**MINUTES OF THE PONTARDDULAIS TOWN COUNCIL MEETING HELD ON THE 1ST SEPTEMBER 2022**

**PRESENT:** Cllr K. Griffiths (Mayor) Cllr H. Roberts

Cllr J. Beynon Cllr R. Jenkins

Cllr A. Wilson Cllr C. Evans

Cllr W. Jones Cllr J. Harris

Cllr K. Williams Cllr D. Beynon

Cllr R. John Cllr J. Davies

Cllr R. Harris Cllr P. Downing

There were no members of the public present.

**65. APOLOGIES FOR ABSENCE:**

Apologies for absence were received from Councillors G. John and A. Hill.

**66. TO RECEIVE DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST FROM MEMBERS IN ACCORDANCE WITH THE COUNCIL’S CODE OF CONDUCT:**

There were no declarations received.

**67. TO RECEIVE AND CONSIDER THE MINUTES OF THE COUNCIL MEETING HELD ON THE 7TH JULY 2022:**

The above minutes were accepted as a true record.

1. **To consider the council’s tribute to the late M Gerallt Davies (Min No 61):**

The Clerk advised Members that he had written to Tesco, Pontarddulais but had not received a reply.

**68. TO RECEIVE AND CONSIDER THE MINUTES OF THE SPECIAL EVENTS COMMITTEE MEETINGS HELD ON THE 4TH AUGUST AND 16TH AUGUST 2022:**

1. **Halloween:**

It was agreed that the time scale was too short to arrange a Halloween treasure hunt.

1. **Christmas illuminations:**

It was **RESOLVED** to accept the committee recommendation that the current contractor continues with the lights in the Dulais Glen Gardens and two Christmas trees and a new contractor be sought for the St Teilo Street lights.

It was agreed that arrangements for the various events to be held prior to Christmas be discussed at the next Special Events Committee meeting.

**69. TO RECEIVE AND CONSIDER REPORTS FROM COUNTY WARD MEMBERS:**

County Councillor Downing reported on the following:

* Welsh Government’s decision to introduce 20mph speed limits throughout Wales (with some exceptions);
* Safe routes in the community;
* Street lighting from Goppa Road to Upper Mill;
* Bus shelter in Bolgoed Road;
* 2G playing surface;
* New Local Area Co-ordinator, Mr J. Barry. It was agreed that he be invited to the next Council meeting.

**70. TO RECEIVE AND CONSIDER ANY URGENT MATTERS FROM TOWN COUNCILLORS:**

Cllr R. Jenkins queried a pre-planning application from Pontarddulais Football Club for a proposed development in Coedbach Park. Cllr P. Downing and Mrs H. Davies (Assistant Clerk) declared an interest. The Clerk explained that he had not received the application.

**71. TO ANSWER QUESTIONS FROM COUNCILLORS (3 CLEAR DAYS’ NOTICE OF ANY QUESTION HAVING BEEN GIVEN TO THE PERSON TO WHOM IT IS ADDRESSED):**

There were no questions tabled.

**72. TO RECEIVE AND CONSIDER REPORTS FROM THE CLERK:**

The following correspondence was received and noted:

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| 1. OVW - Sustainable Steps Wales: Action Grants; |
| 1. OVW - It’s for Them - Stakeholder Toolkit; |
| 1. CAVS - Community Halls Funding Opportunities; |
| 1. OVW - Extending the Well-being of Future Generations Act’s well-being duty; |
| 1. Transport for Wales - Bwletin: June to July 2022; |
| 1. Latest news and information from Planning Aid Wales; |
| 1. Cllr J.Beynon - Visually Impaired open day; |
| 1. Cllr K. Griffiths - Rhyd y goch; |
| 1. Arwel’s Hairdressers - Many thanks!; |
| 1. Versus Arthritis - Versus Arthritis Online Information Session: Gadgets and Adaptations; |
| 1. Pont. Partnership - Swansea Ageing Well Beach Festival; |
| 1. OVW – August training dates; |
| 1. Clerk - Social Media Policy; |
| 1. Swansea Council - Swansea RDP News; |
| 1. Holibops Charity - Holibobs Clothes Bank; |
| 1. OVW - One Voice Wales - News Bulletin; |
| 1. Cllr P. Downing - J48 M4; |
| 1. Play Wales - All to play for this Playday; |
| 1. OVW - Managing meadows for Insects; |
| 1. Planning Aid Wales - Latest training from Planning Aid Wales; |
| 1. Cllr P. Downing - draft press release about unpaid carers grant; |
| 1. Cllr K. Griffiths - Meeting - Persimmon Homes; |
| 1. Persimmon Homes - Meeting - Persimmon Homes; |
| 1. OVW - The section 6 biodiversity and ecosystem resilience duty; |
| 1. Older People Wales - Commissioner’s Newsletter – Special Bulletin: Cost of Living; |
| 1. Play Wales - August e-bulletin; |
| 1. Clerk - Proposed development North of Pontarddulais; |
| 1. OVW - Examples needed of councils who have declared a Climate/Nature emergency; |
| 1. Audit Wales - Consultation on Fee Scales 2023-24; |
| 1. Clerk - Proposed development on land North of Pontarddulais; |
| 1. AC - Will you be judged to have done enough?; |
| 1. AC – Persimmon; |
| 1. Swansea Council - Swansea Household Support Fund - Food Poverty - Round Two closing date 30 September; |
| **(hh) Proposed development North of Pontarddulais - letter to CEO Swansea Council:**  It was agreed that this matter be discussed under agenda item 10 (Working Group report).  **(ii) Swansea Council Feasibility Study:**  The Clerk informed Members that Swansea Council had appointed consultants to undertake a feasibility study into the possible heritage/museum in the Institute.  **(jj) Hire of Institute complaint from BallyBont Group:**  Members were informed that the complainant was referring the matter to the Public Services Ombudsman for Wales.  **(kk) Car parking arrangements in Coedbach Park:**  The Clerk reported correspondence from Pontarddulais Football Club concerning the problematic parking in Coedbach Park on football and rugby match days. Agreement had been reached to make use of the agricultural show field and there was now a need for new signage. Cllr P. Downing and Mrs H. Davies declared and interest. It was **proposed** that a contribution of £500 be made towards the signage and on being put to a vote the **proposal** was passed by 9 votes to 2 with 2 abstentions.  **(ll) Highland Terrace, Pontarddulais:**  The Clerk reported an application for financial assistance towards improvements to an unadopted road on Highland Terrace. It was **proposed** that the matter be considered by the Policy and Resources Committee. On being put to a vote the **proposal** was passed by 10 votes to 4.  **(mm) Resignation of Clerk:**  The Clerk handed in his letter of resignation to terminate his employment with the Council on the 31st December 2022. He stated that he was prepared, if required, to assist the successful applicant with the end of year return. It was agreed that the matter be referred to the Policy and Resources Committee and One Voice Wales be contacted for advice.  **73. TO RECEIVE AND CONSIDER REPORTS FROM THE MAYOR:**  The Mayor reported on his past month’s civic duties.  **74. TO RECEIVE A REPORT FROM THE WORKING GROUP CONSIDERING THE PROPOSED DEVELOPMENT NORTH OF PONTARDDULAIS:**  Cllr R. John reported on the Working Group meetings and stated that he, Cllr J. Harris and Mr S. Roberts would be meeting with representatives from Swansea Council on the 16th September 2022. A decision on who should meet with a representative from Persimmon Homes would be made after the meeting on the 16th September.  **75. TO RECEIVE AND CONSIDER REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES:**  The Clerk reported that the children’s film would be held in the Institute on Saturday 3rd September and the Local Produce Market on Wednesday 15th September. The Mayor reported on the improvements carried out to the Graig Merthyr Memorial in the Dulais Glen Gardens. Cllr J. Davies informed Members that the pop-up market would be held on Saturday 3rd September.  **76. TO AUTHORISE AND APPROVE THE EXPENDITURE FOR THE MONTHS OF JULY AND AUGUST 2022:**  The above expenditure was authorised and approved.  See Appendices “A” and “B”.  **77. TO RECEIVE A MONTHLY INCOME REPORT AND BANK RECONCILIATION FO THE MONTHS OF JULY AND AUGUST 2022:**  The above reports were accepted.  See the attached appendices.  **78. TO RECEIVE PLANNING APPLICATIONS PREVIOUSLY CIRCULATED TO ALL MEMBERS:**   1. 17 Ffordd Cambria, Pontarddulais – single storey rear extension & raised patio; 2. Llandremawr Farm Farm, Pontarddulais – change of use of agricultural land to accommodate 1 glamping pod; 3. 24 Heol Daniel, Pontarddulais – two storey side extension & incorporating of land into residential curtilage; 4. Land rear of 12 Bolgoed Road, Pontarddulais – detached dwelling (outline planning permission 2020/1715 granted 05/02/21); 5. Corner Shop, Heol y Maes, Pontarddulais – 1 internally illuminated fascia sign & 4 wall mounted signs.   There were no observations made regarding the above applications.  The Clerk reported correspondence from “Have your say” stating that a formal notice that a planning application is being made by Caredig for the erection of 30 residential units on the former Clayton Works, Tynybonau Road, Pontarddulais.   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **CYNGOR TREF PONTARDDULAIS TOWN COUNCIL** | | | | | | | |  |  |  |  | |  | | | **APPENDIX "A"** | | | | | | | |  |  |  |  | |  | | | **Expenditure transactions for the month of July 2022** | |  | |  | |  | | |  |  |  | |  | |  | | | **Name** | **Particulars** | **Net** | | **Vat** | | **Total** | | | Clerk | Lighting towers for Coedbach | £285.00 | | £57.00 | | £342.00 | | | HMRC | Quarter tax/N.I. | £2,138.22 | | £0.00 | | £2,138.22 | | | Grenke Leasing | Quarter printer lease | £47.49 | | £9.50 | | £56.99 | | | Swansea Council | Contribution towards playground equip. | £7,000.00 | | £0.00 | | £7,000.00 | | | British Gas | Monthly gas | £53.67 | | £2.68 | | £56.35 | | | AbsolMarquees | Marquee/floor & chairs | £1,680.00 | | £336.00 | | £2,016.00 | | | B. T. | Quarter phone/broadband | £146.85 | | £29.37 | | £176.22 | | | C/cinema | Children's film 02/07 | £50.00 | | £0.00 | | £50.00 | | | SLCC | Finance summit 07/09 | £45.00 | | £9.00 | | £54.00 | | | Cath/Leasing | Hire of 2 No. san. units | £17.33 | | £3.47 | | £20.80 | | | Salaries | 3 No. monthly salaries | £2,547.73 | | £0.00 | | £2,547.73 | | | Vision ICT | Annual email hosting | £360.00 | | £72.00 | | £432.00 | | | Clerk | Reimb. gas account payment | £14.16 | | £0.70 | | £14.86 | | | Dwr Cymru | half year water services | £1,060.43 | | £0.00 | | £1,060.43 | | | Chris Morris | Window cleaning | £25.00 | | £0.00 | | £25.00 | | | Lloyds Bank | Service charge | £7.00 | | £0.00 | | £7.00 | | | **TOTAL** |  | **£15,477.88** | | **£519.72** | | **£15,997.60** | | |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **CYNGOR TREF PONTARDDULAIS TOWN COUNCIL** | | | | | | | |  |  |  |  | |  | | | **APPENDIX "B"** | | | | | | | |  |  |  |  | |  | | | **Expenditure transactions for the month of August 2022** | |  |  | |  | | |  |  |  |  | |  | | | **Name** | **Particulars** | **Net** | | **Vat** | | **Total** | | | D. C. Thomas | Singer Coedbach Centenary | £150.00 | | £0.00 | | £150.00 | | | One Voice Wales | Training fee (Chairing skills) | £35.00 | | £0.00 | | £35.00 | | | Clerk | Generators/ Coedbach Centenary | £110.75 | | £0.00 | | £110.75 | | | Noakes Bakers | 50 No. food boxes Coedbach | £270.00 | | £0.00 | | £270.00 | | | Cllr J. Davies | Bunting Coedbach Centenary | £15.00 | | £0.00 | | £15.00 | | | Morgan & Morgan | Laminating pouches | £13.99 | | £2.80 | | £16.79 | | | Bethany O'Mahoney | Band for Coedbach Centenary | £450.00 | | £0.00 | | £450.00 | | | Safe Hands Security | Coedbach Centenary | £846.50 | | £0.00 | | £846.50 | | | Lee Todd | Singer Coedbach Centenary | £28.00 | | £0.00 | | £28.00 | | | British Gas | Institute gas | £36.24 | | £1.81 | | £38.05 | | | C A King | Child entertainer Coedbach | £195.00 | | £0.00 | | £195.00 | | | Pontarddulais RFC | Coedbach Centenary | £100.00 | | £0.00 | | £100.00 | | | Town Band | Coedbach Centenary | £200.00 | | £0.00 | | £200.00 | | | ESPO | Toilet rolls/cleaning fluid | £34.50 | | £6.90 | | £41.40 | | | Vaughans | 65" TV/wall bracket & fixing | £651.24 | | £130.25 | | £781.49 | | | Sarah Liddiard | Dance Group Coedbach Centenary | £50.00 | | £0.00 | | £50.00 | | | Salaries | 3 No August salaries | £2,547.93 | | £0.00 | | £2,547.93 | | | Vision ICT | London Bridge & Menai Bridge | £70.00 | | £14.00 | | £84.00 | | | Clerk | Reimb. Purchase camera for TV | £50.00 | | £0.00 | | £50.00 | | | Cathedral Hygiene | Hire of 2 No. San. Units | £17.33 | | £3.47 | | £20.80 | | | Mayor | Third allowance | £500.00 | | £0.00 | | £500.00 | | | Lloyds Bank | Service charge | £7.00 | | £0.00 | | £7.00 | | | **TOTAL** |  | **£6,378.48** | | **£159.23** | | **£6,537.71** | | |
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**MONTHLY INCOME – JULY 2022**

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| 05-Jul | 31.22 | Birthday Party | | Room hire |  | £30.00 |  |  |  |  |  | £30.00 |  |
| 05-Jul | 36/22 | Sewing Class | | Room hire |  | £46.00 |  |  |  |  |  | £46.00 |  |
| 05-Jul | 39/22 | Senior Citizens | | Room hire |  | £51.75 |  |  |  |  |  | £51.75 |  |
| 06-Jul | 32/22 | Karate |  | Room hire |  | £172.50 |  |  |  |  |  | £172.50 |  |
| 11-Jul | 30/22 | Town Band |  | Room hire |  | £11.50 |  |  |  |  |  | £11.50 |  |
| 11-Jul |  | Lloyds Bank |  | Bank interest | |  |  | £0.83 |  |  |  | £0.83 |  |
| 11-Jul |  | Lloyds Bank |  | Bank interest | |  |  | £0.27 |  |  |  | £0.27 |  |
| 12-Jul | 40/22 | Cor Glandulais | | Room hire |  | £51.75 |  |  |  |  |  | £51.75 |  |
| 12-Jul | 37/22 | W. I. |  | Room hire |  | £28.75 |  |  |  |  |  | £28.75 |  |
| 12-Jul | 33/22 | Slimming World | | Room hire |  | £86.25 |  |  |  |  |  | £86.25 |  |
| 12-Jul | 41/22 | MYW |  | Room hire |  | £17.25 |  |  |  |  |  | £17.25 |  |
| 12-Jul |  | British Gas |  | Reimb. careplan | |  |  |  |  |  | £148.64 | £148.64 |  |
| 14-Jul | 38/22 | Scrapbook Club | | Room hire |  | £11.50 |  |  |  |  |  | £11.50 |  |
| 15-Jul |  | HMRC |  | VAT ref |  |  |  |  | £507.33 |  |  | £507.33 |  |
| 20-Jul | 34/22 | K. Chessa |  | Room hire |  | £23.00 |  |  |  |  |  | £23.00 |  |
| 26-Jul | 35/22 | Carmel |  | Room hire |  | £69.00 |  |  |  |  |  | £69.00 |  |
| **Monthly totals** |  |  |  |  |  | **£599.25** | **£0.00** | **£1.10** | **£507.33** | **£0.00** | **£148.64** | **£1,256.32** | **£46,265.15** |
| **MONTHLY INCOME REPORT – AUGUST 2022**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 03-Aug | 43/22 | Karate |  | Room hire |  | £224.25 |  |  |  |  |  | £224.25 |  | | 04-Aug | 47/22 | Sewing Class | | Room hire |  | £34.50 |  |  |  |  |  | £34.50 |  | | 05-Aug | 50/22 | Slimming World | | Room hire |  | £69.00 |  |  |  |  |  | £69.00 |  | | 05-Aug | 44/22 | Senior Citizens | | Room hire |  | £69.00 |  |  |  |  |  | £69.00 |  | | 08-Aug |  | Swansea Council | | County Members | |  |  |  |  | £2,720.00 |  | £2,720.00 |  | | 08-Aug | 48/22 | W. I. |  | Room hire |  | £28.75 |  |  |  |  |  | £28.75 |  | | 09-Aug |  | Lloyds |  | Bank interest | |  |  | £2.71 |  |  |  | £2.71 |  | | 09-Aug |  | Lloyds |  | Bank interest | |  |  | £1.03 |  |  |  | £1.03 |  | | 15-Aug | 49/22 | Scrapbook Club | | Room hire |  | £11.50 |  |  |  |  |  | £11.50 |  | | 18-Aug |  | Clerk |  | Refund hire | |  |  |  |  |  | £88.80 | £88.80 |  | | 18-Aug | 42/22 | Asbri Planning | | Room hire |  | £34.50 |  |  |  |  |  | £34.50 |  | | 30-Aug | 46/22 | Carmel |  | Room hire |  | £69.00 |  |  |  |  |  | £69.00 |  | | 31-Aug |  | Swansea Council | | Precept payment | |  | £41,311.34 |  |  |  |  | £41,311.34 |  | | **Monthly totals** |  |  |  |  |  | **£540.50** | **£41,311.34** | **£3.74** | **£0.00** | **£2,720.00** | **£88.80** | **£44,664.38** | **£90,929.53** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Cyngor Tref Pontarddulais Town Council** | | | | | | | |
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| **Bank Reconciliation** | | | **Jul-22** |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Balance brought forward | | |  |  |  |  | £127,496.87 |
|  |  |  |  |  |  |  |  |
| Add total receipts as per R & P Book | | | |  |  |  | £1,256.32 |
|  |  |  |  |  |  |  |  |
| Less total payments as per R & P Book | | | |  |  |  | £15,997.60 |
|  |  |  |  |  |  |  |  |
| **Balance carried forward** | | |  |  |  |  | **£112,755.59** |
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| Bank balances | |  |  |  |  |  |  |
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| Closing bank balances | | |  |  |  |  |  |
| (as per bank statements as at 31/07/22) | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  | Current Account | |  |  | £1.00 |
|  |  |  | Deposit Account | |  |  | £81,572.30 |
|  |  |  | Reserve Account | |  |  | £31,182.29 |
|  |  |  | Total bank balance | |  |  | **£112,755.59** |
|  |  |  |  |  |  |  |  |
| Less unpresented cheques | | |  | Cheque number | |  |  |
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|  |  |  |  | Total |  |  | £0.00 |
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| Add cash/cheques received not yet banked | | | |  |  |  | £0.00 |
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| Other adjustments | |  |  |  |  |  |  |
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| **Reconciled Balance** | | |  |  |  |  | **£112,755.59** |
| **(as at 31/07/22)** | |  |  |  |  |  |  |

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| **Cyngor Tref Pontarddulais Town Council** | | | | | | | |
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| **Bank Reconciliation** | | | **Aug-22** |  |  |  |  |
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| Balance brought forward | | |  |  |  |  | £112,755.59 |
|  |  |  |  |  |  |  |  |
| Add total receipts as per R & P Book | | | |  |  |  | £44,664.38 |
|  |  |  |  |  |  |  |  |
| Less total payments as per R & P Book | | | |  |  |  | £6,537.71 |
|  |  |  |  |  |  |  |  |
| **Balance carried forward** | | |  |  |  |  | **£150,882.26** |
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| Bank balances | |  |  |  |  |  |  |
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| Closing bank balances | | |  |  |  |  |  |
| (as per bank statements as at 31/08/22) | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  | Current Account | |  |  | £1.00 |
|  |  |  | Deposit Account | |  |  | £119,697.94 |
|  |  |  | Reserve Account | |  |  | £31,183.32 |
|  |  |  | Total bank balance | |  |  | **£150,882.26** |
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| Less unpresented cheques | | |  | Cheque number | |  |  |
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|  |  |  |  | Total |  |  | £0.00 |
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| Add cash/cheques received not yet banked | | | |  |  |  | £0.00 |
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| Other adjustments | |  |  |  |  |  |  |
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| **Reconciled Balance** | | |  |  |  |  | **£150,882.26** |
| **(as at 31/08/22)** | |  |  |  |  |  |  |