

Cyngor Cymuned Onllwyn Community Council

Minutes of Monthly Meeting held on Monday 14th April 2025 held at Dove Workshop, Banwen.

Present:

Cllr Ruth Stone (Chair), Cllr Gareth Llewellyn, Cllr David Wise, Cllr Steve Thomas, Angie Thompson, Cllr Ian O’Kane, Cllr Dean Cawsey.

Clerk Mr Simon Chaplin.

Apologies:

Cllr Lee Reynolds (Chair),

Meeting commenced at 1907 hours.

1. Apologies.

Apologies received from above councillors 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.

Clerk explained that a code of conduct matter may have been breached and that arrangements are in hand for code of conduct training to take place in the future with Legal and Democratic Services from Neath Port Talbot Council.

B. Matters raised by members.

The matter of the pond ‘scarecrow’ and stones out of the river were discussed. After this discussion it was resolved that a meeting needs to be called with members of the Angling Club to discuss all matters surrounding the pond and arrangements for it’s management between the community council and the club.

C. Receive any other correspondence.

Complaint received from a resident in relation to the wooden boarding on Wembley Avenue. Notified the complainant that this matter is best served by Neath Port Talbot Council and his complaint was forwarded on by myself, NPTC have responded to me copying in a letter that has been sent to the land owner. No further update available.

5. Resolved to approve the minutes for meeting held on Monday 10th March 2025.

6. Resolved to approve the minutes for the Environmental Committee meeting held on 25th February 2025.

7. Matters arising from previous minutes.

- Page 35 point 4a, council advised that a litter pick was carried out in the community area by the Dove and volunteers whereby Cllr G Llewellyn was in attendance and assisted. A number of bags of rubbish were collected and included the play park area near the Rugby Club.
- Council updated that applications had been received for appointment to the community council under co-option and resolved that applicants will be invited to the next meeting.
- Biodiveristy meeting arranged with representative of One Voice Wales, request a councillor to attend and Cllr I O’Kane volunteered and will let me know. Clerk also explained that we have a legal obligation to have a plan and construct a 3 year report.

8. Clerk report and payment list.

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

9. Maintenance work

- Resolved to accept quotation from Spick and Span to repair footpath adjacent to the MUGA at Pantyffordd.

10. Extra hours for cemetery.

Resolved to agree for Clerk to have 50 extra hours to bring Cemetery records online.

11. **Pantyffordd Hall.**

Email copy received from Neath Port Talbot Council for a lease for Pantyffordd Hall. Clerk has requested a posted copy of the lease as the printed copy is not useable and also to make a couple of amendments as information is incorrect which had not been received. Multiple discussions surrounding the costings for the hall and unanimous decision was made to take this back to Neath Port Talbot Council with a number of options. Resolved for the clerk to action this and realising this may be an ongoing process for a while.

12. **Planning application**

None

13. **Policy adoptions.**

- Resolved to adopt Risk Assessment form for Pantyffordd Community hall. Emphasised that any users must be in possession of their own risk assessment for their individual activity and recommend that this is produced to the committee on booking.
- Resolved to adopt appraisal policy.

14. **Land rental pricing structure.**

Lengthy discussions held in relation to the land rental pricing structure for land that is owned by the community council.

Resolved to unanimously agree that no rise this year in the rental prices.

Resolved to unanimously agree that the new land rental price for Garyn Williams to be the same as for the previous tenant.

15. **Signing of lease for Banwen RFC play park land.**

Lease not signed due to requiring signatures from Chair and Vice Chair and to be brought to the next meeting.

16. **Annual appraisal.**

Appraisal organised for 24th April 2025 and request one other person present.
Vice Chair Ruth Stone agreed to attend as a second person.

17. **Purchase of fencing material.**

Cllr D Wise offered to sort out repair of fencing.

18. **Stone markers for cemetery.**

Resolved to agree for purchase of marker stones (20) and for future purchase where needed.

19. **Power wash equipment at Pantyffordd play park**

Resolved to agree for Mal Craven cleaning services to clean equipment.
Arrangements to be made with Cllr S Thomas for access.

20. **Memorial inspection course**

Resolved to agree for Clerk to attend inspection course as part of duty to manage cemetery area.

21. **Windfarm panel**

Resolved unanimously to agree for Cllr R Stone to join windfarm panel. Clerk to make contact with P Hinder at NPTC and arrange induction.

22. **Co-option**

Resolved to accept applications for co-option and invitations to be sent out by Clerk inviting to next meeting in May.

23. **To receive any reports on Police Matters within the Community.**

Property damage in the area, fires being set. Clerk confirmed that he had emailed from last meeting without receiving any reply and would email again to try and gain information for the community.

24. **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.

25. **Confidential matters.**

None

26. **Health and Safety.**

None

Meeting concluded at 2035 hours.

Next meeting: Monday 12th May 2025.

Signed:_____

Dated:_____

Clerks Report

April 2025

1. BRAMM certificate attached to cemetery entrance.
2. Ongoing update to Scribe cemetery work.
3. Bio diversity meeting with Butterfly conservation.
4. Email sent to Angling Club (Andrew) reference stones on stream bank (25/3/25).
5. Investigation into ownership of land by Wembley Ave and NPT contacted and investigating.
6. Contact with Our Tree company who apologised for not getting round to trimming hedge and woods. Machinery issues and should be resolved soon.
7. Email to Nick Pugh (family cremation) and awaiting confirmation of date family will be attending cemetery to finalise burial.
8. End of year figures completed on Scribe, working with internal auditor for end of year audit. 24/25 year is a full audit for Community Council.
9. Contact with Sutcliffe in relation to Tennis net. Awaiting invoice for payment as previously agreed.
10. Further 'dog poo' box built and put in place at entrance to woodland walk.
11. Playpark inspections carried out as necessary.
12. Appointment fixed with Council insurance company for April to ensure that adequate and suitable cover is in place.
13. Ongoing work in relation to Pantyffordd hall.

ONLLWYN COMMUNITY COUNCIL
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
3 Scribe	01/04/2025		ONLLWYN COMMUN		Payment	Starboard Systems Ltd T/A S		58.00	11.60	69.60
1 Business Rates	01/04/2025		ONLLWYN COMMUN		Payment	Neath Port Talbot Council	Z	28.24		28.24
2 Business Rates	01/04/2025		ONLLWYN COMMUN		Payment	Neath Port Talbot Council	Z	350.80		350.80
5 Bank Charges	08/04/2025		ONLLWYN COMMUN		Service Charge	Lloyds Bank	Z	4.25		4.25
4 Maintenance	08/04/2025		ONLLWYN COMMUN		Maintenance	B&Q	Z	10.60		10.60
4 Maintenance	08/04/2025		ONLLWYN COMMUN		Maintenance	B&Q	Z	17.00		17.00
10 Events	11/04/2025		ONLLWYN COMMUN		Payment	Dove	Z	210.00		210.00
9 Salary	30/04/2025		ONLLWYN COMMUN		Salary	Simon Chaplin	Z	638.18		638.18
6 Bank Charges	01/05/2025		ONLLWYN COMMUN		Service Charge	Lloyds Bank	Z	4.25		4.25
7 Business Rates	01/05/2025		ONLLWYN COMMUN		Payment	Neath Port Talbot Council	Z	28.24		28.24
8 Business Rates	01/05/2025		ONLLWYN COMMUN		Payment	Neath Port Talbot Council	Z	346.00		346.00
Total								1,695.56	11.60	1,707.16

Prepared by: S. Williams Date: 14.4.25

Name and Role

Approved by: S. Williams Date: 14.4.25

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