

Cyngor Cymuned Onllwyn Community Council

Minutes of Reconvened Monthly Meeting held on

Thursday 24th September 2026

Dove Workshop, Banwen.

Present:

Chair: Cllr Maxine Woodward

Members Present: Cllrs Martin Crimmins, Gareth Llewellyn and Ruth Stone

Clerk: Mrs Catrin Rees

1. Apologies

Cllrs Shannon Brace, Dean Cawsey, Paul Davies, Lee Reynolds and Steve Thomas submitted apologies for absence.

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. Resignation of Chair

RESOLVED: that the resignation of Cllr G Evans be noted

4. Appointment of Chair

RESOLVED: that the current Vice Chair, Cllr Maxine Woodward be appointed Chair for the remainder of 2026/27

5. Appointment of Vice Chair

RESOLVED: that Cllr Gareth Llewellyn be appointed Vice Chair for the remainder of 2026/27

6. Public Participation

There were no members of the public present.

7. Minutes of Monthly meeting.

RESOLVED: (a) to accept the minutes of the monthly meeting held on 13th July 2026.
(b) to accept the notes of the Environment Working Group held on 15th July 2026

8. Matters arising from previous minutes

None

9. Financial Reports

The bank reconciliation reports and payments awaiting authorisation (totalling £3,640.15) were presented for the period 1st July to 31st August 2026, for Members approval.

RESOLVED: that the above reports be approved

10. Terms of Reference

The Council considered the Terms of Reference for the Finance Committee and Environment Working Group that had been circulated.

RESOLVED: that the Terms of Reference for the Finance Committee and Environment Working Group be approved

11. Revised Committee Dates

RESOLVED: (a) that the Finance Committee be held on Monday 5th October at 6.30pm
(b) that the Council meeting due to be held on 12th April 2027 be brought forward to 5th April 2027

12. NJC Pay Award

Details of the NJC agreed Pay Scales from April 2026 were presented.

RESOLVED: that the Clerk's salary be amended to reflect the new hourly rate for SCP 13 and backdated to 1st April 2026

13. Clerks report

a) Planting of Spring Flowers

It was suggested at the Environment Working Group that the volunteers that plant the Summer Flowers be given a budget to plant Spring flowers also.

RESOLVED: that a budget of no more than £200 be agreed for the volunteers to purchase and plant spring flowers in October 2026

b) Disposal of Decommissioned Defibrillators

The Council considered expressions of interest for the three defibrillators that were excess to requirements. It was noted that one of the defibrillators that was previously maintained by the Community Council had been taken over by Nitelite. The Clerk had approached British Medical Auctions to obtain information on how much they would be worth if they were to be sold.

RESOLVED: (a) that the Council approach the interested parties outside the ward area and request £100 per unit, in line with the British Medical Auctions estimate

(b) that the unit that remained within the ward at Nitelite be gifted under S137 Grant funding

c) Pride in Place Impact Fund

It was reported that two quotes had been received so far for work to the path around Banwen pond and a third was being sought.

RESOLVED: that the matter be noted and contact be made with Neath Port Talbot County Borough Council for clarification on the detail of the grant funding

d) HMRC Notice

It was reported that a penalty had been issued by HMRC for late reporting of PAYE but the matter was currently the subject of an appeal

RESOLVED: that the matter be noted

e) Dyffryn Cellwen Public Conveniences

It was reported that the Clerk and Cllr Llewellyn were arranging to meet with officers of the County Borough Council on site to assess the work that would be needed to reopen the facility

RESOLVED: that the matter be noted.

14. Community Matters

a) Grounds Maintenance

Members were pleased to see that there had been recent grass cutting carried out.

RESOLVED: that the matter be noted.

b) Play Parks

It was reported that contact had been made with Sutcliffe Play to query the quality of the equipment at the new Dove Playpark if it was needing repair so soon after installation. However, they viewed the photographs of the damage and felt that it was due to vandalism rather than faulty equipment. A quote had been received for replacement of damaged equipment & installation at both the Dove and Rugby Club Playparks totalling £2,538.89.

The annual Playpark Inspections were also due in December. A quote had been received from The Play Inspection Company Ltd at a cost of £453

RESOLVED: (a) that the quote received from Sutcliffe play to carry out repairs to the Dove and Rugby Club Playparks be approved.

(b) that the Play Inspection Company Ltd be instructed to carry out the annual Inspection of the Skate Park and the playparks at Pantyffordd, Dove and Rugby Club

c) Pond

Nothing to report

d) Pantyffordd Hall

It was reported that annual PAT Testing was due and a quote had been received from the Company who had carried out the work in the previous year.

RESOLVED: that the quote be accepted and PAT Testing be carried out by the same company as in the previous year

e) Cemetery

It was reported that measurements had been taken for an arch above the entrance to the Cemetery, but no quote received for the work to date.

RESOLVED: that the matter be noted

15. Windfarm Panel

It was noted that the Boxing Club Grant had still not yet been paid out as there were ongoing issues with their bank account, but they were working to resolve the issue.

RESOLVED: that the Clerk contact the Boxing Club to establish the current position

16. Outside Bodies

Cllr Woodward had attended the NPT Area Committee of One Voice Wales on 23rd September 2026 at Neath Community Centre and reported on a presentation by Neath Port Talbot's Waste Management Team.

Cllr Llewellyn reported that the Head teacher at Maesmarchog was retiring and the shortlisting for a replacement was in progress.

RESOLVED: that the information be noted

17. Planning applications

Members noted a planning application which was outside the Borough in the Ceredigion area.

RESOLVED: that the matter be noted.

18. Police Matters

It was reported that Maesmarchog School were considering asking PCSO Aled Musslewhite to join the Governors meetings at the school

RESOLVED: that the matter be noted.

19. Correspondence

a) One Voice Wales Community Boundary Review

Information was circulated on the representations made by One Voice Wales to the Community Boundary Reviews being undertaken and the response received from the Welsh Government.

RESOLVED: that the matter be noted

b) Request to lease land at Roman Road

It was reported that the request for the lease of land at Roman Road for a potential Dog Exercise Park had been withdrawn.

RESOLVED: that the matter be noted.

c) Extension to Nursery at Dove Workshop

A request had been received to extend the existing floor space of the nursery by undertaking alterations to the Council owned building.

RESOLVED: that the Council grant permission for the necessary works to extend the nursery at the Dove

d) Library Home Delivery Service

It was reported that posters advertising a free library home delivery service would be placed in the noticeboards in the area and in the Dove.

RESOLVED: that the matter be noted

e) Habitat Management Recommendations

It was reported that the Biodiversity Team at Neath Port Talbot Council had contracted Koru Ecology Associates to survey and carry out habitat management recommendations for larger sites in Neath Port Talbot with a view to enabling Community Councils to apply for funding with more informed ideas. There was no cost to the Community Council.

RESOLVED: that NPT be advised that, providing there was no cost to the Community Council, the survey and Habitat Management recommendations be carried out by Koru Ecology Associates.

f) Forest School

It was noted that correspondence had been received from a relative of the previous lease holders of the forest school area near the Dove expressing concern that they had not had the opportunity to remove their equipment from the site. A query was also raised regarding the lease fee currently being charged for the site.

It was further stated that the previous lease holders intended to access the site at the weekend to retrieve their equipment.

The Clerk informed the meeting that emails had been sent to the previous leaseholder in March 2026 to establish what they proposed to do with the equipment left on site, but no response had been received to date.

RESOLVED: that the Clerk prepare a response informing the relative that the Community Council would be happy to discuss any issues with the previous lease holder directly. With regard to removal of equipment, the site was now leased to a new organisation therefore access would need to be agreed with them prior to removal of any items.

Meeting Concluded at 7.45pm

Next meeting: Monday 12th October 2026 at 6.30pm.

Signed:_____

Dated:_____