

Ordinary General Meeting held on the 13th May 2019 at ARCH Hall, Cefn Llan Road, Pontardawe, commencing at 7.15pm

Present: Councillor A Nicholson (presiding), A Richards, D Williams, Mrs L Purcell, Ms S Northcott, V Hotten (left the meeting at 8.00pm), G Davies, Ms R Jones, Ms C Ford, G Nicholson, Mrs R Phillips and W Thomas

Apologies: Councillor R Thomas, J Jones and B McCarthy (Youth Representative)

11194. Disclosure of Personal and Pecuniary Interests: Councillors A Nicholson and Ms S Northcott declared an interest in P2019/0339 as they are friends.

Resolved to be noted.

11195. Signing of the minutes of the Ordinary General Meeting held on the 8th April 2019:

Resolved that the minutes of the Ordinary General Meeting held on the 8th April 2019, having been read and confirmed as a true record, be accepted by Council with the following amendment:

Curb stones should be spelled Kerb stones.

11196. Defibrillator Mapping: Councillor Thomas had wished to address Council however was unable to attend the meeting. He did however provide details of Defibrillator mapping which is as follows:

The High Sheriff of West Glamorgan is working on a pilot project at Mumbles to map and signpost defibrillators, and where provision is low, provide additional units. It is hoped to roll out the project to other locations. Councillor Thomas wished to invite representatives of the project to the June Ordinary Meeting to provide Council with a presentation on the project.

Resolved that representatives of the Defibrillator Mapping Project will be invited to attend the June Ordinary meeting.

11197. Matters Raised by Members of the Public: None.

Resolved to be noted.

11198. Cwmdu Glen: No work was scheduled from the risk assessment until the end of the year. There had been some concerns raised due to the removal of some Ash Trees due to Ash dieback however these trees had very little canopy (75% to 100% canopy lost) or were dead and were within falling distance of public footpaths or properties and therefore it was the Council's corporate responsibility to remove these trees to prevent injury or damage to property. (This action was also recommended by the Tree Council Action Plan for trees of this nature)

The Town Council had however invited interested parties to discuss further action relating to trees suffering from Ash Dieback, biodiversity etc with Council, the Working with Nature Project and the specialist Arborists if they wished.

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

11199. Police Matters:

Statistics for Pontardawe:

Total Crime for Feb 49 (20 Violent, 7 Criminal Damage and 7 Vehicle).

Total Crime for March 34 (14 Violent, 4 Anti- Social Behaviour and 4 other theft)

There were further Paws on Patrol events scheduled, details would be supplied. The PCSOs had been advised of drug paraphernalia that had been found at a local car park and that there were issues with vehicles speeding at Alltycham.

Statistics for Trebanos:

Total Crime for February 8 (Other theft)

Total Crime for March 10 (3 Violent)

There was not additional information on the possible positioning of speed bumps at Trebanos however the County Borough Members hoped to have an update by the June Ordinary Meeting.

There had been some changes to Operational Command however the local Sergeants were to remain the same.

Resolved to be noted.

11200. Pontardawe in Bloom: Council was advised that the first meeting of the Committee was due to be held this Thursday 16th May 2019 at the Heritage Centre at Pontardawe. Councillor W Thomas wished to represent Council on this committee as Trebanos would also like to get involved.

Resolved that Councillor W Thomas together with Councillor J Jones represent Council at the Pontardawe in Bloom Committee.

11201. Loren Dykes: Council was shown a perpetual shield that had been purchased to be presented to the Pontardawe Football Club as the 'Loren Dykes Award for the Best Female Player'. The Clerk will obtain details of the award ceremony date so that a Member of the Town Council could attend to officially present the Award.

Resolved to be noted.

11202. Councillor Vacancy within the Rhyd y Fro Ward: The Clerk confirmed that the Notice of Co-Option had been placed in the Office window and on Social Media with a deadline for applications of the 31st May 2019.

Resolved to be noted.

11203. Speeding – Pontardawe Bypass: A reply had been received to the Councils request to refresh the paint and expand the bands on the Bypass to encourage a reduction in speed in this area. The response stated this would be carried out once resources allowed.

Resolved that the County Borough Members will take this request forward and report to Council.

11204. Planning:

P2019/0339

Councillors A Nicholson and Ms S Northcott expressed an interest as they are friends for the applicant.

Applicants: Mr G James, Old Vicarage, Vicarage Drive, Pontardawe SA8 4PB.

Site Location: Old Vicarage, Vicarage Drive, Pontardawe SA8 4PB.

Proposed Development: Works to Trees protected by TPO T205/G1 -T1 reduction of overhanging branches up to 2 meters of 1 no. Wellingtonia and T205/W1 – T2 and T3 felling of no. Birch trees within woodland area.

Due to the time constraints on this application the Planning Committee members were approached by prior to the meeting for their observations.

Resolved The Town Council was happy for work to be carried out to improve the health of T201/G1 T1 but was only agreeable to the felling of T205/T2 & T3 if trees of a more suitable variety were planted in their place as a condition of the agreement.

P2019/0390

Applicants name: Mr Paul Jones, 29 Old Road, Ynysmeudwy, Pontardawe Swansea SA8 4PN.

Site Location: 29 Old Road, Ynysmeudwy, Pontardawe Swansea SA8 4PN.

Proposed Development: Two Storey Side Extension.

Resolved No Objection provided there is neighbourhood notification

P2019/0384

Applicants name: Miss Victoria Griffiths, 7 Clos yr Hen Ysgol, Pontardawe, Swansea, SA8 4AZ.

Site Location: 7 Clos yr Hen Ysgol, Pontardawe, Swansea, SA8 4AZ.

Proposed Development: Retention of existing single storey rear extension.

Resolved Council is concerned that the paperwork sometimes states application and sometimes retention. They are therefore unsure if the extension has already been built and the permission is being requested retrospectively or if no action has yet been taken. They have requested however that there is neighbourhood notification

Application to change the register of Common Land – CL25A Entry 164 and modified by Entry 207. Application nos NPT 0047 – Register has been amended

Application to change the register of Common Land – CL64A Entry 34. Application nos NPT 0051 – Register has been amended

Application to change the register of Common Land – CL64 Entry 28. Application nos NPT 0051 – Register has been amended

Resolved to be noted.

11205. Finance Committee held on the 15th April 2019 to discuss the Financial Risk Assessment and additional LGPS Discretions:

The Committee discussed the changes to the LGPS Pension scheme discretions originally agreed in 2014:

Council reviewed the additional and amended mandatory discretions for the LGPS Pension scheme and recommended the following which is in line with the previous recommendations.

- Switch on the 85-year rule upon the voluntary early payment of deferred benefits
- Switch on the 85-year rule upon the voluntary early payment of a suspended tier 3 ill health pension.
- Whether to grant early payment of benefits on or after age 50 and prior to age 55 years.

‘The Authority will consider each case on its own merits and may only agree where there is a robust business case justifying the cost’.

The Committee reviewed the Financial Risk Assessment:

The Clerk provided the current Financial Risk Assessment which was reviewed by the committee in full.

The only alteration requested was that under ‘Training of Clerk/Staff ‘insufficient training’ the consequence should be increased to 5 with the Likelihood remaining at 3 which increased the risk to ‘High’ as the Committee agreed that the loss of the

Current Clerk although unlikely would lead to greater risk if a less experienced Clerk were employed.

The Committee requested that Council ratify its recommendations

Resolved that Council will ratify the Committees Recommendations.

11206. Policy and Resources Committee held on the 15th April 2019 to discuss additional policies recommended by the GDPR Project and the Pontardawe Bowls club Pavilion:

The Committee reviewed the draft Mobile Device Security Policy, Information Security Policy and Information Security Breach Policy.

They agreed the policies but wished the following added to the 'Information Security Policy'

12 Communication with Members

12.1 All data of a sensitive nature whether forwarded to Members as an electronic or a paper copy needed to be classified to ensure that Members were aware that the information should not be disclosed.

The classifications are as follows:

- **Commercial Confidence** – Data relating to contracts which may be considered commercially or timing sensitive
- **Personal Protect** – Data of a personal nature relating to Members or Employees of Pontardawe Town Council that are not to be made public or discussed outside of properly constituted Committee meetings
- **Classified** – Other sensitive data (The Clerk will advise of the specific restrictions)

The Committee to review the proposal that the Town Council take some responsibility for the Bowls Pavilion at George V Park

The Committee was advised that the Town Council had been approached some years ago by the Bowls Club at George V Park. The club had taken on the lease of the pavilion from Neath Port Talbot County Borough Council as the alternative was for the building to close.

The Town Council had agreed at the time to take some responsibility for the building providing the County Borough replaced the roof which was in a poor condition. No specific plan had however been decided on what responsibilities would be taken over by the Town Council, and what responsibilities would remain with the club.

The Committee agreed that initially we would need to identify if the County Borough wanted the lease of the building taken over by the Town Council. If this was the case, the Town Council could insure the building under its current municipal insurance and could manage the fabric of the building with a Service Level

Agreement being entered with the Bowls Club identifying the responsibilities of each of the parties.

Initially it was felt that contact could be made with Neath Port Talbot Council to determine the scope of the lease. Details of utilities such as heating, lighting and water would also need to be investigated. Details of the cost of the current rental agreement would also need to be identified.

It was also agreed that the Town Council would not take responsibility for any grass cutting, machinery maintenance, Machinery repair or Machinery insurance, opening and closing or day to day cleaning. The Service Level Agreement would need to be agreed with the Bowls Club for activities that would not be carried out by the Town Council.

Any action would however be deferred until an official request had been received from the Bowls Club.

The Committee requested that the recommendations be ratified by full Council.

Resolved that Council will ratify the Committees Recommendations.

11207. Annual Return: Council were provided with copies of the Annual Return which had been completed and signed by the Responsible Financial Officer.

Resolved that the Annual Return will be accepted and signed by the Mayor on behalf of Council.

11208. Actual/ Budget Report 2018/19: Council was provided with an Actual/Budget Report together with an explanation of variances for 2018/19.

Resolved to be accepted.

11209. Clerks Report on the Change of Web Host: The Clerk advised Council that the web hosting had been transferred from KCOM to Fasthost and that an SSL Certificate had been purchased. Unfortunately, we would be unable to move to a .gov or .gov wales email until next year as this would require a repurchase of the SSL Certificate.

Resolved to be noted.

11210. Account Schedule 356:

Resolved that the Account Schedule 356 totalling £31838.16 together with bank reconciliation be accepted by Council in line with Standing Orders.

11211. Letters of Thanks: Letters of Thanks for Grants had been received from, St Peters Church Flower Festival, Teenage Cancer Trust and CISS.

11212. Letter re Damaged Drain Cover: A letter had been received from Neath Port Talbot Council stating that the road adjacent to 154 Swansea Road to the Sewerage Plant was unadopted and therefore no maintenance could be carried out by the County Borough, however, Wales and West Utilities had confirmed responsibility for the damaged drain cover, and had made a temporary fix. They would arrange for the drain cover and frame to be replaced; however, no time scales were available at present.

Resolved that the matter be raised in the July Ordinary Meeting.

11213. Information for Councillors from the Information Commissioners Office: The Clerk confirmed that information for Councillors had been received from the Information Commissioners office concerning GDPR. The link would be forwarded to Councillors to review at their leisure.

Resolved that the link to the Information Commissioners Office guidance will be forwarded to Councillors.

11214. Urgent Road Safety:

Resolved none.

11215. Next Meeting: The next Ordinary meeting of Council will take place on the 10th June 2019 at Trebanos Hall, commencing at 6.45 pm

Signed

Dated