

## MINUTES OF THE PONTARDDULAIS TOWN COUNCIL MEETING HELD ON THE 22<sup>nd</sup> JUNE 2023

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### **PRESENT:**

Cllr C. Evans (Mayor)	Cllr A Wilson
Cllr H. Roberts	Cllr J. Beynon
Cllr K. Williams	Cllr J. Johnstone
Cllr P Downing	Cllr E. Horne
Cllr D. Beynon	Cllr K. Griffiths

1. **Apologies for Absence:** Received from Cllr R. Harris
2. **Disclosures of personal and prejudicial interests in accordance with the council's code of conduct.**

Cllr P. Downing declared a personal interest to a reference mentioned in item 5 of the Policy, Compliance & Finance minutes, which involved a **RECOMMENDATION** to Council.

Cllr A. Wilson and Cllr J. Beynon declared an interest to one of the candidates that had applied for the co-option vacancy.

3. **Minutes** - To confirm and sign as a correct record the minutes of previous council meeting(s).

The minutes were accepted as a true record.

4. **To receive and consider the minutes of the Special Events committee meetings held on the 16<sup>th</sup> and 30<sup>th</sup> May 2023.**

Information on the amount spent for the summer festival is currently being prepared as invoices are still being received. This will be completed and discussed at the next meeting.

Cllr C. Evans requested that if the Town Council produces a newsletter, it is called something other than the Bont Bulletin e.g. 'The Newsletter', as this was the name of the Pontarddulais Partnership's newsletter.

5. **To receive and consider the minutes of the Policy, Compliance & Finance committee meeting held on the 20<sup>th</sup> June 2023.**

A **RECOMMENDATION** was made to the Council to pay the Clerk overtime for the work carried out to organise the Summer Festival together with a payment to be made to her husband for several days work.

Cllr D. Beynon proposed that the Clerk be paid but that no payment should be made to the Clerk's husband. This was seconded by Cllr K. Griffiths.

Cllr P. Downing proposed an amendment to send this matter to the P, C & F committee for consideration which was seconded by Cllr Evans. A vote was taken on the amendment which failed. The original proposal took precedence and was voted upon with 7 in favour, 1 against, and 2 abstentions.

**AGREED** that the Clerk be paid for the work carried out but no payment should be made to her husband.

6. **To receive and consider the minutes of the HR & Training committee meeting held on the 5<sup>th</sup> June 2023.**

Terms of Reference were previously agreed at the annual council meeting.

A **RECOMMENDATION** was made to Council for the purchase of a tablet for the caretaker for council work and training not to exceed £600. This was **AGREED** with a vote of 8 For and 2 Against.

Clerk will be researching comparative councils to compare staffing hours.

**7. To appoint a representative to serve on the following bodies:**

- a. Swansea Area Committee of One Voice Wales  
No nomination was received.
- b. Community and Town Council Forum –  
Cllr C. Evans will attend depending on the frequency and it being an on-line meeting. Clerk to obtain meeting information.

**8. To approve the recommendation for the purchase of Microsoft 365 for staff and council members (attached).**

Clerk's report to be amended to Councillors to receiving Microsoft Office Basic.

Clerk to arrange for purchase of Microsoft 365.

It was **AGREED** to purchase Microsoft 365 immediately.

**9. To receive and consider reports from county ward members.**

- Cllr Downing reported that in the May planning meeting the extension to MacMillan factory, Pontarddulais was agreed. This will result in an additional two articulated lorries be coming to the factory (total of 9), however there will be no vans in the future. Cllr Downing succeeded in gaining agreement that no construction vehicles will be allowed to arrive or leave the site between the hours of 7.30 & 9.00am and 2.30 & 4pm. It was also agreed that any damage caused to Glanffrwdd Road during the construction period will be put right by MacMillan, and before and after videos will be taken to evidence this. There are currently 342 articulated lorries going to the MacMillan Glanffrwdd site each week.
- County Cllrs Downing & Griffiths have met with residents of Dantwyn to discuss speeding. Cllr Griffiths will be arranging for two strips to go across the road which measures average speeds. Following an analysis of personal injury collision data from police, within the last 3 years there hasn't been any personal damage collisions recorded on the Dantwyn road. This means that no road safety grants will be available.
- Cllr Graham Thomas, Cwmbwrla Ward was recently appointed Lord Mayor.
- There have been issues recently with a sofa dumped in the River Dulais waterfall in Upper Mill. Cllr Downing is due to meet with the Local Authority to discuss how to remove the sofa.
- Swansea free bus to be provided in the Swansea area for the summer holidays from 28 July – 28<sup>th</sup> August.
- The matter of the dead goat was discussed and Cllr Downing reported he had contacted the county council to oversee the well-being of the animals.

**10. To receive and consider any urgent matters from town councillors.**

No matters were received.

**11. To answer questions from councillors (3 clear days' notice of any question having been given to the person to whom it is addressed).**

No questions were received.

**12. To receive and consider reports from the Clerk.**

- The clerk requested councillors checked for emails at least weekly.
- All councillors were asked to return their councillors allowance payments forms completing their bank details for payment or indicating if they don't wish to claim the

allowance. All forms are required to be submitted by councillors as there are included in the Audit submission.

- Clerk has been invited to sit on the One Voice Wales Recruitment & Retention task and finish group.
- Reminder to councillors who are unable to attend any meetings, that clerk is to be informed and an explanation provided.

**13. To receive and consider reports from the Mayor.**

- Attended senior football presentation and provided a donation.
- Invited to Cor Glandulais concert but unable to attend. Donation to be given.
- Organised and ran the summer quiz in the rugby club.
- Attended the summer festival and reported that it was one of the best events ever organised. Excellent feedback has been received. In addition, the educational day with pupils was well-organised and enjoyed by all the children.

**14. To receive and consider reports from representatives on outside bodies.**

- No reports received
- Cllr Griffiths reported a low turnout for the cinema club. The next film will be shown on 9<sup>th</sup> September.

**15. To fill the casual vacancy that exists in the Dulais West and Goppa Ward**

Voting took place to appoint in the Dulais West and Goppa wards.

Cllr J. Beynon and Cllr A. Wilson abstained from voting having declared a personal interest.

Members were provided with a voting slip and asked to place a mark against one of the four candidates. The votes were counted by the clerk and Mr D. Hardy received a majority vote and was declared the candidate for the Dulais West ward.

Members were then provided with a second voting and asked to place a mark against one of the three remaining candidates. Mr A. Owen received the majority vote and was declared the candidate for the Goppa ward.

The clerk will notify all candidates accordingly.

**16. To approve the Council's Annual Return for the financial year 2022-2023 (copy to follow).**

The Annual Return was approved and signed by the Mayor.

**17. Financial Reporting.**

- a. To authorise and approve the expenditure for the month of April and May 2023.  
Reports to be circulated directly following to the meeting.
- b. To receive a monthly income report and confirm and sign the bank reconciliation for the month of April and May 2023.  
Reports to be circulated directly following to the meeting.  
Cumulative monthly reconciliation to be circulated monthly to council.  
Clerk to check on income from City & County of Swansea.

**18. To receive planning applications previously circulated to all councillors.**

Planning Decision and Applications previously circulated to members (Appendix A & B) (Attached).