



Ceri Willcox, Clerk

C/o Crynant Community Centre, Woodland Road, Crynant, SA10 8RF

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Minutes of Full Council Meeting March 2022

Held Thursday 31st March held at Crynant Community Centre, Woodland Road, Crynant, SA10 8RF

PRESENT:	CHAIRPERSON	CLLR. S KEIR	
	COUNCILLORS	CLLR. C BEVAN	CLLR. B LEWIS
		CLLR. R HILL	CLLR. B MICHAEL
		CLLR. R MILES	CLLR. B MORRIS
		CLLR. S RUNDLE	CLLR. P SHOPLAND
IN ATTENDANCE:		MX. C WILLCOX (CLERK)	
		MRS. H MORTIMER (RFO)	
		One Member of the Public in Attendance	
APOLOGIES RECEIVED FROM:		CLLR. S WALDRON (PERSONAL COMMITMENT)	

Cllr Keir thanked the outgoing Clerk, Mrs. Mortimer, for her commitment and hard work during her time in post and welcomed the incoming Clerk Mx. Willcox as he had not been able to officially at the previous meeting

842. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Waldron

843. TO RECEIVE DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

There were no declarations received

844. TO ADJOURN IF NECESSARY TO RECEIVE PUBLIC QUESTIONS OR STATEMENTS

There were no questions or statements

845. TO APPROVE AND SIGN THE PREVIOUS COUNCIL MEETING MINUTES

RESOLVED that the Minutes be signed as true and accurate

846. MATTERS ARISING FROM THE MINUTES

The Chairman advised Members that matters from Minute 823 would be put on hold until a resolution from Agenda item 855.a

847. TO RECEIVE AN UPDATE ON COUNTY COUNCIL MATTERS INCLUDING ADVICE ON THE PRE-ELECTION RULES (OR PURDAH)

The Clerk advised Members that Monday 28th March marked the start of Purdah locally in Neath Port Talbot and that it would conclude on Thursday 5th of May. A brief verbal summary of what Purdah could involve was provided.

A report of information obtained from Neath Port Talbot County Borough Council was given. Jo Barness was congratulated on winning the Good Neighbour Award recently; NPT Public Service Board had announced the opening date for a consultation on its draft assessment of wellbeing, and Members were advised on the emphasis being placed on topics such as wellbeing, greening up communities, green infrastructure, and renewable energy.

848. TO RECEIVE A POLICE REPORT

Statistics were reported from the police.uk website which concerned: five reports of violent and sexual offences, three reports of anti-social behaviour, and one report of criminal damage and arson.

849. TO RECEIVE A REPORT FROM ANY MEMBER CONCERNING MEETINGS AT WHICH HE OR SHE REPRESENTED THE COUNCIL

No reports were received.

850. TO CONSIDER PLANNING APPLICATIONS

a. APPLICATION REFERENCE P2022/0128

No observations were made

b. APPLICATION REFERENCE P2022/0168

No observations were made

c. APPLICATION REFERENCE P2022/0207

No observations were made

851. TO RECEIVE THE CLERK'S REPORT, TO INCLUDE:

a. AUDIT NOTICE 2021-22

Members were advised that the annual return for the 2021-2022 Audit must be certified by the RFO and approved by the Community Council by 30th June 2022

b. INCIDENT REPORTS

One anti-social incident had been directly reported to the Clerk at the Pump Track this month
Dog walkers were reported to have been witnessed in the tennis courts at various times during the month

c. BANK RECONCILIATION AND PAYMENT AUTHORISATIONS

RESOLVED: To authorise the following payments:

Wages as per contracts	£4268.06	March Wages
HMRC	£585.22	HMRC
Coeden Fach	£243.25	Pump Track Planting
IS safety boots	£30.00	Staff Equipment
Calon Hearts	£539.60	Defib at The Gradon
HM Hedge laying supplies	£84.43	Volunteer Supplies
Wicksteed leisure	£15679.93 (2613.32)	Playground Equipment
Gallagher Insurance (motor)	£445.29	Motor Insurance

The Clerk advised Members that staff annual appraisals were being conducted this month and that a risk assessment for approaching members of the public while outdoors was being conducted to better support staff members

The Clerk also advised Members of the two new duties for Councils under the Local Government and Democracy (Wales) Act. The production of an Annual Report will be required for the 2021 – 2022 financial year and will be due for publication as soon as practicable after 1st April 2022. The Community Council will also now have to write a Training Plan for staff and Councillors. This must be ready and published by the 5th of September 2022.

852. TO CONSIDER MEMBERSHIP TO ONE VOICE WALES (SUPPORTING DOCUMENT TO BE ATTACHED)

After consideration, it was **RESOLVED:** To approve membership to One Voice Wales with the proposed fee of £326.00

Proposed by Cllr. Michael. Seconded by Cllr. Miles

853. TO RECEIVE NOTIFICATION OF NALC NATIONAL SALARY AWARD FOR CLERKS

After consideration, the RFO advised that they would **ACTION** consult the personnel committee concerning changes going forwards and bring back to the Full Council meeting of April.

854. LEASE OF LAND TO A RESIDENT

Members were informed that the resident wished to renew the lease of the land. Several options for the continuing lease were discussed but not all Members were aware of the area and the subject discussed. It was there for proposed that as an **ACTION** Cllrs Rundle and Keir, along with the Clerk and RFO, would visit the leased land and explore lease clauses and options to bring back before Full Council. The resident would continue to make use of the land in their normal way in the interim.

855. CORRESPONDENCE

Mrs. Mortimer left the Meeting

a. CORRESPONDENCE REGARDING A COMPLAINT AGAINST AN EMPLOYEE

Members were advised that a complaint had been made against one of their employees. The Clerk explained that as per advice from the legal representative of NPTCBC, the Clerk would deal with the complaint through the Community Council's adopted Complaints and Concerns Policy in the first instance.

Cllr. Shopland asked that it be noted in the Minutes that he was very sad to hear that this complaint had been put in and that he had wanted the Clerk and the Chairperson to build a better rapport with the person who had brought the complaint.

Cllr. Shopland left the Meeting at this point.

Cllr Hill left the Meeting and returned. Mrs. Mortimer joined the Meeting.

Cllr Hill requested that the Meeting be adjourned briefly to discuss a matter that had just transpired. The Chairman determined that it was not a matter for the meeting and should be discussed separately between the RFO and Clerk.

b. INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT - FEBRUARY 2022

This correspondence was noted.

c. CORRESPONDENCE FROM RESIDENT REGARDING PUMP TRACK LANDSCAPING

The Clerk advised that correspondence had been received from a resident concerned about a lack of privacy from the Pump Track. It was explained that landscaping and signage work was still to be completed at the site and that it was hoped that this would help to alleviate any other issues. Cllr Morris noted that it would be a good opportunity to consult with the resident.

d. CORRESPONDENCE FROM YOUTH CLUB REPRESENTATIVE REGARDING BASKETBALL HOOPS

A brief discussion was held regarding the proposed installation of basketball hoops in the main hall. Members were positive about the installation subject to the installation being completed properly by the Youth Club and not creating liabilities for the Community Council. It was **RESOLVED** That Youth Club be able to install basketball hoops in the hall.

e. LAW COMMISSION'S REPORT ON REGULATING COAL TIP SAFETY IN WALES

Correspondence was noted.

f. TO RECEIVE INNOVATION FOR WALES STRATEGY CONSULTATION

Correspondence was noted and Members were advised that they could respond to the consultation in a personal capacity.

g. CO-ORDINATING VOLUNTEERS TO RESPOND TO EMERGENCY SITUATIONS IN WALES

Correspondence was noted and Members were advised that they could respond to the consultation in a personal capacity.

h. LOCAL ELECTIONS (MISCELLANEOUS AND CONSEQUENTIAL AMENDMENTS) (WALES) REGULATIONS 2022

A summary of the amendments was given by the Clerk. In reference to enabling multi-location meetings, the Clerk was asked **ACTION** to conduct a review of current resources that the Community Council uses.

856. TO CONSIDER CELEBRATIONS OF THE PLATINUM JUBILEE

Members were advised that there is an extended bank holiday weekend from Thursday 2nd June to Sunday 5th of June to celebrate the Platinum Jubilee. The RFO and Clerk are considering some small events with the Community Association and welcomed any input.

857. MINER'S STRIKE ANNIVERSARY

Cllr Hill wished to ask Members to be mindful of the anniversary and to consider input and contribution going forwards

858. UKRAINIAN REFUGEES

a. ONE VOICE WALES YSTADAU CYMRU TEAM

Correspondence received was noted. It was decided as an **ACTION** to begin creating information packs for anyone new to the Community.

b. REQUEST FOR REPRESENTATIVES AT A PEACE SERVICE

A request for the Community Council to help facilitate a peace service with the local community was considered. Members **RESOLVED** that the event could be facilitated on the grounds and that £150 could be used to enable the event.

Proposed by Cllr. Keir. Seconded by Cllr. Miles

859. TO RECEIVE AN UPDATE ON THE ASSET MANAGEMENT PLAN

a. UPDATE ON PUMP TRACK

Cllr Keir provided an update on the works at the Pump Track and advised that they were waiting on the right weather to begin ground seeding.

b. UPDATE ON MEADOW LANE AND GROUNDS TO INCLUDE AN UPDATE ON MEETING WITH TWO RESIDENTS, AND TO RECEIVE INFORMATION ON A BIRD WALK

The Clerk provided a report on a meeting with two residents regarding Meadow Lane. There were concerns with water pooling at the very base of the Lane. The Clerk reported that it did not appear to be the case that water was running from the lane into the gardens and that some residents had created rudimentary banking structures outside their gardens and across the lane.

Cllr Morris hoped that speaking with residents would be a good starting point. The Clerk recommended consulting with residents before forming the formalised agreement with them. This was agreed as an **ACTION** to speak with residents.

The Clerk presented further information on a bird walk taking place at the Woodland Walk on the 7th April at 10 AM.

c. UPDATE ON OUTDOOR GYMNASIUM

Cllr. Rundle provided an update on the outdoor gym equipment both on the Community Council grounds and within Creunant Primary School. Cllr Rundle reported what seemed to be a crack in one of the pieces at the school and advised that the contractors had been informed and were replacing it the following Wednesday.

Cllr. Rundle also reported concerns regarding the border of the outdoor gym between the rugby fields and advises that it be seeded with grass as soon as possible.

d. UPDATE ON FOREST WALKS

Update was provided by the RFO. The project had been completed and monies were received from the LEADER Fund. There were still information pieces to be agreed and this was in hand.

e. UPDATE ON PLAYGROUNDS

An update was provided by the RFO. The new playground equipment had been ordered and was hoped to be on site by the summer holidays. The contractor had been asked to provide a future works plan.

f. UPDATE ON COMMUNITY CENTRE

Cllr Keir advised Members that a quote had been received for a new canteen door along with a proforma invoice. The Clerk reported that the Community Association had been registered as a food business and that they had achieved a 5-star rating from the Food Standards Agency.