Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held at Rhos Community Centre and online via Zoom on Tuesday 1st October 2024 at 7.00 pm.

Presiding Councillor D Atkins

Present Councillors R Richards, D Baker, B Woolford, R Phillips, A Melen (online), D Jones (online), S Atkins (online) and B Williams (online)

Linda Evans (Temporary Clerk to the Community Council)
There were no members of the public present at this meeting

69 **Apologies:** Councillors S Hart, M Hutchings, L Rees and N Jenkins had sent their apologies

70 DECLARATIONS OF INTEREST

Councillor D Baker declared an interest in Matters Arising 57 Rhos Park MUGA being a member of the Rhos Football Club.
Councillor D Atkins declared an interest in 75 (1) Rhos CC being a Co-Owner of Westward Energy Services from Monday 30th September 2024.

71 MINUTES OF THE MINUTES FROM THE MONTHLY MEETING HELD ON TUESDAY 3rd SEPTEMBER 2024

RESOLVED the minutes of the Monthly Meeting held on Tuesday 3rd September 2024 were confirmed as a correct record thereof.

72 MATTERS ARISING

Further to minute 57 Agenda Item 9 Rhos Park MUGA – Councillor R Lewis raised concerns firstly regarding the drainage at the location of the MUGA. Secondly the disturbance and removal of soil at the location of the MUGA – highlighting previous information (unknown contamination) given to the Council regarding the land around that location. He felt the soil should have been tested before any work had been carried out. Thirdly having the project managed by someone not employed directly by the Council. He proposed that the project should be put on hold until his first and second concerns were investigated further. And that One Voice Wales should be contacted for advice regarding the third concern, the proposal was seconded. Councillors discussed each concern and voted against the proposal RESOLVED
Clerk informed the meeting that the application for the NPTCBC Minor Grant had been submitted and the purchase order for the MUGA had been sent to Sutcliff Play. RESOLVED

Further to minute 60 Maintenance and Health and Safety – Alltwen CC – A further quote had been received – Clerk has instructed S Collins to commence with the work. RESOLVED

Further to minute 61 Rhos Weekend Cleaner – Councillors approved for the Clerk to increase the contracted hours of the Caretaker to cover weekend work as needed, this should be reviewed in 6 months with a view to make it a permanent change if both parties agree. RESOLVED

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Further to minute 64 Correspondence (4) – Councillor S Atkins commented that the email confirming Councillor S Hart as Council Representative for Rhos Primary School had not been sent, Clerk confirmed it was a task to be completed and had not been missed. RESOLVED

73 FINANCIAL TRANSACTIONS

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

153B-159B	Staff	Wages, Expenses	£4,053.00
160B	City & County of Swansea	Pension Contributions	670.64
161B	HMRC	Income Tax and NI (nothing owed due to SAP refund. - £250.98 balance	0.00
162D	NPTCBC	Alltwen CC – Non dom Rates	343.00
163D	NPTCBC	Rhos CC – Non dom Rates	365.00
164B	Total Gas	Alltwen CC – Gas	99.57
165B	British Gas	Rhos CC – Gas	0.00*
166B	BT Broadband	Alltwen CC – Broadband	87.54
167B	Amazon Business	Pressure Washer	123.99
168B	Cotton & Sons	Rhos CC Cleaning Supplies	89.80
169D	EE	Rhos CC Broadband	46.61
170D	3 Mobile	Staff Mobiles	27.58
171B	Gallagher Insurance	Council Insurance	5,021.37
172B	Pontardawe Women's Guild	137 Grant	300.00
173B	L Reynolds	Tea & Chat (tea, coffee, cakes) reimbursement	56.52
174B	SSE	Rhos CC Electric	768.53
175D	SSE	Alltwen CC Electric	498.13

Income:	Rhos CC	September Hire	£1088.00
	Alltwen CC		£

*nothing owed to British Gas

Transfer: Authority to transfer the sum of 12,500.00 from the Council's Business Banking Account to its Current Account is requested. Payments and Transfer approved RESOLVED

74 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

P2024/0561	Applicants Name/Address Mr William Sandbrook 4 Clos yr Hen Ysgol Pontardawe, Neath Port Talbot SA8 4AZ Site Location: 13 Cwm Nant Llwyd Road Gellinudd, Pontardawe, Neath Port Talbot. SA8 3DT	Proposed Development: Works to 5x trees (identified as T936, T939. T948, T950 and T960) covered by Tree Preservation Order T198: T936 (Goat Willow) – Coppice to 2m stump T939 (Goat Willow) – Coppice to 1.5m stump T948 (Alder) – Coppice to 1.5m stump

		T950 (Alder) – Coppice to 1.5m stump T960 (Ash) – Fell to ground level
P2024/0603	Applicants Name and Address: Bowen Plas Farm, Lane from Church Road to Plas Farm, Rhos, Pontardawe. SA8 3JQ Site Location: Plas Farm, Lane from Church Road to Plas Farm, Rhos, Pontardawe. SA8 3JQ	Proposed Development: Works to 1xHorse Chestnut (identifies as T1) covered by Tree Preservation Order T019/A9 - Reduce crown by 2m height - Reduce crown spread by 2m - Lift canopy to give clearance from the ground by 4m

75 MAINTENANCE AND HEALTH AND SAFETY

1. Rhos CC

- Changing Room Showers – The water pressure and temperature of part of the showers were not working effectively. Westward ES attended, cleared the pipes, and increased the pressure. Clerk waiting for invoice. RESOLVED
- Attempted Break in and damage to Changing Room Doors – Handyperson will make repairs and replace lock. Clerk has reported incident to Police, who recommended installing CCTV around the Centre. This is possible now the Centre has Wi-Fi. RESOLVED Councillors discussed that the damage had been done previously and were happy for the lock to be replaced. No decision made for the installation of CCTV.
- Fire Door – John Glenn Doors will rearrange the missed appointment to service and provide new door fobs. RESOLVED
- Roof and Guttering – 2 quotes received – one for gutter replacement and one for gutter repair. RESOLVED further quotes needed for both options – Clerk to investigate further

2. Rhos Park

- Metal Goal Posts – Cllr D Baker on behalf of the Rhos Football Club informed the meeting that J Bayliss will be installing the posts. RESOLVED
- STRI Report received and Clerk has forwarded to all Councillors for their information. The report highlighted an improvement in the pitch quality, but recommended verti-drainage to be carried out when conditions are appropriate. Councillors gave permission for Councillor D Baker to share the report with contractor J Bayliss who has been carrying out maintenance work on the field. RESOLVED Further work to be discussed at the next meeting

3. Lon Tan yr Allt Park

- See Saw – Clerk has placed warning tape on the vandalised item as it is deemed dangerous. It was decided not to carry out repairs but request that the manufacturer attends and removes the item. RESOLVED Clerk will contact the manufacturer and ask for removal.

Health and Safety – Handyperson found drug paraphernalia at Lon Tan yr Allt Park, they were disposed of responsibly by the Handyperson, and the incident was reported to the Clerk. This is a serious H&S incident due to a used needle and syringe left on the playground surface. This was of great concern to the Councillors and asked the Clerk to

report the incident to the Police along with suspected Cannabis usage at Rhos Park RESOLVED

76 COMMUNITY CENTRE MANAGEMENT

Clerk reminded the Chair and Meeting that the Council need to resolve to enter Closed Session 100 of the Local Government Act 1972 & the Council Standing Order 3c to discuss personal issues on the agenda. This item had not been given to the Clerk to add to the meeting agenda

Chair informed the meeting it was not a personal item, merely he wished to pass on the information that the Clerk who was on Adoption Leave had returned to work on the 1st October 2024, and that this was the last meeting that the Temporary Clerk would be attending. Chair and Council Members thanked the Temporary Clerk for the cover provided RESOLVED

Chair suggested that the Clerk completes a report on current Staff hours and responsibilities. RESOLVED to be discussed with the returning Clerk.

77 FINANCIAL ASSISTANCE APPLICATIONS

Clerk had received 2 applications prior to the Meeting, and read the particulars of the requests for the Councillors to discuss:

1. Dramatic Academy of Performing Arts
2. Pwylllgor Apel Pontardawe Appeals Committee – Eisteddfod Dur a Mor, Margam a'r Fro 2025

Councillor D Jones proposed that £350 should be awarded to 1. Dramatic Academy of Performing Arts and £500 awarded to 2. Pontardawe Appeals Committee towards the Eisteddfod 2025. The proposal was seconded and approved. RESOLVED Clerk will inform the applicants and arrange for the amounts to be awarded.

78 TO RECEIVE THE RESIGNATION OF ANNE RICHARDS AND THE DISQUALIFICATION OF RHIAIN MALPASS

The Clerk had received the resignation of Councillor Anne Richards (Rhos Ward) on the 3rd September 2024. Councillors at the meeting were sad to hear the news but accepted the reasons behind the resignation and passed on their gratitude to Anne Richards for her dedication during her time as a Member of the Council. RESOLVED Clerk to send Anne Richards a thank you letter on behalf of the Council and inform NPTCBC Electoral Office of the vacancy.

The Clerk informed the meeting that due to non-attendance of meetings for six continuous months Councillor Rhiain Malpass (Gellinudd Ward) would be disqualified from the Council. RESOLVED Clerk to inform NPTCBC of the vacancy.

79 NEATH PORT TALBOT LIAISON COMMITTEE REPORT

Councillor D Jones and the Clerk had attended the meeting of the committee held on Wednesday 25th September. The meeting was held at Resolven Community Hall. Important takeaways from the meetings were a report regarding the Swansea Bay UHB Group, the meeting was informed that the maternity ward in Neath Port Talbot Hospital had reopened. The importance of Councillor Training and the importance of attending the One Voice Wales Conference. RESOLVED

80 CORRESPONDENCE

1. OVW Conference – 16th October, Royal Welsh Showground. Attendance fee £95.00 – email invite and information forwarded to all Councillors requesting if they wished to attend to please let the Clerk know so a booking could be completed. RESOLVED.
2. Stakeholder Event – Role, Governance, Accountability of the Community and Town Council Sector – 23rd October at the Senedd and on Zoom – informal roundtable discussion – all Councillors have received the information and invite. RESOLVED.
3. The Mayor of Neath Port Talbot Armed Forces Festival 2024 – 25th October – concert and festival of remembrance. 26th October Armed Forces Roadshow and Flag Raising Ceremony. All Councillors have received the invite and information on attending. RESOLVED
4. NSPCC Listen up Speak up – Cllr N Jenkins shared information on an upcoming workshop. The Clerk had disseminated to all Councillors. RESOLVED
5. Email received from David Thomas regarding the Defibrator at Rhos Meadow. The battery is flat and DT has replaced the machine with a spare for the time being. This is temporary and he has requested the Clerk gets back in touch to discuss either replacing the battery (if one can be found) or replacing the machine. The Councillors discussed who was responsible for the Machine and RESOLVED that the Clerk needs to investigate further before a decision can be made.

81 ANY OTHER BUSINESS

1. Councillors D Jones and B Woolford along with the Clerk had accepted an open invite to all Councillors to accompany the Handyperson while he carried out the task of clearing and emptying bins at both Community Centres and Council Parks. It was an opportunity to see the amount of work entailed, issues encountered and for the Councillors to ask questions relating to the Handypersons responsibilities. Cllr B Woolford commented that the task (emptying the bins at Rhos Park and Centre) took longer than he had anticipated, and welcomed the suggestion of job evaluation and hours for Council Employees. RESOLVED
   Councillor D Jones highlighted the amount of litter (especially plastic bottles) that were left on the Rhos pitch after the weekend. He was concerned about the extra work needed to clear up the park and the environmental impact on the pitch and surrounding wildlife. It was suggested that high winds may have blown the litter out of the bins, though this seemed unlikely with the amount and positioning of the litter. RESOLVED Councillor D Baker will discuss the issue with the Football Committee.
2. Councillor R Lewis asked if the sandblasting of the park gates at Rhos (gates into the overflow car park) had been arranged. Councillor B Woolford has negotiated for the work to be done. Having them painted (powder coated) at the same time would be ideal, Councillor B Woolford will ask for a quote for the painting for the Council to consider. RESOLVED
3. Councillor D Jones asked if the Chair will be laying Remembrance Wreaths at Alltwen War Memorial and Pontardawe Remembrance Service, on behalf of the Community Council this year. The Clerk will need to purchase two wreaths, and extend an invite to Alltwen Primary School for the Head Boy and Girl to accompany the Chair at Alltwen. Councillor D Jones mentioned that he had purchased chocolate bars for the children as a thank you last year, and asked if this could be done again this year. RESOLVED

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

Signed Dated Tuesday 5th November 2024

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