



**Minutes of the Meeting of Glynneath Town Council
held on a remote basis in accordance with the provisions of
The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.
at 6.30pm on Tuesday 19th May 2020**

Councillors Present: Cllr S Knoyle (Mayor)

Cllr G Reynolds	Cllr J Collins
Cllr C Edwards	Cllr J Roberts
Cllr H Morgan	Cllr S McMenamin
Cllr S Evans	Cllr R Knoyle
Cllr R Simons	Cllr D Morgan
Cllr J Evans	

Absent: Cllr M Powell

Clerk: Mrs A Thomas

1. Presiding

The Mayor, Cllr S Knoyle.

2. To receive item apologies for absence

Apologies were received from Cllr J Gregory (Personal)

3. To agree and immediately adopt: CV19 Supplementary Standing Orders and Public Question Time Protocol

(Cllr H Morgan joined the meeting)

The Clerk advised that the amended Standing Orders clearly stipulated the changes that have been made to avoid confusion with regards to remote meetings. Further, the protocol allows for public question time to continue to operate but with stricter guidance until the Town Council had settled into a remote meeting routine that both Councillors and members of the public were confident with its operation.

Resolved: To agree and immediately adopt CV19 Supplementary Standing Orders and Public Question Time Protocol

4. To receive members declarations of interest in respect of the business to be transacted

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

5. To receive item Clerk’s Report on Public Questions

No questions received.

6. To retrospectively approve item Emergency Decisions Record as presented

The Clerk reminded Members that when lock down was first enforced the Town Council had no mechanism to agree decisions legally. Further, there was no emergency decision making process in place to allow for decision making powers to be delegated. Therefore, decisions were taken in consultation with Members. A list of decisions made was maintained, and this now needs to be retrospectively approved at the first available FC meeting. All councillors were consulted with where possible concerning the decisions that were taken.

Resolved: To retrospectively approve item Emergency Decisions Record as presented

7. To approve item ‘Delegation Arrangements’ for emergency decisions

The Clerk outlined emergency delegation arrangements for approval.

It is suggested that the Town Council delegate emergency decision making powers to several councillors:

The Mayor, Deputy Mayor, and one other Councillor in consultation with the Town Clerk.

Where items relate to Staffing/HR Issues – delegation should be granted to:

The Mayor, Deputy Mayor, the Chair of the HR Committee and one other Councillor in consultation with the Clerk (where the decision does not relate to the Clerk). Where the vote is tied with regards to a decision, standing orders would apply and the Mayor would have the casting vote.

The Clerk confirmed that the ‘one other Councillor’ should be appointed at the meeting.

**Resolved: To approve the delegation arrangements as set out above.
To appoint Cllr Gerry Reynolds as the other nominated councillor.**

8. To consider item Finance & Administration:

a) To approve item Internal Auditor for the Year End 31st March 2020

Members had been provided with a report which outlined the process for the appointment of the Internal Auditor and the responses received.

Resolved: To appoint PML Accountants and Business Advisors to carry out the Internal Audit for the year end 31st March 2020 at a cost of £575 + VAT

Resolved: To agree the Terms of Reference for the Internal Audit as set out above

Resolved: To review the Internal Auditor at an appropriate meeting during 2020/2021

b) To approve item schedule of payments as presented

Resolved: To approve item schedule of payments as presented

c) To consider item email correspondence Mr C Stephens – suspension of Council Tax payments during COVID-19

Members had been provided with a copy of the original correspondence from Mr Stephens, and the subsequent written conversation between the Clerk and Mr Stephens.

The council tax for NPTCBC is made up of three elements – NPTCBC contribution, Town/Community Council Precept and the Police contribution. Glynneath Town Council has no jurisdiction over the collection of the council tax itself. Glynneath Town Council informs NPTCBC of their Precept requirement for the year and then NPTCBC collect it on behalf of Glynneath Town Council.

The Town Council can legally agree to lower their Precept during the year if required. However, Members were advised that the effects of COVID-19 on the Town Council has had little effect with regards to expenditure. However, it had already begun to affect income, with income from the Town Hall already reduced due to the inability to hire out the hall.

Members were also advised that at this time, so early into the new financial year, the full effects of COVID-19 on the Town Council budget were still not yet known.

Members noted that scheme Mr Stephens refers to in his correspondence is only available in England at this time.

Whilst Members were sympathetic to the current circumstances, it was generally agreed that the Town Council should not agree to any precept alteration until the full effects of COVID-19 on Town Council finances are known. This could be reviewed in the future.

Members acknowledged that many Town and Community Councils and NPTCBC were currently in the same circumstance as Glynneath Town Council.

Resolved: To respond to Mr Stephens advising that the Town Council are unable to lower their Precept at this time. To advise Mr Stephens to seek further clarification from NPTCBC with regards to payment of Council Tax if required.

9. To consider item planning applications as presented:

a) App No.: P2020/0397

Resolved: No Objections/Comments

b) App No.: P2020/0364

Resolved: No Objections/Comments

10. To receive item Report from Town Councillors

Cllr H Morgan asked the NPTCBC if they could circulate any developments re: the Enzo development. NPTCBC advised that there were no current updates other than the planning application was likely to go to committee during June/July.

Members were also advised that the trees had come down again up the waterfalls. This was likely to cause problems if there was excessive rainfall. Members agreed that a letter should be sent to NRW expressing the concerns of the Town Council. Also, that the Langy was currently overrun with trees. Members were also advised to write to the National Parks to express their concerns.

Cllr J Collins asked if there was anything that could be done with regards to the current conditions of the walkways/pathways within the area – perhaps an audit and identifying the works required? Members were advised that this was within the remit of NPTCBC. NPTCBC Members agreed to take this forward.

Members were advised that the Foodbank in Glynneath was seeking donations of items to ensure that it could meet demand within the area. It takes place on Monday and Thursday 10.00am – 12.00pm. Members asked if anyone could donate, then they are encouraged to do so.

Cllr J Evans advised of fly tipping that had been reported behind the old band hall.

Cllr D Morgan asked if the Town Council would support a letter of thanks to Rhiannon Powell, Age Connects, for the huge effort that has been put into the coordination and support of vulnerable people in Glynneath during the current COVID-19 pandemic. Members agreed this would be most suitable.

Cllr S McMenamin advised that he was in contact with the coordinator of the Waterfalls Study to ensure that Glynneath benefits from the study.

Cllr J Roberts asked if the lines could be repainted on the tennis courts during the lockdown period. The Clerk advised that she had already been asked by a member of the public about this item. Members agreed to bring quotes back to the next suitable meeting for consideration.

Cllr C Edwards gave an update on the current situation with regards to the closed bridge at Chain Road. Members expressed their concerns at the reports that a number of people are regularly crossing the A465 as opposed to using the diversion route. The Clerk was asked to communicate this to NPTCBC.

Members were advised that a local fast food outlet was reopening on Wednesday and the police were aware and would manage any potential effects on the A465.

11. To receive item Report from County Councillors

Members discussed the current planning of Chain Road bridge.

12. To receive item Report from Town Clerk

Nothing to report.

13. To confirm date, time, venue for next meeting

Tuesday 26th May at 6.30pm – to take place remotely

The meeting concluded at 7.15pm.