

Ordinary Meeting held on the 14th May 2018 at Trebanos Hall, Swansea Road, Trebanos commencing at 6.45pm

Present: Councillor Mrs L Purcell (presiding), Ms S Northcott, G Nicholson, A Nicholson, K Flynn, V Hotten, J Jones, Ms C Ford, A Richards, W Thomas, Mrs R Phillips, Ms R Jones, R Smith and G Davies

Apologies: None.

10780. Disclosure of Personal and Pecuniary Interests: None.

Resolved to be noted.

10781. Minutes of Ordinary meeting held on the 9th April 2018:

Resolved that the minutes of the Ordinary meeting held on the 9th April 2018, having been read and confirmed as a true record, be accepted by Council.

10782. Matters raised by Members of the Public: None.

Resolved to be noted.

10783. Cwmdu Glen: The Clerk had provided Council with a letter from a resident of Waun Gron that provided details of the issues they were concerned about together with details of the actions to date carried out by the Town Council. Members of the Council who had attended the meeting with residents also provided an overview of the meeting.

It was suggested by the residents that they would like an arborist to attend the site of the four affected properties to mark the trees that they felt were an issue, to give the Town Council a full understanding of their concerns.

The Town Council then provided the current position on the work being carried out by the Working with nature project:

Unfortunately, it had been agreed that there was no possibility of additional parking at the Glanrhyd Site due to neighbourhood and anti-social behaviour issues. They would however look to position additional seating on the trail to assist visitors.

The Team were still awaiting a further review of the closed section of path by engineers to determine if any action could be taken to make the path safe in that area however they believed that any solution would be extremely expensive and would therefore not be practical without extensive large-scale grant funding from outside bodies. This was outside the scope of the project.

Regarding the path from Waun Gron to the Waterfall, this was also a contentious issue as the path was extremely narrow and not suitable for high numbers of visitors. It was felt that the cost of improving this section of path was also outside the scope of the project.

It was therefore agreed to that the focus of the project should remain on the current areas for the present.

They are continuing to investigate visitors' boards together with the possibility of an etching and sculpture trail.

Resolved Council will take the following action:

- Engage the County Borough Arborist to review the trees on the boundary of the four properties.
- Arrange a Cwmdu Meeting to discuss a way forward.

10784. Police Matters:

Pontardawe statistics – 37 crimes for February with 35 Crimes for March – The next Pontardawe PACT meeting was to take place on the 21/6/18 at the Art Centre commencing at 6.30pm

Trebanos statistics – 9 crimes for February with 5 crimes for March – The next Trebanos PACT meeting was to take place at Trebanos Hall commencing at 6.30pm

The Town Clerk confirmed that there had been damage to Trebanos Park on the night that many cars and properties had been damaged during a crime spree in Trebanos, Pontardawe and Ynysmeudwy. A report had been made to the Police. CCTV footage had been captured from the new system at Trebanos Park and had been provided as evidence.

Councillors were still requesting that residents report all non-serious crimes via 101 to ensure that an accurate picture of the issues was received by the Police. Residents could also contact the local PCSOs via 101 if they could not be reached via their personal numbers.

Council was advised that unfortunately there was still often a significant delay before 101 calls were answered.

Resolved that the Clerk will write to the new Sergeant for Pontardawe to request they attend a Town Council meeting to discuss what action is being taken by the Police to tackle the recent upsurge in Anti-social behaviour and criminal damage.

10785. Planning:

P2018/0223

Applicants name: Mrs Karisa Morgan, 133 Ynysmeudwy Road, Ynysmeudwy, Pontardawe, Swansea SA8 4QJ.

Site Location: 133 Ynysmeudwy Road, Ynysmeudwy, Pontardawe, Swansea SA8 4QJ.

Proposed Development: Two Storey rear extension, front porch and creation of parking area to the front of dwelling. (amended description)

Resolved No Objection to the extension provided there is neighbourhood notification, however the Town Council is still concerned about the car parking on highways safety grounds. It is also not in keeping with the other cottages.

P2018/0332

Applicants name: Mr John Jones, 53 Waun Penlan, Rhyd y Fro, Pontardawe, Swansea SA8 3BB.

Site location: 53 Waun Penlan, Rhyd y Fro, Pontardawe, Swansea SA8 3BB.

Proposed Development: First floor rear extension.

Resolved No Objection provided there is neighbourhood notification.

P2018/0326

Applicants name: Mr Steve Bloomer, Tresgyrch Farm, Rhyd y Fro, Pontardawe SA8 4RU.

Site Location: 7 Dynevor Terrace, Pontardawe, Swansea SA8 4HX.

Proposed Development: Change of use of residential property (Class C3) to accounts office (Class A2)

Resolved No Objection provided there is neighbourhood notification.

10786. Actual/ Budget Report 2017/18:

The Clerk provided details of the Actual Expenditure against Budget Expenditure for the year ended 31st March 2017.

Resolved that the report will be accepted by Council.

10787. Pay Rates:

The Clerk provided details of the agreed NJC pay rates which had been agreed for the period from the 1st April 2018

SCP 8 – Cleaners in charge - £8.641 per hour

SCP 15 – Groundsman - £17972 per annum

SCP 25 – Clerk - £23111 per annum

It was recommended that these pay rates be backdated from the 1st April 2018.

Resolved that the Council will adopt the revised pay scales backdated to the 1st April 2018.

10788. GDPR from the 25th May 2018: The Clerk provided the following statement to Council:

General Data Protection Regulations come into force on the 25th May this year.

The British Governments own Data Protection bill will follow shortly.

There are new definitions of personal data which include Economic, medical, genetic, IP address, social, cultural, biometric and website cookies.

This means that individuals must actively consent to Opt-in, Data Protection Impact Assessments will be mandatory for high risk projects, additional internal record keeping for employees with over 250 employees, 72 hours to report certain types of data breach, Max fine increased to £15.8 million or 4% of global turnover, Parental consent must be obtained for the use of personal data for under 13 year olds, Right to request a copy of all personal data held and the right to be forgotten and personal data erased.

There is a great deal of work to be carried out to ensure that Town and Community Councils are compliant however the ICO has stated that it will provide support for the sector and understands that the sector will not be completely ready by the 25th May this year. It has stated that they consider this to be a journey rather than a destination and therefore will be looking for Councils to demonstrate that they are making progress towards compliance initially.

NALC, is currently in discussions with the ICO to fine tune the sectors requirements and both the SLCC and One Voice Wales will be providing ongoing advice and assistance.

One of the major causes for concern was the requirement for the appointment of a Data Protection Officer who could not be the Clerk. Initially I had been in discussions with several other Town and Community Council Clerks to identify if a cluster arrangement could be set up which might be eligible for a Welsh Assembly Government grant to appoint a Data Protection Officer for several Councils however we have recently been advised that NALC has succeeded in persuading the British Government table an amendment to its Data Protection bill to exempt Welsh Town and Community Council's from the requirement.

As the Town Council has CCTV systems they must also register with the ICO at a cost of £40

SLCC have produced a few compliant policies:

- Social media and Electronic Communication Policy
- Retention and Disposal Policy
- Management of Transferable Data Policy
- Information and Data Protection Policy

The Clerk made the following recommendations:

- Council adopts these policies in their entirety to supersede any policies currently held.
- A data audit should be carried out and data held outside of the new parameters destroyed.
- The relevant privacy notices should be prepared and added to the hire agreement for the Community Halls. (If required)
- Councillor Privacy notices should be completed and held at the Town Council Office (if required)
- There should be a six-month transition period agreed for actions to be taken to bring the Town Council into compliance.
- Council will be kept up to date with future developments and recommendations.

Resolved that the Clerk's recommendations including the adoption of the model policies will be agreed.

10789. Policy & Resources Committee held on the 14th April 2018:

This committee discussed the Green Paper Consultation 'Strengthening Local Government'

The Committee reviewed the consultation document and provided the following feedback:

Chapter 3 (Q1)

- a. The various health boards /Police forces etc need to be aligned with the Principal Local Authorities there are too many misalignments between the boards for effective collaboration.
- b. There could be 5 principal authorities to one health board and 5 in another, but 10 in the Fire and Rescue Authority but they would need to be the same 10 authorities so that they all align this would allow effective collaboration. There needs to be sufficient time to resolve TUPE issues and issue with existing contracts held by authorities.
- c. No disagreement with the principle however there will be significant upfront costs and additional rebranding costs. With local authority budgets being extremely tight already, where would the funds for the shadow authorities be obtained from?
- d. None
- e. None

Chapter 4 (Q2)

- a. Clarity on the future footprint is important
- b. Factors are sometimes identified from reports that have not been agreed or adopted which could lead to decisions being made on unagreed material
- c. The new authorities need alignment with other authorities across the board, there are too many misalignments which will lead to difficulties in cross board process and procedure.
- d. None
- e. There needs to be alignment of the local authority areas with the regionalised public service delivery

Chapter 5 (Q3)

- a. Transition committees need to be cross party
- b. It would be sensible if Option 1 were chosen that there would be a date by which voluntary merger proposals should come forward in each electoral Cycle.
- c. Concerns over who will fund the shadow authorities during transition

(Q4)

It would be cost effective for Assembly, County and Town and Community Council elections were held on the same day.

(Q5)

None

(Q6)

The number of electorate and size of wards should remain the same

Chapter 6 (Q7)

- a. All County Borough Members should also be members of the local Town or Community Council
- b. There should be more scrutiny of Committees. Councillors on Committees should have an interest in the subject matter of the Committee and should only be paid for the Committees they meaningfully attend.

(Q8)

- a. Local Council's should have the ability to raise funds to provide social housing for their area
- b. There should be flexibility to provide all wales solutions to problems such as an integrated transport system (Wales Oyster card)

(Q9)

- a. Shared Purchasing/ Legal/ HR/ Payroll with an integrated single platform. Town and Community Council's should also have access
- b. N/A

(Q10)

- a. Centralised all Wales service for local authorities (not based in Cardiff) these centralised services should be based in other areas of Wales to improve employment prospects in these areas. Self-service purchasing from end users would be useful.
- b. Centralised all Wales services such as HR/Payroll/ Pensions/ Purchasing/Legal/ Translation services etc should be based at regional hubs and not in Cardiff to improve employment prospects in these areas.
- c. TUPE

(Q11)

- a. None
- b. Opportunity to provide free Welsh language training for staff and councillors
- c. Additional free translation services required for local authorities.

(Q12)

- a. None

(Q13)

- a. Education authorities should be aligned with local Councils to ensure that all Councils in each cluster share the same Education authority, Health Service Board and Public Service Board
- b. None

(Q14)

- a. None
- b. None

(Q15)

- a. None

Resolved that the Committee's recommendations will be ratified.

10790. Clerks Report on Community Halls Business Rates: The Clerk confirmed that the position had been reviewed in detail.

For Community Halls to be exempt from business rates, they would need to be within a sole trustee charity with the Town Council as a sole trustee:

There were only two ways in which this could happen:

- At the time the land/buildings were transferred to the Council it was written into the transfer documents that the land/ buildings were to be a Sole Trustee Charity
- That the halls were already charities, but the trustees were unable to continue so the Town Council took over.

As neither of these events had taken place then the Halls could not be transferred into Charities or received the 80% Charitable discount from the Business Rates.

Resolved to be noted.

10971. Annual Return 2017/18:

Council was provided with the Annual Return for the year ended 31st March 2018 and agreed it in full.

Resolved that the Mayor sign the Annual Return on behalf of Council.

10972. Account Schedule 344:

Resolved that Account Schedule 344 totalling £23231.48 together with the Bank Reconciliation be accepted in accordance with Standing Orders.

10973. Consultation on the changes to consenting infrastructure: The consultation was provided to Councillor prior to the meeting.

Resolved to be noted.

10974. Dementia Friendly: Council was advised that the Dementia Friendly launch was to take place on the 24th May 2018 at Pontardawe Art Centre at 6.30pm. The evening would also incorporate a 'Pop in' session for member of the public to provide their views on the Town and Community Council Sector. All Council Members were invited to attend.

Resolved to be noted. Councillor W Thomas would also provide a talk on Dementia Friends to Council next Monday evening at 6.00pm

10975. Correspondence received re donations and grants:

The following letters/emails thanking the Town Council had been received:

- St Peters Flower Festival
- Macmillan
- Pontardawe RFC
- Cardiff National Eisteddfod
- Neath Shopmobility
- Urdd
- Marie Curie
- Tenovus
- Teenage Cancer Trust
- Bobath
- Alzheimers Society

An email had also been received from Dementia Friends Pontardawe thanking the Mayor for their generous donation from the Mayor's Fund for 2017/18.

Resolved to be noted.

10976. Email re Plastic Free Community: An email was received giving details of the various schemes available to limit single use plastic in the community.

Resolved to be discussed in a Development Committee.

10977. Urgent Road Safety Matters:

- Council was advised that a gate on the Cycle path adjacent to the Pontardawe Leisure Centre Playing fields was damaged and had fallen on a member of the public over the weekend – The Clerk confirmed that she was aware and had informed Neath Port Talbot Council who would deal with the matter
- Council was advised that there was a similar broken gate adjacent to the Canal in Trebanos – Councillor Phillips would investigate matters.

Resolved to be noted.

10978. Date of next Ordinary meeting: To confirm that the next meeting of the Town Council is to be held on the 11th June at Ynysmeudwy Hall.

Signed Dated