



**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, 20<sup>th</sup> April 2021**

Present:	Cllr G Reynolds (Mayor)	
	Cllr J Collins	Cllr S McMenamin
	Cllr C Edwards	Cllr D Morgan (late arrival)
	Cllr S Evans	Cllr H Morgan
	Cllr R Knoyle	
	Cllr S Knoyle	
Absent:	Cllr R Simons	
Clerk / RFO:	Ms J van Tonder	

**1. Presiding: Cllr G Reynolds**

**2. Apologies for absence**

Apologies for absence had been received from Cllr J Evans, M Powell, J Roberts and J Gregory.

**3. Declarations of Interest**

Cllr C Edwards	Personal, NPTCBC Member
Cllr S Knoyle	Personal, NPTCBC Member; Secretary to Glynneath RFC; Friends of Glynneath Library
Cllr S Evans	Personal, Treasurer to Glynneath RFC
Cllr H Morgan	Personal, Treasurer to Friends of Glynneath Library

**4. Clerk's report on Public Questions**

No public questions had been received.

**5. Minutes of the Meeting held remotely on 16<sup>th</sup> March 2021**

**a) Consider amendments to the minutes**

No amendments.

**b) Confirm as a true and accurate record**

It was proposed, seconded and

**Resolved:** To confirm the minutes of the Meeting held on 16<sup>th</sup> March 2021 as a true and accurate record.

**c) Consider matters arising from the minutes**

No matters arising.

**6. Minutes of the Meeting held remotely on 30<sup>th</sup> March 2021**

**a) Consider amendments to the minutes**

No amendments.

**b) Confirm as a true and accurate record**

It was proposed, seconded and

**Resolved:** To confirm the minutes of the Meeting held on 30<sup>th</sup> March 2021 as a true and accurate record.

**c) Consider matters arising from the minutes**

No matters arising.

**7. Matters pertaining to Town Hall & Community Centre Committee**

**a) Chair's report**

Community Centre / Bethania Chapel

Janet Collins reported that members of the committee had begun compiling an inventory of items within the community centre. Cllr John Evans had met with Janet to inspect and list the Silver Band's equipment.

Members were advised that once the inventory had been completed, a notice would be published inviting members of the public to make themselves known should they wish to make a claim on any item/s that may be stored within the Chapel and Community Centre. Only once the Council had made all reasonable efforts to determine ownership, would any item be removed from the building.

Regarding the questions raised at the last meeting around the sale of the building, Janet advised that Del Morgan had been asked to provide assistance in answering those.

It was noted there was a great deal of paperwork that would need to be assessed by the Council's staff.

Town Hall

Janet updated members on TSB's weekly hire of the Town Hall for the purposes of offering a drop-in service that had begun the week before.

Members were advised that quotations were being sought for the repair of the wooden floor but initial indications were that the job was likely to be more expensive than first anticipated.

***6:45pm – Cllr Del Morgan arrived and gave his declaration of interest:***

## **8. Matters pertaining to Finance and Administration**

### **a) Local Government and Elections (Wales) Act 2021**

The Clerk advised the majority of provisions contained within the legislation pertaining to Town and Community Councils would come into effect from 1<sup>st</sup> May 2021.

Of greatest significance was the provision contained within Section 47 that allowed for the continuation of remote meetings.

Members noted other pertinent provisions as outlined in the Clerk's report.

### **b) Meeting arrangements after 1<sup>st</sup> May 2021**

Members discussed a return to face-to-face meetings at the Town Hall and the potential limitations on numbers that would be imposed in order to comply with covid restrictions and the need for social distancing.

It was agreed committee meetings could viably be accommodated in the face-to-face format. HR Committee meetings would, however, remain online.

The possibility of hybrid meetings was considered as were the cost implications in terms of the technology and equipment required. It was noted County meetings were required to be held via a hybrid solution so it was likely there would be some lessons learned from others' experiences.

Following further discussion, it was

**Resolved:** To

- a) continue meeting remotely, assessing on a meeting-by-meeting basis, and
- b) obtain estimates for the required technology to enable hybrid meetings.

### **c) Appointment of Internal Auditor**

Members considered the three quotations obtained for the provision of the Council's internal audit on the accounts for the year ending 31<sup>st</sup> March 2021 as well as the Terms of Reference previously circulated.

It was proposed, seconded and

**Resolved:** To

- a) appoint Auditing Solutions Ltd as the Council's Internal Auditor for the financial year 2020/21 at a cost of £900 + VAT,
- b) agree the Terms of Reference as set out, and
- c) review the internal audit provision at an appropriate meeting during 2021/22.

### **d) Switch to Unity Bank**

Members considered the Clerk's report outlining the benefits offered by Unity Bank and discussed the need for the Council to move to an online banking facility.

It was proposed, seconded and

**Resolved:** To open the required current and reserve accounts with Unity Bank and switch the Council's banking arrangements from TSB as soon as practicable.

**e) Bank Account Signatories**

The Council's current list of two signatories was reviewed and deemed insufficient for the Council's needs.

It was proposed, seconded and

**Resolved:** That the following members would be signatories on all the Council's accounts:

- Cllr G Reynolds
- Cllr R Knogle
- Cllr C Edwards
- Cllr J Collins

**f) Mobile phone contract**

The Clerk explained the need for a mobile phone especially where there was a greater requirement to work away from the office. The costs currently being incurred on the Pay as You Go system were compared to the monthly contract cost of three comparable mobile phone suppliers.

Following discussion, it was proposed, seconded and

**Resolved:** To enter into a 24 month contract with a supplier of the Clerk's choosing to a value of £12.50 + VAT per month.

**g) Payment Schedule**

**Resolved:** To approve the following payments:

SLCC	CHO 000394	Trainina sessions	£372.00
Derwen	CHQ 000395	Skip hire – Welfare Park & Cemeterv	£613.80
Apoaee	CHQ 000396	Printina costs	£43.21
I.C.C.M.	CHO 000397	Sexton Duties – trainina session	£96.00
Neath Vale Building	CHQ 000398	Various consumables	£93.46
Neath Port Talbot CBC	CHQ 000399	School Crossina Patrol	£2,784.00
Speedv Hire	CHO 000400	Hire of iet-washer for tennis courts	£87.00
Alpha Roofina	CHQ 000401	Repairs to pavilion conservatory roof	£150.00
			£4,239.47

**9. Matters pertaining to the Cemetery**

**a) Draft Minutes of the Committee meeting on 7<sup>th</sup> April 2021**

Noted.

**b) Chair's report**

Stephen Evans reported that the mapping of the site had been put on hold until further information had been received from the preferred supplier concerning the inputting of data to populate the map. Once the map had been completed, the regulations could be implemented.

Members were informed that a request had been received for a memorial bench. As there were already a number of benches at the site, the committee had deferred a decision until after the mapping service had identified all available grave space and regulations had been agreed that would govern memorials and benches.

Stephen advised that the committee would be piloting wildflowers across approximately 40m<sup>2</sup> of verge along Cemetery Drive, making use of seed bombs as a method of dispersal. The children at the three schools involved in planting up the entrance beds had placed attractive slates with their school emblems at the beds.

Members were advised that Powercut had offered an upgrade on the mower on order to compensate for the long wait the Council had endured. The offer had been accepted.

It was noted that, with better cutting equipment, the problems created by the uneven ground could be addressed. Following complaints, the groundsmen would be looking to level the ground wherever possible. The moles had been removed.

Staff training had been scheduled for the senior groundsman and it was hoped this training could be extended to all three groundsmen as well as the Facilities & Maintenance Supervisor, currently being recruited.

Stephen outlined plans for the creation of a patio area that would allow visitors to the cemetery a place to sit and would hide an unsightly spot alongside the groundsmen's shed. Plans were afoot to repaint the toilet cubicle and install a vanity unit and basin. Carolyn Edwards advised that she had a bathroom set the Council could have for that purpose.

It was noted the site was generally looking better than it had done for awhile although it was agreed excess memorialisation of plots and the inclusion of inappropriate items needed to be addressed as, apart from the aesthetic impact, it would make the job of grass cutting more difficult.

It was noted that, while there may have been regulations drawn up in the past that the Council could be guided by in terms of enforcement, those documents were not easily to hand and as such, would need to be drawn up and adopted once more.

**10. Matters pertaining to the Parks & Open Spaces Committee**

**a) Minutes of the Committee meeting on 11<sup>th</sup> March 2021**

Noted.

**b) Draft Minutes of the Committee meeting on 8<sup>th</sup> April 2021**

Noted.

**c) Chair's report**

Shane McMenamin advised eight quotes had been sought for the relining of the tennis courts. The committee had selected one but, in the intervening time, further information regarding the application of the lines had been received that had necessitated a postponement of plans.

Shane went on to advise that the committee might consider looking into implementing opening hours at the courts at some stage and gave an update on the repairs to the pavilion roof and guttering.

Members were informed that the proposed signage at the park was being reviewed and that the knotweed treatment plan for this year had been approved.

Shane advised the Clerk had begun work on a review of the hire agreements and a charging strategy that needed further consideration. In order to allow for that, the committee had agreed to a freeze on fees until 1<sup>st</sup> July 2021.

Some repairs had been made to the electricity supply to the groundsman's shed but further options would need to be considered with regards to the long term use of the shed. It was noted the shed had never been completely finished and the concrete blocks stored at the compound were, in all likelihood, originally for that purpose.

It was hoped the Facilities & Maintenance Supervisor would be able to resolve the many outstanding issues at the park.

#### **d) POS Committee recommendations**

##### **i) Relining of tennis courts**

The committee's recommendation was withdrawn, see 10(c), above.

Members were advised that the application of the preferred thermoplastic would result in a line wider than the 50mm standard. The reason given by the preferred contractor was the potholed condition of the tennis court surface and not the residual lines themselves. Hence, there would be no benefit to having the existing lines burnt off.

It was noted the preferred contractor had withdrawn their quotation.

**Action:** Clerk to make contact with Tennis Wales with a view to arranging a site visit

##### **ii) Exclusive Use of facilities charging strategy**

Item deferred, see 10(c), above.

#### **11. Planning Applications**

##### **a) P2021/0245 & P2021/0246 – 96 High Street, Glynneath**

**Resolved:** To support the application.

##### **b) P2021/0249 – 57 Heathfield Avenue, Glynneath**

**Resolved:** To offer a comment of *no objection*.

*Del Morgan abstained from voting on both planning applications.*

#### **12. Planning consents & refusals since the last meeting**

P2019/5112	Discharge of conditions on Planning permission P2014/0729: Condition 40 (Scheme for mitigation of light pollution) and Condition 55 (Scheme for the protection of trees from damage) at <b>Aberpergwm Colliery, Glynneath</b>	Application withdrawn 05/03/2021
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P2020/0863	Application to vary the wording of Condition 36 (contaminated land desk-top assessment) and Condition 37 (remediation strategy) of application P2020/0195 to allow the removal of the site spoil heap prior to the submission of the required details for compliance with the condition at <b>Land south of Heol Y Glyn, Glynneath</b>	Permission granted 16/03/2021
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Members noted there had been no further information passed on regarding the development on Enzo land but it was hoped an update meeting would be taking place within the next few weeks.

**13. Date of the next meeting:** Tuesday, 11<sup>th</sup> May 2021

***Richard Knogle asked that the Council recognised and noted, with respect, the passing of HRH Prince Philip, Duke of Edinburgh***

The meeting concluded 8.00pm.