##  **Ordinary General Meeting held on the 11th October 2021 by virtual platform zoom due to COVID-19 restrictions, commencing at 6.45 pm**

## **Present:**

Councillor Ms R Phillips (presiding), J Nemeth, V Hotten, A Nicholson, Reverend Ms S Northcott, Ms C Ford, Mrs L Purcell, A Richards, Mrs J Ashton-Mears, R Thomas, D Williams, and Youth Councillor – Ms Issy Williams (from 7pm)

## **Apologies:**

Councillor H Davies and G C Davies

## **11789: Disclosure of Personal and Pecuniary Interests:**

 None

## **Resolved** to be noted**.**

## **11790: Signing of the Minutes of the Ordinary General Meeting held on the 13th September 2021:**

## **Resolved** that the minutes of the Ordinary General Meeting held on the 13th September 2021 having been read and confirmed as a true record be accepted by Council.

## **11791: Matters raised by Members of the Public:**

None

## **Resolved** to be noted**.**

## **11792: Defibrillator Mapping Project:**

The Clerk provided an update on the Art Centre relocation of unit which was being funded by Pontardawe Town Council. An invoice had been received from the Heartbeat Trust for £480 to cover an external polycarbonate box. Following fitting the Clerk will arrange for the box to be attached to the electricity supply (this cost will be supported by the Town Council as already agreed)

One spare unit was available at the Town Council Office and would form part of the wider distribution by the Heartbeat Trust.

David Thomas NHS was to take charge of the training. Two evening dates had already been identified in October and November and further dates on a Saturday morning were being arranged. The Saturday morning training was to take place at Pontardawe Rugby Club; however, a request had been made to use the Community Halls for the evening sessions.

Council was reminded that the units owned and managed by the Town Council were at Trebanos Service Station, Western Road, external to the Town Council office at Herbert Street, Rhyd y Fro Post Office and Ynysmeudwy Stores. The unit at the Art Centre would also be monitored by the Town Council.

Defibrillator units had a life span for 7 years and therefore Council would need a succession plan to provide replacements in future years. Cabinets may also require replacement at some point.

The Heartbeat Trust Committee were to meet later in the week, but an additional unit had been obtained for Pontardawe Rugby Club from the Welsh Rugby Union.

Purchase of the additional units at the Ivy Bush and the Recreation ground were also to go ahead when funds allowed.

Councillors did request the Heartbeat Trust look at the Alloy Industrial Estate as a location for a unit due to the concentration of businesses in that area.

## **Resolved** that the Community Halls will be offered as a venue for Defibrillator training free of charge.

## **11793: Eco and Wellbeing Committee including Cwmdu:**

The Clerk was still awaiting a quote to fell tree 302 and 356 as recommended.

## **Resolved** that the lowest price will be accepted

## **11794: Police Matters:**

No PACT meetings had taken place.

Pontardawe statistics – August 59 up from July at 49 (Violence 24, Public Order 11, Antisocial behaviour 10 and Criminal Damage 4)

Trebanos statistics –August 4 down from July at 8 (One each of Burglary, theft, shoplifting and Vehicle crime)

Councillor Phillips was to discuss matters with PCSO Singh next week.

The local Police Service were also to meet with County Borough Councillors next week to discuss Anti-Social Behaviour

Councillor Purcell also gave an update on the issue of speeding at Brecon Road.

Due to resident’s complaints to the Police the ‘Go Safe’ team had attended the area. At the time of the review however, there were insufficient incidences of speeding for any further action to be taken.

There could however have been several reasons for this data however as speeding tended to be prolific on weekends and later in the day.

Collision data was also provided for Brecon Road but not for the area from the Cross to the Ynysmeudwy Arms (where the majority of the collisions had occurred)

## **Resolved** that the Clerk will add a link to allow reporting to ‘Go Safe’ on the Council’s web site and will also contact the Governor of Llangiwg School to request parents also report speeding.

## **11795: Christmas 2021:**

A Policy and Resources Committee had been held on the 20th September 2021 to provide suggestions and a further meeting had been held on the 30th September with the Mayor, Clerk, Art Centre, Town Centre Officer and Chamber of Commerce.

The lights were being provided by ‘Lite’ and ‘Centregreat.’ ‘Switch on’ was Friday 3rd December.

The tree will be transported to the Art Centre on the 24th November by the Vale hauliers.

No Parade or Fireworks would be permitted this year.

Santa’s sleigh could be provided by the Swansea Round Table and the Clerk was awaiting details of the day and the donation they would require.

Meter Iaith were to organise a Bilingual Santa at the Art Centre on the 3rd December, and it had been suggested that a ‘Snow Globe’ could be provided by the Town Council for Photographs together with mulled wine. The event would be ticketed and would be arranged by the Art Centre.

It was also suggested that the shop Christmas Window competition could also be arranged with the Glantawe Lions being invited to judge.

The Heritage Centre would organise a Christmas market on Saturday the 5th.

## **Resolved** that Council will finance donations to the Santa Sleigh, Snow Globe, and prizes within the original budget for Christmas.

## **11796: Planning:**

Meeting held on the 20th September 2021

## **P2021/0908**

Applicant’s name and Address: Tina Marie Charles, 70 Parc Gilbertson, Rhyd y Fro, Pontardawe, Swansea SA8 4PU

Site Location: 70 Parc Gilbertson, Rhyd y Fro, Pontardawe, Swansea SA8 4PU

Proposed Development: Double storey extension to the rear of existing dwelling

## **Resolved** No objection provided there is neighbourhood notification

## **P2021/0902**

Applicant’s name and Address: Walther Van Der Zwaag, Cwm Cottage, Cwmfferws Road, Tycroes, Ammanford, SA18 3TU

Site Location: Dynevor Arms, Dynevor Terrace, Pontardawe SA8 4HX

Proposed Development: Proposed conversion of public house into eight one-bedroom self-contained flats with associated works.

**Resolved** The Committee was of course sad to see the closure of the Public House but was supportive of the building being used in another capacity, however they did have concerns over the current proposals:

* There was no study made on the impact of parking should the proposals in their current form be agreed, as eight one-bedroom flats had the potential for sixteen vehicles plus visitors.
* Although the Town Council is supportive of additional housing within the Town Centre they do not agree that there will be not impact with a change of use of this nature. They do not wish to see a reduction in commercial viability as this would in effect erode the Town Centre.
* As an alternative they would support residential accommodation above and behind a commercial front, as this would create a mixed-use building with both a commercial and residential application. This would increase the number of residences within the area without an impact on the Town Centre.

## **P2021/0816**

Applicant’s name and Address: Mr John Penquet, 5 High Street, Pontardawe, Swansea SA8 4HU

Site Location: 5 High Street, Pontardawe, Swansea SA8 4HU

Proposed Development: Conversion and extension of property to provide 4 residential units and office space

## **Resolved** Council is supportive of mixed-use buildings within the Town Centre, but this application will lead to the loss of Commercial space as although an office will remain, one small unit suitable for a start-up will be lost.

## **Neath Port Talbot Replacement Local Development Plan (2021-2036)**

The Committee reviewed the draft Delivery Agreement which produced a timetable for plan preparation and the draft Integrated Sustainability Appraisal consultation which were provided prior to the meeting

**Resolved** No Comment

Reviewed in Ordinary General Meeting

## **P2021/0923**

Applicant’s name and Address: Miss Samara Davies, 179 Cwm Garw Road, Brynamman, Ammanford SA18 1DG

Site Location: 6 James Street, Pontardawe, Swansea SA8 4LR

Proposed Development: Proposed replacement of ground floor shop front windows and doors.

## **Resolved** No objection provided there is neighbourhood notification

## **P2021/0496**

Applicant’s name and Address: Elin Walters, 100 Commercial Road, Rhyd y Fro, Pontardawe Swansea SA8 4SS

Site Location: 100 Commercial Road, Rhyd y Fro, Pontardawe Swansea SA8 4SS

Proposed Development: Proposed two storey rear extension, two storey side extension, and single storey side extension. Work includes alterations to the existing dwelling house, increasing the ridge height of the original dwelling and the demolition of the existing rear extension. The works also propose the partial demolition of the existing side extension which currently acts as a retaining structure, the external walls of the side extension shall remain in place at a reduced height, to continue as retaining walls supporting the ground levels to their north-western sides.

## **Resolved** No objection provided there is neighbourhood notification.

## **11797: Development Committee held on the 27th December 2021 (Consultations):**

## This Committee to discuss the Neath Port Talbot Council Active Travel Map

Committee Members were provided with all relevant document prior to the meeting.

## **Resolved:** that the Clerk will request Councillors respond individually**.**

## This Committee to discuss the Consultation on Second Homes and Holiday Accommodation

Committee Members were provided with all relevant document prior to the meeting.

## **Resolved:** that the Clerk will request Councillors respond individually and also to recommend that Council agree to support the initiative.

## **11798: Development Committee held on the 27th December 2021 (Art Display):**

## This Committee to discuss the Brookland Garden Art Display.

The Committee discussed the matter in detail and felt that the idea was very promising, however they wished a permanent rather than temporary area for Memorial. Councillor Jones provided details of an area that was currently an eyesore and subject to fly tipping that he believed may be suitable for a future Memorial Garden.

It was also suggested that if the Town Council were able to obtain permission for a Memorial Garden, then local artist should be approached for assistance in the design

## **Resolved:** That the Clerk will make enquiries to determine if the proposed land will be available for a Memorial Garden

## **11799: Development Committee held on the 27th December 2021 (Operation London Bridge):**

## This Committee to discuss proposals for Operation London Bridge

Operation London Bridge is the code name given to the passing of H M Queen Elizabeth the Second.

It was accepted that a plan of action should be produced and agreed by Council in advance to enable the Clerk to act with Council’s agreement quickly during a period of Official Mourning

## **Resolved:** That the Clerk will create a plan for review by Council.

## **11800: Development Committee held on the 27th December 2021 (CCTV):**

## **This Committee to discuss a proposal for CCTV in Pontardawe**

The Clerk provided information on proposals from Neath Port Talbot Council for live feed CCTV coverage for Pontardawe. Installation costs would be determined by the number, type and location of cameras and there would be ongoing costs to support the service.

The Committee agreed in principle that CCTV within Pontardawe would be beneficial but that we would need Police input and discussions with Neath Port Talbot Council technicians to determine the most effective method of coverage.

There might also be an opportunity to add to the service or obtain additional funding from third parties in the future.

## **Resolved:** to recommend agreement in principle to live stream CCTV for Pontardawe in partnership with Neath Port Talbot Council. The Clerk will also obtain feedback from the Police and obtain costs from Neath Port Talbot Council.

**11801: Personnel Committee held on the 4th October 2021:**

## Review of Staff Contracts of Employment**:**

The Clerks Contract of Employment was in line with One Voice Wales standard conditions and the Salary range was reviewed independently by a HR Consultant at One Voice Wales in April 2020. Recommendations were subsequently agreed by Council.

The Committee reviewed the Contracts of Employment for the Cleaners in Charge, Office Cleaner and Park Officer. There were no recommended changes.

The Cleaners in Charge, Officer Cleaner and Park Officer were currently renumerated at NALC scale SCP 2. The Park Officer also received expenses of 50.5p per mile and a monthly lump sum of £103.25 to use their own vehicle.

The Committee was advised that all Salary and Wage increases were in accordance with NALC National Salary awards. The Award for 2021/22 was currently being negotiated.

## Review of Crossing Patrol Officer position for Swansea Road:

The Crossing Patrol Officer at Swansea Road was currently employed by Neath Port Talbot Council, but the salary costs were invoiced to Pontardawe Town Council with an additional contribution of £1000 per annum from Cwmtawe School.

There was currently no relief scheme available for this employment and therefore should the current employee be unable to perform duties then the Crossing would not be staffed.

The Committee suggested that enquiries should be made to determine if a temporary appointment could be made in the event that there was an extended unpaid absence of the current employee

## **Resolved** to ratify the Committees recommendations.

## **11802: Grants Requested:**

My Green Valley – Requested £786.28 to purchase Litter Picking Equipment- **Awarded**

Trebanos RFC – Requested £812.00 for a Defibrillator – Council suggested that a grant from the WRU was available to purchase defibrillator units, however they were happy to provide grant for a heated exterior cabinet for the unit as this would ensure the unit was available for both the club and the wider community

Pontardawe Bowls Club – Requested £2500.00 for Bowls Green Maintenance equipment – Council agreed to assist in principle however they required quotes and specifics for the type of equipment required prior to awarding funds.

## **Resolved** the Grant to My Green Valley be awarded.

## **11803: Quotes – Electrical:**

Quotes had been received for Electrical work following the PAT/Electrical testing at all three halls- The quotes were for identical work to be completed (Connectus Electrical £2199.95 and A&B Electrics ltd £1968.00)

## **Resolved** that A&B Electrics should be employed to conduct the work

## **11804: Quotes – Cloud Storage:**

Microshade had been recommended by Neath Town Council as a preferred partner to replace the current Microsoft OneDrive which was no longer fit for purpose due to risk factors.

The Microshade quote produced was a one-off cost of £125.00 for migration to hosted solution and testing, together with a monthly fee of £44.30 to cover the hosted application service.

## **Resolved** that Microshade be contracted to host Cloud storage

## **11805: Budget/Actual Half Year 2021/22**

The Report was forwarded to Councillors prior to the meeting. The Clerk then explained the variances

## **Resolved** that the report will be accepted.

## **11806: One Voice Wales Committee:**

The Committee had been cancelled

## **Resolved** to be noted.

## **11807: Account Schedule 385:**

## **Resolved** that Account Schedule 385 totalling £16176.40 together with bank reconciliation will be accepted by Council in line with Standing Orders.

## **11808: Consultation on Boundary Commissions proposed constituencies:**

Councillors dismayed by the reduction in the number of Members of Parliament proposed for Wales and felt that the proposals ignored the marked differences between the rural area of Powys and the post-industrial towns of the Swansea Valley which were far more similar to the Neath Valleys and Swansea. There would also be difficulties with different Health and Police Authorities together with County Councils

## **Resolved** that individual Councillors respond directly to the consultation and also provide the Clerk with a response from the Town Council.

## **11809: Letter of Appeal by Medway Pharmacy:**

The Appeal panel had stated that the Town Council’s letter of appeal could not be accepted but that it could be added as evidence to the applicant’s appeal.

## **Resolved** to be noted.

## **11810: Flower Planters at Pontardawe:**

Councillor Richards provided details of flower Planters that would be provided by Neath Port Talbot County Borough Council to replace the concrete bollards outside Lloyds Pharmacy and Jenkins Bakery (the remainder of the bollards would be removed)

Following the removal of Covid Restrictions these Planters would be placed around Pontardawe and could be used during events for traffic mitigation.

A request had been made for the Town Council to replace plants if necessary.

A letter had also been received from a resident with various suggestions on increasing the number of planters and displays in the Pontardawe area.

## **Resolved** Councillor Richards will discuss floral displays with the resident. Pontardawe Town Council will also agree to replace plants within the planters if damaged.

## **11811: Independent remuneration panel for Wales draft Annual Report:**

Council was provided with details prior to the meeting

## **Resolved** to be noted.

## **11812: Consultation – Shaping Wales Future: Using national milestones:**

Council was provided with details prior to the meeting

## **Resolved** to be noted.

## **11813: Consultation – Principles of Good Administration:**

Council was provided with details prior to the meeting

## **Resolved** to be noted.

## **11814: Urgent Road Safety Matters:**

Flooding in the disabled bays at the car park at the bottom of Herbert Street

## **Resolved** Councillor Richards will review issue.

## **11815: Next Meeting:**

The next Ordinary Meeting will take place on the 8th November 2021 by virtual platform commencing at 6.45pm.

Signed ………………………………………………………………………

 Dated ……………………………………………………………………..