

**MINUTES OF THE PONTARDDULAI TOWN COUNCIL MEETING ON
THURSDAY 29 FEBRUARY 2024
DRAFT**

Present:

Councillors	Cllr C. Evans (Chair)	Cllr D. Beynon	Cllr D. Hardy
	Cllr K. Williams	Cllr J. Beynon	Cllr P Downing
	Cllr K. Griffiths	Cllr A. Owen	Cllr G. Chambers
	Cllr S. Lloyd-Janes	Cllr J. John	Cllr J. Harris
	Cllr J. Johnstone	Cllr A. Wilson	

Apologies	Cllr D. Hardy	Cllr R. Harris
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Prior to commencement of business the Chair informed members that the meeting was being recorded for minuting purposes. Recordings are deleted once minutes are agreed.

BUSINESS

- 120. Disclosures of personal and prejudicial interests in accordance with the council's code of conduct**
No disclosures received at this point in the meeting.

- 121. To receive an address from the Police**
The Police Sergeant had been invited to the meeting, however was unable to attend on this occasion.
An update on local crime figures was provided by the Clerk.

- 122. To approve and sign as a correct record the minutes of the Council meeting held on 18 January 2024**
It was **RESOLVED** to accept the above minutes as a true record subject to the following amendment:
a) The meeting was recorded.

- 123. Receive and consider the minutes of the Policy, Compliance & Finance committee meeting held on the 8th February 2023**
It was **RESOLVED** to accept the above minutes as a true record subject to the following amendment:
a) Agenda Item 62:
The cost of the pest control to be included.
Remove shredding & PAT testing.

Financial Assistance Applications

Due to the email address being blocked at source, the PRFC application had not been received. It was unanimously **RESOLVED** to accept the application.

It was unanimously **RESOLVED** that the recommendations made by the Policy, Compliance & Finance Committee of the list of organisations to receive the financial assistance grant of £250 be accepted.

It was **RESOLVED** to accept the Health & Safety at Work Policy.

The Safeguarding Policy will be discussed at the next HR & Training Committee. Members were asked to consider the policy and send any comments to the Clerk.

124. Receive and consider the minutes of the Estates committee meeting held on the 1st February 2024

It was **RESOLVED** to accept the above minutes as a true record.

125. Receive and consider the minutes of the HR & Training committee meeting held on the 13th February 2024.

The Chair moved that due to staffing matters being discussed, the **HR & Training Committee minutes** be moved to the end of the meeting under **Request a Motion of Exclusion of Public and Press – S.1(2) Public Bodies (Admission to Meetings) Act 1960.**

- The minutes of the HR & Training committee meeting held on the 13th February 2023 were accepted as a true record.

126. Receive a verbal update on the minutes of the Welsh Language committee meeting held on the 26th February 2024

Cllr Johnstone provided information on the Welsh Language Committee meeting.

127. Receive and consider reports from County Ward members

Councillor Downing provided an update on undertakings over the month:

- Together with Cllr K. Griffiths, funded the clearance of fly typing from behind the old co-op.
- Over the month attended the range of regular County Council meetings with Cabinet & Chairs, Leader, Economy and Infrastructure, Labour Group, Planning Committee, Policy & Compliance, and Economy and Infrastructure. Also the Standards Committee Pontarddulais Comprehensive.
- Weekly Food Bank duties
- Cllr Downing reported that a Notice of Motion had been given during the Labour Group on the TATA steel announcement of job losses which will mean an annual direct loss of over £100m to the local economy and the loss of over £300m annually, when associated jobs and the supply chain impacts are included. A fully representative regional task force will be established to examine all the options to protect jobs and steel making opportunities.
- Attended an open day at the police hub in Robert Davies Court
- Reported on the number of housing properties available in the town and the high numbers on the waiting list.

- Cllr Downing met with the head of the primary school and technical design manager of highways to look at the Active Travel route planned to traverse the side of the school field. Also, with officers from Active Travel and Highways as well as the relevant cabinet member to discuss the route from the lights on Tidal reach up Water street, along William street, and onto the comprehensive school. Further reports are needed with a site visit with the two members and MP.

County Councillor K. Griffiths – gave the following verbal report at the meeting.

- Improvements are due to be made to the pedestrian crossings at the Coop crossroads. Any issues with ‘near misses’ need to be reported.
- Swansea Council are investigating issues that have been raised in relation to the field leased by the person off Bolgoed Road.
- Work has started on the Men’s Shed.

128. Receive and consider any urgent matters from Town Councillors

None received.

129. Answer questions from Councillors (3 clear days’ notice of any question having been given to the person to whom it is addressed

None received.

130. Receive and consider reports from the Clerk

1.	First Bus: Following correspondence with First Bus and Swansea Council, a response has been received that a solution is being worked on to improve reliability and frequencies of the X13 service.
2.	A request was made for Councillors to help with the Film Club As there are between 9-10 showings per year, a councillor would only need to be present once in approx. 18 months. The next film night is 9 March.
3.	An email has been sent regarding nominations for the King’s New Years Honours 2025. Closing date 22 March
4.	Apologies for absence Councillors were reminded that they are required to give apologies and a reason if they are unable to attend council and committee meetings. Cllr Downing requested clarification on what would be the outcome if a councillor does not give a reason for their non-attendance at a meeting. This matter will be referred to PC&F committee for consideration.’
5.	A reminder was given of the Vision Setting workshop taking place on Wednesday 6th and 13th March 2024. Councillors were asked to give the workshop priority, as it is a much-needed opportunity to share thoughts and ideas, and the outcomes of these workshops will form the future plans for the council.

6.	The Clerk will forward the list of emails sent to Councillors over the previous month.

131. Receive and consider reports from the Mayor.

The Mayor had nothing to report for the month.

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

a) Larger Council's meeting 15th January 23

Cllr J. Harris highlighted the main points from the meeting.

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Larger Local Council Committee 14/02/24

Freedom of Information

The meeting opened with a presentation by Bethan Bonsall a senior policy officer from the Information Commissioners Officer who talked about the issue of Freedom of information and how a request should be handled by public bodies that are obliged to publish information about their activities

It was stated that it was important that a requestor should use a real name and address, should write the request and can use social media or a letter, should describe what is requested clearly.

Given that public bodies hold a lot of information across a wide area it is important that the town council are clear as to what is expected as unclear requests make it difficult to respond effectively within the time limit. If the request is unclear we should contact the requestor as soon as possible and within twenty days. If there is no clarification we can if we wish close the request within two months. Once clarified we have another twenty days to respond. If there are problems with clarification help can be sought from the ICO.

There are cost limits. If a small request would exceed £450 (18 hr) in managing and responding a refusal note can be sent. It may be useful to try and help requestors but if the request is vexatious and of limited value and it becomes too distressing and disruptive it may be refused.

All requestors are equal and do not need to say what the information is for. The information requested covers all recorded information but not personal information including that held by individual councillors and external organisations for the council. If help is required the ICO has templates and videos available to use. They will provide the appropriate responses and exemptions.

There will be change in the Data Protection Law that is imminent and focuses on keeping information that is appropriate but for no longer than is necessary.

Place Based Services

There is a new policy officer David Collins. There is also a developing focus on place based services given the cost of living crisis, the desire to lower inequality and support local people and businesses. Key areas include where there are concerns about food, fuel, wellbeing, mental health and the need to address homelessness.

Children are increasingly seen at risk with more children going in to care at the cost of a third of a million per child. It is said that children living in poverty in Wales are 14 times more likely to require additional care. Because of austerity and continuing cuts to local authority funding, preventative services have disappeared. A number of councils are developing projects and will be considered for the National Awards due in July

Contract of Employment

The contract of employment has changed with two optional ones and one using statutory minimum requirements.

- b) **Swansea Public Service Board:** Cllr Johnstone reported that no meetings had taken place.

133. Financial Reporting

The bank reconciliations for the month of January 2024 were received and signed (Appendix A).

- 134. To discuss planning applications previously circulated to all councillors**
(Appendix B).
There were no observations regarding the applications.

The meeting ended at

HJ Davies

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(Appendix A).

Bank Account Reconciled Statement

Current Account (£1) + Deposit Acc

Statement Number	25	Bank Statement No.	25
Statement Opening Balance	£80,625.34	Opening Date	01/01/24
Statement Closing Balance	£76,964.66	Closing Date	31/01/24
True/ Cashbook Closing Balance	£76,964.66		



Bank Account Reconciled Statement

Reserve Account

Statement Number	22	Bank Statement No.	22
Statement Opening Balance	£31,469.69	Opening Date	01/01/24
Statement Closing Balance	£31,502.19	Closing Date	31/01/24
True/ Cashbook Closing Balance	£31,502.19		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
09/01/24	BACS240109	Lloyds Bank	0.00	32.50	31,502.19



(Appendix B)

Planning Decisions and Applications January 2024

WEEKLY APPLICATIONS - WEEK ENDING: 26 January 2024

Application No:	2023/2522/OUT	Date Registered:	22.01.2024
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	260069 203116		
Development Type:	Minor Dwellings		
Location:	122 Bolgoed Road, Pontarddulais, Swansea, SA4 8JP		
Proposal:	Proposed dwelling to the rear of 122 Bolgoed Road, with associated works including demolition of existing garages & access/highway improvements (Outline)		
Applicant:	Mrs Amy Ross	Agent:	Mr Ceri Davies

Application No:	2023/2671/FUL	Date Registered:	23.01.2024
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259520 204609		
Development Type:	Major Dwellings		
Location:	Land To The South Of Glanffrwd Road , Pontarddulais, Swansea		
Proposal:	Hybrid application comprising: A) full application for residential development of 504 homes, community facility, highway, drainage and green infrastructure and associated works and the demolition of identified farm buildings and B) an outline application for a new primary school and associated works		
Applicant:	Mr Luke Grattarola	Agent:	Miss Llinos Hallett

WEEKLY APPLICATIONS - WEEK ENDING: 19 January 2024

No applications for Pontarddulais ward

WEEKLY APPLICATIONS - WEEK ENDING: 12 January 2024

Application No:	2023/2532/OUT	Date Registered:	12.01.2024
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259029 204302		
Development Type:	Major Dwellings		
Location:	Former Tata Site , High Street, Pontarddulais, Swansea		
Proposal:	Redevelopment of the former Tata steelworks site for the development of up to 150 new homes, open space, revised access points and network of internal roads and paths together with associated works. All matters, aside from the main points of access, are reserved for subsequent approval (Outline)		
Applicant:	Meryl Lewis	Agent:	

WEEKLY APPLICATIONS - WEEK ENDING: 5 January 2024

No applications for Pontarddulais ward

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WEEKLY APPLICATIONS - WEEK ENDING: 8 December 2023

Application No:	2023/2454/FUL	Date Registered:	07.12.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259206 202994		
Development Type:	All Other Minor Dev		
Location:	Land Rear Of Rugby/Football Ground Off Pentre Road , Pontarddulais, Swansea		
Proposal:	Cycle/footpath to provide an additional link to shared use path between Pentre Road and the county boundary in Pontarddulais.		
Applicant:	Mr Stuart Davies	Agent:	Mr Robbie Meredith

Application No:	2023/2455/FUL	Date Registered:	07.12.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259470 203918		
Development Type:	All Other Minor Dev		
Location:	Pontarddulais Comprehensive School, Caecerrig Road, Pontarddulais, Swansea, SA4 8PD		
Proposal:	Cycle/footpath connecting link by way of a Shared Use Path between Maesgwyn Drive and Pontarddulais Comprehensive School		
Applicant:	Mr Stuart Davies	Agent:	Mr Robbie Meredith

Application No:	2023/2456/FUL	Date Registered:	07.12.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	260069 203435		
Development Type:	All Other Minor Dev		
Location:	Land Between Bolgoed Road And Bryniago Road, Pontarddulais, Swansea		
Proposal:	Cycle/footpath to provide an Active Travel Shared Use Path between Bolgoed Road and the Bryniago estate in Pontarddulais		
Applicant:	Mr Stuart Davies	Agent:	Mr Robbie Meredith

WEEKLY APPLICATIONS - WEEK ENDING: 15 December 2023

No applications for Pontarddulais ward

WEEKLY APPLICATIONS - WEEK ENDING: 22 December 2023

No applications for Pontarddulais ward

WEEKLY APPLICATIONS - WEEK ENDING: 29 December 2023

Application No:	2023/2657/FUL	Date Registered:	28.12.2023
Electoral Division:	Pontarddulais - Area 1	Status:	Being Considered
Map Ref:	259597 205423		
Development Type:	Minor Industry/Storage/Dist.B1(b&c)B2 B8		
Location:	Unit 8 , Lye Industrial Estate, Pontarddulais, Swansea, SA4 8QD		
Proposal:	Erection of minor extension (123 sq.m) to facilitate new vertical store.		
Applicant:	MacMillan Distribution	Agent:	Mr Mike Hughes

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