

## COEDFFRANC COMMUNITY COUNCIL

### **Minutes of a Statutory Meeting of the Council Meeting held on 7<sup>th</sup> June 2017 at Carnegie Hall.**

**Attendance:** Cllrs APH Davies, DK Davies, A Wingrave, JS Jones, P Davies, J Thomas, K Whitehead, AR Aubrey, MA Fender, LJ Pocock, C Wingrave, TJ Bevan, C Fletcher.

#### **893: To meet with representatives of Skewen Historical Society to discuss their proposals for a WW1 Memorial.**

Virginia Jones and Lynette Drake from the Skewen Historical Society gave the Members the details of their proposal. It was reported that the book they had produced had raised enough funds to pay for the Memorial. They reported that the Memorial would have the names of approximately 82 – 88 of the fallen of WW1 from the Coedffranc area. The Members discussed the issue.

**Resolved:** That permission is granted.

**894: Apologies:** Cllrs B Richards, M Harvey, D Harvey.

#### **895: To receive Declarations of Interest.**

Cllr P Davies declared an interest in item 898 and left the room during the discussions. Additionally, it was noted that no Member that had declared an interest in the last meeting took any part in the approval of the minutes for that meeting.

#### **896: To approve and sign the Minutes of Previous meetings: -**

##### **a) AGM held on 17<sup>th</sup> May 2017**

Approved as a true and accurate record.

##### **b) Council Meeting held on 17<sup>th</sup> May 2017**

Approved as a true and accurate record.

##### **c) Festival Committee Meeting held on 24<sup>th</sup> May 2017.**

Approved as a true and accurate record.

#### **897: Matters arising from the minutes. (FOR INFORMATION ONLY)**

The Clerk reported that she had heard back from the Solicitor regarding the outstanding Access Licence from 2016/17 financial year. The Members discussed the issue.

**Resolved:** It was agreed that it would not be financially viable to pursue the issue any further, but agreed if the current occupants move out, any new occupants would be invoiced accordingly.

The Clerk reported that she had heard back from PC Morretto regarding the damage done in Carnegie Hall. The Members discussed the issue.

**Resolved:** It was agreed that no further actions will be taken in line with the Police recommendations. However, it was noted that if any requests to use the halls for excluded children programmes are received in the future, that the request to use the Community Council's properties will be refused.

#### **898: To receive and approve the accounts schedule for payments and to select two account numbers for a full explanation at the next meeting.**

Accounts were received in the sum of £5,328.90. Account No's 138 and 155 were selected at random for an explanation by the clerk at the next meeting. Copies of the accounts were circulated and the Clerk responded to member's queries.

**Resolved:** That the payments are approved.

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**899: To receive an explanation from the Clerk concerning Account No's: 110 and 113.**  
The Clerk provided explanations, which were accepted by the Council.

**900: Planning Applications:**

**P2017/0476 – Installation of vertical storage vessel. Gower Chemicals Ltd, Crymlyn Burrows. (Applicant – Gower Chemicals Ltd, Crymlyn Burrows).**

The Members requested additional information asking for details on how high the storage vessel will be and what will be stored in it.

**P2017/0420 – Two Storey/ single storey rear extension plus gable dormer. 33 Park Drive, Lonlas, Skewen SA10 6SF. (Applicant – Miss A James-Arnold, 43 Crymlyn Rd, Skewen, Neath SA10 6EA).**

No observations.

**P2017/0504 – Details pursuant to the Discharge of Conditions 7,8,9 & 10 (Construction Environmental Management Plan, Construction Method Statement, Piling Methodology, Drainage) of Planning Permission P2017/108 (Academic Building approved on the 12/5/17). Bay Campus, Fabian Way, Jersey Marine. (Applicant – Vinci Construction Ltd, c/o agent).**

No observations.

**P2017/0257 – Change of use of land to storage of scaffolding materials and car sales including erection of perimeter fence, gates, raising ground level, installation of two no. portakabin buildings for office use and poles for security lighting and cameras. (Amended site description to car sales and revised layout). Warehouse, Park Avenue, Lonlas, Neath. (Applicant – WG Davies Ltd).**

No observations.

**P2017/0392 – Retention of change of use from dwelling to mixed use dwelling and canine boarding day care plus proposed detached outbuilding for use of canine boarding and day care (maximum of 4 dogs only) and dog grooming (maximum of 4 dogs only per day). 126, New Road Skewen. (Applicant – Mrs Sonja Oliver-Hicks, Goody 4 Paws, 126 New Road Skewen).**

No observations.

**P2017/0305 – Details to be agreed in association with Requirements 10 (details of the proposed permanent and temporary fences, walls and other means of enclosure – partial details in relation to the construction phase of works 8a only); 12 (partial details in regards to 12(1)a – contamination and remediation scheme desk top study in relation to works 8a and 8e only); 16 (A programme of archaeological works – partial details in regards to 16(1)a-f – a written scheme of investigation in relation to works 8b); 17 – Retention and enhancement of historic assets; 31 (partial details of a strategy to secure the removal or management of Japanese Knotweed and other invasive non-native species in relation to the construction phase of works 7g,8a, 8b, 8e, 8f,8h,8i and 10b only) and 41 (full details of an Employment and Skills plan for the whole development) of the Swansea Bay Tidal Generating Station Order 2015 (revised contamination reports May 2017). Swansea Bay. (Applicant Tidal Lagoon Power PLC).**

No observations.

**Late Application: P2017/0502 – Change of use of first floor of premises into two self-contained flats. 42 Burrows Road, Skewen, Neath. (Applicant – Mr Singh, 4 Mount Crescent, Morriston, Swansea).**

No observations.

**Late Application: P2017/0528 – First floor roof extension (alteration to existing rear extension to increase ridge height of existing rear extension and increase width to match main dwelling). 5 Springfield Road, Skewen. (Applicant – Mr Beynon, 5 Springfield Road, Skewen).**

No observations.

**901: To receive a report from any Member concerning meetings at which he or she represented the Council.**

Cllr T Bevan reported that he had attended a meeting of the School Governors for Crymlyn Primary School.

**902: To receive a report from the Festival Committee.**

Cllr A Wingrave reported on the Meeting.

**Resolved:** That all the recommendations are approved.

Cllr A Wingrave was thanked for the work that she puts into the event.

**903: To receive expressions of Interests for Co-option onto Coedffranc Community Council and discuss the process and/or appoint if appropriate.**

The Clerk reported that she had put up Statutory Notices for Co-option. The Clerk reported that only one expression of interest had been received following the official closing date. The applicant is Charles Fletcher.

The Members discussed the issue.

**Resolved:** That Charles Fletcher should be Co-opted as a Member to Coedffranc Community Council for the Coedffranc West Ward. Cllr Charles Fletcher signed his Declaration of Acceptance of Office and to the Code of Conduct at this point.

Additionally the Clerk reported that because there were two Vacancies advertised but only one applicant had come forward, she has re-advertised for the second Vacancy to be filled. Applicants for the second vacancy will be discussed/appointed at the Council Meeting due to be held on the 21<sup>st</sup> June

**904: To discuss/approve a request to hold Blue Light Disco's for children in the Memorial Hall, and consider if a start-up fund should be provided for the project as raised by Cllr A Wingrave.**

Cllr A Wingrave reported on the proposals. Cllr Wingrave reported that the Police need a start-up fund of £200 which will be held in the safe in the Council Offices. It was reported that they are hoping to use the Memorial Hall for the discos. The Members discussed the issue.

**Resolved:** That a grant of £200 should be provided as a start-up fund, and that permission is granted to use the Memorial Hall for the Blue Light Discos.

**905: To discuss/approve additional signage regarding dog fouling in the Council's properties as raised by Cllr L Pocock.**

Cllr L Pocock stated that she felt that additional signage regarding dog fouling is necessary. The Members discussed the issue.

**Resolved:** That 3 or 4 additional signs should be purchased and erected in strategically visible positions within the park. It was agreed that the signage wording and suitable locations would be discussed at the Day in the Park event.

**Cont...**

The Clerk was also asked to investigate the costs involved with paying for the services of an Enforcement Officer employed by NPTCBC to patrol the Council's properties and issue fines for dog fouling if appropriate.

**906: To receive a Press Statement from the Community Health Council.**

The information was noted by the Members.

**907: To receive a request for financial assistance from Neath Port Talbot Shopmobility Ltd.**

The Members discussed the request.

**Resolved:** The request is turned down due to the reserves held by the organisation.

**908: To receive/approve the Annual Return for the 2016/2017 financial year.**

The Members discussed the issue.

**Resolved:** That the Annual Return for the 2016/17 financial year is approved and signed. The Clerk was thanked for all the work involved with preparing the information.

**909: To receive/approve the Annual Accounts for the 2016/2017 financial year.**

The Members discussed the issue.

**Resolved:** That the Annual Accounts for the 2016/17 financial year are approved and signed.

The Clerk was thanked for all the work involved with preparing the information.

**910: To receive/approve the Internal Audit Report for the 2016/2017 financial year.**

The Members discussed the issue.

**Resolved:** That the Internal Audit for the 2016/17 financial year is approved.

The Clerk was thanked for all the work involved with preparing the information.

**911: To receive an update from the Clerk regarding an on-going Insurance Claim.**

The Clerk provided information which was noted by the Members.

**912: To discuss/approve a request for financial assistance from Action for Children (Positive Outcomes Play Service) NPT.**

The Members discussed the request.

**Resolved:** The request is turned down due to the reserves held by the organisation.

**913: Correspondence.**

None.

**Emergency Item**

Cllr DK Davies reported that there is an issue with the Parking Ticket Machine in the small carpark alongside the new Swansea University site. Cllr DK Davies reported that the machine only takes the old £1.00 coins. It was reported that the car park is run by Total Parking Solutions. The Members discussed the issue at length.

**Resolved:** That the Clerk should write to Richard Davies the Vice Chancellor of the University to report the issue.

**Cllr P Davies  
Chair**