



**Minutes of the Parks & Open Spaces Committee held on
held on a remote basis in accordance with the provisions of
The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.
at 6.30pm on Monday 3rd August 2020**

Present: Committee Members – Cllrs D Morgan, S Knoyle, J Gregory, S
McMenamin, R Simons and J Evans

Non-Committee Members – Cllr J Collins

Clerk: Mrs A Thomas

*Due to technical difficulties with the virtual platform, the meeting started at 6.45pm.
Members of the public were advised of the reason for the delay in starting the
meeting.*

The Mayor opened the meeting.

1. To appoint a Chairperson

It was proposed and seconded and agreed that Cllr S McMenamin be the
Chairperson for the Parks & Open Spaces Committee.

Cllr S McMenamin chaired the meeting.

2. Apologies for absence

None.

3. Declarations of Interest

Cllr S Knoyle	Personal, NPTCBC Member
	Personal, Secretary Glynneath RFC
Cllr D Morgan	Personal, NPTCBC Member
	Personal, One Voice Wales – Potential Work
Cllr J Evans	Personal, Trustee Glynneath Silver Valley Brass Band

4. To appoint a Deputy Chairperson

It was proposed and seconded and agreed that Cllr J Evans be the Vice Chairperson for the Parks & Open Spaces Committee.

5. To consider and approve item Terms of Reference

Members were provided with a draft Terms of Reference for the Committee.

Members were in agreement that the Terms of Reference reflected the intended remit and role of the Committee.

**Resolved to recommend: To approve the draft Terms of Reference
(attached)**

6. To consider items:

Members were provided with a comprehensive list of items that had been recently raised in relation to areas of the parks under the responsibility of the Town Council. There were also considerations for councillors set out. Members went through the report item by item.

a) Welfare Park

Several of the items related to tasks which are completed by the groundsmen. The Clerk agreed to undertake these items and progress them.

Members confirmed that 'dog bins' could not be placed within the park itself as NPTCBC would not collect any rubbish from these bins within the vicinity of the park. Members asked the Clerk to confirm this was still the position by NPTCBC, and to perhaps negotiate a suitable way to collect additional bins.

Members were in agreement that there needed to be a signage review within the park. The chair of the committee and the Clerk agreed to undertake a site visit and report back as soon as practicable.

Members confirmed that the CCTV was accessed by the Police who had legitimate reasons to access it and could not be used without suitable justification. Members agreed to review the CCTV at a future meeting of the Council.

With regards to rumours concerning loss of some of the park to a neighbouring development, members advised that they would look into this item to confirm boundaries.

Members were asked to consider placing sanitiser around the park generally, in particular to place a table outside the pavilion with sanitiser. The Clerk raised some concerns about this. Members asked the Clerk to get prices for hand sanitiser dispensers to be placed around the park. In the meantime, Members would monitor the situation and government advice with regards to this.

b) Bowling Green

Members were in general agreement that alternative uses for the bowling green should be considered, but this should not be done in isolation. There needs to be a full analysis of the area.

Members agreed to return to the discussion about the bowling green and consider an action plan in relation to previous discussion.

Members agreed to agenda item for a future meeting.

c) Pavilion

Some Members raised their concern at the lack of public toilets within the park. It was suggested that the toilets located within the pavilion should be used. Members agreed to place public toilets on a future agenda.

The Clerk confirmed that the building was currently out of use by the public due to restrictions imposed by COVID-19.

d) Tennis Courts

The Clerk apologised for the delay in work with regards to the tennis lines. The Clerk agreed to confirm the costs and get them to the next Full Council meeting.

The Chair agreed to look at the nets on the tennis court when on site with the Clerk to determine any work/replacements that are required. Members were advised that to replace the nets was just under £500.

Resolved to recommend: To proceed with the purchase of 4 new tennis court nets at a maximum cost of £500 subject to confirmation from the Chair of the Parks & Open Spaces Committee that they are in need of replacement

Members agreed that the hire agreements for facilities at the park need to be reviewed.

Members informed that the recent ROSPA safety inspection report had not mentioned the batons located on the fencing.

Members discussed the opening/closing times of the tennis courts. Members were advised that currently the tennis courts are open 24/7. It was agreed that it would be a good idea to have opening/closing times although the courts would not be physically closed.

Resolved to recommend: To place signage at the park indicating the tennis courts open at 8.00am and close at 9.00pm

e) Play Equipment – Welfare Park

The Clerk advised that she was in the process of sourcing and pricing the relevant equipment to carry out the necessary maintenance work and would report back when this had been obtained.

f) Playing Fields

Due to time constraints, members agreed to defer discussion about the pitch maintenance and drainage at a future meeting of the committee.

g) Pontwalby Park

The Clerk advised that she was in the process of sourcing and pricing the relevant equipment to carry out the necessary maintenance work and would report back when this had been obtained.

h) Dynamic Park

Members were again advised that the Clerk was in the process of sourcing and pricing the relevant equipment to carry out the necessary maintenance work and would report back when this had been obtained.

7. To consider item to assume responsibility of Glynneath Skatepark (deferred from Full Council 28th July 2020)

Members agreed that there were further implications to consider with regards to this item and that a report was required detailing all the relevant information.

Members agreed to place this item on a future meeting agenda with a full report.

8. To consider item Glynneath Canal (deferred from Full Council 28th July 2020)

Members were asked to consider taking an active interest in Glynneath Canal. The remit of this interest was not outlined, however it was envisaged that at this stage the Town Council would only receive information from a local group concerning the canal.

It was envisaged that the Town Council would perhaps receive written updates via the local group and the Town Council would be able to keep up to date with anything that was happening in relation to the canal.

Resolved to recommend: Glynneath Town Council to take an active interest in Glynneath Canal with no commitment to any ongoing support at this time

9. **To consider item Hire Agreements Parks & Open Spaces**

Members were in general agreement that a full review of the hire agreements needs to take place. This should be placed on a future agenda of the committee.

Agreement to suspending Standing Order 2(u) to allow the meeting to continue beyond 2 ½ hours

10. **Plenary Powers - To consider item match funding for Urban Foundry – improvement to Community plan at a cost of £3,450 (deferred from Full Council 28th July 2020) – clerk to confirm legal position before item is determined**

Members were advised that if they wished to accept the quotation then the justification for not going out to tender on the item must be embodied into the resolution accepting the quote.

Some Members expressed their concern about the transparency of accepting the quote without allowing others to have the opportunity to provide a quote. However, it was reasoned that the company offered a specialist service therefore it was unlikely that further quotes could be obtained.

Members agreed that there was a need to ensure that Glynneath Town Council acted in an open and transparent manner at all times.

Following discussion

Resolved: To invite any expressions of interest in relation to providing a quote for the item. To advertise this for a period of one week. If no further expressions of interest are received Glynneath Town Council will accept the quote outlined. However, if any expressions of interest are received then the Town Council will then invite quotes for the item as soon as practicable and determine the successful quote at the next ordinary meeting of the Town Council.

The meeting concluded at 9.20pm.