

Cyngor Cymuned Cwmllynfell Community Council

Minutes of the Meetings at Cwmllynfell Hall on Thursday 20th April 2017 at 6.30pm

Present Councillors

Councillor R P Morgan (Chair) presided

J C Rees, D B Thomas, D C Phillips, G J Davies, M Evans, D Lloyd, H A Lewis

125. Apologies for Absence

E L Morgan, Cllr K Lloyd and R Evans, who expressed her thanks to the Council as this would've been her last meeting.

An email was received 9th April from Cllr S Williams tendering his resignation due to ill health and work pressures which took immediate effect.

126. Declarations of Interest

There were no declarations of interest at this point.

127. Minutes of the Council Meeting held on 16th March 2017

Resolved: Agreed and signed as a true and accurate record.

128. Matters Arising

Minute 42 c) Rhiwfawr Park – Drainage

The update is within the Clerk's Report.

Resolved once legal advice has been obtained from One Voice Wales that an EGM be held.

Minute 56.1.1 Dilapidated Headstone –Row 3 Block 1 Graves 11 & 12

D J Greenwood, John Anthony & Co Monumental Masons have completed the work. The budget for cemetery miscellaneous work was set at £300 and the charge is £474.00.

Resolved to pay for all the work from free reserves.

Minute 56.1.2 Safety of Memorial Headstones

The Draft Cemetery Rules and Regulations and relevant paperwork have been drafted. In addition to this in the Clerks Report there is a definition of 'resident' and a cemetery charges comparison.

Resolved to:

- a) Adopt the regulations with an amendment to number 4. There will be no opportunity to reserve cremation plots. The adopted Cemetery Rules and Regulations are to be placed on the Council's websites.
- b) Check signage in cemetery complies with adopted rules and regulations.
- c) Adopt the forms and these be distributed to the relevant parties and placed on the Council's websites.
- d) The definition of resident has been agreed as:
The deceased will be classed as a resident if any of the following categories apply:
 - a. The deceased, at the date of death, was a permanent resident within the Cwmllynfell Community Council area.
 - b. The deceased, at the date of death, was residing in a residential care / nursing home / hospital which was located outside the Council area but immediately prior to moving to the home he / she was a resident in the Council area.
 - c. The deceased, at the date of death, was residing with immediate family outside the Council area but immediately prior to moving to the family home he / she was a resident within the Council area.
- e) To defer discussion about the cemetery charges until the December Council meeting in preparation for the forthcoming financial year.

Minute 57.3 Other Urgent Financial Matters – Christmas Lights

The site meeting with Commercial Christmas took place on 23rd March.

Resolved for the situation to be noted.

Minute 64 Rhiwfawr Community Association

Cllr G J Davies reported that the Trust Deed is now in place. The requested two additional quotes have been provided to both the Council and to NPTCBC. NPTCBC East Pit grant scheme has awarded the Association £9,605.34, which matched with the Council's East Pit Community Benefit grant award of £7,500 will enable the work on the roof to begin. The aim is to have the hall reopen by summer.

The annual agreement between the Association and Council needs to be agreed.

Cllr G J Davies declared an interest at this point.

Resolved for the annual charge to remain at £5.00 for the 2017-18 financial year.

Minute 111.1 Street Lighting – Harris Road

An email was received from Cllr Kris Lloyd providing an update stating 'Lighting Dept Manager explained that poles belong to Western Power and brackets belong to NPT Council. Due to new Health and Safety measures and as the brackets in question are old and of high voltage, NPT personnel not allowed to access them.

Whole units will need to be replaced and this is why agreement needs to be sought between NPT Council and landowner of field opposite the houses. Documents with Legal Dept at present.'

Resolved for the situation to be noted.

Minute 114.1. Gynol Road and Harris Road

A meeting was held on 28th March between representatives of the two roads, Cllr K Lloyd and Councillors D B Thomas, J C Rees and G J Davies. At the meeting it was agreed to request the Council to undertake the work to the unadopted highways under section 137 (1) of the Local Government Act 1972 and if so to agree what benefit is to be decided upon i.e. economic, social or environmental.

If the Council agrees to undertake this work the maximum expenditure under Section 137 is £7,011.90. Already £640 is allocated to grounds maintenance; £3,768 community project; £1,000 grants but this has been frozen for the financial year. Only the grounds maintenance expenditure has been agreed to date therefore there is a total of £6,371.90 available for the financial year 2017-18.

If the Council agrees to undertake the work then both sites need to be revisited to establish the essential work required; Gynol Road is the filling in of potholes and for Harris Road the improvement to the existing speed bumps. It has already been accepted that the resurfacing work for Harris Road is too expensive for the Council to undertake. Permission will need to be obtained from all homeowners whose frontages are on the unadopted highway affected by the work.

Once the criteria for the work required has been established then new quotes will be obtained and reviewed in light of the available budget.

Resolved

- a) Agreement to undertake the improvements to the unadopted highways as it is deemed to be of social and environmental benefit to the community.
- b) The Section 137 budgets, community project and grant are to be amalgamated for this project and a further £1,603.90 is to be designated out of free reserves.

Minute 114.3.2 Trees at 61 Rhiw Road

Cllr K Lloyd update - The trees have been reported however have not been cut back.

Resolved for the situation to be noted.

Minute 120.1 Letter to ABMU Health Board regarding GP Practice

The agreed letter from the Council was sent 24th March objecting to the information that the GP surgeries were no longer to be sited at Cwmllynfell Hall. An email reply was received 24th March from Helen Wainwright stating that the

letter to David Phillips of NPTCBC has been withdrawn pending further discussions.

Cllr K Lloyd update adds that the matter has been reported to Jeremy Miles AM and he has contacted the Health to inform of his concerns.

In addition to this an email has been received from Cwmllynfell Hall dated 24th March. Please refer to Clerk's Report – Correspondence 5.2. In the correspondence, it is asked if the Council will reconsider providing the funding previously awarded for the library service.

Resolved to await the final outcome regarding if the GP surgeries are to be re-located at the library.

All Councillors and attendees are reminded to abide by the adopted Code of Conduct

Resolved to circulate a copy of all three governing documents to Councillors, NPTCBC Councillor and the youth representative as regular attendees.

Minute 123.2 Children's Seat on Cycle Path

Cllr K Lloyd update – The matter has been reported.

Resolved for the situation to be noted.

129. Correspondence – Refer to Clerk's Report.

Resolved for the situation to be noted.

130. Financial Matters

130.1 Payment of Accounts

1871 DD	NEST	March Pension Payment	£10.76
1872	Cwmllynfell Hall	Grant	£2667.00
1873	Rhiwfawr Community Assoc	Grant	£1,500.00
1874	D J Greenwood	Repair to headstone – Row 3 block 1 Graves 11 & 12	£474.00
1875	NPTCVS	Membership	£10.00
1876	Rhiwfawr Community Assoc	East Pit Grant	£7,500.00
1877	S Richards	Net Salary, Mileage and Expenses	£521.87
1878 Elec	HMRC	Income Tax	£124.63

Resolved for the situation to be noted.

130.2 End of Year Accounts

Total receipts £87,014.94
Total payments £57,825.24

Balance carried forward £89,976.48

Of the balance carried forward £30,439.08 is restricted as this is the East Pit Grant Scheme.

There are also designated funds. It was agreed Minute 97.4 to designate £3,225 from free reserves to match fund the Rhiwfawr Play Park grant application if the grant application to NPTCBC East Pit Opencast Community Benefit Fund was unsuccessful. This is no longer required since the grant application was successful.

Resolved

- a) To un-designate the £3,225 allocated to Rhiwfawr Play Park.
- b) Increase the cemetery designated fund to £6,000

130.3 VAT Claim

A claim has been submitted for £633.27.

Resolved for the situation to be noted.

130.4 Internal Audit

Contact has been made with Peter Watkin to begin the internal audit. The paperwork is to be handed over in the week starting 24th April.

Resolved for the situation to be noted.

130.5 Amendment to Financial Regulations

It is proposed for Regulation 11.1g to read as:

When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk/RFO shall obtain 3 or more quotations (priced descriptions of the proposed supply); where the value is below £1,000 and above £500 the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

Resolved to agree the new wording.

130.6 Other Urgent Financial Matters

130.6.1 On the March payslip it stated NI at £118.82 instead of £136.09. HMRC have been paid the correct amount however there has been an overpayment of £17.27. This has been adjusted on the April payment.

Resolved for the situation to be noted.

130.6.2 The next meeting of the East Pit Community Benefit Committee is 8th June which clashes with the general election.

Resolved to consider grant applications one week later at the usual Council meeting 15th June 2017.

131. Planning Matters

None received.

132. Reports

132.1 Result of Uncontested Election

An email from the Returning Officer was received 7th April confirming that the number of candidates was equal or less than the number of seats being contested, therefore a poll will not be held 4th May for both wards and those validly nominated will be elected as Community Councillors without a contest with effect from 8th May 2017.

All Councillors are to sign the Declaration of Acceptance of Office and undertake to observe the Code of Conduct in accordance with the Local Government Act 2000, before acting in that capacity.

The results are:

Three Community Councillors for Penrhiwfawr

Gareth John Davies

Eifion Lynn Morgan

Paul Morgan

Eight Community Councillors for Cwmllynfell

Marshall Evans

Gari Jones

Hugh Jones

Helen Lewis

David Lloyd

Clive Phillips

John Rees

There is one vacancy. The notice for this vacancy will be displayed after 8th May.

132.2 Notice Board for Rhiwfawr

In order to assist in making information public in Rhiwfawr it is proposed to install a public notice board. There are two possible locations, outside Rhiwfawr Community Hall or on the car park.

Resolved to install a notice board in the car park and fund it from free reserves.

132.3 Draft Complaints Policy

It is proposed to adopt the model Complaints Policy.

Resolved to adopt the policy.

132.4 Repairs to Garage at Heol Daniel

The woodwork surrounding the garage door and lintel is rotten and needs replacing. In addition to this the adjacent garage when it was re-roofed has over run the Council's roof and attached itself to the rotten wood that needs replacing. The garage is owned by Swansea Garages who have now removed the screws to enable the work to be carried out unhindered.

Three trades persons were contacted.

Geoff Allen reported that he could not fit in the work.

M & D Contractors have quoted £192 including VAT.

Joe Dobbs have quoted £400.

Resolved to accept the quote from M & D Contractors and to fund the work from free reserves.

132.5 Play Park Routine Inspection

The Clerk's Report contains a proposal to carry out a bi-monthly inspection and the necessary paperwork requiring completion.

RoSPA Play Safety Team has Cwmllynfell Community Council as an automatic client, therefore have automatically booked in the annual inspection for the two play parks. The charges have not increased and will be £66.50 plus VAT per site.

Resolved to agree to a bi-monthly visual inspection of both play parks and the paperwork to be completed.

132.6 Cllr K Lloyd

- Reported: Deep pothole, diameter approx 6 inches, on pavement outside butcher's shop and black rubbish bin at Ochrywaun bus stop has gone missing.
- Completed: Fly tipping of windscreen and shattered glass at cattle grid on Bryn Road; Large black plastic sheeting at upper corner of cemetery wall; Metal bollard at junction of Gwilym Rd and Heol Daniel damaged - taken away as it was leaning dangerously and it is to be replaced in next few days.
- Bryn Social Club requested a mobile book trolley from Cwmllynfell Library, but one has been supplied NPT Council Stores and it will be delivered next Monday.
- Assisted Bin and recycling collection set up for a disabled resident.

132.7 Other Reports

- Letter of thanks received from Eglwys Brynlllynfell for the grant payment for repairs to the Chapel.
- Request from grounds maintenance contractors when the first cut will be completed on Rhiwfawr Sports Field as the grass is getting long.
- Noted that the play scheme scheduled to be held at Cwmllynfell Hall for 4 days during the holiday only operated for 3. The Community Council as part of the payment made to the Hall, £750 is towards the play scheme.

133. Information Items – see Clerk’s report.

Resolved for the situation to be noted.

Thanks were expressed to Cllr D B Thomas who has been a Councillor for 31 years and this would be his last meeting.

Meeting finished at 8:04pm