Cyngor Cymuned Cilybebyll
Cilybebyll Community Council

Minutes of the Monthly Meeting of Council held at Alltwen Community Centre and online via Zoom on Tuesday 3rd September 2024 at 7.00 pm.

Presiding Councillor D Atkins

Present Councillors A Melen (online), R Lewis, B Woolford, N Jenkins, D Baker, L Rees, M Hutchings and B Williams

Linda Evans (Temporary Clerk to the Community Council)

Member of the Public – P Hinder

53 **Apologies:** Councillors S Hart, D Jones, A Richards and S Atkins had sent their apologies.

54 DECLARATIONS OF INTEREST

Councillor D Baker declared an interest in Agenda Item 9 Rhos Park MUGA being a member of the Rhos Football Club.

55 MINUTES OF THE MINUTES FROM THE MONTHLY MEETING HELD ON TUESDAY 2ND JULY 2024

RESOLVED the minutes of the Monthly Meeting held on Tuesday 2nd July 2024 were confirmed as a correct record thereof.

56 MATTERS ARISING

Further to minute 21(2) Community Centre Management – Farmers Market – Clerk informed the meeting that due to the ongoing issues with Planning for the Market, the Organiser has taken the decision to end the hire of Rhos Community Centre. The last market was held on 22nd August 2024. RESOLVED

Further to Minute 37 Correspondence (6) – Mynydd y Betws Wind Farm Community Benefit Fund – Clerk obtained a quote for the "hangout", the cost exceeded the grant limit. If further opportunities become available in 2024 the Clerk will apply for funding for a community notice board to be situated in Alltwen. RESOLVED Cllr N Jenkins is proposing to ask Tesco (Pontardawe) if any trolly park covers become available, would they consider donating one to the Council. It would be a suitable "hangout" in one of the Alltwen Parks. RESOLVED

Further to Minute 48 – Rhos Community Hub and Funding – Clerk informed the meeting that there was £350.00 of the previous funding still available. This will enable the Community Hub to continue. RESOLVED

57 AGENDA ITEM 9 RHOS PARK MUGA

This agenda item was brought forward by the Chair to hear the presentation from P Hinder. P Hinder up dated the Council on the progress made in achieving the MUGA for Rhos Park. On the 2nd of July, Crynant Plant had donated their time and equipment to level and make ready the area where the BMX track was situated. It was noted by the Councillors that without this voluntary help from Crynant Plant the project may not have been possible. Cllr B Woolford will

post a thank you in the Pontardawe Community Magazine, and it was proposed that a Thank-you letter from the Council be sent to Crynant Plant. Councillors agreed this was a good way to say thank you. RESOLVED Clerk to prepare letter on behalf of the Council.

P Hinder and Cllr B Woolford have conducted a public relations exercise, engaging with the residents adjacent to the positioning of the proposed MUGA. Cllr R Lewis thanked Cllr B Woolford for meeting with residents and explaining the proposed plans, this was echoed by other Councillors at the meeting. RESOLVED

A thank you was given to P Hinder who had arranged an Arborist (tree surgeon) to crown lift trees that were overhanging the site, along with the removal of two dead trees (Ash and Alder). The wood was left for resident usage and removal. RESOLVED

On the 13th August a meeting at the proposed site was organised by P Hinder for Councillors, Council Employees and Sutcliff Play to view the work achieved so far. A revised quote and plans were received from Sutcliff Play on the 28th August. These plans and quote were presented to the meeting by P Hinder, who gave a detailed explanation of the equipment list and layout. Councillors at the meeting were given an opportunity to ask questions about the project. Cllr R Lewis raised concerns about the drainage and water retention of the area. P Hinder gave details of the layers of subbase and surface that will enable good drainage along with a camber to the internal park roadside that will allow water to run off the surface of the MUGA. Several Councillors raised concerns with the road through the Park, areas adjacent to the MUGA look in poor repair. It was decided that this could be reviewed if the proposed MUGA was to go ahead. RESOLVED

The MUGA plans and quote of £91,266 Net Cost was considered by the Councillors. Funding for the MUGA was proposed as:

£71,266 Persimmon Section 106 Funding
£ 9,000 Application to NPTCBC Minor Project Grant
£11,000 Community Council Capital Project
£91,266

RESOLVED All Councillors were in agreement for the project to go ahead. Clerk to complete the NPTCBC Minor Project Grant application and produce a purchase order for Sutcliff Play to start manufacture of the MUGA.

Cllr A Melen thanked P Hinder and the Clerk for the work they had put into the proposal.

58 FINANCIAL TRANSACTIONS

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

127B-133B)	Staff	Wages, Expenses)	4,071.68
134B	City & County of Swansea	Pension Contributions	672.11
135B	HMRC	Income Tax and NI (nothing owed due to SAP refund. -£271.76 balance)	0.00
136D	NPTCBC	Alltwen CC: Non dom Rates	343.00
137D	NPTCBC	Rhos CC: Non dom Rates	365.00
138B	Total Gas	Alltwen CC: Gas	102.72
139B	British Gas	Rhos CC: Gas	148.73
140B	BT Broadband	Alltwen CC: Broadband	87.54
141B	Cllr R Lewis	Paint for Dram	28.28

142B	Cotton & Sons	Rhos CC Cleaning Supplies	89.80
143D	EE	Rhos CC: Broadband	46.61
144D	3 Mobile	Staff mobiles	27.58
145B	PPL/PRS	Rhos CC: Music Licence	345.43
146B	J Turner	Rhos Party Bond Refund	20.00
147B	R Parker	Rhos Party Bond Refund	20.00
148Ca	Sunshine Cab Co	Rhos CC: Gig	400.00
149D	ICO	Data Protection Fee	35.00
150B	James Bayliss Ltd, Rhos PF	Grass Maintenance	£5433.00
151B	Llew Building Supplies	Fence Posts etc	£110.92

Income:

Rhos CC	August Hire	£ 1,164.50
Alltwen CC	August Hire	£ 225.00

Transfer: Authority to transfer the sum of £ 12,000.00 from the Council's Business Banking Account to its Current Account is requested.

Cllr R Lewis explained that 141B was for paint to clean and tidy the dram with the Handypersons help. Approved and RESOLVED
Cllr L Rees raised unpresented cheques (Bowling Club hire for Rhos Centre) that were still to be banked. An email from the club treasurer has been sent to the Clerk with the query. RESOLVED Clerk will ask for this to be actioned by RFO/Clerk.
Cllr A Melen raised the outstanding financial assistance payment to Pontardawe Townswomen Guild. This had been approved several months ago and still not received. RESOLVED Clerk will check with Clerk/RFO and ask for the payment to be added to this month's payments.
The low hire fees for Alltwen CC were noted, and will need to be discussed later. RESOLVED

59 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

P2024/0496	Applicants name/address: Mr Richard Bowen. Plas Farm Lane from Church Road to Rhos. Rhos, Neath Port Talbot. SA8 3JQ. Site Location: Plas Farm. Lane from Church Road to Plas Farm, Rhos, Pontardawe. SA8 3JQ	Proposed Development: Micro hydroelectric installation (11kw) including intake structure, underground pipeline, detached turbine house incorporation turbine and electrical control system, buried electrical cable together with discharge pipe and outfall structure.
P2024/0196	Applicants Name and Address: Mr Frazer Roberts. C/O Agent Site Location: Gellinudd Hospital, Lon Catwg, Gellinudd, Pontardawe. SA8 3DX	Proposed Development: Refurbishment of the existing buildings to provide a 12 no. bed care home (works to existing building as per approved lawful development certificate ref: P2024/0002 and the construction of 4 no. residential care units (use class C2) provision of a car park and associated works.

P2024/0520	Applicants Name/Address: Mr John Melvin, 73 Dyffryn Road, Alltwen, Neath Port Talbot. SA8 3BY Site Location: as above	Proposed Development: Removal of existing retaining works for the provision of an off street parking area including construction of retaining walls and steps.
P2023/0101	McDonalds - Planning Application	Email circulating to all Councillors from Cllr N Jenkins (for noting purposes) with an update on the proposal.

60 MAINTENANCE AND HEALTH AND SAFETY

1. Rhos CC
    - Fire Door – Daniels Locksmiths will be reviewing and quoting for repairs to the Hall Fire Door. It is very unstable now and should only be opened in an emergency. Cllr R Lewis noted the poor repair of the fire door in Bronwens Room. This should also be looked at. RESOLVED
    - Roof – Assessment has been completed by Phillips Roofers. Box guttering identified as cause of water entering the building. Several roof panels need securing, no need to replace. Clerk waiting for quote. Clerk has been unable to obtain any further quotes so far. RESOLVED
    - Roller Shutter – Service and replacement fobs – the company the Clerk arranged to carry out the work did not show up at the Centre on the arranged date. Another company will need to be sourced. RESOLVED
2. Rhos Park
    - Metal Goal Posts – Cllr D Baker on behalf of the Rhos Football Club informed the meeting that the posts had been ordered. RESOLVED
3. Alltwen CC
    - Painting of the Conference Room – Clerk shared a quote with the meeting, no further decorator that had been contacted had tendered a quote. The Councillors agreed that further quotes would be desirable but if none were achieved then the work should be offered to the decorator who had given a quote for the work so far. A period of 2 weeks was given as reasonable for further tenders to be sourced. RESOLVED
4. Parks
    - ROSPA report for 2024 has been received and circulated to all Councillors and Handyperson along with a spreadsheet of work needed. Some items can be completed by the Handyperson, others will need to be completed by the manufacturers. Recommended services will need to be completed by the manufacturers.
      Cllr B Williams asked for clarity for maintenance work to Harry's Park. It was explained that maintenance work would be undertaken and paid for by the Community Council. New or replacing equipment would be discussed with the Harry's Park Charity. RESOLVED Clerk with work with the Handyperson to identify work needed and obtaining quotes from manufacturers. Cllr D Baker mentioned that the company currently carrying out work at Rhos Park is qualified in certain aspects of park maintenance and repairs. Clerk noted this information.
5. Paths and Knotweed

- Clerk has received a further complaint regarding the trees and knotweed behind the property at Tyn y Cae. Cllr N Jenkins has identified this as NPTCBC land and will investigate this further.
- Clerk had accompanied the Handyperson to see the work carried out on the footpaths. A report and photographs were shared with the Councillors. RESOLVED

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

61 COMMUNITY CENTRE MANAGEMENT

1. The Council Weekend Cleaner has handed her resignation to the Council, her last working day will be 15th September 2024, she passed on her thanks to the Council for the opportunity. The Council wishes to thank her for all the work she had done and sends their best wishes for her future studies. Caretaker will take on the additional work while the Council decides whether to look for a replacement. RESOLVED to be discussed by the Management Committee, Clerk to arrange a meeting.
2. Rhos Caretaker has received a request from Mountain Movers. As a registered charity they enquired if a discount may be given on hire fees. The Councillors agreed that there was not a concession policy/agreement for hire fees. However, if they hired both Rhos CC and Alltwen CC on a regular basis then a discount could be considered. RESOLVED Clerk to discuss the proposal with Mountain Movers and come back with any feedback.

62 COUNCILLOR ALLOWANCES 2024/25

The Clerk emailed all Councillors on the 27th August 2024 regarding Councillor Allowances 2024/25. The following allowances will be paid to each councillor in recognition of the requirement to work from home on a regular basis: £156.00 per annum (or £3 per week), this arrangement falls within the HMRC definition of "homeworking". The Council will pay members £52.00 a year for the cost of office consumables required to carry out their role. If a Member wishes to decline any of the allowances they will need to inform the Clerk/RFO. An opt-out form was attached to the email for the Members convenience. RESOLVED and noted.

63 CO-OPTION RHOS WARD MEMBER TO THE COMMUNITY COUNCIL

The Clerk had received one application for the vacancy due to Rachel Ide ceasing to be a Member. The application from Mr Richard Phillips was considered and discussed. RESOLVED All Councillors agreed that Mr Richard Phillips be co-opted as a Member of the Community Council. Clerk will inform Mr Richard Phillips of his successful application, along with information on attending the next meeting to sign a declaration of office. Clerk will inform the Elections Office of the Council's decision.

64 CORRESPONDENCE

1. NPTCBC Standards Committee Report 2023/24 – All Councillors have received a copy of the Report. RESOLVED and noted
2. Critical Bleed Control Kit Initiative West Glamorgan 2024 – The High Sheriff of West Glamorgan aims to equip public locations with readily accessible bleed control kits within current defibrillator boxes. The Council agreed this was a good idea and wished to support the initiative. The cost of the kit is £95.00 each (VAT exempt)

RESOLVED Clerk to arrange the kits to be bought for the two defibrillators boxes at Alltwen CC and Rhos CC.

3. Groundwork Operational Equipment Training and H&S Advice – Email from NPTCBC on the availability of training and H&S advice. RESOLVED Clerk will keep details for future needs.
4. Term of Office for Minor Governor – Clerk has received an email from Rhos Primary School regarding the minor authority governor position RESOLVED Clerk will reply confirming Councillor S Hart is the Council's representative.

65 ANY OTHER BUSINESS

1. Cllr R Lewis mentioned that several other trees in Rhos Park needed attention, along with the walkway to the main road. RESOLVED Clerk will arrange for a Tree Maintenance Survey is completed. Cllr R Lewis will pass on a quote from a resident who will sandblast the park gates. They can then be painted. RESOLVED and noted
2. Cllr N Jenkins thanked the Handyperson for clearing moss from the path in Gwynfryn Park. However, after further investigation it had been highlighted that it was the path running along side the Park that was slippery due to moss. RESOLVED Clerk will discuss clearing the path with the Handyperson.

Chair thanked all for attending. The meeting finished at 9.10 pm.

Signed Dated Tuesday 1st October 2024

DRAFT