

**Minutes of the Ordinary Meeting of Pontardawe Town Council held on the 13<sup>th</sup> June 2016 at Trebanos Hall, Swansea Road, Pontardawe, commencing at 6.45pm.**

**10233. Present:** Councillor Mrs R Phillips (presiding), Mrs J Bowen, G Davies, Ms S Northcott, A Nicholson, B Williams, Mrs E Puzey, V Hotten, H Evans, H Pickrell and Ms C Ford.

Youth Representatives: Harri Evans- Mason

**Apologies:** Councillor D Harris, P Williams, Mrs L Purcell, M James, D B Thomas and Thomas Hutchins (Youth Representatives)

**10234. Disclosure of Personal and Pecuniary interests:** Councillors Mrs J Bowen, A Nicholson, Ms S Northcott, V Hotten and G Davies expressed an interest in the Pontardawe and District Youth Facility as they are Trustees. Councillors A Nicholson and Ms S Northcott expressed an interest in Cwmdu Glen as they are known to both parties. Councillor H Evans expressed an interest in P2016/0439 and issues with parking adjacent to Pontardawe Swimming Pool as he is a neighbour. Harri Evans-Mason expressed an interest in Celtic Leisure as he is an employee.

**10235. Minutes of the Ordinary meeting and AGM held on the 9<sup>th</sup> May 2016:**

**Resolved** that the minutes of the Ordinary meeting and AGM held on the 9<sup>th</sup> May 2016, having been read and confirmed as a true record, be accepted by Council:

**10236. Matters raised by Members of the Public:** Dr Jones thanked the Council and Clerk for the work carried out on the boundaries at Cwmdu and stated his support for the future events to encourage participation by volunteers in Cwmdu and the creation of circular walks.

**Resolved** to be noted.

**10237. Police Matters:**

The following information was provided:

Trebanos – The PACT meeting was held on the 9<sup>th</sup> June 2016 at Trebanos Hall

Total Crimes for March 2016 were 5 and for April 2016 were 6 (there were no further breakdowns)

Pontardawe – The next PACT meeting was due to be held on the 23<sup>rd</sup> June 2016 at Pontardawe Art Centre commencing at 6.30pm

There were 52 Crimes for March 2016 and this reduced to 30 Crimes for April 2016 (there were no further breakdowns)

**Resolved** to be noted.

**10238. Pontardawe and District Youth Facility:** Councillors A Nicholson, Ms S Northcott, Mrs J Bowen, V Hotten and G Davies expressed an interest.

Council was advised that the Youth Facility bank accounts were due to be closed shortly with the actual Company and Charity to close on or around the 30<sup>th</sup> June 2016. There was a small amount of funds to be paid away however Council were happy that the funds were paid to the Pontardawe Youth Club.

**Resolved** to be noted.

**10239. Pelican/ Zebra Crossing:** Unfortunately both the applicants for the post had withdrawn their applications. Neath Port Talbot Council were in the process of readvertising the post.

**Resolved** that the advertisement be put in the Town Council Office window and at the Library at Pontardawe to assist in the advertisement of the post.

**10240. Cwmdu Glen:** Council was advised that the 'Working with Nature' team had a number of events planned for the Summer Holidays, a program of events was also made available.

With regard to the closure of the Neath Port Talbot section of the path from the Cross due to trees falling on to the path during poor weather, it was understood that the work to remove them would be carried out shortly.

**Resolved** that Council will be kept up to date with developments.

**10241. Update on Investment Policy:** Council was advised that the Nationwide Building Society account was now open and surplus funds had been transferred from Unity.

We were also in the process of opening the Credit Union Account.

**Resolved** that Council would be kept up to date with developments.

**10242. Circular Walk proposal:** The Clerk confirmed that no response had been received from Sustran with regard to the proposed circular walk and a proposed had been made that the Town Council finance the creation of the first walk as the costs were minimal.

**Resolved** that the Town Council provide £300 to purchase the initial fence posts and markers.

**10243. Planning:** Councillor H Evans expressed an interest.

#### **P2016/0500**

Applicants name: Mrs Anne Marie Morris, 11 Heol y Llwynau, Trebanos, Pontardawe, Swansea SA8 4DH.

Site location: 11 Heol y Llwynau, Trebanos, Pontardawe, Swansea SA8 4DH.

Proposed Development: Hardstanding and retaining walls to facilitate off street car parking area.

**Resolved** No Objection provided there is neighbourhood notification.

#### **P2016/0338**

Applicants name: Pennant Homes, 3<sup>rd</sup> floor, 220 High Street, Swansea SA1 1NW.

Site location: Former Coleg Cwmtawe, Pontardawe, SA8 4JT.

Proposed Development: Variation of condition 16 & 17 (to vary the timing of the implementation of the Traffic Regulation Order by allowing construction traffic to access the site via Parc Dderwen to construct Plots 1-6 and Plot 37 only, plus construction of new estate road, drainage and infrastructure, site office and construction compound) and to vary the timing for implementation of lighting improvements to Alltycham Drive) of Planning Permission P2014/0973 (Approved on the 26/1/2016 for the construction of 37 dwellings)

**Resolved** No Objection.

#### **P2015/1066**

Applicants Name: Mr Richard Evans Gellilwca Fawr Farm, Gwrhyd Road, Pontardawe, Swansea SA8 4TP.

Site location: Gellilwca Fawr Farm, Gwrhyd Road, Pontardawe, Swansea SA8 4TP.

Proposed Development: Construction of a detached building for use as a horse riding arena for the schooling of horses (Amended site location received 31.5.15)

**Resolved** No Objection.

#### **P2015/0909**

Applicants Name: Mr & Mrs Stuart and Lucie Thomas, 12 Holly Street, Pontardawe, Swansea, SA8 4ET.

Site Location: Land at the rear to amenity space / garden land association with number 12 Holly Street, retention and completion of garages, polytunnel and mans of enclosure.

**Resolved** No Objection provided there is neighbourhood notification.

#### **P2016/0439**

Application name: Mrs and Mrs Gordon, 17 Quarr Road, Pontardawe, Swansea, SA8 4JD.

Site Location: 17 Quarr Road, Pontardawe, Swansea, SA8 4JD.

Proposed Development: Demolition of existing single storey rear extension and construction of single storey extension.

**Resolved** No Objection provided there is neighbourhood notification.

**10244. Clerks Report on Ynysmeudwy Park:** The Clerk advised Council that the WREN grants were to cease at the end of the year and therefore it was very important that the application for funding was submitted for both of the final grant deadlines. Due to short time scales therefore it had been necessary for the grant to be submitted with a decision made on one of the park suppliers (as the nomination could be altered at a later date if Council wished it). Council reviewed the three quotes

and was advised of the equipment that the children had requested in the Ynysmuedwy Park Open day and decided that the SMP HAGs design should remain the preferred supplier. The design encompassed a great deal of the equipment requested by the children but also refurbished the original equipment which Council believed provided the Park with a more 'finished' appearance. They were also happy that the supplier had been utilised by the Town Council on a previous refurbishment which had been carried out to a good standard and had been completed in a timely manner.

The Town Council also agreed to the Town Clerk and Mayor be the signatories on Application form and were happy to provide £4000 funding towards the park in addition to the £1000 supplied by Ynysmeudwy Hall and to cover the third party funding cost of £4837.50.

**Resolved** that the Town Council will provide the above funding towards the £50,000 Wren Grant, that the Mayor and Town Clerk be the authorised signatories and that the HAGs SMP design be nominated as the preferred supplier.

**10245. Clerks Report on the launch of the 'Go Valley' web site:** The Clerk confirmed that the 'Go Valley' web site would be available for the launch on the 1<sup>st</sup> July 2016. The web site would provide details of not only activities for Children and Young people but would also provide details for Seniors and Disabled people in the area. A large banner together with 5000 leaflets had been purchased to advertise the web site and it was also hoped that Neath Port Talbot Council would agree to an advertisement being placed outside the Art Centre.

Council thanked Harri Evans Mason for all his hard work in creating the web site and in his ideas for the advertisements.

**Resolved** that the advertisement of the site would be carried out as suggested.

**10246. Policy and Resources Committee held on the 16<sup>th</sup> May 2016:**

The Committee was to review the request from the Pontardawe and Alltwen Bowls Club to take over the lease for the Bowls Pavilion at King George V Park.

The Committee reviewed the Information provided.

In summary it seemed that Neath Port Talbot were to close the pavilion if no agreement could be found from a third party to lease the building.

The Bowls club were happy to provide part of the cost and would be willing to take care of the open / closing and cleaning of the building but were concerned about the actual management of the building under the lease.

The request was for the Town Council to take on the lease of the building from the County Borough and then to invoice the bowls club for any costs.

The letter explained that the Joint Club already managed the bowls green independently following Neath Port Talbot's austerity measures but they were unable to manage the lease of the pavilion in addition.

The revenue costs associated with the building were stated as approximately £1300 however it was confirmed that the County Borough would look favourably on a grant for the rent of £650 per annum.

One issue was the fabric of the building as it was believed that the roof requirement replacement and there was currently no information on further issues of this nature.

The Committee reviewed the position in full and came to the following conclusion:

- The Committee was aware that the club had been a part of the community for a great many years and was a valuable asset. They were also impressed that the clubs had been willing to work together to maintain the bowling green.
- In principle they were in agreement to assisting the club to lease the pavilion however there were several conditions that needed to be reviewed prior to any formal agreement being made.
- The Committee recommended that the County Borough provide full details of the work that was required on the fabric of the building and what actions would be taken to make the building fit for purpose prior to any lease being taken out.
- As the pavilion was for the benefit of both the Alltwen and Pontardawe Bowls Clubs, it was agreed to ask Cilybebyll Community Council if they would be willing to assist with any costs.
- In the event that a formal agreement was made between the Town Council and the County Borough, the Bowls club would need to sign a formal agreement confirming that the actions that would be undertaken by them (i.e. opening and closing, general cleaning etc)
- It was agreed that the County Borough Members for Pontardawe be asked to support the Town Council by requesting information and decisions made by the County Borough were in a timely manner.

**Resolved** that the Committees recommendation be ratified.

#### **10247. Finance Committee held on the 16<sup>th</sup> May 2016:**

The committee to review the Internal Auditors Report for 2015/16.

The Committee reviewed the Internal Auditors Report and discussed the recommendations made.

The Clerk confirmed that with regard to the Insurance conditions the Clerks password was now changed every 30 days as required. With regard to the authorisers however as they had no input function and could therefore not transfer funds, the condition did not seem to apply. The Clerk confirmed however that she would ensure that this premise was checked by the Insurance brokers prior to the renewal of the Insurance.

The Clerk also confirmed that although the standing orders required bank reconciliations completed a few times a year, the insurance conditions required a monthly reconciliation.

One further recommendation was to review the actual/budget position more than half yearly as this would be good practice should there be asset transfers in the future from the County Borough.

The Clerk explained that there was no issue with this additional reporting however as she currently completed a great deal of manual checks on simple spreadsheets it would be very time consuming.

The Clerk then provided Council with details of the Scribe 2000 system which was an automated accounting package specifically designed for Town and Community Councils. She explained that the package allowed the automatic generation of reports/ reconciliations and would also provide an account schedule at the end of the year which was acceptable to both the Internal and External Auditor.

One of the additional benefits of this particular package was the cost which was only £245 plus vat for a yearly licence. If the package was deemed inappropriate or did not provide the assistance expected, then the licence need not be extended for future years.

The Committee recommended that the Internal Auditors report was accepted and that Scribe 2000 was obtained for the 2016/17 year with the option of renewing it for future years if it was found to be an acceptable accounting system.

This Committee was also to review the request from the Pontardawe Chamber of Commerce for a grant of £2500 to support the Pontardawe Festivals.

The Committee was advised that the Chamber of Commerce wished to apply for a grant for £2500 to support the street entertainment for the Pontardawe Festivals. The Committee agreed that the Festivals were an important part of the Community in Pontardawe and the provision of free street entertainment was an integral part of the day. The Clerk confirmed that there were sufficient funds in the Grants budget to support this grant.

The Committee recommended the award of a grant of £2500 to the Pontardawe Chamber of Commerce to support the free entertainment at the Pontardawe Festivals

**Resolved** that the Committees recommendations be ratified.

**10248. Accounts Schedule 323:** Account Schedule 323 totalling £16615.88 And the Bank Reconciliation was agreed under standing orders.

**Resolved** to be agreed.

**10249. Email received from Celtic Leisure:** Harri Evans-Mason expressed an interest.

Council was advised that Celtic Leisure wished to obtain grant funding to create a new all-weather facility at Pontardawe Leisure Centre and requested that the Town Council provide support to make an expressions of interest to various large grant providers.

**Resolved** that the Town Council provide a letter of support.

**10250. Letters of Thanks:** The Clerk confirmed that Letters of Thanks had been received from the Pontardawe Arts Club, Macmillan, shopmobility and the Alzheimer’s Society.

**Resolved** to be noted.

**10251. Urgent Road Safety Matters:** Councillor Evans expressed an interest.

- Council was advised that the date of the trail run for the wind farm traffic had been altered to 27<sup>th</sup> June 2016.
- There was serious concern over the level of parking on and around Jones Street adjacent to Pontardawe Swimming pool during classes and galas, especially due to parking on pavements which could cause a safety issue.

**Resolved** that the clerk contact the Police and County Borough Council with regard to the issue at Jones Street.

**10252. Time and Date of Next Meeting:** The next Ordinary meeting is due to be held at Ynysmeudwy Hall on the 11<sup>th</sup> July 2016.

Signed ..... Dated .....