



**Minutes of the Extraordinary Meeting of Glynneath Town Council
In the Bethania Community Centre, High Street, Glynneath
6pm on Thursday, 16th November 2019**

Councillors present

The Mayor, Councillor Simon Knoyle
Councillor Janet Collins
Councillor John Evans
Councillor Janet Gregory
Councillor Shane McMenamin
Councillor Dr Del Morgan
Councillor Haulwen Morgan
Councillor Marie Powell
Councillor Gerry Reynolds
Councillor Roger Simons

Councillors absent

Councillor Richard Knoyle
Councillor Jennifer Roberts

Council employees present

Assistant Clerk to the Council Joanna van Tonder

7 members of the press and public were present.

1. Presiding

The Mayor Councillor Simon Knoyle.

The Mayor welcomed all to the meeting and introduced JvT as the newly appointed Assistant Clerk / RFO.

2. Apologies for absence

Councillor Carolyn Edwards and Councillor Steven Evans.

3. Declarations of interest

Cllr John Evans	Trustee of Glynneath Silver Band
Cllr Simon Knoyle	County Borough Member Secretary to Glynneath RFC Friends of Glynneath Library
Cllr Del Morgan	County Borough Member Potential work for One Voice Wales
Cllr Haulwen Morgan	Treasurer to Friends of Glynneath Library

4. **To agree the new e-mail arrangements for the Council, Clerk and Assistant**
SM outlined plans to move the Council's e-mail address from hotmail and create three new *.gov.uk* addresses for general enquiries, the Clerk and Assistant Clerk.
Council resolved to proceed accordingly.
5. **To agree to enter into a Microsoft Office 365 agreement for the new Clerk and Assistant to access their e-mail accounts**
HM proposed, GR seconded and it was resolved to take up two MS Office 365 Business Premium subscriptions at a maximum cost of £9.40 per month per account in order to facilitate the e-mail arrangements agreed under 4, above.
6. **To agree a representative for the vacant Governor post at YGG Cwmnedd**
GR proposed, DM seconded and it was agreed that Cllr Haulwen Morgan would take up the vacant post of Governor at Ysgol Gynradd Gymraeg Cwm Nedd.
7. **Review ITT's received for Cemetery Drive tree works, debate and discuss proposals**
Members discussed the three quotations received and circulated **IN CONFIDENCE** with the agenda. It was noted that, while not all works suggested in the commissioned arboricultural survey were urgent, it had been agreed previously that all works would be undertaken at the same time.

It was agreed that the cost of these works would be covered by the Cemetery budget. However, in the absence of up to date financial accounts, if it was found that there were insufficient funds within that budget, the works would be funded from reserves.

DM proposed, GR seconded and it was resolved to accept the lowest priced quotation, all else being equal, in the amount of £2,200 + VAT.

8. **Review ITT's received for repairs and maintenance works required to the Community Centre, debate and discuss proposals**
Three tenders submitted for consideration had been circulated **IN CONFIDENCE** with the agenda.

Members agreed that, on the grounds of health and safety and in consideration of the Bethania Chapel's Grade II listed status, the works would be required to be completed regardless of any possible outcomes for the building in the future.

Members raised concerns over the affordability of the works ranging in price from £29.9k to £40.4k. The acting Clerk advised that, in the absence of accurate accounts showing the Council's current financial position, the decision to commit the Council to spend to the extent proposed should be deferred.

Following further debate, agreement was reached that risk to the public should be mitigated against as a priority. An alternative proposal was suggested.

SK proposed, DM seconded and it was resolved to:

- a) request the submitter of the lowest priced tender (£29,865) remove the scaffolding component from the schedule of works,
- b) put to tender the scaffolding component with a view to installing scaffolding around the building as a matter of urgency, and
- c) defer taking a decision on the repair works until full financial reports are available.

Meeting concluded at 7pm.