

**CYNGOR CYMUNED CWMLLYNFELL COMMUNITY COUNCIL**

**MINUTES OF THE MEETING HELD AT RHIWFAWR HALL  
ON WEDNESDAY 17<sup>th</sup> SEPTEMBER 2014 AT 6.30 P.M.**

**PRESENT:** Councillor R M Davies (Chairman) presided  
**COUNCILLORS:** M Evans, T H J Kendrick, D C Phillips, J C Rees, D B Thomas and S Williams.

**55. APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Councillor R Evans and Councillor C E Richards (Neath Port Talbot County Borough Council).

**56. DECLARATIONS OF INTEREST**

No declarations of interest were made at this juncture.

**57. MINUTES**

**Resolved** that the Minutes of the Ordinary meeting of the Council held on the 17<sup>th</sup> July and the Extraordinary meeting of the Council held on the 6<sup>th</sup> August 2014 be confirmed and signed as correct records subject to the inclusion of the following minute 48(a) and the renumbering of the minute relating to the payment of accounts as 48(b).

**“48(a) Annual Report and Governance Statement – Year ended 31<sup>st</sup> March 2014**

**Resolved** that the Summary Receipts and Payments Statement and Balance Sheet for the year ended 31<sup>st</sup> March 2014 having been approved (Minute 173(a) of 16/04/2014 refers), the Council confirms that the Annual Governance Statement for 2013/14 has been presented and to the best of our knowledge and belief and subject to the audit findings, that the responses to each statement of assurance contained therein are accurate, complete and represent the Council's final responses.”

**58. MATTERS ARISING**

**(a) Minute 35(b) – Cwmllynfell Cemetery Improvements**

It was reported that the contractors had presented their final account for payment and as such the Clerk had carried out an inspection of the cemetery. It had been discovered that weeds which were believed to be redshank had grown in the areas where soil had been imported so the matter had been drawn to the attention of the contractors. A response had been received from T Richard Jones (Betws) Ltd indicating that they had been advised to mow the areas that had been reinstated. The work would be carried out the following week and the contractors would then assess the situation.

**Resolved** that the report be noted and further information awaited.

### **(b) Minute 35(c) - "Regenerate NPT" – Rural Development Programme**

A communication was received from Neath Port Talbot County Borough Council to confirm that the Council's projects had been successful in scoring at least 50% in the panel's assessment. The County Borough Council would receive further guidance from the Welsh Government on the next steps of project development/delivery. The guidance would include procurement processes; capital thresholds; and eligibility criteria. It could however not be guaranteed that the Council's projects would be given final approval on the basis of the scoring round. When the further guidance had been received the Council would be advised regarding the next stage of the project application process.

**Resolved** that the report be noted.

### **(c) Minute 44 - White Paper – Reforming Local Government**

Further consideration was given to submitting comments of the White Paper.

**Resolved** that enquiries be made of One Voice Wales as to whether a collective submission is being made on behalf of member councils and if necessary a special meeting of the Council be convened before the 1<sup>st</sup> October to consider the matter further.

## **59. COAL INDUSTRY SOCIAL WELFARE ORGANISATION – SCHEMES OF BENEFIT**

A letter dated 31<sup>st</sup> July 2014 was received from the Coal Industry Social Welfare Organisation in which the Council was requested to provide the contact details of members so that the organisation could communicate directly with Community Councillors on current issues and topics affecting mining beneficiaries and residents of the community.

**Resolved** that the information be provided.

## **60. ONE VOICE WALES –CONFERENCE AND ANNUAL GENERAL MEETING - MOTIONS**

Details were received of the motions that had been submitted for consideration at the Annual general meeting of the Association on the 4<sup>th</sup> October 2014.

**Resolved** that the motions be supported but that the Association be informed that the Council is of the opinion that membership fees should be uplifted by the rate of inflation for 2015/16.

## **61. COMMUNITY WORK PLACEMENTS**

A communication was received from Whitehead-Ross Education and Consulting Ltd in which attention was drawn to the Essential Skills in the Workplace Programme which was funded by the Welsh Government through the European Social Fund. The programme provided businesses and charities across Neath Port Talbot and Swansea with the opportunity to identify and address skills issues in the workplace, such as literacy, communication, numeracy and ICT. One of the measures in the programme was Community Work Placements and the company had enquired whether the Council could accommodate a placement.

**Resolved** that the company be informed that the Council does not have the resources to accommodate a placement but will request all bodies and companies that undertake work for the Council to include work placement opportunities within their organisation.

#### **62. ST DAVID AWARDS 2015**

**Resolved** that the invitation received via One Voice Wales for the Council to submit nominations for a St David's award be noted.

#### **63. "A SHARED COMMUNITY" - CHARTER AGREEMENT**

A draft of the above agreement was received. The charter provided an agreement on how Community and Town councils and Neath Port Talbot County Borough Council would work together for the benefit of local communities whilst recognising their respective responsibilities as autonomous, democratically elected statutory bodies.

**Resolved** that consideration of the draft Charter Agreement be deferred until the next meeting of the Council.

#### **64. RHIWFAWR RUSHLANDS**

A communication was received from Ms M Southgate of Rhiwfawr in which she complained that the Rushlands area was being neglected and that as the trees had grown the area was not considered safe for children to play. The water level in the pond area was also low even after rain.

**Resolved** that advice be sought from appropriate officers of Neath Port Talbot County Borough Council with regard to the maintenance work that should be undertaken.

#### **65. SUBSIDISED BUS SERVICES**

A communication was received from Neath Port Talbot County Borough Council in which a consultation was being undertaken on subsidised bus services.

**Resolved** that no objection be raised to the proposals outlined provided that there is no further loss of bus services to the community.

#### **66. NEATH PORT TALBOT CVS – ANNUAL GENERAL MEETING**

**Resolved** that the invitation received for the Council to be represented at the above meeting on the 2<sup>nd</sup> October be noted.

#### **67. ONE VOICE WALES – COMMERCIAL DEVELOPMENT SURVEY**

**Resolved** that the Clerk be authorised to complete the abovementioned survey.

#### **68. WELSH LANGUAGE COMMISSIONER'S DRAFT ENFORCEMENT POLICY**

A letter dated 15<sup>th</sup> September 2014 was received from the Welsh language Commissioner in which attention was drawn to the above draft policy which was open for consultation.

**Resolved** that:

1. the draft policy be noted;
2. it be noted on the Council's correspondence that the Council welcomes correspondence in English or Welsh.

## **69. FINANCIAL MATTERS**

### **(a) Annual Return of Accounts 2013/14**

A letter dated 15<sup>h</sup> August 2014 was received from Mazars LLP, the Council's auditors indicating that there were no issues in respect of which they proposed to qualify their audit opinion on the Annual Return for the year ended 31<sup>st</sup> March 2014. They however wished to draw the Council's attention to the following matters which did not affect their opinion:

- "Please ensure that the Annual Return and supporting information are submitted for audit by the date requested.
- Please ensure that the Annual Return is completed correctly – The Chair and Responsible Financial Officer incorrectly completed the certification for approval of Section 3 in the original Annual Return, a copy of which was provided for the audit. A second Annual Return has been provided to the Council for re-completion of all relevant sections and for formal approval following consideration of this report."

The second copy of the Annual Return had therefore been completed and the Clerk as Responsible Financial Officer had certified the return in accordance with regulation 8B of the Accounts and Audit (Wales) Regulations 2005 (as amended).

**Resolved** that:

1. the Auditors' report be noted;
2. the Annual Return be approved and signed by the Chairman in accordance with Regulation 9 of the above regulations and sent to the auditors for final completion.

### **(b) Wales Audit Office – Redistribution of Reserves**

A letter dated 3<sup>rd</sup> September 2014 was received from the Wales Audit Office in which it was indicated that it had been decided to redistribute reserves held at the 31<sup>st</sup> March 2014 to Local Government bodies. All Town and Community Councils would receive £30. The Council's bank account details had therefore been provided so that a bank transfer could be made.

**Resolved** that the matter be noted.

### **(c) Christmas Lights 2014**

A letter dated 12<sup>th</sup> August 2014 was received from Neath Port Talbot County Borough Council in respect of the Christmas lights for 2014 which was made up as follows:

Erection, dismantling and maintenance	£2,177.50 plus VAT
Estimated Energy Cost: 2302 Kwh x £0.1423	£372.58 plus VAT
Outages or repairs	£55.02 per hour plus VAT

(Note: Upon switch on of the installation a joint inspection will be undertaken to ensure all lamps are lit)

It was reported that an application had been made to the East Pit East Community Benefit Fund for a grant towards the cost of the lights. A letter dated 8<sup>th</sup> September 2014 had been received in response from Celtic Energy together with a cheque for £1,000.

**Resolved** that:

1. the above quotation from Neath Port Talbot County Borough Council be accepted;
2. the Council's appreciation for the grant be conveyed to Celtic Energy.

**(d) Application for Grant – Cwmllynfell and District Bowls Club**

An application for a grant was received from the above organisation.

**Resolved** that a grant of £400 be made to assist the Club in meeting its running costs for the current season.

**(e) Payment of Accounts**

**Resolved** that the following accounts be paid:

No			£
1698	Cwmllynfell & District Bowls Club	Grant	400.00
1699	T Richard Jones (Betws) Ltd	Final Account (part) Cemetery	3,800.00
1700	Neath Port Talbot CBC	Commercial Bin - Cemetery	57.98
1701	Payroll	Net salary July & August	428.48
1702	HMRC	Income Tax	107.12
1703	Neath Port Talbot CVS	Subscription	10.00

**(f) CCTV – Parc Cymunedol Llynfell Community Park**

It was reported that the cable leading to the CCTV cameras at the park had been deliberately cut. The images revealed that the offence had occurred at 8.00am on the day in question. The manager of Cwmllynfell Hall had drawn the matter to the attention of the Police.

A quotation in the sum of £150 had accordingly been obtained from Property and Life Protection Systems (PALPS) for carrying out the necessary repair.

**Resolved** that the quotation from PALPS be accepted.

## **70. PLANNING MATTERS**

### **(a) Planning Application**

**Resolved** no objection be raised to the following application:

App No: P2014/0549

First Floor rear extension plus insertion of first floor windows to side elevation of existing dwelling at Deri Isaf, Deri Road, Rhiwfawr

### **(b) Neath Port Talbot County Borough Council – Local Development Plan**

A letter dated 18<sup>th</sup> August 2014 was received from Neath Port Talbot County Borough Council in which it was indicated that the Council had decided at a meeting on the 23<sup>rd</sup> July 2014 to submit the plan to the Welsh Government for examination.

**Resolved** that the matter be noted.

## **71. REPORTS**

The following matters were also reported:

South Wales Police Statistics	All Crime	June	9	July	6
	(see categories below)				
	Anti Social behaviour		5		3
	Criminal Damage and Arson		2		
	Other Theft		2		1
	Vehicle Crime				1
	Violent and sexual offences				1

- Joint Resilience Unit City and County of Swansea and Neath Port Talbot County Borough Council – Preparing for Emergencies - <http://www.jointresilience.co.uk/Default.aspx?page=7924>;
- Welsh Government Green Paper consultation - <http://wales.gov.uk/consultations/environmentandcountryside/allotments-and-community-gardens/?skip=1&lang=en>;
- Welsh Government –bulletin on sustainable development - <http://wales.gov.uk/topics/sustainabledevelopment/?skip=1&lang=en>;
- Incident involving Fire Brigade rescue adjoining Parc Cymunedol Llynfell Community Park;
- Dilapidated footbridge on path 14 near Lewis Avenue;
- Play area at Gwernant – part closed
- East Pit East Revised Opencast Coal Site – concern expressed at situation concerning planning permission.

The meeting terminated at 8.30pm.