Cyngor Tref Glynnedd
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 14th of January 2026 at 6.30 PM

Members of the public and press are encouraged to join remotely if possible. Please contact the Clerk should you require assistance with physical access.

Microsoft Teams meeting
Join: https://teams.microsoft.com/meet/35271918995091?p=LILrau8OTwjiXAAeCw
Meeting ID: 352 719 189 950 91
Passcode: wN2ci6G3

AGENDA

1. MAYORAL ANNOUNCEMENTS
2. TO ACCEPT 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 DECEMBER 2025 FULL COUNCIL MEETING
6. TO CONSIDER DRAFT BUDGET FOR FINANCIAL YEAR ENDING 2027 AND APPROVE PRECEPT DEMAND
7. TO RECEIVE UPDATE ON TOWN HALL WORKS
8. MATTERS PERTAINING TO PLANNING
   a. **P2025/0849**|Installation of a VAM regenerative thermal oxidizer (RTO) unit at Aberpergwm Colliery for methane abatement|Aberpergwm Colliery B4242 From Rheola To Glynneath Glynneath Neath Port Talbot SA11 5AJ
   b. **P2025/0850**|Details to be agreed in association with condition 12 (parking layout) and condition 17 (Emergency lay by) of planning application P2024/0586 determined 17/12/2025.|Land At Pontneddfechan And South Of Pontneathvaughan Road Pontneddfechan Neath Port Talbot SA11 5NR
9. TO CONSIDER CLEANING WORKS TO WAUN GRON CEMETERY PLAQUE AT COST OF £200 + VAT
10. TO CONSIDER USE OF TOWN HALL FOR LARGE NHS WELLBEING EVENT ON 20TH FEBRUARY 2026

Suggest: Approving Standing Order 3 (c) – to exclude members of the public and press.
Reason: Item 11 – Potential HR Matters. Full award and report will be provided in Minutes after consideration

Item 12 – Consideration of lease and contract request.

11. TO CONSIDER HR AND HEALTH AND SAFETY QUOTE
12. TO CONSIDER LEASE REQUEST FROM GLYNNEATH TOWN FOOTBALL CLUB

Cyngor Tref Glynnedd
Glynneath Town Council

MINUTES OF THE FULL COUNCIL MEETING
WEDNESDAY THE 10TH OF DECEMBER 2025

HELD ON THE 10TH OF DECEMBER 2025 AT BETHANIA COMMUNITY CENTRE AND ONLINE

PRESENT:	**PRESIDING COUNCILLOR**	**CLLR. J BULMAN**	
		CLLR. J BLOWER	**CLLR. H DAVIES**
		CLLR. J DAVIES	**CLLR. P EVANS**
		CLLR. E HARRIS	**CLLR. S KNOYLE**
		CLLR. D MORGAN	**CLLR. P PENDRY**
		CLLR. T PITMAN	
IN ATTENDANCE:		**MX. C WILLCOX (CLERK)**	
APOLOGIES:		**CLLR. M COWLEY**	**CLLR. C EDWARDS**
		CLLR. J GREGORY	**CLLR. S LANE**

1. **MAYORAL ANNOUNCEMENTS**
   The Mayor used his item to invite Cllr Evans to present a short speech regarding a local volunteer. It was proposed, seconded, and **RESOLVED** to authorise flowers and chocolate from the Mayoral fund.

2. **TO ACCEPT APOLOGIES FOR ABSENCE**
   Apologies were received as recorded above. It was proposed, seconded, and **RESOLVED** to accept the apologies for absence.

3. **TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RESPECT OF THE BUSINESS TO BE TRANSACTED**
   There were no declarations of interest.

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

5. **TO APPROVE THE MINUTES OF THE OCTOBER 2025 FULL COUNCIL MEETING**
It was proposed, seconded, and **RESOLVED** to approve the Minutes of the October 2025 Full Council Meeting.

6. **TO CONSIDER RECEIPT OF HISTORICAL TOWN COUNCIL ARTEFACTS (Cllr. Dr. D Morgan)**
Councillor Morgan advised Members that the Council had been given four historical Town Council artefacts that had been recently discovered. They originate from a previous Town Council Clerk. For formal record, they are:

- A key for Waun Gron cemetery dating from the 29th of October 1927 – "Presented to the Alderman W Jenkins, during the opening…"
- A pure anthracite coal clock from Aberpergwm Mine
- A gavel from 1993
- A memorial plaque – "Presented to Prague City in 2001" from Mr Arthur Jenkins during a Cor Meibion Glynnedd visit to the city.

The Mayor was presented with the items. Members were grateful to receive the items and considered ways to commemorate them.

It was proposed, seconded, and **RESOLVED** to loan the artefacts to the Historical Society for display at Bethania Community Centre.

7. **TO RECEIVE BUDGET UPDATE FOR FINANCIAL YEAR END 2027**
The Clerk advised Members that the budgeting process for the financial year end 2027 would still take place well within the timeframe required for County. The Finance and Audit committee would receive the draft budget sheets first and consider them in full at an open committee meeting. Members would then consider the budget as a Full Council in January 2026.

The Clerk advised Members that the main pressures for the budget in the coming year would be – in no set order – National minimum wage increases, a constantly fluctuating energy market, and new maintenance plans from our constantly improving facilities. The Council would try to off set precept raises through increased revenue generation and the continuing grant efforts from the administrative team.

Members would like to consider what the addition of an event or celebration would look like in a budget. The Clerk asked Members to send them any proposals or ideas for the next financial year by the end of the week. At the meeting, Members asked for consideration to:

- Electrical vehicles
- Community Recycling scheme/provision at a specific location
- Community celebration/event/fun day.

8. **TO CONSIDER CHRISTMAS 2025 MATTERS**
Members were grateful for an update where the tree at the Lamb and Flag should be installed by the end of the next week.

Due to Town Hall refurbishment works, the grotto and pantomime have had to be rescheduled or cancelled. Members were encouraged that the Town Hall works would be completed by mid-January. Therefore, Members considered providing a pantomime as an opening ceremony accompaniment.

It was proposed, seconded, and **RESOLVED** to provide pantomime or entertainment when the Town Hall reopens.

Signed: ____ (Chair)

Members were saddened that the grotto would not be able to take place at the Town Hall before Christmas but considered that the timeline would be very tight to provide the same event at a Town Council facility.

A Member suggested providing something similar to a float or Father Christmas attendance whereby the gifts already bought could be distributed. Another Member asked if there could be collaboration with the Young Farmers Tractor Run.

Members were asked to consider a grotto in other premises throughout the Town. Suggestions are to use the Pavilion at the Miners' Welfare Park, the Bethania Community Centre, Glynneath Library, Glynneath Rugby Club, or Glynneath Training Centre. Concerns were raised regarding the tight timings for the provision.

After robust discussion, it was **AGREED** to look at grotto provision for the next year, with a functional Town Hall.

Members discussed providing monies to school pupils in the area, especially around Christmas timings. Members suggested creating a Wellbeing Fund that could be accessed by the school's PTA organisations.

Members would also like to acknowledge the hard work of the local community group, Grass Roots, for their works throughout the community in decorating and providing art displays.

9. TO CONSIDER SPONSORSHIP OF TOGETHER WECARE AWARDS CEREMONY

Members were grateful to be considered to sponsor an award. However, budget had not been considered for this request, and it was proposed, seconded, and **RESOLVED** to note the request and consider for future years.

It was proposed, seconded, and **RESOLVED** to move Standing Order 3 (c), whereby members of the press and public would be excluded from the meeting.

10. TO CONSIDER WELFARE PARK PITCH DRAINAGE SCHEME REPORT AND TENDER SUGGESTIONS (INFORMATION AND SUPPORTING DOCUMENTS CURRENTLY CONFIDENTIAL, PENDING COMMERCIAL CONTRACT).

Members received the information pack from the specialist report writer, outlining the specifications for the pitch drainage project, and the three received tenders.

The tenders were assessed on a value matrix as advertised and the winning tender scored the most points.

It was proposed, seconded, and **RESOLVED** to award the contract to Folly Contractors at a total cost of £129,009.14 + VAT

It was proposed, seconded, and **RESOLVED** to award the specialist report writer a contract manager role for the duration of the project at a cost of £3,530 + VAT

It was proposed, seconded, and **RESOLVED** to allocate £40,000 to the project from Glynneath Town Council funds with the remaining monies to be sourced from grant funding and local awards.

GLYNNEATH TOWN COUNCIL

	Notes	FYE 2025 Budgeted £	FYE 2026 Budgeted £	FYE 2027 Proposed £	
EXPENDITURE					
Annual General expenditure:					
Administration					
CCTV		2,000	1,500	1,800	
Councillors and Democracy		10,200	19,500	1,500	
General Administration / Office		18,071	18,106	22,242	approx £7000 from earmarked reserves
Salaries		174,049	164,197	167,902	
SLA with NPTCBC		7,500	10,500	15,000	
Training & Development		1,980	1,825	1,875	
Cemetery		8,814	6,718	6,166	
Community Centre		10,610	1,500	100	
Parks and Open Spaces		20,125	16,900	16,019	
Projects and Events committee		20,500	20,500	20,500	
Town Hall		20,777	18,825	17,137	
		294,626	280,071	270,241	
Extraordinary Expenditure					
Cemetery		5500			
Café Consumables		4000			
Total		9500	0	0	
TOTAL EXPENDITURE		304,126	280,071	270,241	
INCOME					
Precept		215,366	221,280		
Operational Income					
Cemetery Burial fees		5,400	7,200	7,200	
Community Centre café		4,000	0	0	
Hire fees					
Community Centre		£520.00	£0.00	£0.00	
Parks and Open Spaces		500	500	500	
Town Hall		14,050	13,350	10,850	
		24,470	21,050	18,550	
Miscellaneous Income					
Interest earned		90	1,000	1,500	
Grants received		0	0	0	
Other income		0	0	0	
		90	1,000	1,500	
TOTAL INCOME		24,560	22,050	20,050	
BUDGET SHORTFALL		279,566	258,021	250,191	0
PRECEPT REQUIREMENT					
Budget shortfall				250,191	
Less: Contribution to be funded from reserves		60000	35240	8,775	See Reserves section for items highlig
Add: Contribution to increase reserves					
PRECEPT REQUIRED FYE 31/03/2025			215,998	241,416	
EFFECT ON BAND D EQUIVALENT HOUSEHOLDS					
Tax Base (No. Band D equivalent properties)		1,390.47	1,424.52	1,431.23	
£ per Band D equivalent household		155.59	151.63	168.68	
			% increase	11.24%	
			Actual £ increase	17.05	
			Monthy £ increase	1.42	

Income

OPERATIONAL INCOME

	FYE 2025 Budgeted	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
Cemetery burial fees	5,400	7,200	7,200	Workings 1 with accompanying notes
Community Centre café	4,000.00	0	0	No income if leased
Hire fees				
Community Centre	520	0	0	No income if leased
Parks and Open Spaces	500	500	500	Season permits from football; hire charges from tennis
Town Hall	14,050	13,350	10,850	Workings 2
Total	24,470	21,050	18,550	

MISCELLANEOUS INCOME

	FYE 2025 Budgeted	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
Interest earned	90	1,000.00	1500	Interest from Reserves Account. There is potential to earn slightly more than this if Council want to explore fixed rate deposit schemes but this hasn't been added to the calc at this moment.
Grants received	0	0	0	Not currently budgeted as grants applied for have not been budgeted on expenditure section either.
Other income	0	0	0	
Total	90	1,000	**1,500**	

Administration

GENERAL ADMIN

	FYE 2025 Budget	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
Printing / Photocopying	600	600	532	Hire of copier = 88 * 4 print charges = 12*15
Stationery	200	200	200	New laptops were purchased in current financial year. No need to increase budget otherwise.
Postage	100	100	75	Reduced as more familiar with frequency of correspondence
IT / Software	2,600	2,555	2,580	Workings 3
Telephone and Broadband	1,920	1,200	1,200	CC broadband, calls, Wifi provision at 2 further sites
Insurance	3,300	3,465	4,826	Assumed a 5% increase and inclusion of van insurance
Bank Charges	250	300	300	Unity Charges increased
Audit Fees	7,500	3,500	3,500	Two outstanding external audits + one internal audit required. Full audit is outstanding and has never been priced before. £1500 in earmarked reserves
Membership Fees / subscriptions	1,101	1,186	1,129	Workings 4 (Didn't include Fuel Card in 2024 budget)
Building Hire	0	5,000	2,500	Fee for lease.
Consultancy Fees	500	0	5,400	Potential HR and Health and safety consultancy
Total	18,071	18,106	**22,242**	

OTHER ADMIN

	FYE 2025 Budget	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
CCTV	2,000	1,500	1,800	Maintenance Contract renewal
Salaries	174,049	164,197	167902	Confidential note
School Crossing Patrol	7,500	10,500	15,000	Bill in arrears and two increases to payscale to consider
Training & Development	1,980	1,825	1,875	Workings 5 - Inc Cllr Training
Total	185,529	178,022	**186,577**	

Councillors & Democracy

	FYE 2025 Budget	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
Councillors Allowances	5,500	5,500	0	WFH Allowance & Office costs allowance per Cllr =5500 in earmarked reserves
Mayoral Allowance - Civic Support	1,500	1,500	1,500	
Senior Allowances	500	500	0	in earmarked reserves totalling £500
Elections	1,200	12,000	0	in earmarked reserves totalling £12000
Possible Bi-Election Costs	1,500	0	0	Main election reserve is currently at £12000 for 2027 election. This is bi-election ONLY budgeting and recommend adding 2000 to election reserve to take to total of £14000
Total	10,200	19,500	**1,500**	

Cemetery

	FYE 2025 Budget	FYE 2026 Budget	FYE 2027 Proposed	Notes
Rates	714	768	516	Assuming a 5% increase
Equipment & Servicing	1,500	1,500	1,000	*Equipment recently reviewed. Servicing in shared with P&O currently.*
Waste	1,800	1,000	1,000	weekly skip hire (@£15/wk) & 4x full skip loads
Utilities	1,300	1,300	1,500	Water, electricity
Maintenance	3,500	1,500	1,500	To include fuel, routine maintenance items of cemetery and grounds.
Van costs		650	650	Split with P and O
Total	8,814	6,718	**6,166**	

EXTRAORDINARY EXPENDITURE

			Budget	Notes
Site mapping survey		4,000	0	In earmarked reserves currently
Tree Survey		1,500		Emergency works outside of maintenance have earmarked reserves
Total		5,500		

Community Centre

	FYE 2025 Budget	FYE 2026 Budgeted	FYE 2027 Proposed	Notes
Rates	2,890	0	0	Leased building
Utilities	3,000	0	0	Water, electricity
Waste	720	0	0	NPTCBC refuse & recycling
Equipment	500	0	0	small budget for smaller items
Maintenance / Service	3,500	1,500	100	Annual lift service, Fire alarm & Fire extinguisher testing, PAT testing & smaller maintenance budget for routine items. This line is now only used for office issues.
Total	10,610	1,500	**100**	

EXTRAORDINARY EXPENDITURE

			Budget	Notes
	4,000	0		
Total	4,000	0	**0**	

Parks & Open Spaces

	FYE2025 Budget	FYE2026 Budgeted	FYE2027 Proposed	Notes
Rates	3,675	2,500	5,229	Error propogated from 2025 sheet - rate should have been 4980. Compensated for this year with 5% increase assumption
Lease - Dynamic Park & Skate Park	800	800	840	
Equipment/Supplies	1,500	1,500	2,000	To include mower and equipment servicing
Maintenance & Servicing	3,500	3,500	1,000	To include fire alarms, extinguishers, boiler, PAT testing, smaller routine maintenance issues & fuel. Further sums are earmarked
Waste	3,200	2,500	2,800	NPTCBC refuse & recycling; skip hire (@ £15/wk) & 5x skip loads
Utilities	5,000	3,000	3,000	Water, old changing rooms electricity standing charge, gas, electricity.
Playground inspection	450	450	500	Increased assuming increase with new playground installation
Van Costs		650	650	Spit between this and Cemetery
Tree Inspection and potential works	2,000	2,000	0	Use earmarked reserves for works
Total	20,125	16,900	**16,019**	

EXTRAORDINARY EXPENDITURE

			Budget	Notes
Total			**0**	

Projects and Events

	Budget FYE 2025	Budget FYE 2026	Proposed FYE 2027	Notes
Christmas Lighting	20,000	20,000	20,000	Doubled in anticipation of new light contract and additional provisions (another tree and more lights/signage)
Sponsorships / Grants	500	500	500	
Total	20,500	20,500	**20,500**	

Town Hall

	Budget FYE 2025	Last year Budget FYE 2026	Budget FYE 2027	Notes
Rates	5,800	6,235	6,547	Assuming 5% increase
Waste	32	90	90	Contract with services needs reviewing.
Utilities	10,100	9,000	7,500	Water, electricity &gas
Maintenance	2,500	2,000	2,000	To include usual cleaning supplies and smaller maintenance items
Alarm Costs	845	0	0	Annual maintenance charge, phone line rental (in house now)
Servicing	1,500	1,500	1,000	To include routine maintenance services (boiler, water testing, fire alarm testing, extinguishers, PAT testing)
Total	20,777	18,825	**17,137**	

EXTRAORDINARY EXPENDITURE

			Budget FYE 2025	Notes
Total			**0**	

RESERVES

	FYE 2025	FYE2026	**FYE 2027**	**NOTES**
General Reserves	£50,000.00	£ 50,000.00	£ 50,000.00	Unused - this is for emergency expenditure only. Usual to have around 3 months running costs
Earmarked Reserves				
Election costs	8000	12000	£ 14,000.00	Make sure that if this is spent, it is replenished. Aim to have at least 14K in here by next elections (7K cost for last election and 5.5K for
Audit fees	5500	3260	£ 1,500.00	Audit fees included in full budget. Outstanding reports paid for
Asbestos Removal/treatment	5000	1000	£ 1,000.00	Town Hall - money is available then if needed in emergency. Realistically, probably won't have this rectified as routine this year.
Councillor allowances	6000	6000	£ 6,000.00	IRPW set councillor allowances and what **must** be paid. Have a sum in reserve in case all councillors choose to take all allowances
Town Hall Maintenance	15000	20000	£ -	Town Hall project completed for foyer work
Welfare Park Refurb	15000	35000	£ 35,000.00	Council committed to extra spend with funders
Tree inspection works	3500	3500	£ 3,500.00	If and when works are needed to driveway trees, Ash, and Welfare Park trees. Emergency
Cemetery mapping for new graves	4000	4000	£ -	Ballpark figure to include looking at new grave potential and land surveys
Parks and Open Spaces equipment	5000	5000	£ 5,000.00	To include Ynys Y Nos, Dynamic Park and SkatePark signage
Bethania maintenance	8000	0	£ -	Removed to be covered off below
Legal fees (leases etc)	5500	3000	£ 1,500.00	Reduced due to experience
Cemetery fencing	3500	13000	£ 2,000.00	Potential full cemetery fencing works along public access side
Training			£ 2,500.00	Added new for 2026 - to encompass staff and
Emergency repair works to	6000	10000		If needed, should come from general reserve

Bethania Costs	4000	10000	£ -	If needed, should come from general reserve
Cluster Project	4000	2000	£ 2,000.00	
HR consultancy for 1st year			£ 5,400.00	Suggested addition for the first year of provision s
Pitch refurbishment work			£ 40,000.00	New for 2026 as Council contribution to phase ii v
staff reserve	24000	5000	£ 5,000.00	Emergency
sum of total resrves	**£172,000.00**	**£ 182,760.00**	**£ 174,400.00**	