

Cyngor Cymuned Onllwyn Community Council

Minutes of Monthly Meeting held on Monday 13th January 2025 held at Dove Workshop, Banwen.

Present:

Cllr Lee Reynolds (Chair), Cllr Ruth Stone, Cllr Steve Thomas, Cllr David Wise, Cllr Dean Cawsey, Cllr Gareth Llewellyn, Cllr Angie Thompson. (Vacant position)

Clerk Mr Simon Chaplin.

Apologies:

Cllr Sonia Coy, Cllr Emlyn Griffiths.

Meeting commenced at 1830 hours.

1. **Apologies.**

Apologies received from councillors Sonia Coy and Emlyn Griffiths and resolved to accept apologies.

2. **Declarations of interest.**

Declaration of interest form explained and would be dealt with as matters were discussed.

3. **Public Attendance.**

No members of the public present.

4. A. **Matters requiring urgent attention.**

Cllr G Llewellyn raised an issue surrounding the recent local notification for the building of a child creche facility in Seven Sisters. Information is lacking and community council request Clerk to make contact with Local Councillors to ascertain any further information to be made available.

B. **Matters raised by members.**

Cllr D Cawsey raised the point about recording of decision-making processes and previous suggestions surrounding the publishing of them. A process whereby during each meeting a decision is written down which is agreed and can then be published following the meeting. This would encompass also who was to action and when by. Resolved that a decision is made by vote going forward and if agreed this would be recorded as a majority. Resolved for clerk to produce a record sheet for future meetings. Cllr G Llewellyn raised the previous point surrounding abandoned vehicles in the area at the rear of Roman Road. The point being about being consistent in the Council approach surrounding such items. This led to a discussion about all Council land and looking at the future use of it including environmental aspects and looking at having policies in place for these areas. Discussion to be held by Environmental group

surrounding Woodland Walk area at a later date. Further discussions to take place.

C. Receive any other correspondence.

Community Council informed that correspondence had been received from a local resident surrounding the new playpark and the actions that the Clerk had taken from information given regarding the installed equipment.

Cllr D Cawsey mentioned the Woodland Walk and that action could be taken to improve it in relation to how it stands at the moment. Discussion forthcoming about the amount of work that may be required and the Clerk informed the Community Council that a company has been approached to look at the area and advise any action that may be required concerning the trees. Also mentioned the old play area at Moorlands and the Clerk read out an email from the Local Authority Estates Officer confirming land ownership is with Neath Port Talbot Council and it was resolved by majority to return the land back to the Local Authority as the Community Council have no further use for it.

5. Resolved to approve minutes from meeting held on 11th November 2024 and copies to be placed in future within the Dove area and Shop and notice boards.

6. Matters arising from the previous minutes

None

7. Clerk report and payment list.

Resolved to accept clerk report and documents relating to finances and payment list for month authorised.

8. Budget

A sustained discussion took place in relation to setting the Budget and Precept for the financial year 2025/26. After much deliberation it was resolved by majority that the budget figure requested this year would amount to £31575 a rise of 9%. This figure to be notified to Neath Port Talbot Council before 26th January 2025 and actioned as required by the Clerk.

9. Tree cutting quote.

Unanimously resolved to accept quotation from Our Tree Company to carry out work in the grounds of Pantyffordd Community Playpark area. Also resolved that the company will maintain the area with two further cuts a year moving forward.

10. Planning applications

Planning application number P2024/0334 brought to the attention of the community council and no points were raised to communicate with Neath Port Talbot planning department.

11. Information Commissioners Office.

Resolved to agree annual payment to comply with legislative requirements and direct debit signed. Clerk will make necessary arrangements for this to be actioned as necessary.

12. Lease of land.

Resolved to agree that Garyn Williams can lease the land currently utilised by Josh Williams. A new lease will be drawn up for signing by the new tenant and the clerk will continue with the necessary actions needed to implement this.

13. Water flooding.

A lengthy discussion surrounding the water that is flowing during heavy rain in front of the Dove centre with suggestions of where it is coming from and how it may be prevented or work that may need to be carried out.

Resolved that during next heavy rain the community councillors and clerk will attend the area to see what is happening and how the issue may be dealt with and following this clerk is to make contact with companies that could carry out the work for a quotation.

14. Public Toilets – Dyffryn Cellwen.

Clerk updated that the only work required to open the toilet block was for an electrician to attend for the self-locking doors. Clerk informed community council that a meeting was planned for Tuesday (day following) where keys were to be given and would update if any further news was known at the next meeting.

15. Signatures on the Bank.

Cllr Gareth Llewellyn agreed that he would become a signatory on the bank accounts. Resolved for Clerk to action as necessary.

16. Policy adoptions.

None

17. Reports from members on outside bodies.

18. To consider passing a resolution that further to subsection (1) of section 2 Public Bodies (admission to meetings) Act 1960 the public be excluded from the meeting during the following items by virtue of the nature of the business to be transacted.

Resolved to agree.

19. Confidential matters.

None


20. Health and Safety.

Meeting concluded at 2020 hours.

Next meeting: Monday 10th February 2025.

Signed: _____

Dated: _____


10-2-25

Clerks Report

January 2025

1. Playpark fitting completed, external inspection found one minor defect in amount of matting that will be sorted and the contractors will come back and sort out some grass area that needs attention. Awaiting supply of report.
2. Notice board keys obtained, spare set available if required by any councillor.
3. Budget work finalised and at agenda item number 8.
4. Liaised with Dove workshop over a 'Warm Hub', informed that they have bid for funds. This is something that they have been doing for a while, funding not yet obtained. Advertise on website once informed all up a running with details for all to know.
5. Mr and Mrs Havard have been informed of the council decision from last meeting in relation to the cost of fencing.
6. Contractors requested to look at cost for trimming of hedges in Pantyffordd Play area. One quote within agenda item number 9.
7. All agreed donation payments were made. PTA and Dove Christmas.
8. Community Council need to register with the Information Commissioners office for data protection as we hold information of persons, at a cost of £35 per year.
9. I've reported to Bing and Google that the details held by them are incorrect for the community council.
10. I have obtained the bolts required to fit to the playpark swing as required.
11. Annual play park inspections carried out in December, reports have been received and will be analysed for any future work. Report sent to Banwen RFC for their playpark. (via Dean).
12. Notifications published online and within local notice boards for Councillor vacancy.



ONLLWYN COMMUNITY COUNCIL PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
72 Grant	12/11/2024	11.11.24 4C	ONLLWYN COMMUN.		Grant	Dove	Z	150.00		150.00
77 Grant	13/11/2024	11.11.24 4C	ONLLWYN COMMUN.		Grant	Maesmarchog PTA	Z	60.00		60.00
76 Office Consumables	20/11/2024		ONLLWYN COMMUN.		Keys	Metro Signs	Z	21.00		21.00
73 Electricity	26/11/2024		ONLLWYN COMMUN.		Electricity	SSE Business Energy	L	149.13	7.45	156.58
75 Business Rates	02/12/2024		ONLLWYN COMMUN.		NPTCBC 501701011	Neath Port Talbot Council	Z	330.00		330.00
74 Business Rates	02/12/2024		ONLLWYN COMMUN.		NPTCBC 501731514	Neath Port Talbot Council	Z	24.00		24.00
79 Scribe	15/12/2024		ONLLWYN COMMUN.		Payment	Starboard Systems Ltd T/A	S	35.00	7.00	42.00
78 Website	18/12/2024		ONLLWYN COMMUN.		Website	Wired up Wales	Z	130.00		130.00
81 Inspection	18/12/2024		ONLLWYN COMMUN.		Payment	The Play Inspection Comp	S	90.25	18.05	108.30
81 Inspection	18/12/2024		ONLLWYN COMMUN.		Payment	The Play Inspection Comp	S	117.75	23.55	141.30
81 Inspection	18/12/2024		ONLLWYN COMMUN.		Payment	The Play Inspection Comp	S	90.25	18.05	108.30
80 Maintenance	18/12/2024		ONLLWYN COMMUN.		Ground Maintenance	Sutcliffe Play	S	40.20	8.04	48.24
84 New playground	19/12/2024		ONLLWYN COMMUN.		Payment	Sutcliffe Play	S	91,490.00	18,298.00	109,788.00
86 Salary	31/12/2024		ONLLWYN COMMUN.		Salary	Simon Chaplin	Z	637.98		637.98
88 Business Rates	02/01/2025		ONLLWYN COMMUN.		NPTCBC 501701011	Neath Port Talbot Council	Z	330.00		330.00
87 Business Rates	02/01/2025		ONLLWYN COMMUN.		NPTCBC 501731514	Neath Port Talbot Council	Z	24.00		24.00
90 Audit	13/01/2025		ONLLWYN COMMUN.		Audit	Wales Audit Office	Z	205.00		205.00
91 Audit	13/01/2025		ONLLWYN COMMUN.		Audit	Wales Audit Office	Z	214.00		214.00
85 Scribe	15/01/2025		ONLLWYN COMMUN.		Payment	Starboard Systems Ltd T/A	S	35.00	7.00	42.00
89 Salary	31/01/2025		ONLLWYN COMMUN.		Salary	Simon Chaplin	Z	637.98		637.98
Total								94,811.54	18,387.14	113,198.68

All updated.

**ONLLWYN COMMUNITY COUNCIL
PAYMENTS (AWAITING AUTHORISATION) LIST**

13 January 2025 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
		Prepared by:	S O'HARLAIN (CLERK)			Date:	13.1.25			
		Approved by:				Date:	13.1.25			
		Approved by:				Date:	13.1.25			

ONLLWYN COMMUNITY COUNCIL

Prepared by: S CHAPLIN - CLERK
Name and Role (Clerk/RFO etc)

Date: 6.1.25

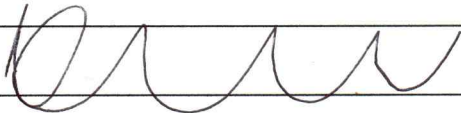
Approved by: S CHAPLIN - CLERK
Name and Role (RFO/Chair of Finance etc)

Date: 6.1.25

Bank Reconciliation at 31/12/2024		
	Cash in Hand 01/04/2024	108,172.35
	ADD Receipts 01/04/2024 - 31/12/2024	291,892.68
		400,065.03
	SUBTRACT Payments 01/04/2024 - 31/12/2024	335,676.96
A	Cash in Hand 31/12/2024 (per Cash Book)	64,388.07
	Cash in hand per Bank Statements	
	Petty Cash 31/12/2024	0.00
	ONLLWYN COMMUNITY COUNCI 31/12/2024	19,539.17
	ONLLWYN COMMUNITY COUNCI 31/12/2024	39,897.18
	ONLLWYN COMMUNITY COUNCI 31/12/2024	4,993.72
		64,430.07
	Less unrepresented payments	42.00
		64,388.07
	Plus unrepresented receipts	
B	Adjusted Bank Balance	64,388.07
A = B Checks out OK		

ONLLWYN COMMUNITY COUNCIL

REGISTER OF INTERESTS – DECLARATION FORM

Name of Councillor	ANGELA THOMPSON.
Item of Business to which declaration relates (i.e. give name of meeting, date of meeting and the business that was transacted)	DISCUSSION REFERENCE ABANDONED VEHICLES.
Please indicate whether this is a personal interest or a personal and prejudicial interest	N/A
Please indicate why you have declared the interest	VEHICLES PARKED AT PROPERTY.
Signature of Councillor	

Please hand this form to the Clerk at the end of the meeting