

COEDFFRANC TOWN COUNCIL

Minutes of a Statutory Meeting of the Council Meeting held on 21st November 2018 at the Memorial Hall.

Attendance: Cllrs K Whitehead, M Harvey, APH Davies, P Davies, TC Fletcher, J Thomas, AR Aubrey, D Harvey, LJ Pocock, TJ Bevan, M A Fender.

1422: Apologies: Cllr B Richards, K Amos, A Wingrave, C Wingrave, DK Davies, JS Jones.

Item 1441 was brought forward for discussions at this stage of the meeting to save the public participants waiting until later in the meeting. Discussions at item 1441.

1423: To receive Declarations of Interest.

None.

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.

1424: To approve and sign the Minutes of Previous meetings: -

a) Council Meeting held on 17th October 2018.

Approved as a true and accurate record.

b) Finance & General Purposes Committee Meeting held on 17th October 2018.

Approved as a true and accurate record.

c) Special Meeting held on the 30th October 2018.

Approved as a true and accurate record.

1425: Matters arising from the minutes. (FOR INFORMATION ONLY)

Cllr A Aubrey informed the Members that she disputed the accuracy of Item 1414. Cllr K Whitehead queried which part of the minute she felt was inaccurate. Cllr A Aubrey responded that NPTCBC do have a Policy and Procedure relating to the Listing of Buildings of Local Importance. Cllr Whitehead informed Cllr Aubrey that the minutes taken at the Council Meeting on the 17th October 2018 were accurate because he had reported that NPTCBC did not have a specific Policy and Procedures, and the information provided only run to an A5 page plus guidance in the Local Development Plan. Cllr Whitehead reported that other Councils have comprehensive Policies and Procedures which set out very detailed information. Cllr Aubrey was reminded that the minutes of the Town Council are a synopsis of the discussions that take place at the Town Council's Meetings, and therefore, as the information recorded in the minutes was discussed at the meeting, the minutes are a true and accurate reflection of the discussions that took place. Cllr Whitehead also reported that the Coedffranc Town Council would need far more detail than is currently being provided in order to protect their asset. Cllr Aubrey reported that the issue is being discussed by NPTCBC Cabinet in December and that there would be a public consultation in January 2019.

1426: 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 £38,539.75. Account No's 550 and 552 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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1427: To receive an explanation from the Clerk concerning Account No. 411 and Account No. 456.

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

1428: Planning Applications:

To receive a Report on Planning Applications that have been dealt with between meetings.

The Members noted the Report.

1429: To receive a report from any Member concerning meetings at which he or she represented the Council.

Cllr APH Davies reported that as per his authorisation at the last meeting he had written to David Morris of NPTCBC regarding Carnegie Hall being placed on the List of Buildings with Local Importance. He read out his correspondence with David Morris. Cllr APH Davies reported that as a result of his letter he had arranged to meet on site with Mr Morris to view the building. Cllr APH Davies reported on the 5 criteria of which 3 are needed for a building to be placed on the list. Cllr Davies also reported that NPTCBC had taken their own school buildings off the list with the exception of Crymlyn Primary School.

Cllr K Whitehead reported that he and the Clerk had attended the SLCC South Wales Larger Council Forum. Cllr Whitehead reported that he had found the meeting to be informative.

1430: To receive a report from the Finance & General purposes Committee.

Cllr APH Davies reported on the meeting.

- 2) **Resolved:** That Qtr 2 Accounts are approved.
- 3) That the aged debtors Report is noted.
- 4) That the Vandalism Report is noted.

1431: To receive a request for special dispensation from a Member not to attend meetings for a period of 6 months.

Resolved: That the request for special dispensation is approved.

1432: To receive a request from Russell Morris for the Town Council to consider a Community Notice Board.

The Members discussed the request.

Resolved: That the request to provide a Community Notice Board is deferred to the Finance & General Purposes Committee.

1433: To receive a request from Coed Darcy Football Team to lease the football pitch in Tennant Park (Old Lonlas Pitch).

The Clerk provided information regarding the use of the pitch and the income it had generated over the last year. The Members discussed the request.

Resolved: That the request for Coed Darcy Football Team to lease the football pitch in Tennant Park is declined.

1434: To receive an Invitation from the Welsh Government to attend the sustainable drainage training course.

The information was noted by the Members. Cllr APH Davies reported that he would like to attend to represent the Council which was approved.

1435: To receive a request from the Survivors of Stroke Wales for Financial Assistance for a Tea Dance and to invite Members to buy a ticket to attend.

The Members discussed the request and invite.

Resolved: That a donation is given to cover the cost of hiring the hall.

1436: To review/approve the lease at Skewen Park Sub Station.

The Members discussed the information.

Resolved: That the Lease is approved.

1437: To review/approve the Sickness and Absence Policy.

The Members discussed the information.

Resolved: That the Sickness and Absence Policy is approved.

1438: To review/approve the Disciplinary Policy.

The Members discussed the information.

Resolved: That the Disciplinary Policy is approved.

1439: To decide whether the staff should receive Christmas vouchers this year.

The Members discussed the request.

Resolved: That the staff vouchers are approved for 2018.

1440: To receive notification from the HSE that they will take no further actions.

The Members discussed the issue and the information was noted by the Members. The Clerk and staff were commended and thanked for dealing with what had been a long a drawn out process which had resulted in high volumes of work and stress.

1441: To receive/discuss correspondence from the residents of Jersey Marine regarding clarification on earlier discussions.

Cllr K Whitehead read out a second email from the residents which had come in after the Agenda and been produced. The Members discussed the information. Cllr C Fletcher reported that he could not remember any discussions about the community having to buy the building prior to any development. Various Members reported that they recalled that the discussions had discussed the community taking ownership of the building and to have ownership they would have to buy it. The residents reported that they cannot progress with funding opportunities until they know how much they would have to pay for the building so it was a significant stumbling block for them.

It was suggested that a Finance & General Purposes Committee Meeting should take place to discuss possible costs, and that representatives from the residents should be invited to present information such a business plan and initial proposals at the meeting.

Resolved: That the issue is deferred to the Finance & General Purposes Committee to discuss the issue with representatives from the residents, and suggest a suitable cost for the sale of the site. It was also agreed that the timeframe suggested in the last meeting would be changed to allow 6 months from the time of the F&G Meeting. It was reported that the meeting could not take place until the New Year.

1442: Correspondence.

a) To receive a letter of thanks from Skewen and District Historical Society for the help and support the Council and its staff provided for the Rededication Service held on the 10th November 2018.

The Members noted the letter. It was agreed that the Town Council would send a letter of thanks to the Historical Society.

b) To receive notification that a claim has been settled from the Council's Insurance Providers regarding a claim from 2013.

The Members noted the letter.

Cllr K Whitehead
Mayor