**CYNGOR TREF PONTARDDULAIS TOWN COUNCIL**

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

Dear Member

You are hereby summoned to attend the **Ordinary Council Meeting**, of Pontarddulais Town Council in the Council Chamber/Room 1, Mechanics Institute, 45 St Teilo Street, Pontarddulais, and online on **Thursday 29th May 2025** 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 28th May 2025

 *Council meetings are recorded for minute-taking purposes and are deleted once the minutes are agreed.*

**Reports from County Councillors**

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

**Report from local Police**

**Questions from the public relating to items on the agenda. (limited to 15 minutes)**

**Apologies for Absence**

**Disclosures of Personal and Prejudicial interests in accordance with the Council’s Code of Conduct.**

**FULL COUNCIL ORDINARY MEETING AGENDA**

1. **Accuracy and Approval of the minutes of the April Full Council Meeting 29th April 2025**
2. **Accuracy and Approval of the minutes of the Special Events Meeting 22nd May 2025**
3. **Admin**.
4. To receive verbal reports from Councillors who attended training courses this month
5. Update on current casual vacancies
6. To note Civic Budget spend on Council lanyards and ID.
7. **Policy, Compliance & Finance**
8. To note March closing balances and April payments
9. To note April closing balances
10. To agree May payments
11. To note end of Qtr 1, 2, 3 and 4 closing balances.
12. To note VAT reclaim 2024/25
13. To receive an update on grant applications
14. To note receipt of £1190 from Mynydd Y Gwair Micro Grant towards cinema equipment.
15. To agree to move the Maintenance and Renewal Reserve into Estates and Environment Capital Budget.
16. **Estates**
17. Update on Kitchen Refurbishment
18. To receive an update regarding Damp survey
19. To note new radiator required in the kitchen downstairs
20. To agree to purchase wall tiles and equipment to make the kitchen downstairs good prior to installation of new flooring and catering kitchen.
21. To note purchase of items for building maintenance.
22. To agree to purchase outdoor paint for the front walls.
23. To agree to explore options for new external front doors due to water ingress.
24. **Special Events**
25. Update on Summer events.
26. Update on Halloween and Christmas events.

*It is proposed* *under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of item 10 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

1. **HR and Training**a) To note upcoming spine point increase for employee, due to length of service, as set out in contract and approved at budget setting.

**Susan Rodaway**

**Town Clerk and RFO**

**Pontarddulais Town Council**

**23/05/2025**