

COEDFFRANC TOWN COUNCIL

Minutes of a Statutory Meeting of the Council Meeting held on 16th January 2019 at the Memorial Hall.

Attendance: Cllrs APH Davies, A Wingrave, M Harvey, P Davies, J Thomas, AR Aubrey, MA Fender, D Harvey, LJ Pocock, C Wingrave, C Fletcher.

Part Attendance: Cllrs DK Davies, JS Jones.

1459: Apologies: Cllr B Richards, K Amos, T Bevan, K Whitehead.

1460: 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.

1461: To approve and sign the Minutes of Previous meetings: -

a) Council Meeting held on 19th December 2018.

Approved as a true and accurate record.

Cllr DK Davies arrived at this point.

b) Finance & General Purposes Committee Meeting held on 8th January 2019.

Approved as a true and accurate record.

Cllr D K Davies arrives at this point.

1462: Matters arising from the minutes. (FOR INFORMATION ONLY)

Cllr A Wingrave reported on the Pre-Consultation Planning Application for 140 Dwellings at Heritage Gate, Llandarcy. She confirmed that a letter was sent to Asbriplanning and now the Planning Application is out for full consultation.

1463: 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 £21,790.72 Account No's 632 and 633 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.

1464: To receive an explanation from the Clerk concerning Account No's: 554 and 604.

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

1465: Planning Applications:

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

The information was noted.

1466: To receive a report from any Member concerning meetings at which he or she represented the Council.

None.

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1467: To receive a report from the Finance & General Purposes Committee.

Cllr APH Davies provided a report.

2. **Resolved:** That Qtr 3's accounts are approved.
3. It was noted that there were no Aged Debtors.
4. It was noted that there was no vandalism during Qtr 3.
5. Fees & Charges for the 2019/20 Financial Year.

Resolved:

- Memorial Hall: 0% increase
- Carnegie Hall: 0% increase
- Access Licence: 0% increase
- Sports Permits (all sports) under 19's: 0 % increase
- Sports Permits (all sports) adults 10% increase
- Cemetery: 10% increase

Cllr J S Jones arrives at this point.

It was agreed that the rate should be changed for parties to day rates (up until 6pm) and evening rates (6pm and over) instead of having rates for children's parties and adult parties. It was also agreed that there will be a 10% increase on all party bookings (day and night rates) which removes the double charge for the bookings made by residents outside of the Coedffranc area for the Memorial Hall.

It was recommended that Tennis, Crazy Golf and Bowls by the hour, should remain at £1.00 for adults and £0.50 for under 16's or concessionaries.

6. See item 1468 below.

1468: To set the Precept/Budget for the 2019/20 financial year.

The Clerk reported on the financial implications of the NJC pay award would have on the salary budget.

The Clerk reported that there would be an increase in the nett salary budget by £6,817 on the previous financial year. This increase is due to the NJC pay awards.

The Clerk reported that the estimated pension and NI costs to the Council for the 2019/20 financial year would increase by £5,582 on the previous financial year because they are impacted by the above pay award and increases in pension costs. This gives an overall salary budget increase of £12,399.

The Clerk reported that although the headline increase for the pay award is for a 2% Pay Award for the 2019/20 financial year, in reality, the spinal column points for the majority of the staff will increase by 6 % in April 2019. Therefore, since 2014, the rates for the grounds staff have increased from £6.56 per hour up to £9.00 from April 2019. This is an increase of 37%, compared to an increase of just 7% for the Park Superintendent and Clerk.

The Clerk reported on the current year's Capital Budget and Earmarked Reserves: -

The Clerk reported that an excavator had been purchased within the financial year with the payments being split between the following Budget Headings: Parks Equipment Budget £4,323.74, Capital Budget £7,189.23 and Ear Marked Reserves £2,237.00

The Clerk reported that £1,150 had been paid for playground surfacing in Skewen Park out of the Capital Budget although a donation of £1,000 had been made to cover part of the costs.

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The Clerk reminded the Members that £39,401.00 had been paid out from the Ear Marked Reserves Budget for the drainage scheme in Tennant Park, but that all the money had been covered by Grant Funding within the same financial year so there was no real cost outlay.

The Clerk reminded the Members that £100,000 had been put into earmarked reserves for the office expansion project. The Clerk reported that the majority of works would be paid within the financial year, with any outstanding balances being paid in April 2019. Therefore, the VAT for the project would be claimed back in the next financial year.

The Clerk reported that a 1.5% increase to each household would result in £7,479 more precept from NPTCBC than the previous financial year.

A 1.5% increase would result in each household paying £1.57 per annum more.

A 1.5% increase to each household would give the Council a Capital Budget of £13,761 which is a decrease in the Capital Budget of £3,399 compared to last year.

The Members decided to recommend that there is a 1.5 % increase to the tax payer, which would give an overall Precept from NPTCBC of £379,681

The Members discussed what recommendations to make to full Council for the Capital budget and decided upon the following:

Cost of purchasing new parks machinery equipment
£5,000.00.

It was recommended that the remaining Capital Budget of £8,761 should not be allocated to any specific project until further discussion had taken place.

Ear marked reserves carried forward 2019/20
Flooring in Caewathan Community Centre £3,275

The Clerk requested approval to negotiate a 3 year Insurance Contract on behalf of the Council which the Members approved.

The Clerk presented a list of payments that are made by Direct Debit/Standing Order/BACS on a monthly/quarterly basis for annual approval. The costs listed below are current costs, and are liable to occasional increases.

<u>Direct Debits</u>	<u>Description</u>	
Neath Port Talbot Council	Council Tax for Carnegie Hall	£370.00
Neath Port Talbot Council	Council Tax for Memorial Hall	£254.00
Neath Port Talbot Council	Council Tax for Jersey Marine CC	£134.00
Neath Port Talbot Council	Council Tax for Coedffranc Cemetery	£152.00
Neath Port Talbot Council	Council Tax for Crymlyn Burrows CC	£93.00
Neath Port Talbot Council	Council Tax for Caewathan CC	£164.00
Sage UK Ltd	Software Licence and support	£160.00
Pitney Bowes	Rental & Maintenance Franking Machine	£71.00 qtr
Howard Finance Ltd	Telephone Network System	£114.80qtr

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BACS

Wages	Monthly Salaries for staff	Varies
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Standing Orders

South Wales Web	Website maintenance and support	£36.00
Caewathan CC	Community Centre allowance	£100.00
Crymlyn Burrows CC	Community Centre allowance	£65.00

The Members recommended approval for the D/D, BACS and Standing Order payments for the next financial year.

Resolved: That there is 1.5% increase to the tax payer, and that all the other recommendations are approved.

1469: To receive the PACT meeting dates for 2019.

The information was noted by the Members.

1470: To receive a Written Statement: Future Role of the Community and Town Council sector in Wales.

The information was noted by the Members.

1471: To receive a copy of the WLGA Social Media Guide for Councillors.

The information was noted by the Members.

1472: To consider if the office computer system needs to be upgraded with a new computer server.

The Members discussed the issue.

Resolved: That the item is deferred to the next meeting in order for the Clerk to investigate further.

1473: To receive information and costs regarding the proposals to replace the football apparatus, and to give permission to the Estates Committee to meet with representatives for those who want to retain the football apparatus and those opposed to the football apparatus in Jersey Marine Playground to discuss the proposals.

The Members discussed the issue.

Resolved: That at Meeting should be arranged for those opposed and those supporting the football apparatus in Jersey Marine Playground to discuss the new proposals with the Estates Committee. The meeting will be held on Wednesday 23rd January 2019 at Carnegie Hall.

1474: To receive information from NPTCBC regarding consultations on the Local Development Plan.

The information was noted by the Members.

1475: Correspondence.

a. To receive a request from Cytun Churches Together.

Resolved: That the request to hold the annual event at the Memorial Hall is granted and that the request to waiver the cost is accepted.

**Cllr M Harvey
Deputy Mayor**