

**MINUTES OF THE PONTARDDULAIS TOWN COUNCIL MEETING HELD ON THE
26th OCTOBER 2023**

DRAFT

PRESENT:

Cllr C. Evans (Mayor)	Cllr J. Johnstone
Cllr D. Beynon	Cllr D. Hardy
Cllr R. Harris	Cllr K. Williams
Cllr P. Downing	Cllr A. Owen
Cllr K. Griffiths	Cllr S. Lloyd-Janes

Prior to commencement of business members of the public present were invited to ask questions - none were received.

The Chair informed members of the following additional agenda items to be included:

- HR & Training Committee Meeting: Excludes Press & Public. Members of the public were informed they would be asked to leave the meeting for this item and it was agreed this item be moved to the end of the agenda.
- Receive and consider the minutes of the Welsh Language committee meeting held on 23rd October 2023.

Prior to commencement of business Councillor P. Downing requested that due to some Councillors experiencing difficulties in accessing Teams, minutes of the previous Council Meeting be emailed with the Council Agenda along with Income and Expenditure reports.

70. Apologies for Absence:

Apologies for absence were received from Cllr J Harris, Cllr H Roberts, Cllr J. Beynon, Cllr A. Wilson.

71. Disclosures of personal and prejudicial interests in accordance with the council's code of conduct.

No disclosures were received.

72. To approve and sign as a correct record the minutes of the Council meeting held on 28th September 2023.

The above minutes were accepted as a true record.

73. Receive and consider the minutes of the Policy, Compliance & Finance committee meeting held on the 12th October 2023.

- The above minutes were accepted as a true record.
- A Casual vacancy has been advertised for the Pentrebach ward.
- A vacancy in the Dulais East ward is currently advertised for co-option with closing date of 17th November 2023.
- A proposal to interview applicants will be discussed at the next Policy, Compliance & Finance Committee on 9 November 2023. It was unanimously **AGREED** the committee be given plenary powers to make a decision on interviewing potential candidates. If agreed, the interviews would be held prior to the start of the Council meeting.

74. Receive and consider the minutes of the Estates Committee meeting held on the 19th October 2023.

The above minutes were accepted as a true record.

- Cllr P. Downing to attend the next Estates Committee meeting and provide a presentation on the work undertaken by the newly formed '**Pontarddulais Regeneration Group (focussing on St Teilo Street)**', to ensure there's no crossover in work.
- It was **AGREED** that the committee would be re-named as '**Estates, Development and Culture**'. The Culture heading will include the arts such as music, art, drama to ensure these areas are developed in the town with a wider remit than the Special Events Committee. Both committees will need to link to ensure joined-up working.
- **Front door & access:** Council has a legal duty to offer accessibility. Consider looking for grants to cover cost. Policy, Compliance & Finance to look at current budget position.
- Clerk to look at DDA requirements to confirm position.
- Request has been received from a Councillor to display a PRIDE flag. It was suggested that organisations requesting a flag to be displayed, would need to provide their own.
- It was **AGREED** that the purchase of a new flag pole and PRIDE flag be discussed at the next Estates Committee meeting and if agreed the purchased made out of the agreed delegated budget.
Cllr J. Johnstone offered to change the flags as and when required.

75. Receive and consider the minutes of the Welsh Language Committee meeting held on the 23rd October 2023

- The above minutes were accepted as a true record.
- Terms of Reference were presented and **APPROVED**.

76. Receive and consider reports from county ward members.

County Councillor K. Griffiths: - Report since last meeting

1. October 5th we both attended along with the Mayor the opening of the new Cura shop.
2. 6th October we both attended the reopening of Garnswllt community hall and were given the honour of officially opening it.
3. 5th October cinema club was another successful evening with over 30 in attendance.
4. 10th October attended meeting with the working group in the institute. Think they need a letter from the council to say thank you for all the hard work the group have put into addressing this persimmon issue.
5. 17th October we both met with Persimmon homes for an update on the planning for the new houses.
Not a lot of change from the previous consultation. I stayed a couple of hours to show support for the residents.
6. 18th October response from council with regards to Pentre Bach flooding.
They are looking at putting a bund in to sort out the flow of river and they are

in discussions with N.R.W, to put in an application to do this. As soon as they have an update, they will let us know.

7. Lines have been requested to be put on the crossing lights by the King fish shop and authorised.
8. Update on the cycle track 20th October. We both met with Simon Jones. The consultation for the cycle track will be in the institute on 26th October. It would be well worth while if all community councillors could attend, so they will have answers for residents in the community.
If all the plans go ahead this would be brilliant news for the community.
It was proposed that the Active Travel route plans be discussed at the next Estates Committee meeting.

County Councillor P. Downing – Report since last meeting

Persimmon have completed their statutory Pre-Application Consultation (PAC) process on the Strategic Site in Pontarddulais. I attended the pre presentation at 1.0pm on the 17th Oct.

As you will be aware, a PAC consultation is done in advance of any future planning application and is a statutory Welsh Government requirement for large schemes. The Local Planning Authority is not involved at PAC stage so any comments that the community wish to make will need to be sent directly to the applicants/agents. The PAC process will identify where consultation responses are to be sent. Any responses sent in response to the PAC will be included in a PAC report that must accompany a planning application, so comments should not be submitted directly to the Council at this stage.

This process is entirely separate to any consultation undertaken by the Council following receipt of a planning application. There will be an opportunity for the public to respond to the Council's consultation if and when a planning application is submitted.

Budget discussions are under way this week. CMT discussed the overall situation and each director with their heads of service has been finalising savings proposals for their services. Then later CMT and Cabinet worked through each directorate's strategy and financial position to better understand their likely spending pressures like pay awards, waste disposal, homelessness, home-to-school transport and children's services. The next step will be a series of meetings in the coming month where directors will present line-by-line saving proposals so that Cabinet Members can agree on which savings should go forward for consultation. At the same time, Cabinet Members will have the results of the residents' survey to help make those choices. I have to say the likely budget position remains difficult and this is further complicated by the fact that the actual budget settlement for 24/25 won't be known until late December. But it's important the work is done in advance so Cabinet and Council can make informed choices.

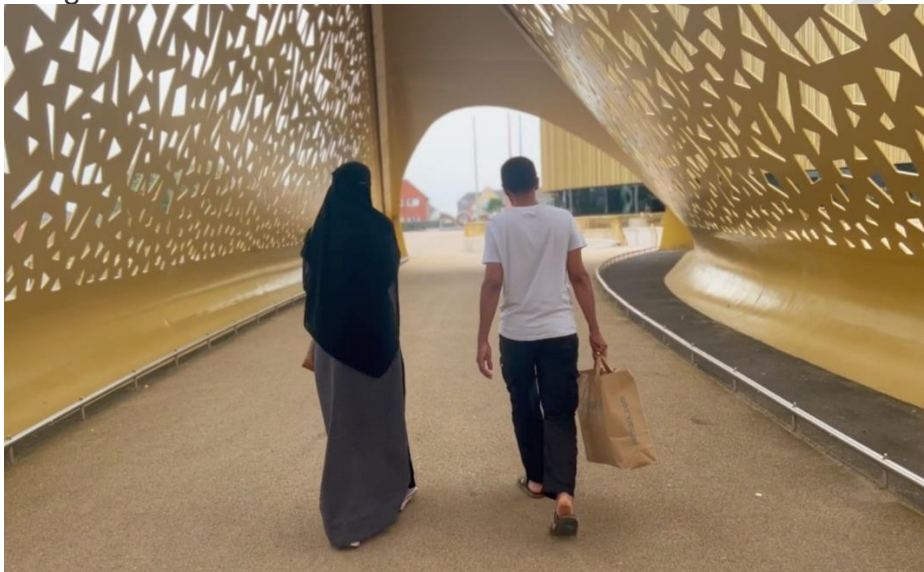
We are seeking your views as residents and service users to help us understand how you feel about our performance and to ensure that our future planning and priority setting aligns with what is needed. These important findings will be shared at

every level of the organisation to shape our decision making at what is a challenging time.

Please take this opportunity to share your views with us and have your say through this short survey.

<https://www.swansea.gov.uk/residentsurvey>

Remember the 'Crunchie' bridge. Congratulations to all staff involved with the iconic Copr Bay Bridge that now spans across Oystermouth Road, linking the city centre with the arena and coastal park. At the [Structural Steel Design Awards 2023](#) in London, our architects for the bridge – [ACME](#) – won an award for its high standard of design.



As we are all aware by now there have been changes to the bus services that affect Pontarddulais. Following the end of the WG Bus Emergency Scheme (BES) and move to the reduced Bus Transition Fund (BTF)(approx. 50%).

The commercial service changes on First Cymru services at [First cymru route changes](#) This does not affect the Swansea Council subsidised routes. The No 16 route weekday evenings are subsidised at £119.76 per day (term = 1/8/19 to 31/7/24). X13 route, weekday evenings is subsidised at £133.06 per day (term 1/8/19 to 31/7/24). Total subsidy from Swansea is £1.4M. The L3 under Carmarthenshire says Little used morning and evening journeys on the L3 service will be removed from 29th October.

I met with the Active Travel Officer who says thank you for your attendance on the Teams meeting last Friday (20th) regarding the Pontarddulais Connect proposals to improve walking and cycling links within Pontarddulais and connections to the wider network.

A PDF version of the Powerpoint presented. A Welsh language version of this document is currently awaited from translation and will be available on both the Council's website and at the event on Thursday. The drop in event on Thursday 26th October will be held in the Institute from 10am to 5pm. At the same time as this event the proposals will also be hosted on the Council's website for a 4-week period up to Friday 24th November.

Copies of plans will be shown at the event and on the Council's website from Thursday onwards. Whilst the Council will advertise the drop in event and online link, we'd welcome any local advertising you could arrange to both maximise attendance at the event and completion of the survey to show support for the works which ultimately are competing against other similar projects in Wales for funding.

Cllr Downing added the following points at the meeting:

- Attended the Housing Working Group public meeting in Hope Siloh on 19th October, which was very well run highlighting the key topics for concern.
- As a Governor for Pontarddulais Primary School, Cllr Downing is currently involved in the interview for a Deputy Headteacher.
- City & County of Swansea Housing waiting lists are currently at around 8k. There are over 450 people currently in bed & breakfast accommodation. Council is looking into the points system and how these are given, as a way to reduce the current figures. There are no vacant properties in Pontarddulais.

77. Receive and consider any urgent matters from town councillors.

The following matter was received from Cllr R. Harris:

I and a number of residents have grave concern over the use of land off Bolgoed Road being used to dump food from food bank donations, light fires and mistreatment of goats as well as the intimidation of an elderly resident and purposely blocking a private access road.

As a town council I feel we should be actively supporting the residents and raising concern over the repeated mis-treatment of animals.

Following discussion on the above issue, it was **AGREED** that the elderly resident be contacted to confirm the Council are aware of the situation and are addressing the issue. Clerk will write to resident. In addition, the Clerk will write to the owner of the Penllergaer Estate explaining the issues.

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

No questions received.

79. To appoint a representative to serve on the YGG Bryniago Governing Body.

It was **AGREED** that Councillor R. Harris be the representative.

80. Receive and consider reports from the Clerk.

- Council Vision Planning workshop will now be arranged for January. Council members to inform the Clerk asap of any dates in January of unavailability. Council meeting is on 18th January 2024. A Special Meeting might be required in December to discuss the precept.
- Remembrance Service arrangements are being carried out and a meeting is being held with representative from the key organisations on 31st October.
- Any councillors experiencing issues with Teams to inform Clerk immediately in order to arrange support.

81. Receive and consider reports from the Mayor.

The Mayor reported attending the following events:

- The Pontarddulais Town Band concert in Pontarddulais Comprehensive school. An excellent evening with seventy-five children participating at one point in the concert. They are very short of instruments for youngsters and currently having to share, and would be grateful of any old instruments.
- An event in Gowerton Conservative Club for an amateur dramatics group production of Oliver, to raise much needed funds for the Myeloma, Lymphoma and Leukaemia unit in Singleton hospital. Mayor gave a personal donation.
- On 28th October attending an Art exhibition in Goppa chapel of artwork by former councillor Eifion Davies, followed by judging at the Halloween competitions in the Institute.

82. Receive and consider reports from representatives on outside bodies.

No reports received.

83. Financial Reporting.

- a. Receive and sign the expenditure for the month of September 2023 (Appendix A).
The above reports were received and signed.
- b. Receive and sign the monthly income report and bank reconciliation for the month of September 2023. (Appendix B).
The above reports were received and signed.

84. To receive planning applications previously circulated to all councillors (Appendix C).

There were no observations regarding the applications.

85. Receive and consider the minutes of the HR & Training committee meeting held on the 17th October 2023

At this point, Agenda item 5, – Request a Motion of Exclusion of Public and Press – S.1(2) Public Bodies (Admission to Meetings) Act 1960 for the following item was presented for item 21 of the minutes of the HR & Training committee meeting held on the 17th October 2023:

The Chair moved the above item to this point of the meeting due to the confidential nature of the discussion. Members of the public were asked to leave the room. The item was **AGREED** in principle dependent on full costings being discussed at the Policy, Compliance and Finance Committee 9th November.

- The minutes of the HR & Training committee meeting held on the 17th October 2023 were accepted as a true record.
- The Disciplinary Policy was **ADOPTED** by a majority vote.
- Governance & Finance toolkit completion to be undertaken as part of a HR Sub-group – nominations were requested.
- Cllr A. Owen and Cllr J. Johnstone volunteered. Clerk to email members to request more nominations.

The meeting ended at 21.27pm.

HJ Davies

(Appendix A).

Paid Expenditure Transactions

Start of year 01/04/23

paid between 01/09/23 and 30/09/23, for the Council

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
DD230901CC S	01/09/23	1212		£67.00	£0.00	£67.00	City & County of Swansea Direct Credits	Non-domestic rates 105
DD230901CL	01/09/23	1231		£16.88	£2.81	£14.07	Cathedral Leasing	Hygiene Services 100
BACS230906H D	06/09/23	1232		£89.86	£0.00	£89.86	Booker	Soup Supplies - Clerk reimbursement 130/3
BACS230911J J	11/09/23	1205		£2.00	£0.00	£2.00	Tesco	Soup rolls - asst clerk reimbursement 130/3
BACS230911	11/09/23	1206		£6.17	£1.03	£5.14	Amazon	Office address book 110/2
BACS230911	11/09/23	1207		£13.94	£2.32	£11.62	Amazon	Extension Lead (IT) 110/2
BACS230911H D	11/09/23	1208		£22.89	£3.82	£19.07	Amazon	Smart TV Remote replacement - clerk reimbursement 110/2
BACS230911J E	11/09/23	1209		£113.45	£18.91	£94.54	Jasun Envirocare PLC	Radiator filters 100
BACS230911H D	11/09/23	1211		£7.65	£0.00	£7.65	Tesco	Filler & soup rolls - Clerk reimbursement 110/2
BACS230911V ICT	11/09/23	1217		£60.00	£10.00	£50.00	Vision ICT	Refresher training - Asst Clerk 110/1
BACS230912E E	12/09/23	1233		£10.00	£0.00	£10.00	EE	Council Mobile top up 110/2
DD230914CL	14/09/23	1219		£63.38	£10.56	£52.82	Cathedral Leasing	Hygiene services 100
BACS230920S S	20/09/23	1218		£3,047.43	£0.00	£3,047.43	Staff Salaries	Staff salaries 115
BACS230921P TFC	21/09/23	1234		£200.00	£0.00	£200.00	Pontarddulais Town Football Club	Reimbursement of payment 135
BACS230927H MRC	27/09/23	1225		£2,096.58	£0.00	£2,096.58	HMRC	Employers' PAYE payment 115
FPS230927LB	27/09/23	1235		£9.55	£0.00	£9.55	Lloyds Bank	Service Charges 110/2
DD230928SSE	28/09/23	1223		£240.37	£11.44	£228.93	SSE	Electricity - Institute 105
BACS230929C CSFS	29/09/23	1224		£9,410.50	£1,568.42	£7,842.08	City & County Swansea Financial Services	Hanging Baskets 145
BACS230927S LRS	29/09/23	1226		£270.00	£45.00	£225.00	Swansea Lift Repair & Service LTD	Call out lift fault repair 100
BACS230929K D	29/09/23	1227		£175.00	£0.00	£175.00	KD Gardening Services	Waste removal 100
BACS230929C M	29/09/23	1229		£25.00	£0.00	£25.00	Chris Morris	Window cleaning - Sept 23 100

22/10/23 08:08 PM Vs: 8.89.00

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Paid Expenditure Transactions

Start of year 01/04/23

paid between 01/09/23 and 30/09/23, for the Council

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Details	Heading
BACS230929C P	29/09/23	1236		£1,008.00	£0.00	£1,008.00	Chaplins Pantos	Pantomime Deposit 130/2
BACS230921 MC	29/09/23	1237		£120.00	£0.00	£120.00	M Caroli	Exterior Cleaning Services 100
BACS230929H D	29/09/23	1238		£233.00	£0.00	£233.00	R Davies	Caretaker duties 110/2

Total £17,308.65 £1,674.31 £15,634.34

22/10/23 08:08 PM Vs: 8.89.00

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(Appendix B).

Received Income Transactions

Start of year 01/04/23

received between 01/09/23 and 30/09/23, for the Council

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
BACS230905S K	05/09/23	117		£132.21	£0.00	£132.21	10	Shiru Karate Room hire
BACS230911S C	11/09/23	118		£57.50	£0.00	£57.50	10	Sewing Class Room Hire
BACS230911K K	11/09/23	119		£57.50	£0.00	£57.50	10	Knit Knatter Room Hire
Lloyds 110923	11/09/23	120		£68.28	£0.00	£68.28	15	Lloyds Bank Instant Account Interest
230911LB	11/09/23	131		£29.28	£0.00	£29.28	16	Lloyds Bank
BACS230915P TFC	15/09/23	116		£200.00	£0.00	£200.00	20	Pontarddulais Town Football Club Payment made in error
AA 260923	26/09/23	122		£17.50	£0.00	£17.50	10	Antonia Antoniazzi Room Hire
KK 270923	27/09/23	123		£48.00	£0.00	£48.00	10	Knit Knatter Room Hire
PO230927SW	27/09/23	128		£115.00	£0.00	£115.00	10	Slimming World Room Hire
PO230927C	27/09/23	129		£69.00	£0.00	£69.00	10	Carmel Room Hire
PO230927C	27/09/23	130		£157.50	£0.00	£157.50	10	Carmel Room Hire
Total				£951.77	£0.00	£951.77		

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(Appendix C).

Planning Decisions and Applications - September 2023

DECISION LIST -- WEEK ENDING: 1 September 2023

Application No:	2023/1509/FUL	Decision Date:	01-SEP-2023
Responsibility:	Delegated Decision	Decision:	Approve
Location:	45 Twyriago Pontarddulais Swansea SA4 8HX	Area:	Area 1
		Ward:	Pontarddulais
PROPOSAL:	Single storey side extension		

WEEKLY APPLICATIONS -- WEEK ENDING: 1 September 2023

Application No:	2023/1158/TPO	Date Registered:	01.09.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259673 203261		
Development Type:	All Others (CPLDS, Prior etc)		
Location:	St Tellos Church, Church Lane, Pontarddulais, Swansea,		
Proposal:	To lop two lime trees (covered by TPO 632G2), which are overhanging the vicarage boundary at 28 Bolgoed Road		
Applicant:	Ms Elizabeth Wheat	Agent:	

DECISION LIST -- WEEK ENDING: 8 September 2023

No decisions received

WEEKLY APPLICATIONS -- WEEK ENDING: 8 September 2023

Application No:	2023/1873/FUL	Date Registered:	05.09.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	260086 205182		
Development Type:	Minor Dwellings		
Location:	Ebenezer Chapel, Garnswilt Road, Pontarddulais, Swansea,		
Proposal:	Conversion of redundant chapel to residential dwelling including extensions and alterations		
Applicant:	Mr Adam Morgan	Agent:	Mr Aled Davies

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DECISION LIST -- WEEK ENDING: 15 September 2023¶

Application No:	2023/1402/DOC	Decision Date:	14-SEP-2023
Responsibility:	Delegated Decision	Decision:	Approve
Location:	Land At Cambrian Yard Cambrian Place Pontarddulais Swansea SA4 8TB	Area:	Area 1
		Ward:	Pontarddulais

PROPOSAL: Discharge of condition 8 (verification report) of planning permission 2018/1932/FUL granted 28th February 2019

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WEEKLY APPLICATIONS -- WEEK ENDING: 15 September 2023¶

No applications submitted¶

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DECISION LIST -- WEEK ENDING: 29 September 2023¶

No decisions received¶

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WEEKLY APPLICATIONS -- WEEK ENDING: 29 September 2023¶

No applications submitted¶

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