

Cyngor Cymuned Onllwyn Community Council

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

Present:

Cllr Ruth Stone, Cllr Gareth Llewellyn, Cllr Steve Thomas, Cllr Ian O’Kane, Cllr Maxine Woodward, Cllr Dean Cawsey, Cllr Dan Morgan, Cllr Gareth Evans.

Clerk Mr Simon Chaplin.

Apologies received:

Cllr Lee Reynolds

Meeting commenced at 1830 hours.

1. Apologies

Cllr Lee Reynolds apologised and it was resolved to accept his apology.

2. Declarations of interest

These will be notified as and when needed during the proceedings of the evenings meeting and forms available for signing if necessary.

3. Co-option process

Co-option process was followed with all councillors viewing the applications for Martin Crimmins and Gareth Evans. Unanimously resolved to co-opt both persons to Onllwyn Community Council. Mr Evans completed his declaration at the time and then remained as a council member for the duration of the meeting.

4. Public Attendance

One member of the public present.

They brought to the meeting information surrounding the grant request for the Pony Club. They gave information to state that a previous grant had been supplied to the Riding Club which is not part of the Pony Club and that practices had gone on in the past were not correct. They wanted to emphasise that the Pony Club has had a new committee, that they were working hard to bring more children in and that funding would help them and they had increased their membership recently.

Open offer to all councillors that they could attend a meeting that is being held a week Monday at Banwen Rugby Club.

Thanked by the Clerk for the information.

5. Matters requiring urgent attention

- a. None
- b. None
- c. None

6. Approve minutes of Monthly meeting

Resolved to accept the minutes of the meeting held on 8th September 2025.

7. Matters from previous minutes

None.

8. Clerks report and payment list

Resolved to accept Clerk's report and approved payments list.

9. Budgeting to commence in October

The clerk explained that all councillors had received a 6 monthly report in relation to spending of the Council funds. This will help to establish a projected budget for next year. All councillors were asked to view the report so they can assist in the budget setting process.

10. Grant applications

- a. Pony club – after discussions the council decided not to award any grant.
- b. Social Counselling Service – after discussions the council decided to award a grant of £70.
- c. Urdd – after discussions the council decided not to award any grant.

11. Ground maintenance

The clerk informed the Council that they had been unsuccessful in obtaining grant funding this year to have a land management plan put together however they have been advised to apply next year.

The clerk informed the Council that grass cutting regime had meant that areas had been left at the end of the contract uncut such as the pond and grass banks at the cemetery.

The clerk suggested that the council look at alternative ways to manage the ground maintenance which may require the purchase of machinery and training volunteers to use it.

It was resolved that the clerk is to make further enquiries into what is needed and how it can be achieved and brought back to the council for further discussions.

12. Planning applications

None.

13. Training

Clerk reminded councillors of need to book on to any training that they feel they would like to partake in. A list of courses was given to each councillor at the meeting so that they could inform the clerk which courses they would wish to attend and this can then be brought into the council training plan.

14. Pantyffordd Hall

The clerk informed the council that Neath Port Talbot had agreed a grant amount of 95% towards the cost of rent for Pantyffordd Hall. This meant of the £3300 rental amount they would cover £3140 leaving an annual rental payment of £160. It was resolved that this payment would be made by the community council from funds.

The lease agreement between Neath Port Talbot Council and Onllwyn Community Council was signed by two councillors and the Clerk will forward this onto the relevant department for further actions.

It was established that for the building there are a number of legal requirements that need action, a Fire Safety risk assessment needs to be carried out and the Clerk is in the process of obtaining this. Also mentioned that a Fire Safety register needs to be maintained and a copy has been downloaded and the Clerk will liaise with members of the Hall Committee to set a routine up.

The clerk will look into the requirements surrounding fire alarms for the building and update the community council.

The clerk established that the Council have all responsibility for the building and its surroundings and a key has been requested for access to allow proper checks to be carried out.

15. Pond

The agreement document between Dulais Valley Angling Club and Onllwyn Community Council has been signed by all parties.

16. Windfarm grant application.

The clerk explained that with the success of funding, the work will commence this week on the new Fishing platforms. Cllr Dan Morgan requested to notify the angling club.

17. To receive reports from Members on Outside Bodies

Cllr Maxine Woodward gave an update of the recent meeting she attended with One Voice Wales and Neath Port Talbot in relation to biodiversity. Albeit only 6 members attended due to various circumstances.

Cllr Dean Cawsey then reminded the Community Council that with the departure of Cllr Sonia Coy a vacancy had arisen for a representative to liaise with GCRE. He will make contact with them so that this appointment can be fulfilled.

18. To receive any reports on Policing Matters within the Community

A report had been made to Cllr Dan Morgan of a male person loitering around the fishing platforms. The police were contacted but on attendance of Cllr Dan Morgan this person had disappeared. The police stated they would pay extra attention in the area.

Cllr Dan Morgan advised the council that they had a new bailiff and he will be issued with an identification badge. The clerk requested that the bailiff makes contact with him to introduce himself.

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

None

20. To discuss any matters arising from the minutes of a confidential nature

None

21. To consider any reports relating to health and safety

None.

Meeting concluded at 1955 hours.

Next meeting: Monday 10th November 2025 at 1830 hours.

Signed: _____

Dated: _____

ONLLWYN COMMUNITY COUNCIL
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
✓	91	09/09/2025		ONLLWYN COMMUN:		Payment	Banwen RFC	Z	1,919.00		1,919.00
											1,919.00
✓	96	11/09/2025		ONLLWYN COMMUN:		Payment	Amazon EU	S	4.74	0.95	5.69
											5.69
✓	97	11/09/2025		ONLLWYN COMMUN:		Payment	Royal British Legion	S	21.46	4.29	25.75
											25.75
✓	95	19/09/2025		ONLLWYN COMMUN:		Payment	B&Q	Z	32.45		32.45
											32.45
✓	98	19/09/2025		ONLLWYN COMMUN:		Payment	B&Q	Z			
✓	94	23/09/2025		ONLLWYN COMMUN:		Maintenance	Martin's Electrical	Z	105.00		105.00
											105.00
✓	93	23/09/2025		ONLLWYN COMMUN:		Payment	Spick and Span	Z	180.00		180.00
✓	93	23/09/2025		ONLLWYN COMMUN:		Payment	Spick and Span	Z	220.00		220.00
											400.00
✓	92	30/09/2025		ONLLWYN COMMUN:		Salary	Simon Chaplin	Z	828.78		828.78
											828.78
✓	106	02/10/2025		ONLLWYN COMMUN:		Oil	Star Multifuels Ltd	L	339.60	16.98	356.58
											356.58
✓	104	02/10/2025		ONLLWYN COMMUN:		Training	One Voice Wales	Z	42.00		42.00
											42.00
✓	105	02/10/2025		ONLLWYN COMMUN:		Training	One Voice Wales	Z	42.00		42.00
											42.00
✓	107	05/10/2025		ONLLWYN COMMUN:		Payment	Second Life Products Wale:	S	43,390.13	8,678.03	52,068.16
											52,068.16
✓	108	05/10/2025		ONLLWYN COMMUN:		Payment	Seven Sisters Onllwyn AFC	Z	4,468.96		4,468.96
											4,468.96
✓	109	05/10/2025		ONLLWYN COMMUN:		Payment	Onllwyn Welfare Hall	Z	14,700.00		14,700.00
											14,700.00
✓	110	05/10/2025		ONLLWYN COMMUN:		Payment	Onllwyn male voice choir	Z	13,050.00		13,050.00
											13,050.00
✓	111	31/10/2025		ONLLWYN COMMUN:		Salary	Simon Chaplin	Z	876.97		876.97
											876.97
✓	99	01/11/2025		ONLLWYN COMMUN:		NPTCBC 501731514	Neath Port Talbot Council	Z	24.00		24.00
											24.00
✓	100	01/11/2025		ONLLWYN COMMUN:		NPTCBC 501701011	Neath Port Talbot Council	Z	346.00		346.00
											346.00
✓	102	01/11/2025		ONLLWYN COMMUN:		Payment	Starboard Systems Ltd T/A	S	58.00	11.60	69.60
											69.60

ONLLWYN COMMUNITY COUNCIL
PAYMENTS (AWAITING AUTHORISATION) LIST

8 October 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
✓ 101 Bank Charges	01/11/2025		ONLLWYN COMMUN.		Service Charge	Lloyds Bank	Z	5.25		5.25	
✓ 103 Trade Refuse charge	01/11/2025		ONLLWYN COMMUN.		Payment	Neath Port Talbot Council	Z	47.84		47.84	
								Total	80,702.18	8,711.85	89,414.03

Prepared by: SIMON CHAPLIN Date: 8.10.25
Name and Role

Approved by: Gareth Howell COUNCILLOR Date: 13/10/25
Name and Role

Approved by: D. Cawsey (Councillor) Date: 13/10/25
Name and Role

ONLLWYN COMMUNITY COUNCIL

Prepared by: SIMON CHALUN (CLERK)
Name and Role (Clerk/RFO etc)

Date: 2.10.25

Approved by: Gareth Howell (COUNCILLOR)
Name and Role (RFO/Chair of Finance etc)

Date: 13/10/25

Bank Reconciliation at 30/09/2025			
	Cash in Hand 01/04/2025		83,892.95
	ADD Receipts 01/04/2025 - 30/09/2025		40,766.74
			124,659.69
	SUBTRACT Payments 01/04/2025 - 30/09/2025		31,759.73
A	Cash in Hand 30/09/2025 (per Cash Book)		92,899.96
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2025	0.00	
	ONLLWYN COMMUNITY COUNCI 30/09/2025	34,197.70	
	ONLLWYN COMMUNITY COUNCI 30/09/2025	28,501.36	
	ONLLWYN COMMUNITY COUNCI 30/09/2025	0.00	
	ONLLWYN COMMUNITY COUNCI 30/09/2025	30,185.90	
			92,884.96
	Less unrepresented payments		92,884.96
	Plus unrepresented receipts		15.00
B	Adjusted Bank Balance		92,899.96
	A = B Checks out OK		