**CYNGOR TREF PONTARDDULAIS TOWN COUNCIL**

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*Correspondence is welcomed in English or Welsh / Croesewir gohebiaeth yn Gymraeg neu’n Saesneg*image2.png

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 **Tuesday 25th February 2025** at **7.00** pm

If you wish to attend the meeting remotely, please contact the Clerk at [clerk@pontarddulaistowncouncil.gov.uk](mailto:clerk@pontarddulaistowncouncil.gov.uk) for the Teams link

by Monday 24th February 2025

*Council meetings are recorded for minute taking purposes and are deleted once 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 Policy, Compliance & Finance Committee Meeting 23rd January 2025**
2. **Accuracy and Approval of the minutes of the Ordinary Meeting of Full Council, 30th January 2025**
3. **Accuracy and Approval of the minutes of the Policy, Compliance and Finance Committee 12th February 2025**
4. **Accuracy and Approval of the minutes of the HR and Training Committee Meeting 13th February 2025**
5. **Accuracy and Approval of the minutes of the Policy, Compliance and Finance Committee 17th February 2025**
6. **Accuracy and Approval of the minutes of the Planning Committee Meeting 18th January 2025  
   To agree to ratify all decisions made at the meeting**
7. **Admin**
8. To welcome new Councillor for Goppa Ward
9. To receive report from Clerk on Clerk/Mayor separation of role and advice sought.
10. To receive verbal reports from Councillors who attended training courses this month
11. To receive advice on whether Cllrs require DBS checks and agree a way forward.
12. To consider becoming an agent for DBS checks following receipt of information regarding process/demands on Clerk time.
13. **Policy, Compliance & Finance**
14. To approve budget report 2025/26 for publication on Council website
15. To note s137 figures for 2025/26
16. To receive update from Pontarddulais Partnership on previous grant applications awaiting decisions and upcoming completion dates.
17. To receive recommendations from Policy, Compliance and Finance Committee regarding Community grants scheme awards and agree successful applicants.
18. **Estates**
19. Update on Kitchen Refurbishment
20. To receive recommendations from Estates and Environment Committee regarding Damp survey and agree a way forward
21. To receive recommendations from Estates and Environment Committee regarding Fire Risk Assessment and agree a way forward
22. To consider potential for Community Asset Transfer of Dantwyn Park and agree a way forward.
23. **Planning**
24. Discuss and approve recommendation from Planning Committee to hold a Public Meeting to inform the community about the proposed candidate sites in the Swansea LDP2 2023 - 2028 and the upcoming Public Consultation period.
25. To agree to hold a further public meeting to raise awareness and gain feedback during the Public Consultation period (currently proposed to be April – June 2025)
26. **Special Events**
27. Update on St. David’s Day event
28. Update on Covid Day of Reflection and Random acts of Kindness.

*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**
2. To agree employee to be paid full time (37 hrs.) from February 1st 2025 following review of hours between employee and Chair of HR and Training Committee.
3. To note employee leave.

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Description automatically generated**Susan Rodaway**

**Town Clerk and RFO**

**Pontarddulais Town Council**

**18/02/2025**