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# MINUTES OF FULL COUNCIL MEETING
# TUESDAY 11th OF APRIL 2023

**HELD 11TH OF APRIL REMOTELY**

| | | | |
|---|---|---|---|
| **PRESENT:** | **MAYOR** | **CLLR. D MORGAN** | |
| | **COUNCILLORS** | **CLLR. J BULMAN** | **CLLR. M COWLEY** |
| | | **CLLR. H DAVIES** | **CLLR. C EDWARDS** |
| | | **CLLR. S EVANS** | **CLLR. S KNOYLE** |
| | | **CLLR. T PITMAN** | |
| **IN ATTENDANCE:** | | **MX. C WILLCOX (CLERK)** | |
| | | **PCSO ANDREW JONES** | |
| | | **12 MEMBERS OF THE PUBLIC** | |
| **APOLOGIES:** | | **CLLR. J DAVIES** | **CLLR. S LANE** |
| | | **CLLR. J BLOWER** | **CLLR. J GREGORY** |
| | | **CLLR. E HARRIS** | |

In consideration of the attendance of PCSO A Jones, The Mayor called for Item 12 of the agenda to be taken as the first Item of business.

**1. TO RECEIVE POLICE INCIDENT DATA**

The Clerk updated Members on the reported crimes for February from data provided online. There was a total of 14 crimes reported, including: five counts of violence and sexual offences; three counts of ‘other’ theft; two counts of anti-social behaviour; two counts of criminal damage and arson; one public order; and one report of shoplifting.

PCSO Jones advised Members of the coming community events to be held at the Town Hall, publicity for which would be shared. Concern was raised that ASB incidents were not being reported though there is a public perception that these were occurring. PCSO Jones encouraged the reporting of all incidents.

Members thanked PCSO Jones for his attendance and PCSO Jones left the meeting.

**2. MAYORAL ANNOUNCEMENTS**

The Mayor advised Members that the Glynneath Lawn Tennis Club was beginning its season shortly and wished them all the best on behalf of the Town Council.

3. **TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies were received from Cllr J Davies (family commitments), Cllr S Lane (family commitments), Cllr J Blower (family commitments), Cllr J Gregory (family commitments), and Cllr E Harris (family commitments).

4. **TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RESPECT OF THE BUSINESS TO BE TRANSACTED**
Cllr Knoyle declared an interest in planning matters as a County Council Member.

5. **PUBLIC QUESTIONS (LIMITED TO 15 MINUTES – S/O 3E)**
There were no public questions received.

6. **TO APPROVE AND SIGN THE MINUTES OF FULL COUNCIL MEETING – MARCH 2023**
It was proposed, seconded, and **RESOLVED** to accept the Minutes of the Full Council Meeting held in March as true and accurate.

7. **MATTERS PERTAINING TO GOVERNANCE AND FINANCE**

a. **TO APPROVE THE PAYMENT SCHEDULE**
The Clerk presented a spreadsheet of the Payment Schedule to Members (attached at the end of this document).
The Clerk also advised Members that they were seeking authorisation for the following additional payments:
A sum of not more than £30.00 for paper (Administration – Stationary)
A sum of not more than £300.00 for a power washer (Parks & Open Spaces – Maintenance)
A sum of not more than £50.00 for a tennis net winding handle (Parks & Open Spaces – Maintenance)
It was proposed, seconded, and **RESOLVED** that the Payment Schedule and additional items be approved

b. **TO CONSIDER THE PROVISION OF INTERNAL AUDITOR**
It was proposed, seconded, and **RESOLVED** that Kerry Leigh Grabham be appointed as the Town Council's Internal Auditor at a sum of £1230.00 for this year's full audit.

c. **TO CONSIDER ENERGY PRICE QUOTE**
Members were advised of the continuing energy price quotes as a matter of this standing item. We are currently being quoted from a broker and an energy company directly at 61p per day standing charge and 9.87p per KWhr, and 25p per day standing charge and 11.7p per KWhr respectively.
Members wished to keep this item as a rolling item for consideration next month.

d. **TO NOTE FORMAL COMPLAINTS RECEIVED**
The Clerk advised Members that two formal complaints had been made to the council regarding the audio quality of the meeting in March. The complaints were being processed as per the council's complaints procedure and the matters would be brought to Members in due course. Members were advised that some mitigating actions were being considered this evening.

e. **TO CONSIDER THE PROVISION OF PHYSICAL HYBRID MEETINGS**
The Mayor took both items **e** and **f** as one item in this section. Members discussed a report produced by the Clerk regarding possible hybrid meeting options.
Concerns were raised regarding the struggles of Members of the Public who could not attend meetings online and Councillors suggested that priority for physical attendance at meetings should be given to those that need to attend in person.
Councillors stressed that they were not against Members of the Public being physically present for Council meetings but that the limited capacity of the current facility needed to be considered as per the report document.

The Clerk advised Members of initial quotes received from an IT company for both a full communication system overhaul (static built-in system) and a more modest package. Should Members wish to investigate further, these quotes would need to be revisited, but initial indicative prices were in the range of £5200 and £1900 respectively.

Members suggested piloting Members of the Public physically attending in a limited capacity. This would inform any specifics needed in adopting the hybrid meeting policy. A suggestion was made that a grant bid for IT facilities could be made but advice was given that grants should be sought on a priority basis so that projects were not overlapping such that they would need to be completed before another project was applied for.

It was proposed, seconded, and **RESOLVED** that a small pilot of a limited capacity admittance be tried in the May and June meetings on a priority basis.

f. **TO CONSIDER THE ADOPTION OF A HYBRID MEETING POLICY**
Taken and resolved as per item **e** above.

## 8. TO RECEIVE A REPORT FROM THE PROJECTS AND COMMUNITY PLAN COMMITTEE

The Clerk advised Members that the Projects and Community Plan Committee ad recently met with Minutes to be circulated in due course. The Clerk briefly updated Members on matters considered at the meeting and advised Members:

The deadline for Christmas project ideas and proposals was June 2023.

The Projects and Community Plan Committee would begin to work through the Finance and Governance Toolkit with the Clerk and administrative team to form recommendations to bring to Full Council.

## 9. TO RECEIVE CORRESPONDENCE REGARDING NHS EMERGENCY CARE CONCERNS

The correspondence as published was noted. Cllr Edwards advised Members and attendees that the patient group at the doctors' surgery was always considering new members and urged anyone interested to also consider joining Llais.

## 10. TO CONSIDER EVENTS CONCERNING THE KING'S CORONATION

The Clerk advised Members that an email had been received regarding ideas for celebrating volunteers as part of the King's Coronation weekend. The Clerk and Cllr Pitman would liaise with the correspondent regarding possible events.

## 11. TO RECEIVE MEASUREMENTS AND PLANS REGARDING GLYNNEATH TOWN HALL

Members were advised of the progression with Hurley and Davies regarding the measurements received for the Town Hall. Concerns were raised regarding the situation of having many projects running concurrently, especially regarding grant funding terms and conditions. There was also concern that this project might miss the nearest funding window for the Maes Gwyn grant fund.

**ACTION**: The Clerk is to progress the bid application for Maes Gwyn as much as possible in the time left for this window.

## 12. TO CONSIDER PLANNING APPLICATIONS

a. **P2023/0264 | DETAILS TO BE AGREED IN ASSOCIATION WITH CONDITION 21 (VERIFICATION REPORT WHICH DEMONSTRATES THE EFFECTIVENESS OF THE AGREED REMEDIATION WORKS) OF APPLICATION P2011/0486 (RESIDENTIAL DEVELOPMENT 10 DETACHED DWELLINGS AND ASSOCIATED WORKS) GRANTED ON 11 DECEMBER 2019 | THE WELFARE HALL MAES Y PARC GLYNNEATH NEATH SA11 5EE**
There were no objections

b. **P2023/0194 | PROPOSED CONSTRUCTION OF SINGLE STOREY GARAGE WITH STORE AND WC. | CLUN Y BONT HIGH STREET CWMGWRACH NEATH NEATH PORT TALBOT SA11 5RX**
There were no objections but concerns were raised regarding boundary lines of the ward.
**ACTION:** The Clerk is to write to the Planning Department regarding questions about why this application had been allocated to Glynneath Town Council ward.

**Payment Schedule as per Item 7. a.**

| | | | | | |
|---|---|---|---|---|---|
| 01-Mar-23 | Brought forward balance | | | | 187,578.58 |
| 01-Mar-23 | ALUN H LEWIS FUNE | | ALUN H LEWIS F.DIR | 700 | |
| 01-Mar-23 | Direct Debit (DWR CYMRU WELSH WA) | | 3541156701 | -27.5 | |
| 02-Mar-23 | B/P to: Redhand | | CCTV INV844 | -2,532.00 | |
| 07-Mar-23 | Girobank Core Business 100000 | 100000 | | 240 | |
| 08-Mar-23 | Direct Debit (ALLSTAR) | | AS60174239 | -1.8 | |
| 09-Mar-23 | B/P to: Origin Amenity | | OAC05338 | -351.48 | |
| 09-Mar-23 | B/P to: Derwen Recycling | | ACT C2G63 | -252 | |
| 09-Mar-23 | B/P to: Neath Port Talbot | | J202947 | -75 | |
| 13-Mar-23 | Cheque | 300159 | | -100 | |
| 14-Mar-23 | Transfer from 20444688 | | | 36,721.74 | |
| 14-Mar-23 | B/P to: SLCC | | GLYNE001; 200079 | -48 | |
| 14-Mar-23 | B/P to: BT telephone | | SW11262566 | -162 | |
| 14-Mar-23 | B/P to: British Gas | | 603737713 | -19.72 | |
| 14-Mar-23 | B/P to: SSE Electric Beth | | 2052512517 | -383.43 | |
| 14-Mar-23 | B/P to: Serol Print | | INV 503971 | -144 | |
| 14-Mar-23 | PRIVATE | | BURIAL CHARGE | -290 | |
| 15-Mar-23 | Direct Debit (ALLSTAR) | | AS60174239 | -8.21 | |
| 15-Mar-23 | B/P to: One Voice Wales | | MEMBERSHIP | -783 | |
| 16-Mar-23 | ALUN H LEWIS FUNE | | ALUN H LEWIS F.DIR | 700 | |
| 17-Mar-23 | ALUN H LEWIS FUNE | | ALUN H LEWIS F.DIR | 300 | |
| 21-Mar-23 | Direct Debit (BRITISH GAS BUSINE) | | 6.02E+17 | -168.97 | |
| 22-Mar-23 | B/P to: Glynneath Minis | | MG60 GRANT | -6,215.00 | |
| 28-Mar-23 | Direct Debit (PUBLIC WORKS LOANS) | | GLYNNEATH | -2,309.88 | |
| 31-Mar-23 | Service Charge | | | -18 | |
| | Salary (Including HMRC & Pensions | | | -13,329.71 | |