
193B	HMRC	Income Tax and NI	691.65
194D	NPTCBC	Alltwen CC: Non-dom Rates	326.00
195D	NPTCBC	Rhos CC: Non-dom Rates	348.00
196B	Total Gas	Alltwen CC: Gas	858.06
197B	British Gas	Rhos CC: Gas	1,871.48
199D	SSE	Alltwen CC : Electric	710.41

200B	SSE	Rhos CC: Electric	922.08
201B	NPTCBC	Lon Tanyrallt Park Lease	300.00
202B	Cotton & Sons	Rhos CC & Alltwen CC Supplies	347.59
203B	Llew Building Supplies	Gloves, gravel boards, evostick, silicone	243.87

Income:

Rhos CC: December Hire £ 726.00

Income for Alltwen CC (December Income) will be included in end of January report

139 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

P2023/0809 – Keepers Lodge Lane from Church Road to Keepers Lodge, Cilybebyll SA8 3JS – Development of rear single and two storey extension with balcony above singe storey extension, extension to porch on from elevation and coversion of existing stables to annex ancillary to host dwelling with extension to surrounding raised platform and balustrade and development of access ramp.

P2023/0833 – Land West of Neath Road, (A474) Approximately 350M South of Rhos, Neath Road, Fforest Goch – construction of a singe storey detached building for the washing, processing and pressing of fruit into cider; retrospective application for raising the ground level at the site by approximately 300mm to create an area of level surface and retrospective application for the widening of vehicular access. RESOLVED Clerk to contact the Planning Department with concerns that the colour of the building is “black” and not “green” as in the original application.

P2023/0924 – 99 Bryn Morgrug, Alltwen. SA8 3DP – Replace existing rear conservatory with proposed singe storey rear extension – Lawful Development Certificate.

P2023/0887 – 25 Lon y Wern, Alltwen. SA8 3BJ – Proposed raised hardstanding within from garden to facilitate off-street parking.

140 MAINTENANCE AND HEALTH & SAFETY

1) Rhos CC – The shutter door fob is no longer working – RESOLVED Clerk to investigate how to purchase a new one. For the time being the Clerk has left a spare fob in the key lock for hall users.

2) Alltwen CC – Handyperson has reported that the storm drain at the bottom of the Car Park is blocking with debris and causing the car park to flood during heavy rain. Clerk has contacted NPTCBC to request the drain is cleared but has not had any response. RESOLVED Council agreed that a private contractor is contacted for the drain to be cleared.

Health and Safety – Training for Handyperson has been approved, Clerk has contacted J Richards and is waiting for suitable dates for the training to commence. RESOLVED

Clerk has purchased H&S posters “warning – weak roof – no climbing” to be attached to the outside of the Rhos CC building, after reports that park users are climbing onto the roof to retrieve footballs etc., RESOLVED Clerk has left the signage with the Caretaker. Handyperson to attach to the outside walls.

It was proposed and agreed that the H&S Committee meet this month. RESOLVED Clerk to arrange an online meeting, preferably a Tuesday evening.

Cllr R Lewis had sent the Clerk a magazine – information on PPE and H&S. RESOLVED Clerk has received and thanked Cllr R Lewis for his help.

141 COMMUNITY CENTRE MANAGEMENT

Alltwen CC – No discussion at this meeting

Rhos CC – Cllr R Lewis raised concerns regarding the West access lane into Rhos Park. During heavy rain the gutter (which has collapsed) is not holding water and excessive water is flowing onto the road and causing dangerous driving conditions. RESOLVED Clerk to contact NPTCBC to inspect the drainage and pass on the Council’s concerns.

142 TO DISCUSS RHOS CC HEATING SYSTEM & ROOF OPTIONS

The Council’s current contractor for Heating Maintenance and Service, Westward have been to survey and quote for a replacement heating and water system for the Centre. Clerk is waiting for the quote and will distribute to the Councillors for their approval. The current system is not cost efficient and the hot water system is kept at boiling point without the necessity, causing unsustainably gas usage and cost to the Council. This is being looked at as a matter of urgency. RESOLVED to wait for quote and discuss further. It was advised that a multi-fuel boiler be installed so that it is compatible with further plans to install solar panels onto the Centre’s roof. Cllrs agreed that this was an important factor when choosing a new heating system, with electricity being a future heating option.

Clerk has distributed to the Councillors photographs that were taken by the Roofing Contractor while clearing the guttering. The Photographs show that several roof panels were damaged. Cllrs agreed that until the structural survey report from the NPTCBC Building Inspector is received before further decisions on replacing the Centre’s roof. RESOLVED

143 TO DISCUSS WASTE MANGEMENT AT THE COMMUNITY CENTRES

The Handyperson and Caretaker at Rhos CC have reported an increase in fly tipping in the Council bins. There is no report of this issue at the Alltwen CC. Clerk sent to the Councillors prior to the meeting a lockable storage unit as an option for the wheelie bins. It was proposed and agreed that the better option would be to review the current waste bins with NPTCBC and change to lockable 2 x 770L wheelie bins. This size will be easily moved to the road side for emptying. RESOLVED Clerk to arrange a review with NPTCBC and Cllr B

Williams has offered to liaise with the waste department if they come out to review.

Cllr R Lewis has received complaints from the public regarding the bins at Rhos Park. The concerns are that they are not emptied correctly and rubbish is always left inside the bin even after emptying. It was proposed and agreed that the Clerk ask the Handyperson, when he empties the bin to send a picture to the Clerk so that the complaint can be addressed. RESOLVED and Clerk to make the request.

144 SOCIAL MEDIA POLICY

Clerk recommends a review of the Social Media Policy. Current policy is not Employee and Councillor specific, and relates more to users and content of a social media site e.g. council facebook page. Councillors requested to review a sample social media policy and to discuss further at the next meeting. Cllr D Atkins reviewed the current policy and suggested the policy needs to be "tightened up" with all posts being approved by the Clerk and the Clerk being the only administrator of the site. RESOLVED Clerk to send each councillor the sample social media policy, and for this item to be discussed further at the February Meeting as Matters Arising.

145 CORRESPONDANCE

1) C Furlow, NPTCBC Invite to Join Small Working Group – Town/Com Council Liaison Forum – Cllr D Jones showed an interest in future attendance but will find it difficult to attend at this time. RESOLVED Clerk to inform the Council of future meetings

Commemoration for D Day 80 – 6th June. RESOLVED Clerk to forward the email, for their information, too all Councillors and discuss further at the next meeting.

3) J Kiddle, Nature Unearthed : A vision for Nature in NPT. An event to be held at the Gwyn Hall, Neath. RESOLVED Clerk to pass on the invite to all Councillors, for their information. Clerk will attend the event and feedback to any Councillor who was unable to attend, and wishes to know more about the event.

4) R George, NPTCBC, Community Councillor Vacancy – Electoral Services Manager gave information on the Notice of Vacancy, following the sad death of Cllr M Spooner. The vacancy for Rhos County Electoral Ward was published on 5th January 2024, with the Community Council vacancy published on 8th January 2024. RESOLVED and noted.

146 ANY OTHER URGENT BUSINESS

Concerns were raised by the increase in noise (especially at the weekend) and traffic by Crynant Plant located at Tyn y Cwm Lane. RESOLVED to request Cllr N Jenkins in her role as County Borough Councillor investigates.

Cllr S Hart enquired to whether the Clerk had received a reply regarding the spot lights located in the Garage on New Road, Gellinudd. Clerk informed the

meeting that no action is being taken by the Police or Highways Department. RESOLVED and noted.
Cllr D Atkins raised concerns that a storage container may be blocking public access where the car wash is located. Cllr S Hart confirmed that access was possible.

Cllr A Richards commented on the derelict state of the building that was Gellinudd Hospital. It had previously been owned and run by “Hafal”. RESOLVED Clerk to investigate what is the current plans for the building.

Cllr R Lewis informed the meeting that he had received information that the Doctors at the Pontardawe Health Centre were planning the buy the building. The Councillors were interested in knowing more information as requested the Clerk contacts Swansea Bay Health Board for more information. RESOLVED

Chair thanked all for attending. The meeting finished at 8:52 pm

Signed Dated 6th February 2024

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