Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held at Rhos Community Centre and online via Zoom on Tuesday 5th November 2024 at 7.00 pm.

Presiding Councillor D Atkins

Present Councillors L Rees, B Williams, R Phillips, R Lewis, B Woolford, S Hart, M Richards, A Melen (online), S Atkins (online) and N Jenkins (online)

N Parr-Williams (Clerk to the Community Council)
There were no members of the public present at this meeting

82 Apologies: Councillors D Baker and D Jones

83 DECLARATIONS OF INTEREST

Councillors D Atkins and S Atkins declared an interest in item 6 Planning, P2024/1032.
Councillor D Atkins declared an interest in item 5 Finance, being a Co-Owner of Westward Energy Services.

84 MINUTES OF THE OPEN FORUM AND MONTHLY MEETING HELD ON TUESDAY 1st OCTOBER 2024

RESOLVED the minutes of the Open Forum and Monthly Meeting of Council held on Tuesday 1st October 2024 were confirmed as correct records thereof.

85 RETURN OF CLERK

Chair welcomed back Clerk after her adoption leave. Clerk stated that it was lovely to see everyone. RESOLVED

86 MATTERS ARISING

Further to Open Forum minute 68 – Clerk reported that she is unsure as to whether or not Finola has been contacted – she will contact again. RESOLVED

Further to minute 70 – Clerk reported that she had received advice from One Voice Wales and that the Chair, Cllr D Atkins, will need to declare an interest every time there is a payment to Westward Energy Services Ltd on the Clerk's report as he is now a co-owner of the company. He will also need to leave the room if a quote for any works is received by Westward Energy Services Ltd in future. RESOLVED

Further to minute 72 Matters Arising – Clerk reported that she had attended a site meeting at the Rhos MUGA site last Tuesday. Concerns regarding drainage were raised – this will be mitigated by 70mm of stone and tarmac. The surface will be banked from the centre point outwards, so there will be no standing water. Cllr R Lewis raised concerns regarding someone from outside council project managing but lots of councils do this and P Hinder has project-managed many projects in NPTCBC for various Community Councils. Clerk will check with One Voice Wales. RESOLVED noted. Clerk informed Council that they broke their own Financial Regulations in not obtaining 3 quotes for the project whilst she was off on adoption leave. This will likely have an adverse effect on the audit for 2024-25. Members stated that there were reasons for this, and that more than one quote was sought but there was only one

respondent. Members stated that as Sutcliffe Ltd had completed the earlier works in Rhos Park, and that they were happy with the quality of the work and equipment provided in the past, that they would be happy to employ Sutcliffe Ltd to complete this project. Clerk stated that she will pass on this information to auditors in due course. RESOLVED. Cllr R Lewis also raised concerns regarding possible land contamination. He stated that the site used to be a peat bog and contained waste from Primrose Colliery. Cllr A Melen explained that the land had only been deemed 'not suitable for growing food' in previous soil reports. Cllr M Richards went on to say that was why raised beds had to be used in the allotments for growing food. Chair stated that if the football pitch was deemed suitable for people to play on, then there should be no problem with the MUGA. Cllr N Jenkins suggested that as the site will be covered in stone, tarmac and concrete, there would not be a problem. The land would be safer than it is now as it would be covered over. Cllr B Williams suggested that Chair move on from this subject as decisions have already been made. Chair agreed and stated that this project had been in the pipeline for 5 years and progress needs to be made. Members agreed. RESOLVED that project move forward as previously decided. Cllr R Lewis stated that he wanted it noted that he disagreed with this, and that the project should be stopped. RESOLVED noted.

Further to minute 75 – Maintenance and H&S, Clerk asked if Members would like her to place CCTV for Rhos Community Centre on the next agenda. Cllr B Williams read out an email from Cllr D Baker regarding the CCTV options. Members agreed that this needed discussion and asked the Clerk to put on next agenda. RESOLVED. Clerk reported that she will get further quotes for the roof and guttering of Rhos Community Centre. RESOLVED noted.

In relation to Lon Tanyrallt Park, Clerk reported that the see-saw had been cordoned off. RESOLVED noted. Cllr A Melen asked if Cllr B Woolford would raise the issue of drug use with the Police. He agreed to do this in his meeting with Police next week. It was suggested that the Police be invited to the next Open Forum. RESOLVED.

Further to minute 78 – Council Vacancies, Clerk reported that she will liaise with NPTCBC Elections Office and advertise the 2 vacancies as soon as possible. RESOLVED noted.

Further to minute 80 – Clerk suggested getting in touch with David Thomas regarding the defibrillator at Rhos Meadow. Members stated that as this was not the Council's defibrillator, this should be left to the owners. RESOLVED noted.

Further to minute 81 – Any Other Business, Cllr B Woolford reported that he will speak to the man about sandblasting the gate in Rhos Park tomorrow.

87 FINANCIAL TRANSACTIONS

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

176B-181B)	Staff	Wages, Expenses)	5,167.74
182B	City & County of Swansea	Pension Contributions	958.93
183B	HMRC	Income Tax and NI (£250.98 credit. £746.13 owed.)	495.15
184D	NPTCBC	Alltwen CC: Non dom Rates	343.00
185D	NPTCBC	Rhos CC: Non dom Rates	365.00

186B	Total Gas	Alltwen CC: Gas	130.24
187B	British Gas	Rhos CC: Gas	148.87
188B	BT Broadband	Alltwen CC: Broadband	87.54
189B	John Glenn Doors	Rhos CC: Roller Shutter Service	144.00
190B	James Bayliss	Rhos PF: Pitch Maintenance & Grass-cutting	0*
191D	EE	Rhos CC: Broadband	46.61
192D	3 Mobile	Staff mobiles	27.58
193B	NPTCBC	Rhos CC: Trade Waste	512.14
194B	Core Highways Ltd (Amberon)	Christmas Event Road Closure	496.61
195B	Audit Wales	External Audit Fee	242.00
196B	Westward Limited	Rhos CC: TMV Valve cleaning	159.60
197B	S Collins	Alltwen CC: Meeting room works	1,680.00
198B	Dramatic Performance Academy	S137 Grant	350.00
199B	Eisteddfod Appeal Committee	Margam Eisteddfod	500.00
200B	Propest Ltd	Rhos PF: Pest control - Moles	480.00
201B	Propest Ltd	Rhos CC: 9 x monthly visits	720.00
202B	NPTCBC	Knotweed treatment – Edward St, Brynmorgrug Park, Rhos Park	1037.52
203B	Z Lowndes	Rhos CC: Party Bond Refund	20.00
204B	L Reynolds	Tea & Chat Reimbursement	49.23
205D	Dwr Cymru	Alltwen CC: Water	125.63
206D	Dwr Cymru	Rhos CC: Water	220.49
207B	Lliw Building Supplies	Timber, batten, smoke alarm, gloves	89.26

Income:	Rhos CC	October Hire	£1,338.00
	Alltwen CC	October Hire	£

*190B Already paid.

Members asked whether there was still a need for Propest to check Rhos Community Centre. Clerk will liaise with them. RESOLVED noted.

It was suggested that Clerk ask Cllr D Baker for any playing field income information. RESOLVED.

Transfer: Authority to transfer the sum of £16,000.00 from the Council's Business Banking Account to its Current Account was requested. Payments and Transfer approved RESOLVED.

Clerk reported that the 2022-23 external audit had been returned as 'Qualified' (a year after submission). Recommendation given regarding areas requiring improvement. Members were accepting of the recommendation. RESOLVED.

Clerk reported that the 2023-24 external audit had passed with no issues highlighted at all. Members were pleased with this news. RESOLVED.

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Clerk reported that she will arrange a Finance Meeting for the end of the month to discuss budget for 2025-26 and precept options. RESOLVED noted.

88 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

P2024/0632	Works to trees protected by Tree Preservation Order No T206: G1 (Goat willow), T1 (Common oak), G2 (Common oak), T2 (Common oak), G3 (Common oak)	Land Between 77 And 79 Pen Yr Alltwen, Alltwen SA8 3EA https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0422
P2024/0637	Works to x1 Silver Birch Tree covered by Tree Preservation Order no.T208.	Ael Y Nant, 40B Derwen Road, Alltwen SA8 3AU https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0637
P2024/0561	Works to trees (identified as T936, T939, T948, T950 and T960) covered by Tree Preservation Order T198: -T936 (Goat Willow) -T939 (Goat Willow) -T948 (Alder) -T950 (Alder) -T960 (Ash)	13 Cwm Nant Llwyd Road, Gellinudd SA8 3DT https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0561
P2024/0520	Removal of existing retaining works for the provision of an off street parking area including construction of retaining walls and steps.	73 Dyffryn Road, Alltwen SA8 3BY https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0520
P2024/0678	Proposed two storey and single storey rear extension and porch extension to front elevation.	46 Ashwood Drive, Gellinudd SA8 3HL https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2024/0678

Members agreed to send the same comments as before on the following application apart from the fact that the site is no longer on a bus route. RESOLVED.

P2018/1032	Eight No. split level dwellings, with associated highway works. (Amended plans to include drainage details)	Land East of Minyrawel, Rhos https://appsportal2.npt.gov.uk/ords/idocs12/f?p=Planning:2:0::NO::P2_REFERENCE:P2018/1032

89 MAINTENANCE AND HEALTH AND SAFETY

Footpaths -

Clerk reported that Footpaths Officer is currently finishing cuts ready for Winter. Some paths needed extra work for clearance of overgrowth. Clerk reported that she will complete grant claim form and submit to NPTCBC once works have been completed. RESOLVED.

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Rhos CC -
Floodlight over disabled parking space not working. It was suggested that if a local electrician cannot fix, then all of the floodlights be checked by a large company. RESOLVED.

Alltwen CC -
Meeting was held in new Meeting Room. Members were pleased with the room and the decorating work that had been completed. Room now fully functional. Cllr N Jenkins suggested that the tables and chairs could be placed on a rack system in the foyer so as not to store them in the room. Clerk will look into this. RESOLVED.

Cllr A Melen requested that Alltwen Primary School be permitted to use the meeting room free of charge in order to hold interviews. Members stated that the school has done this in the past and were happy for them to use the room again. RESOLVED.

Health and Safety – nothing to report. RESOLVED noted.

90 RHOS PARK MUGA

Clerk reported that she had attended the site meeting last Tuesday. Work is due to commence on 11th November 2024. Completion date will be weather dependant. RESOLVED noted.

Clerk reported that the NPTCBC Minor Projects Grant application had been successful. This amounts to £9,000. Members were pleased with this. RESOLVED. £11,000 will be taken from Council capital budget with the remainder coming from the S106 funds, Persimmon development in Rhos. RESOLVED.

Cllr B Woolford reported that he visited the houses backing onto the new MUGA site to tell them about the project. RESOLVED noted.

It was suggested that the project plans be advertised on Facebook and Council website as well as Ponty Mag. Cllr A Melen also suggested that the plans be shared with the local schools. RESOLVED.

Cllr B Woolford stated that he would invite Lauren Dykes to the grand opening of the new MUGA. It was suggested that Cllr D Jones could ask Connor Roberts if he would be available to attend as well. Both Wales international footballers would be a good advertisement for the new MUGA and the Council. RESOLVED noted.

Cllr R Lewis asked if the contractors were aware of the current works on the junction of Cefn Road and Plas Road. Clerk confirmed they are aware of this. It is hoped that the road works will have moved forward before work on the MUGA commences. RESOLVED noted.

91 REMEMBRANCE SUNDAY 2024

Clerk reported that she had brought 2 wreaths to the meeting. A donation to the British Legion will be needed. RESOLVED noted.

Chair reported that he is unable to attend due to work commitments. Cllr B Williams (Vice-chair) agreed to attend in his place. He will go to Pontardawe first and then place the second wreath on the Alltwen Triangle monument. Cllrs N Jenkins and B Woolford also confirmed their attendance. RESOLVED.

Cllr A Melen asked if the head boy and girl from Alltwen Primary had been invited. Clerk was unsure but stated that she will phone the school tomorrow to invite them. RESOLVED noted.

Cllr B Williams reported that the Triangle has been cut and cleaned by NPTCBC. Members were pleased with this. Cllr N Jenkins stated that it will be on their annual schedule of works from here on. RESOLVED.

91 CHRISTMAS 2024

The Clerk reported that she has been sorting all of the Christmas event plans since she has been back in work. She has booked the following: stage, road closure, Santa, Sleigh, Centregreat (lighting), brass band. She has contacted the gentleman who provides the electricity and is awaiting a response. Clerk has completed all event forms for NPTCBC as well as risk assessment and method statement. She will contact the church to arrange to borrow some chairs for the band and will book St Johns Ambulance for First Aid cover. RESOLVED.

The Clerk stated that Glantawe Landscapes had not been paid for last year's Christmas event – she will liaise and arrange payment as soon as possible. RESOLVED noted.

Clerk has ordered a rooted tree from Glantawe Landscapes. Lights will be needed for it. Clerk will order lights. There was a lengthy discussion on where the tree should be planted. It was suggested that the rooted tree be placed in a planter for this year and a permanent position found for it next year. RESOLVED.

Handyperson will liaise with Glantawe Landscapes for how many small trees will be needed. Handyperson has lights from last year that can be used again. RESOLVED noted.

Cllr N Jenkins stated that some new lights will be needed for Harry's tree, Alltwen. Clerk suggested ordering these at the start of the next financial year so that they will be ready for Christmas 2025. RESOLVED noted.

92 RAISED PLANTERS AT RHOS PARK

Clerk reported that she had been asked by the Handyperson (on behalf of the Community Growers allotments) regarding the possibility of placing raised planters on the concreted area next to the overflow car park at Rhos Park. The idea would be to plant berries and vegetables there so that people in the community council help themselves to the produce. It would all be run by the Community Growers and the Brownies.

Cllr B Woolford stated that these types of initiatives are very popular in Liverpool and other cities. Chair stated that this idea had been mentioned in a previous meeting. Members stated that they had no objections to the project in principle, but that more information would be needed e.g. plans, produce list etc.

Cllr B Woolford suggested planting wildflowers in Rhos Park. Clerk stated that after discussions with R Revera, NPTCBC it was recommended that flowers are left to spread and grow naturally. Cllr N Jenkins explained further that a cut and collect was needed. The ground could be scarified and yellow rattle seeds scattered over the area. Members agreed this was a good idea. Clerk to liaise with Handyperson regarding this. RESOLVED noted.

93 CORRESPONDENCE

1. T Jones, NPTCBC – notice of Minor Projects Grant awarded. Members were pleased with this. Clerk to send bank details for transfer of funds. RESOLVED.
2. One Voice Wales – Digital Assessment. Clerk will complete and return the assessment form. RESOLVED.
3. NALC – Updated Pay-scales – pay-scales updated from April 2024. Clerk reported that staff have received backpay in the October wages. RESOLVED noted.
4. Forces Fitness – Cllr N Jenkins shared information regarding Health and Wellbeing sessions. There is a grant from Welsh Government for deprived areas. Run by Army Fitness Wales, the sessions are normally outdoors but when weather is bad, they run indoor sessions. This would be great for Alltwen CC. Clerk will contact for more information. RESOLVED.
5. James Bayliss – Verti-draining. Quote received for verti-draining Rhos Playing Fields, £250. RESOLVED that this be done at the end of the season.

94 ANY OTHER URGENT BUSINESS

1. Cllr R Lewis stated that some of the swings need greasing. RESOLVED that Clerk liaise with Handyperson regarding this job.
2. Cllr B Williams stated that the lower entrance of the car park to Alltwen CC is blocked again by a car. It was suggested that the yellow line-markings be repainted professionally. RESOLVED that Clerk will obtain quotes.
3. Cllr B Woolford reported that a volunteer group can help with clearing walkways around Rhos. There is a credit scheme for time run by NPTCBC – every hour someone volunteers, they get a time credit. This can then be spent on events and facility use within NPTCBC. Cllr N Jenkins stated that some of the paths are public rights of way. Cllr B Woolford stated that they are aware of this. He suggested that stone would be available from the Gwrhyd quarry free of charge but Council would need to pay for haulage. Members were pleased with this. RESOLVED noted.

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

Signed Dated Tuesday 3rd December 2024

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