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 March 2026 at 7.00 pm.

Presiding Councillor B Woolford

Present Councillors: N Jenkins, S Hart, I Humphreys, G Williams, D Jones, A Melen, D Baker

N Parr-Williams (Clerk to Community Council)

137 APOLOGIES: Councillors: D Atkins, S Atkins, M Hutchings. RESOLVED.

138 DECLARATIONS OF INTEREST
There were no declarations of interest. RESOLVED.

139 MINUTES OF THE MONTHLY MEETING HELD ON TUESDAY 3rd FEBRUARY 2026
Amendment to minute 136 – It was Cllr N Jenkins who mentioned netting and not Cllr D Jones. RESOLVED that the remainder of the minutes of the Monthly Meeting of Council held on Tuesday 3rd February 2026 were confirmed as a correct record thereof.

140 MATTERS ARISING
Further to minute 130 Matters Arising – Cllr D Baker reported that the company has now been set up and the company number is 17043688. RESOLVED noted.

Further to minute 130 Matters Arising – Rees Richards will carry out the valuation as soon as plans are found. C Ritchie, DR James solicitors is looking for the correct plans as the initial ones provided were incorrect. She will forward once she has found them. RESOLVED noted.

Further to minute 130 Matters Arising – Clerk reported that she has received the pro-forma invoice from Sovereign Play and Lon Tanyrallt Park works will be carried out shortly. RESOLVED noted. Clerk has received one quote for Brynmorgrug Play Area resurfacing thus far – Sovereign Play £20,726.76. She will ask Kompan for a further quote. Cllr N Jenkins also suggested Swansea Valley Tarmac, as they also provide safety surfacing. RESOLVED noted.

Cllr N Jenkins will arrange the Nos Galan event. RESOLVED noted.

Further to minute 130 Matters Arising – Clerk has asked Handyperson and Glantawe Landscapes to trim Alltwen Christmas tree. RESOLVED noted.

Further to minute 130 Matters Arising – Cllr B Woolford reported that he has received 3 quotes for the resurfacing of Rhos Overflow car park and access lane to allotments:
Ian Davies Plant: £42,000
Crynant Plant: £37,650
John Williams Quarry: £39,000
RESOLVED that Crynant Plant be contracted to carry out the works.

Further to minute 130 Matters Arising – Cllr B Woolford reported that the pavilion has already had some works carried out but more work required possibly to increase size of kitchen, install

new flooring, painting, and a disabled toilet installed. Funds from Tai Tarian grant of £10,000 could be accessed to fund works. A Community Coffee Shop could be run by volunteers during the weekdays and Rhos FC would use it on weekends whilst there is football being played. Members thought this was an excellent idea. RESOLVED that the project to create a Community Coffee Shop at the pavilion be supported and added to the playing field lease, so that one lease utilised for all facilities.

Further to minute 130 Matters Arising – Clerk reported that the Crowdfunder is still open for donations towards the Blue Plaque. Members to share the page. It was decided that the Crowdfunder be kept going for an additional month. Clerk will contact Heritage Centre to find out if further funding might be available for the project. RESOLVED noted.

Further to minute 130 Matters Arising – Clerk reported that she has applied for the funding for Video Conferencing Equipment for Rhos Community Centre. Awaiting outcome. RESOLVED noted.

Further to minute 131 Finance – Clerk reported that Rhos CC Caretaker is setting heating to 19C but groups keep turning up the level. She has contacted groups to ask them not to touch the thermostat. RESOLVED noted.

Further to minute 131 Finance – ICO will update their records accordingly. RESOLVED noted.

Further to minute 135 Correspondence – Clerk reported that ex-Chair, B Williams will attend the AGM to hand over Medal of Office to Cllr B Woolford. RESOLVED noted.

141 FINANCIAL TRANSACTIONS

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

247B-251B)	Staff	Wages, Expenses)	3,609.20
252B	City & County of Swansea	Pension Contributions	811.90
253B	HMRC	Income Tax and NI	469.05
254B	Total Gas	Alltwen CC: Gas	610.17
255B	British Gas	Rhos CC: Gas	708.79
256B	BT Broadband	Alltwen CC: Broadband	92.53
257D	EE	Rhos CC: Broadband	49.58
258D	3 Mobile	Staff mobiles	28.80
259D	Lloyds Bank	Service Charges	4.25
260B	Councillors	Member Consumables Payments	
261B	Sovereign Play Ltd	LTYA Park - Initial Instalment	7,080.00
262B	Lliw Building Supplies	Plyers, Soil, Compost, Plugs	299.23
263B	NPTCBC	Lease: LTYA Park	150.00

Income:

Rhos CC	February Hire	£ 1,112.00
Alltwen CC	January Hire	£ 405.00

Transfer: Authority to transfer the sum of £14,000.00 from the Council's Business Banking Account to its Current Account was requested. Payments and Transfer approved. RESOLVED.

Clerk reported that at the end of the month, she will start putting together accounts and documents for internal audit. RESOLVED noted.

142 PLANNING APPLICATIONS

RESOLVED that no objection be made to the following applications:

P2026/0057	Conversion of integral garage into habitable living space	21 Heol Alfred Wallace Rhos SA8 3FA
P2026/0090	Non-material amendment application to condition 2 (approved plans list) of planning application number P2024/0678 to reduce the size of the first-floor rear elevation bedroom window and to include ground-floor side elevation window serving the utility room.	46 Ashwood Drive Gellinudd SA8 3HL
P2025/0194	Change of use of the land in order to accommodate a new barn to be used in association with number 1 Neath Road (only) to house private grazing animals, ponies and associated equipment for managing the adjacent land (Amended plans and supporting information received 12.01.26 and 17.02.26)	Land Adjacent To 1 Neath Road, Fforest Goch SA8 3JB

143 MAINTENANCE AND HEALTH AND SAFETY

Work Study -
Clerk reported that she has read through staff contracts and there are inconsistencies. Some staff are entitled to paid untaken holidays and others are not. Caretaker therefore taking most of the month off. Consistency needed with regards to contracts. It was suggested that One Voice Wales be asked for advice on contracts and untaken holidays. RESOLVED noted.

Clerk will examine Job Descriptions next and report to Council. RESOLVED noted.

Cllr B Woolford asked with regards to delays with staff salary payments. Clerk explained that due to bank signatory requirements, staff need to wait for payments to clear. Cllr N Jenkins suggested that a standing order for basic pay be set up and overtime claimed 1 month in

arrears. RESOLVED that Clerk investigate this option. Cllr S Hart requested removal from the list of signatories due to her no longer owning a laptop. RESOLVED that Clerk carry out request.

Rhos CC -
Clerk reported that she is in the process of getting quotes for LED floodlight to replace the broken light in the car park. RESOLVED noted.

It was suggested that a work study be carried out with staff Members to check if provided hours are sufficient to carry out duties. Job descriptions may also need to be updated. Clerk will commence this work over the next couple of weeks. RESOLVED noted.

144 COMMUNITY CENTRE MANAGEMENT

Alltwen CC -
Clerk reported that she received some advice from OVW regarding the future of the Community Centre. They recommended public consultation. It was suggested that this could be carried out on social media and hard copies in the shop, Post Office, Rugby Club and Church, as well as a public meeting. Cllr G Williams suggested coming up with a rationale before a consultation. Legal matters will also need careful consideration. Clerk has a copy of these from OVW. RESOLVED that this be considered in more depth in a future Council meeting.

Rhos CC -
Cllr S Hart reported that there may be new funds available for the Warm Hubs grant in the new financial year. Clerk has sent copies of bank statements to NPTCBC so that application can be considered with the first new batch of applications. RESOLVED noted.

Cllr S Hart reported that Handyperson had done a good job of the painting at the centre. Members agreed that he be asked to paint the kitchen and Bronwen's room as well. RESOLVED.

Rhos Park CCTV -
Cllr D Baker presented costs of the cameras:
Option 1: Self-contained camera system. SD Card or Centralised NVR 4 cameras - £1,117
Option 2: IT route. Cable and WiFi box in Bronwen's room. 4 cameras - £1,545
Cllr A Melen asked who would monitor the cameras. This could be done by Cllr D Baker and Clerk and would only be checked if there was an incident. Cllr D Jones stated the need to check that cameras pointing at the children's play area would be legal. Members decided to go for the IT option as it would be more suitable for the centre. Signage also to be ordered. RESOLVED noted.

145 CORRESPONDENCE

1. C Ritchie, DR James – sale of land information and lease information. RESOLVED.
2. D Williams, Rees Richards –land valuation information. RESOLVED noted.
3. P Hinder – plans for Brynmorgrug, surfacing and new item of equipment. RESOLVED noted.

146 ANY OTHER URGENT BUSINESS

Clerk suggested that due to the problems with the website hosting, that new hosting be sought. Members agreed to go ahead if the website can be moved successfully. RESOLVED noted.

Cllr B Woolford asked if the remaining £600 towards the notice board and planter project be released so that he can make planters from sleepers. Members agreed. RESOLVED noted.

Chair thanked all for attending. The meeting finished at 8:30 pm.

Signed Dated Tuesday 6th April 2026