



Cyngor Tref Glynedd Glynneath Town Council

**The Clerk summons all Councillors to attend an Ordinary Meeting of the Full Council
To be held online and at Bethania Community Centre
On Wednesday the 9th of October 2024 at 6.30 pm**

*The meeting will be held on a hybrid basis in accordance with the provisions of
The Local Government and Elections (Wales) Act 2021. The Act makes permanent provisions for remote
meetings (multi-location) and electronic publication of documents*

Members of the public and press are encouraged to join remotely if possible. Please contact the Clerk should you require assistance with physical access on:
clerk@glynneathtowncouncil.gov.uk or 07480 137 315

Microsoft Teams [Need help?](#)

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Meeting ID: 329 198 567 428

Passcode: 6XkDnj

AGENDA

1. MAYORAL ANNOUNCEMENTS
2. TO RECEIVE APOLOGIES FOR ABSENCE
3. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RESPECT OF THE BUSINESS TO BE TRANSACTED
4. PUBLIC QUESTIONS (LIMITED TO 15 MINUTES – S/O 3E)
5. TO APPROVE THE MINUTES OF THE [FULL COUNCIL MEETING – 11TH SEPTEMBER 2024](#)
6. MATTERS PERTAINING TO FINANCE AND BUDGET
 - a. TO APPROVE THE PAYMENT SCHEDULE
 - i. [AUGUST 2024](#)
 - ii. [SEPTEMBER 2024](#)
 - b. TO APPROVE BANK RECONCILIATIONS (ITEMS CAN BE TAKEN AS ONE)
 - i. UNITY CURRENT ACCOUNT ([RECONCILIATION](#)) ([STATEMENT](#))
 - ii. TSB CURRENT ACCOUNT ([RECONCILIATION](#)) ([STATEMENT](#))
 - iii. UNITY SELAR ACCOUNT ([RECONCILIATION](#)) ([STATEMENT](#))
 - iv. UNITY SAVINGS ACCOUNT ([RECONCILIATION](#)) ([STATEMENT](#))
 - v. ALL BANKS RECONCILIATION ([RECONCILIATION DOCUMENT](#))

- c. TO CONSIDER AND APPROVE QUOTES AND PAYMENTS:
 - i. [PHOTOCOPIER](#)
 - ii. [PHONE AND INTERNET \(OFFICES\)](#)
 - iii. CEMETERY MANAGEMENT COURSE – COST OF £145.00 + VAT
 - iv. [FIRE SAFETY EQUIPMENT AT ALL SITES](#)
 - v. TO CONSIDER APPLICATIONS FOR CONCESSIONS
 - 1. FRIENDS OF THE TOWN HALL
 - 2. YOUNG AT HEART
 - vi. [TO CONSIDER SMALL GRANT APPLICATION](#)
- 7. MATTERS PERTAINING TO GOVERNANCE
 - a. [TO INFORM MEMBERS OF CASUAL VACANCY AND PROCEDURE](#)
 - b. TO CONSIDER [SOCIAL MEDIA POLICY](#)
 - c. TO CONSIDER [FIXED ASSET POLICY](#)
- 8. MATTERS PERTAINING TO PLANNING APPLICATIONS
 - a. [P2024/0586 | Proposed development of Waterfall Country Pontneddfechan Visitor Infrastructure Scheme to include retail shop, welfare facilities, tourist accommodation, ancillary plant room, lighting, car parking facilities , demolition of outbuildings adjoining Sgwd Gwladys and existing toilet block, and creation of farm track access, play park/ courtyard, with associated infrastructure works.](#) | Land At Pontneddfechan And South Of Pontneathvaughan Road Pontneddfechan Neath Port Talbot SA11 5NR
 - b. [P2024/0507 | Single storey rear and side extension and raised platform to rear.](#) | 66 Morfa Glas Glynneath Neath Neath Port Talbot SA11 5RW
 - c. [P2024/0512 | Change of use of building to provide 1no. 2 bed flat and 2no. 2 bed flats with the retention of bakery at ground floor.](#) | 36A High Street Glynneath Neath Neath Port Talbot SA11 5BU
- 9. MATTERS PERTAINING TO CORRESPONDENCE
 - a. [INVITATION TO RESPOND TO INFRASTRUCTURE CONSULTATION](#)
 - b. [INVITATION TO ATTEND ARMED FORCES FESTIVAL](#)
 - c. [GRANT FUNDING AVAILABLE FOR ENERGY PROJECTS](#)
- 10. UPDATE ON CHRISTMAS PREPARATIONS
- 11. MATTERS PERTAINING TO CEMETERY COMMITTEE
 - a. TO RECEIVE UPDATE FROM LAST CEMETERY COMMITTEE MEETING
 - b. TO CONSIDER [MEMORIAL BENCH POLICY](#)
 - c. TO RECEIVE UPDATE ON NON-COMPLIANT MEMORIALS
- 12. TO RECEIVE UPDATE REGARDING THE WELFARE PARK TRANSFORMATION PROJECT
- 13. MATTERS PERTAINING TO BETHANIA COMMUNITY CENTRE
 - a. TO RECEIVE [UPDATE ON WALL RENDER WORKS](#)

RECOMMEND: INTRODUCTION OF STANDING ORDER 3(C)

REASON: Legal particulars of lease negotiations

- b. TO RESOLVE TO COMPLETE LEASE WITH GHAVC

CLERK'S NOTES FOR OCTOBER 2024 FULL COUNCIL MEETING

Things to note:

- Since our last meeting I have requested that NPTCBC add us to their mailing list to be notified of any updates to the RLDP – Replacement Local Development Plan
- We have received further information about the idea of pickleball being played at the tennis courts. I am still speaking with the member of the public to see what support, if any, would be needed from the Council.
- Knotweed has had its first treatment and responded well.
- Approximately two-thirds of the Clerk's calendar entries since the September meeting have related to the cemetery. This isn't a usual pattern to the Clerk's workload and, along with illness, it has meant that other reports have been rescheduled for later completion.

Item 6.c.i - Photocopier provision

Our current lease for our photocopier is at an end this month. Three quotes were sought but only two companies have been able to quote to us.

Things to note:

- We have not asked for an upgrade on the current machine.
- Current lease costs are per quarter.
- We have a very good price on colour due to the machine.

Quotes are presented below:

	Lease	Prints		Notes
Company A	£83.28 per quarter	0.42p B&W 1.5p colour	Yearly comparison £333.12 lease	No change to the machine – therefore no 'upgrade either'
Company B Option One	£67.95 + VAT per month	0.25p B&W 2.5p colour	£814.40+VAT lease OR	Local company providing support (Cardiff).
Option Two	£83.28+VAT per month		£999.36+VAT lease	

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Item 6.c.ii – Telephone and internet (Offices)

Our contract with BT comes to an end in October. Furthermore, the analogue telephone system throughout the country is changing to digital next year. The following quotes have been received (all ex VAT):

Quote	Price	Term	Notes
A	£54.95	24 months	National supplier. No changes to line in or out. Digital-ready for next year. New handset provided.
B	£59.24	36 months	Change over of router. When digital switch over happens, new equipment to be installed. This package comes with 5G Dongle.
C	£319.50	12 months	Includes singular phone line to the office (similar to VOIP)

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Item 7. a – Casual vacancy procedure

A Notice of Election will be published by NPTCBC on the 10th of October 2024 on the NPTCBC website. The Clerk will also publish the notice on the Town Council website and noticeboard as requested by the Returning Officer.

The Election Timetable is then as follows:

Notice of Election is published on the 10th of October

Nominations open on the 11th of October and close on the 18th of October

Polling day (7 am to 10 pm) is on the 14th of November 2024.

I do not currently have a date when the Town Council will be notified of the result of the poll.

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Item 9.a – Invitation to respond to infrastructure consultation

The Infrastructure (Wales) Act 2024 provides for a new consenting process that will enable the Welsh Ministers to determine applications for significant infrastructure projects. The Act contains the framework for the overall process, with the finer details to be prescribed in Regulations.

The consultation paper describes the finer details by setting out the whole consenting process, from the identification of projects subject to the new regime, through to amendments to consents and revocation. Feedback to these proposals will enable the finalisation of the Regulations.

The consultation can be found on the Welsh Government's consultation pages at:

[Implementing the Infrastructure \(Wales\) Act 2024 | GOV.WALES](#)

Responses to the consultation paper are invited by 13 December 2024.

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Item 9.b – Invitation to attend armed forces festival

THE MAYOR OF NEATH PORT TALBOT'S ARMED FORCES FESTIVAL 2024

As Mayor of Neath Port Talbot, I am hosting the 2024 Armed Forces Festival during my term of office. The event will acknowledge the contribution of those currently serving in the tri-services, recognising the past contribution of our local veteran community, together with the sacrifices made by their families. We will also celebrate the efforts of our emergency services and the various local cadet forces.

*On **Friday 25th October at 7.00 pm** we are holding a **Concert and Festival of Remembrance** in the Princess Royal Theatre, Port Talbot. **ARRIVAL AT MAYOR'S PARLOUR FROM 6.15 PM.***

*On **Saturday 26th October at 10.45 am** we will be holding an **Armed Forces Roadshow and Flag Raising Ceremony** in the Aberafan Shopping Centre, which will include a dedication of the Royal British Legion's Garden of Remembrance and the launch of their poppy appeal. **ARRIVAL AT MAYOR'S PARLOUR FROM 10.00 AM***

I would be pleased if you could join me at both events as my guest.

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Item 9.c – Grant funding available to energy projects.

For further information, please use this link to take you to an external site: [\(Click here to go to external site\)](#)

The link above will take you to a site which has information on the application guidelines. If Members have ideas for future projects, it would be a good idea to consider the information above as these funds are likely to have similar repeat application windows in the future. I believe it would be a tight timeframe to attempt an application for this fund (deadline is the 18th of October 2024) but it is a good resource to give Members an idea of what the applications are looking for.

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Item 13.a – To receive an update on wall render works (Bethania Community Centre)

Following the Town Council's procurement procedure, tender documents were advertised on Sell2Wales and two quotes have been received. A further third party has reached out to let us know that they were not able to quote at this time. Full quotation documents have been sent to councillors privately.

The following quotes are for consideration:

	Prices	Notes
Company A	£67,653.00	Smaller firm. Larger scaffolding costs
Company B	£57,663.82	Larger firm. Conservation specialists.

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