

## COEDFFRANC COMMUNITY COUNCIL

### **Minutes of a Statutory Meeting of the Council Meeting held on 20<sup>th</sup> June 2018 at the Memorial Hall.**

**Attendance:** Cllrs APH Davies, DK Davies, A Wingrave, JS Jones, M Harvey, P Davies, J Thomas, K Whitehead, D Harvey, C Wingrave, TJ Bevan, C Fletcher.

**1304: Apologies:** Cllr B Richards, A Aubrey, K Amos, M Fender, L Pocock.

#### **1305: To receive Declarations of Interest.**

Cllr APH Davies declared an interest in item 1322 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.

#### **1306: To approve and sign the Minutes of Previous meetings: -**

##### **a) AGM held on 16<sup>th</sup> May 2018.**

Approved as a true and accurate record with the exception that the final item should be numbered 17.

##### **b) Council Meeting held on 16<sup>th</sup> May 2018.**

Approved as a true and accurate record.

##### **c) Festival Meeting held on 16<sup>th</sup> May 2018.**

Approved as a true and accurate record.

#### **1307: Matters arising from the minutes. (FOR INFORMATION ONLY)**

None.

#### **1308: 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 £20,657.07 Account No's 121 and 186 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.

#### **1309: To receive an explanation from the Clerk concerning Account No's: 100 and 120.**

The Clerk provided explanations, which were accepted by the Council.

#### **1310: Planning Applications:**

**P2018/0421 – installation of combined Heat and Power system and associated works. Glamorgan Health & Racket Club, B4290 from Llandarcy to Jersey Marine, Llandarcy, Neath SA10 6GZ. (Applicant – Mr Sean Jones of Energy G Combined Power, 2 Daniel Adamson Rd, Salford, M50 1DT).**

No observations.

#### **Late Planning Applications:**

**P2018/0404 – Retention and completion of engineering works to level rear garden area, including screen fencing. 34 Drummau Park, Skewen, Neath SA10 6PL. (Applicants – Mrs Victoria Thomas of 34 Drummau Park, Skewen, Neath SA10 6PL).**

No observations.

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**P2018/0508 – Details pursuant to the discharge of Condition 13 (Noise Assessment) of Planning Permission P2017/0942 (Approved on the 14/12/17 to vary condition 4 of P2011/0136 to allow 24 hour, 7 days a week operation). Derwen Plant Ltd, Neath Abbey Wharf, Neath Abbey Access Rd, Skewen, Neath SA10 6BL. (Applicants – Derwen Recycling Ltd, Derwen Plant Ltd, Neath Abbey Wharf, Skewen, Neath SA10 6BL.**

The Members showed their strong disapproval of this application and stated that all previous objections still stand.

**P2018/0506 – Garage and garden room. 13 New Rd, Jersey Marine, Neath SA10 6JR. (Applicant – Mr Mark Saunders of 13 New Rd, Jersey Marine, Neath SA10 6JR).**

No observations.

**P2018/0533 – Single storey rear extension. 158 Cae Morfa, Skewen, Neath SA10 6EH. (Applicant – Mr Hughes of 158 Cae Morfa, Skewen, Neath SA10 6EH).**

No observations.

**1311: To receive a report from any Member concerning meetings at which he or she represented the Council.**

Cllr APH Davies attended the One Voice Wales AGM and reported that various Assembly Members were present and provided an update on the Independent Council Review. Concerns were raised with regards to the prospective amalgamation of Councils.

**1312: To receive a report from the Festival Committee.**

Cllr A Wingrave reported on the details.

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

**1313: To receive/approve the report from the Internal Auditor.**

The Members discussed the issue.

**Resolved:** That the Internal Audit Report should be approved, and the Clerk and Staff were thanked.

**1314: To receive/approve the Terms of Reference for Full Council & Committees.**

The Members discussed the issue.

**Resolved:** That the Terms of Reference for Full Council & Committees should be approved.

**1315: To receive/discuss/approve a Service Level Agreement between Coedffranc Community Council and NPTCBC to provide petrol and for the park equipment and vehicle maintenance.**

The Clerk presented a Report giving an indication of the associated costs.

The Members discussed the issue.

**Resolved:** That the Service Level Agreement between Coedffranc and NPTCBC should be approved for a trial period of one year to compare the costs.

**1316: To ratify the Clerk's/Chair's/Vice Chair's decision to appoint a consultant to produce the specifications to go out to Tender for the Council's office extension without receiving three quotes, and discuss/approve if they should oversee the build, to ensure compliance with Building Regulations.**

The Clerk reported that she had been unable to obtain three quotes. Upon consultation with the Chair and Vice Chair it was agreed that the Clerk could proceed on the basis of two quotes. The Clerk reported that she had appointed Hurley & Davies as the lowest quote.

The Clerk reported that at the initial meeting, the issue of the inspection cover in the footprint of the build had been discussed. It had always been known that the foul drain would need to be raised and sealed, or moved. At the meeting the inspection covers at the front of the hall were opened and all toilets and sinks were used to monitor the outlets. It was noticed that the drainage seemed to run to the public toilets, so it was suggested that plans should be obtained from Welsh Water to ensure there were no issues with raising and sealing or moving the inspection cover. When the plans were received, it became evident that there is a main water pipe running at the front of the patio (not associated with the foul drains that the Council were aware of). Hurley & Davies have held discussions with Welsh Water, and have been informed that the Community Council would not be permitted to build over the mains pipe line.

It was suggested that the Council should investigate using the stage area and dressing room to expand. The Clerk reported that since the Alzheimer's Society had stopped using the Hall last December the Stage had not been used. It was also reported that the Council had been informed that Skewen Park Players no longer wanted to use the Memorial Hall for their productions as they have been given use of a small theatre.

The Clerk requested that the Council consider paying an additional fee for Hurley & Davies to oversee the works to ensure compliance with Building Regulations. The Members discussed the issue.

**Resolved:** That the Clerk's/Chair's/Vice Chair's decision to appoint a consultant without receiving three quotes should be ratified.

That the Stage area and dressing room is to be utilised as office space. It was agreed to discuss using the raised area at the opposite side of the hall as a temporary stage as and when necessary, at a later date.

Additionally, that the additional fee for overseeing the project should be approved to ensure compliance with building regulations.

**1317: To receive/comment if appropriate on the Consultation for the Welsh Language Promotion Strategy for NPTCBC.**

The information was noted by the Members.

**1318: To discuss an enquiry from a member of the public regarding the use of drones/remote control planes or helicopters in Skewen/Tennant Parks.**

The Clerk gave a report from the Insurance Company and legislative information in relation to the concerns raised. The Members discussed the enquiry.

**Resolved:** That the concerns were noted and that the Council continue to monitor the use of drones/remote control planes and helicopters.

**1319: To receive/respond if appropriate to a Consultation on Diversity in Local Government.**

The information was noted by the Members.

**1320: To receive thanks from Sara Ewens for allowing her to use Carnegie Hall free of charge for a 6 month trial period for her children's fitness classes.**

The information was noted by the Members.

**1321: To discuss if the Community Council should change its status to a Town Council.**

The Members discussed the issue.

**Resolved:** That the item is deferred to the next Agenda.

**1322: To receive a letter from Rev C Coles requesting financial assistance for the St Marys Church Project.**

The Members discussed the issue.

**Resolved:** That a donation of £200 is given.

**1323: To receive/comment if appropriate on the ABMU Health Board engagement document.**

The Members discussed the issue.

**Resolved:** That the Clerk writes on behalf of the Members to raise objections.

Additionally, Members were asked to respond individually.

**1324: Correspondence.**

None.

**To resolve to exclude the public for the following item pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290 and Paragraph 15 of Part 4 of Schedule 12A to the Local Government Act 1972.**

**Resolved:** That the press and public are excluded.

**Emergency Item:**

**a) To receive an update regarding an ongoing legal claim.**

The Members discussed the information provided by the Chair of the Council.

**Resolved:** That the Council has appropriate legal counsel and representation to attend Court.

**Cllr K Whitehead  
Chair**