

## COEDFFRANC TOWN COUNCIL

### **Minutes of a Statutory Meeting of the Council Meeting held on 20<sup>th</sup> February 2019 at the Memorial Hall.**

**Attendance:** Cllrs A Wingrave, JS Jones, M Harvey, P Davies, K Whitehead, AR Aubrey, MA Fender, D Harvey, LJ Pocock, C Wingrave, TJ Bevan.

**Cllr K Whitehead gave an announcement regarding the sad passing of Dick Owens. The Members all stood for a minutes silence as a mark of respect of his passing.**

**1476: Apologies:** Cllrs B Richards, K Amos, APH Davies, C Fletcher, J Thomas.

#### **1477: To receive Declarations of Interest.**

Cllr A Aubrey declared an interest in Items 1487 and 1497 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.

#### **1478: To approve and sign the Minutes of Previous meetings: -**

##### **a) Council Meeting held on 16<sup>th</sup> January 2019**

Approved as a true and accurate record.

##### **b) Personnel Committee Meeting held on 16<sup>th</sup> January 2019**

Approved as a true and accurate record.

##### **c) Estates Committee Meeting held on 23<sup>rd</sup> January 2019**

Approved as a true and accurate record.

##### **d) Finances & General Purpose Committee Meeting held on 23<sup>rd</sup> January 2019**

Approved as a true and accurate record.

#### **1479: Matters arising from the minutes. (FOR INFORMATION ONLY)**

None.

#### **1480: 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 £67,028.48. Account No's 664 and 700 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.

#### **1481: To receive an explanation from the Clerk concerning Account No's: 632 and 633.**

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

#### **1482: Planning Applications:**

A Report on Planning Applications that have been dealt with between meetings was noted.

#### **1483: To receive a report from any Member concerning meetings at which he or she represented the Council.**

None.

#### **1484: To receive a report from the Personnel Committee.**

The information was noted by the Members.

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**1485: To receive a report from the Estates Committee.**

Cllr A Wingrave reported on the meeting.

**Resolved:** That the proposed change of equipment goes ahead being funded by the Section 106 Agreement with the existing equipment being re-located in Tennant Park.

**1486: To receive a report from the Finance & General Purposes Committee.**

Cllr A Wingrave reported on the meeting in the absence of the Chair and Vice Chair.

2) Cllr Wingrave reported that the residents had been asked how far they had got with their proposals and a number issues had been discussed including:-

- Having an idea of the size of the proposed new building they would want to build
- Adopting a formal Constitution
- Initiating a formal Committee Structure
- Drafting a Business Plan
- Obtaining rough costings for the project
- Obtaining detailed information regarding possible usage and activities of the hall going forward

The Clerk reported that she had received a valuation for the property and had received the outstanding legal opinion, and confirmed that the Town Council could sell the property within the Terms of the Conveyance. The Clerk also reported that she had been contacted by the Head Teacher of Crymlyn Primary School. The Clerk was informed that following reading the Town's Council Minutes stating that the school had been approached to use their building, the Head Teacher felt she should make contact with the Council to inform them that they had never been approached, and in fact, she would actually welcome opening discussions to use the school building during the evenings or weekends for social groups such as sowing and knitting etc. Furthermore, the Head Teacher stated that she would be surprised if the Church had turned down providing a facility for public use. The Clerk reported that following the phone call with the Head Teacher she had contacted the Secretary for the Church, and he had informed her that the Church had not been approached to hire their building for community use. Again the secretary for the church informed the Clerk that they would be open to discussions depending on the type of use. The Members discussed the issue.

3) Cllr A Wingrave reported that the Clerk had suggested re-utilising an old Rights of Way Notice Board to provide a public Notice Board that could be attached to the Memorial Hall.

**Resolved:**

2) That the matter is deferred to the Finance & General Purposes Meeting to discuss setting a sale price and once approved by Full Council that a meeting is to be arranged with the Estates Committee and Jersey Marine residents to discuss a way forward.

3) That the suggestion to re-utilise the old Rights of Way Notice Board to provide a public Notice Board is approved.

**1487: To receive/discuss a request to set up a community produce market in the Memorial Hall at a funded or part funded basis until the business is established enough to fund itself.**

The Members discussed the issue.

**Resolved:** That it is agreed to waiver the charge for 6 months as a donation. It was reported that the event would need to be called a Produce Fayre or something similar because it could not be called a Market due to the Market Charter for Neath.

**1488: To receive/review a Review of Polling Districts and Polling Stations 2019 and comment if appropriate.**

No comments were made.

**1489: To receive a request to allow Councillors to volunteer to paint the crazy golf course as raised by Cllr Melanie Fender.**

The Members discussed the issue.

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

**1490: To discuss/approve if the office computer system needs to be upgraded with a new computer server.**

Cllr A Wingrave reported that she had spoken to a Member of the IT Department at NPTCBC. The Members discussed the issue.

**Resolved:** That the Clerk is instructed to go with the lowest tender subject to NPTCBC checking the specifications and them being suitable.

**1491: To review/approve the Lease Agreement for Struthers Pentecostal Church, Skewen.**

The Clerk reported on a few suggested changes to the Lease Agreement that had been raised by Struthers Pentecostal Church.

The Members discussed the issue.

**Resolved:** That the following amendments are approved:

6b(a) - That the Church can request to locate a porta cabin in principal. However, approval would depend on the location, specifications, a commitment to keep it in good condition, and that it would be removed if the Lease was revoked by either party.

B7(c) – That the wording for public meetings should state for “associated uses” of the Church

B13 - That the time frame for the railings to go up would be increased to 3 months instead of 1 month.

**1492: To discuss a proposal put forward by Commercial Christmas.**

The Members discussed the issue.

**Resolved:** That the proposal is agreed and that the Town Council arranges to store the decorations.

**1493: To discuss/review/approve a request received from NPTCBC regarding the Proposed Highway Scheme at Fabian Way, Baldwins Bridge Interchange, Swansea.**

The Members discussed the issue.

**Resolved:** That a meeting is arranged with Cllrs A Wingrave, K Whitehead and the Clerk with NPTCBC to discuss the proposals.

**1494: To receive/discuss a request from Skewen Scouts Group to buy the Freehold for the Scout Hall and land covered in their new Lease Agreement.**

The Members discussed the issue.

**Resolved:** That the Clerk writes a letter to the Scouts Group explaining the decision had been taken not to sell the Freehold of the land.

**1495: To receive a Report from the H&S Officer regarding the condition and schedule of works for the Paddling Pool.**

The Members discussed the issue.

**Resolved:** That the pool is to be prioritised so it can be opened for April.

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**1496: To receive a request from 2 Residents in Crymlyn Burrows to plant 15 saplings which have been gifted to them by the Woodland Trust, along the broken fence in Crymlyn Burrows playground.**

It was noted that due to the proposal by NPTCBC the boundary of Crymlyn Burrows Park adjoining Fabian Way would not be a suitable position.

The Members discussed the issue.

**Resolved:** That another location is to be found for the trees.

**1497: To receive a request to replace the 4 Poplar Trees that were cut down in Tennant Park because of H&S concerns with fruiting trees.**

The Members discussed the issue.

**Resolved:** That the Clerk obtains prices for 3 Cherry Trees.

**1498: To receive information from South Wales Police regarding an allegation of modern slavery in Jersey Marine.**

The information was noted by the Members.

**1499: To receive a copy of the consultation response prepared by the Town Clerk in regards to the proposed reforms of the Fire Service in Wales.**

The Members discussed the item.

**Resolved:** That the Clerk's letter of response is approved in retrospect.

**1500: To receive information/agree to re-subscribe to One Voice Wales Membership for 2019/20**

The information was noted by the Members.

**Resolved:** That Coedffranc Town Council should re-subscribe to One Voice Wales Membership for 2019/20.

**1501: To receive an email from Kihon Karate regarding harassment by youths in Skewen Park during their Tuesday evening booking in the Memorial Hall.**

The Clerk informed the Members that she is awaiting confirmation of an appointment to speak to the Police Sargent regarding this issue.

The Members discussed the issue at length.

**Resolved:** That the Clerk meets with PC Paul Jones and PCSO Mike Griffiths. That the matter is taken to the next PACT meeting. That the Park Attendant's use their Body Worn Cameras.

**1502: Correspondence.**

**a) To receive a letter from NPTCBC Mayoral Office with an invitation to the Annual Mayors Dinner on 15<sup>th</sup> March at The Orangery.**

The Members noted the information.

**Cllr K Whitehead  
Mayor**