

COEDFFRANC TOWN COUNCIL

Minutes of a Statutory Meeting of the Council Meeting held on 17th April 2019 at the Memorial Hall.

Attendance: Cllrs A Wingrave, JS Jones, M Harvey, P Davies, J Thomas, AR Aubrey, D Harvey, LJ Pocock, C Wingrave, C Fletcher, Cllrs K Whitehead, APH Davies.

1520: Apologies: Cllrs B Richards, D K Davies, T J Bevan, K Amos, M Fender.

1521: To receive Declarations of Interest.

Cllr APH Davies declared an interest in Item 1531 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.

1522: To approve and sign the Minutes of Previous meetings: -

a) Council Meeting held on 20th March 2019

Approved as a true and accurate record.

1523: Matters arising from the minutes. (FOR INFORMATION ONLY).

None.

1524: 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 £43,380.56. Account No's 4 and 70 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.

1525: To receive an explanation from the Clerk concerning Account No's: 743 and 751.

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

1526: Planning Applications:

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

The information was noted by the Members.

1527: To receive a report from any Member concerning meetings at which he or she represented the Council.

Cllr P Davies attended Coedffranc School Governors Meeting. He also attending a Governors Training Course.

1528: To receive a request to waiver the fee for the Charity Ice Cool kids arranging a charity event on 15th June.

The Members discussed the issue.

Resolved: That the request to waiver the fee is approved.

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1529: To receive a letter from Skewen Cricket Club regarding the Dog Fouling on the Cricket Field.

The Members discussed the issue. It was suggested that the gate onto the field at the back of the car park is kept closed. The Clerk reported that Enforcement Officers at NPTCBC have been asked if they can patrol and perform “on the spot” fines but the Clerk has not been able to obtain the services as yet. It was also suggested that signs are put up to keep dogs off the sports field.

Resolved: That the gate is kept closed, signs are to be put up, and that Cllr A Wingrave is to contact the Enforcement Department at NPTCBC to try to buy-in their services on an ad-hoc basis.

1530: To receive information from NPTCBC regarding Local Service Revisions.

The information was noted by the Members.

1531: To receive a request from Skewen Historical Society to hold a Heritage Day on 5th and 6th Sept and waiver the Hall Hire for the event.

The Members discussed the request.

Resolved: That the request is approved.

1532: To receive a Report from the H&S Officer and to discuss and make recommendations for the possible renovation of the welfare facilities for the grounds staff.

The Members discussed the issue and proposals were put forward. It was proposed that a separate toilet should be built by the Council’s staff, and that the grounds staff utilise the existing mess room for a dirty clothes area and clean clothes area. This will enable the staff to have a smaller canteen/mess room building in the form of a porta cabin which will only be used a mess room and kitchen area. The Clerk reported that as the Council was looking to purchase a good condition second hand container, a Tender process would not be appropriate. Additionally, the Clerk reported that the Council would need to wait until a suitable second hand container becomes available.

Resolved: That the proposals were agreed and a cap of £5,000 is imposed to include the new build toilet, and the purchase of a smaller porta cabin including a kitchen area.

1533: To receive information and prices from the Clerk regarding the legislative requirement to install financial software to become compliant with the Making Tax Digital legislation.

The Clerk reported that she had investigated several companies but that she had only found two that would suit the purposes of the Council for reporting purposes. The Members discussed the issue.

Resolved: That Standing Orders are suspended to accept two quotes and the lowest quotation is accepted.

1534: To receive a request from Cllr B Richards to permit a further 6 months Special Dispensation due to her personal circumstances.

The Members discussed the issue.

Resolved: That the request is approved.

1535: To receive an update for the renovations on the Paddling Pool at Skewen Park as raised by Cllr L Pocock, and to discuss and decide on which actions need to be taken.

The Clerk read out a Report produced by the H&S Officer. The Clerk reported on the difficulty in getting contractors to provide written quotations despite numerous phone calls and meetings taking place. The Members discussed the issue. The Clerk reported that Cemex had stated that they would give a 10 year guarantee on their product but that she was still waiting to receive the guarantee in writing. Cllr L Pocock questioned why the cracks had not been filled in around the sides of the pool. The Clerk stated that she was waiting for the final decision from the Full Council to be made regarding the concrete.

Resolved: To suspend Standing Orders and accept the quotations from Cemex and the contractor to install the concrete in order for the work to be started.

1536: Correspondence.

None.

**Cllr K Whitehead
Mayor**