

Cyngor Cymuned Creunant Crynant Community Council



Ceri Willcox, Clerk

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

Tel: 01639 750082 E-mail: crynantcc.clerk@gmail.com

Full Council June 2022 Meeting

held Thursday 30th June 2022, at 6.30 pm at Crynant Community Centre

| | | | |
|-----------------------|--------------------|---------------------------------|-----------------------|
| PRESENT: | CHAIRPERSON | CLLR R HILL | |
| | COUNCILLORS | CLLR B MICHAEL | CLLR S KEIR |
| IN ATTENDANCE: | | CLLR R MILES | CLLR P ROBERTS |
| | | CLLR B MORRIS | CLLR S RUNDLE |
| | | MX. C WILLCOX (CLERK) | |
| | | MRS. H MORTIMER (RFO) | |
| | | One member of the public | |

- 886. TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies were received from Cllr Kingdon, Cllr Lewis, and Cllr Bevan.
- 887. TO RECEIVE DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST**
No interests were declared in respect of business about to be transacted.
- 888. TO ADJOURN IF NECESSARY TO RECEIVE PUBLIC QUESTIONS OR STATEMENTS**
No public questions or statements were received.
- 889. TO APPROVE AND SIGN THE PREVIOUS COMMUNITY COUNCIL MINUTES**
It was proposed, seconded and **RESOLVED** that the previous Minutes were true and accurate
- 890. TO RECEIVE POLICE REPORT**
It was noted that police statistics were retrieved from the online database, showing that the most commonly reported crimes for April 2022 were:
2 x vehicle crime
2 x violence and sexual offences
1 x anti-social behaviour
1 x criminal damage and arson

Cllr Miles joined the meeting

891. TO RECEIVE A REPORT FROM ANY MEMBER CONCERNING MEETINGS AT WHICH THEY REPRESENTED THE COUNCIL

It was reported that several councillors have completed some training with One Voice Wales.

The clerk reported that they'd attended the final Renew Wales Environment Forum and presented slides on behalf of the community council. Following this, a site visit regarding potential grant funding applications took place with a representative from One Voice Wales' biodiversity team.

Cllr Hill informed Members that he was now a representative on a standards committee panel with Neath Port Talbot CBC and One Voice Wales.

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

a. INCIDENT REPORTS

- Advised Members that there are still some instances of dogs being exercised on the tennis courts. Reiterated with staff members the need to log all incidents in the diary.
- Informed Members that there was an incident with a ball from the MUGA hitting a resident on the head as they were walking by. Member of the public was assisted by a caretaker and Cllr Roberts.
- Informed Members that a resident had made the Clerk aware of brambles encroaching onto property backing on to pump track. The grounds staff have strimmed the area.

b. BANK RECONCILIATION AND PAYMENT AUTHORISATION

The RFO updated Members on the current financial situation where the Community Council was on track with the budget.

It was proposed, seconded and **RESOLVED** to approve the following payments:

| | | |
|-----------------------|----------|---------------------|
| Wages as per contract | £3598.46 | Wages for June |
| Celtic Mowers | £129.59 | Service |
| Barclays | £16.25 | Bank charges |
| Scribe | £485.00 | Accountancy package |
| OVW | £105.00 | Training |

c. GOVERNANCE AND FINANCE TOOLKIT

i. SECTION A – HEALTH CHECK

The Clerk explained the layout of the document and advised Members that the clerk has carried out the health check in conjunction with the Chair.

ACTION: Clerk to send a copy of this part of the document to Full Council.

ii. SECTION B – SELF-ASSESSMENT

Members discussed the completion of the self-assessment. After discussion, Members decided to defer the self-assessment section until they had considered their five-year plan.

iii. TO CONSIDER THE PROVISION OF COMMUNITY COUNCILLOR EMAIL ADDRESSES

The Clerk advised Members that part of the document above relates to GDPR and the recommendation that Members have separate email addresses for Council business. After a brief discussion Members asked the

Clerk to **ACTION**: seek further information on costs for individual email addresses.

d. **TO RECEIVE UPDATED STATUTORY GUIDANCE**

The Clerk advised Members of some salient points throughout the updated Statutory Guidance.

e. **TO RECEIVE AN UPDATE ON THE 2021-2022 AUDIT**

The Clerk advised Members that the audit notice had been posted to state that the 2021 – 2022 audit would be delayed and that arrangements had been made with the internal auditor.

893. TO RECEIVE NOMINATIONS FOR COMMUNITY COUNCILLOR REPRESENTATIVES ON THE NPT TOWN/COMMUNITY COUNCIL LIAISON FORUM

It was proposed, seconded and **RESOLVED** that Cllr R Hill would be the representative on the NPT Town/Community Council Liaison Forum.

894. TO RECEIVE THE APPLICATION FOR CO-OPTED MEMBER OF COMMUNITY COUNCILLOR

Members were advised of one application for the advertised post. It was proposed, seconded and **RESOLVED** to welcome Ms M Gunnell to the position of Community Councillor.

895. TO CONSIDER THE PROTOCOL OF THE DEATH OF A SENIOR ROYAL

It was proposed, seconded and **RESOLVED** to accept the Protocol and publish it online.

896. RECEIVE A REPORT FROM FINANCE COMMITTEE

Cllr Hill updated Members on the outcomes of the previous Finance Committee meeting. Minutes were circulated and Members agreed with the actions of that committee.

897. TO RECEIVE INFORMATION ON ASSETS, ENVIRONMENT AND AMENITIES

a. **PLAYGROUNDS**

Members were advised that the ROSPA report had been received with no items in red condition. The planned equipment purchase was progressing without issues.

b. **WOODLAND WALK AND GROUND**

Cllr Keir informed Members that volunteers were working well around the grounds and had made good progress along the new fence line. An update on grass cutting was provided and Cllr Keir sought permission to investigate prices of topsoil for newly installed facilities. It was reported that a tree at the Cemetery was in the process of being taken down.

Cllr Michael advised Members that a revised quotation for burial plots had been received. It was proposed, seconded and **RESOLVED** to commission the new plots based on the newest quote.

c. **COMMUNITY CENTRE**

Members were advised that a new door had been installed at the canteen entrance. The Community Centre had seen new users at the facility and new volunteers within the café. The Community Fridge initiative was underway.

d. **FOREST WALK PROJECT**

Councillors commended the exceptional work and achievements of the Forest Walk project. Members would like to invite Ms Waldron to the July meeting to update and

present new Members with the successes of the project so far. Members would like to invite a written proposal of what works they could consider going forwards.

ACTION: Clerk to write to Ms Waldron and invite to next meeting along with an invitation to bring any proposals for future work to the Full council.

e. **PUMP TRACK**

Members were updated regarding weed killer treatment on the track itself and regarding the cutting requirements for the surrounds.

INTRODUCTION OF STANDING ORDER 3(D) – BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, MEMBERS OF THE PRESS AND PUBLIC SHALL BE EXCLUDED

898. PERSONNEL MATTERS

a. **TO RECEIVE INVESTIGATION REPORT**

Members received the report and considered the actions recommended by the Personnel Committee. It was **RESOLVED** to accept the recommendations from the Personnel Committee with no further action and to inform the parties of the conclusion of the investigation.

b. **TO CONSIDER FUTURE STAFFING NEEDS**

Discussion took place regarding the future Council staff provision based on the needs of the Community Centre and grounds. Members accepted that changes to the roles should be considered.

ACTION: Clerk to call Personnel meeting to further clarify the staffing needs and availability with committee ready for a further plan to be brought to July Full Council meeting.

c. **TO CONSIDER SUCCESSION PLANNING AND ADMINISTRATIVE ROLES**

Members agreed to defer this item until July Full Council Meeting.

CONCLUSION OF STANDING ORDER 3(D)