

CYNGOR TREF PONTARDDULAIS TOWN COUNCIL

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Correspondence is welcomed in English or Welsh / Croesewir gohebiaeth yn Gymraeg neu'n Saesneg

10th October 2024

Dear Member

You are hereby summoned to attend the **Council Meeting**, of Pontarddulais Town Council in the Council Chamber/Room 1, Mechanics Institute, 45 St Teilo Street, Pontarddulais on **Thursday, 17th October 2024** at 7.00 pm.

If you wish to attend the meeting remotely, please contact the Clerk at clerk@pontarddulaistowncouncil.gov.uk for the Teams link by Wednesday, 16th October 2024

Monthly reports from County Ward Members (Town Councillors may ask questions or raise issues at this point however responses will be at the discretion of the County Councillors):

- **Cllr. Kevin Griffiths**
- **Cllr. Philip Downing**

COUNCIL MEETING AGENDA

1. **Apologies for Absence**
2. **Disclosures of Personal and Prejudicial interests in accordance with the Council's Code of Conduct.** Members are requested to identify the Agenda Item/Minute Number and Subject Matter that their interest relates to (these can also be taken during the meeting).
3. **Questions from the public** (limited to 15 minutes)
4. **Report from local police**
5. **To confirm and sign as a correct record the minutes of the Special Events Committee meeting on 17th September 2024** (previously circulated).

6. To confirm and sign as a correct record the minutes of the previous Council meeting on 19th September 2024 (previously circulated).

7. To confirm and sign as a correct record the minutes of the Special Events Committee meeting on 8th October 2024 (previously circulated).

8. Admin

- a) To note Councillor Resignation – Goppa Ward.
- b) To note the posting of Notice of Vacancy – Goppa Ward as soon as is practicable.
- c) Update on Casual Vacancy – Dulais East
- d) To agree any further attendees to One Voice Wales AGM/Conference on October 16th.
- e) To discuss and agree attendance of Proper Officer at Wellbeing Economy Cymru – Festival of Ideas; November 18th, 2024, 11am – 5pm, at Swansea Arena.
- f) Update from Councillors who have attended training since the last meeting.
- g) To receive report from One Voice Wales Larger Councils Meeting.
- h) To receive report from One Voice Wales Swansea Area Committee Meeting.
- i) To agree attendance for Proper Officer and interested Councillors at Joint One Voice Wales/ Society of Local Clerks event: Democratic Health and Effective Governance in an Ever-Changing World, 20th November 2024 to be held virtually.
- j) To note Welsh Government “Inquiry into the Role, Governance and accountability of the Community and Town Council Sector” and agree a response to be submitted by October 18th (previously circulated).
- k) To agree proposed Committee meeting dates 2024/25 (previously circulated).

9. Policy, Compliance & Finance

- a) To approve Bank reconciliations and note closing balances for June, July, August, and September.
- b) To approve October payments.
- c) To receive funding report from the Pontarddulais Partnership
- d) Agree additional bank signatories.
- e) To discuss difficulties caused by current bank account arrangements and agree a way forward.
- f) To note timetable for 2025/26 budget and precept setting.

10. Estates

- a) To agree contract with The Police and Crime Commissioner for South Wales for a 2-year room hire agreement in accordance with previously agreed terms.
- b) To note issue with BT and increase in billing cost.
- c) Update on Fire Safety actions.
- d) To consider Utility Aid Energy Champion training and agree a way forward.
- e) To consider request from community planning working party to waive room hire for their meetings and agree a way forward.
- f) To consider request from small local business for use of upstairs kitchen, including installation of a tabletop (lockable) fridge, to utilise space for

wrapping of small cheeses, once or twice every fortnight (subject to receiving the appropriate food hygiene certificates for the space required).

- g) To consider request from local band to reduce or waive the hire fee for a Charity concert to be held in December to raise funds for the local food bank.

11. Special Events

- a) To consider Summer Festival for 2025.
- b) Request for Councillors to volunteer at Remembrance Parade (November 10th) and Christmas Parade/Grotto (December 6th).
- c) To note Aladdin Pantomime December 22nd

12. Correspondence



Susan Rodaway
Town Clerk/RFO
Pontarddulais Town Council
10/10/2024