**Minutes of the Committee meeting of Crynant Community Council held at Crynant Community Centre, Woodland Road, Crynant, SA108RF on Thursday 27th June 2024.**

**Present:** **Chairperson:** **Cllr. B Morris**

**Councillors:** **Cllr. A. Kingdon, Cllr. J Reed, Cllr. C Hart, Cllr. S Keir,**

**Cllr. C Wilcox, Cllr. H Mortimer, Cllr. S Rundle,**

**Cllr. S Mortimer, Cllr. S Waldron**

**In Attendance:** **Miss G Farthing (Clerk/RFO)**

**1194:** **To receive apologies for absence**

There were no apologies

**1195:**  **To receive declarations of personal and prejudicial interests**

Cllr C Hart and Cllr S Rundle declared an interest in item no. 1205, all others as per register.

**1196:**  **To adjourn if necessary to receive public questions or statements**

The Chair welcomed a member of the public who joined the meeting at 18:32pm. Member of the public asked if the Community Council would consider fencing off some of the Meadow specifically for dogs due to some dogs being nervous and some people being nervous around dogs. There needs to be enough room for them to run around.

**Resolved:** To Agenda item for next month.

**1197: To approve and sign the AGM and previous Community Council Minutes**

[**AGM Minutes Council Meeting 05-24 – Crynant Community Council**](https://www.crynantcommunitycouncil.org/agm-minutes-council-meeting-05-24/) **and**

[**Minutes Council Meeting 05-24 – Crynant Community Council**](https://www.crynantcommunitycouncil.org/minutes-council-meeting-05-24/)

**ACTION:** To clarify Minute No. 1185 of the draft minutes of the council meeting on Thursday 23rd May 2024.

**Resolved:** That the corrected minutes were a true and accurate record

**1198:** **To discuss any County Borough Council Matters**

Work has been taking place at the bottom of school road with the flood alleviation/ safety access scheme there has not been any traffic lights there to which was previously stated to us by NPT Minute No. 1184.

Clerk sent a letter to NPT Business with no response, Minute No. 1184. NPT Business has since been promoting new dates for their ‘Let’s talk business’ and they have written Banwen this time taking place at the Dove.

Clerk sent a letter to Cllr Harris regarding the NPT Working with Nature walk MinuteNo. 1184. “UWTSD successfully tendered for the Walking with Nature project in October 2023. Following the successful re-tendering process, the remit is to deliver projects until the end of March 2025. After gaining the re-tender UWTSD decided to engage with local councillors at the heart of their community to speak and engage in projects with the councillors. Some councillors have decided to work with schools and some with community groups, and some simply engaging with residents themselves.

Cllr Harris had discussion with UWTSD - Mr Moore and they came up with three walks for the valley. Cllr Harris gained permissions from NRW for 20 to 30 residents to attend a nature walk. Due to someone questioning/complaining/querying this with NRW I now must reduce my numbers to 20.

**Resolved:** To send letter to Cllr S Harris, Cllr S Hunt and Mr Moore.

**1199:** **To discuss any County Borough Councillor Items**

The County Borough Councillor surgeries will be taking place on Tuesday 6thAugust at Crynant Community Centre 5:30pm – 6:30pm

**Resolved:** Cllr Keir will be at the community centre for any community members to discuss any issues/ concerns with us and bring back to council.

Clerk sent an email to County Cllr S Hunt item no. 1185. Cllr S Hunt replied stating that he would reply within due course regarding the public toilets and refurb of community centre toilets.

From Minute No. 1185 minutes it was resolved for Cllr Reed to set up a meeting with NPT to discuss Cefn Coed Colliery Museum.

**Action:**This meeting is in the process of being arranged with the relevant bodies.

**1200:** **To receive Police report**

The figures have not been updated since April 2024

**1201: To receive the Clerk’s report to include Finance & Governance**

**i. Approve payment schedule**

|  |  |  |
| --- | --- | --- |
| **Wages** | **£** | **As per contract** |
| **Barclays Bank Charge** | **16.20** | **01** |
| **Fuel** | **30.83** | **01A** |
| **OVW Training** | **80.00** | **01** |
| **Internal Audit Fees KLG** | **410.00** | **01** |
| **Repairs- Maintenance** | **34.54** | **01A/B** |

**Project codes:** **01**  **Community Council** **01A** **Council - Grounds** **maint.**

**01B** **Council – Centre** **maint.** **02**  **Council – Cemetery**

**Resolved:** That all payments were agreed and approved.

**ii. Bank Reconciliations**

The current account bank reconciliations for May were provided. **Resolved:** To approve the current bank reconciliations.

**Action:** To provide account bank reconciliations and bank statements for all accounts monthly.

**iii. Annual Return and Internal Audit Report**

The annual return and internal audit report was provided to council.

**Resolved:** The End of Year Accounts were agreed and will be signed by the Chair on behalf of Community Council.

**Action:** Clerk to review internal audit report with the Finance Committee.

**iv. Incident Report/ Complaint**

It was reported to Clerk that a slat on one bench is loose in playground.

An accident was reported to the Clerk –a child fell coming down the slope in the toddler park, hitting their head on the bottom of the playhouse resulting in an injury that required hospital attention. The Clerk has contacted the parent expressed concern and asked for further information. The clerk reported it to Cllr Mortimer and Keir who have inspected the playhouse and made safe the slat.

**Action:** Asset committee to continue the improvements to the groundwork in the park. The playhouse was compliant with ROSPA inspection in November and ROSPA are due to come out June/ July 2024. Continue to monitor.

**1202: To receive a report from any member concerning meetings at which they represented the Council**

Cllr S Keir attended a flag raising ceremony marking the start of Armed Forces Week in Neath which was well attended.

The working party committee that was arranged for the steam and vintage show had 119 people fill in questionnaires. Will bring back to council with results. The chair accepted a question from a member of the public present requesting clarification on why the questionnaire provided at the show was not bilingual. Council apologised and clarified that due to the timescale of production it was printed in house in English only. It was confirmed that there were people at the show who could have translated into Welsh if requested. However, this was not printed on the questionnaires.

**RESOLVED**: To refer to the council’s adopted Welsh language policy.

Six Volunteers attended NPTCVS Volunteers award and were runners up in the category for Environmental and conservation. The volunteers were congratulated and thanked for their ongoing support of the Community Council.

**1203: To receive a report from the Asset, Amenity & Environment sub committee**

Chair of committee gave a report, Playgrounds have been cut and strimmed. BMX Track has been sprayed and strimmed. There are some community centre repairs. Ash Trees in MYH quote £1050 including VAT.

**Resolved:** To instruct preferred contractor to undertake the work. There have been some drainage work taking place in the toddler's playground will keep monitoring. Item no. 1189 suggested advice put a bed of sleepers and a fence. Rough price for material £600. MUGA is being monitored. Clerk has 1 quote for the tennis court lines of £900. MYH 2 quotes for grass cutting £300 each.

**Resolved:** To discuss with Asset Committee the Centre repairs and to take quotes to Finance Committee.

**1204: To receive a report from Sexton**

Sexton gave a report that there have been four burials this month in Maes yr.Hendre. There is a total of £2,000 in the accounts to date for burials. Sexton has 3 quotes for a new notice board and Sexton has asked grave digger for price for the front gate and will need to monitor front fence.

**1205: To discuss the removal of the Willow trees by the Rugby Club Car park**

Crynant Rugby Club committee have discussed putting picnic benches behind the car park. The area is covered by willow trees that have grown wild. Rugby club lease the land to community council. Cllr S Rundle and Cllr C Hart left the meeting due to an interest.

**Action**: Clerk will discuss the lease and work with Asset committee.

**12:06 To approve CCTV Policy and Health and Safety policy**

**Resolved:** To adopt the updated CCTV Policy and Health and Safety policy.

**1207: To discuss Clerk’s communication with EDF**

Clerk contacted EDF to discuss about the matters raised Minute No. 1191. The person had not contacted EDF on our behalf and Clerk has informed EDF and made them aware that the person does not represent Crynant Community Council and is not to contact EDF on our behalf.

**INTRODUCTION OF STANDING ORDER 3(C) – BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, MEMBERS OF THE PRESS AND PUBLIC SHALL BE EXCLUDED**

**Resolved:** To introduce standing order 3(C) at this point the member of the public in attendance left the meeting.

**1208: Personnel Matters**

**Resolved:** To agree with the interview panel's recommendation and offered a fixed term seasonal contract of employment as agreed by Council.

**ACTION:** Clerk to prepare contract of employment.

**CONCLUSION OF STANDING ORDER 3(C)**

|  |  |  |
| --- | --- | --- |
| **1209: To receive the Clerks report on Correspondence** | | |
| **OVW** | **As part of this Wales wide 9-day event, I have arranged a special tour of the Celtic Wildflowers nursery for local Community & Town Councils. Tuesday 2nd July** | Book 2 places |
| **Welsh Government** | **I am writing to encourage you to get involved in our listening programme on 20mph.**  **Da** **iawn Cymru! Wales named as second-best recycling nation in the world**  **Wales Climate Week - 11-15 November 2024: Shaping a Resilient Climate Future** [**Wales Climate Week**](https://byqhm1r6.r.us-east-1.awstrack.me/L0/https:%2F%2Fwww.climateweek.gov.wales%2FEN%2Fpages/1/01000190367d009c-7745de6e-3d6c-41f8-8900-3a8aa406839f-000000/Tg5MjmohfDs6jQis6dtpZ5UMMBc=379) **will be back in November 2024. It will bring together people from across Wales, to share knowledge, stimulate ideas and discuss tackling climate change.** | Cllrs to send response to Clerk  NOTED  Schedule in |
| **Audit Wales** | **Sent a Timetable of audit** | NOTED |

**1210: Any other business**

None

**Meeting closed at 20:01pm**