

**CYNGOR CYMUNED**  
**YNYSYBWL & COED-Y-CWM COMMUNITY COUNCIL**  
**MINUTES OF MONTHLY MEETING OF YNYSYBWL & COED-Y-CWM COMMUNITY COUNCIL**  
**HELD AT YNYSYBWL COMMUNITY CENTRE ON TUESDAY 11<sup>TH</sup> JUNE 2024 @ 18:45PM**  
**CLERK ANNEMARIE BEVAN EDWARDS**

**PRESENT:** Councillors Mr Gus Haines, Mrs E. Leach, Mrs C. Banwell, Mr Barri Williams, Mr Clive Evans, Mr Chay Binks and Mr Robert Davies

**1. DISCLOSURE OF PERSONAL INTEREST**

Disclosure of Interest were submitted by:

Mr Chay Binks and Mrs E. Leach (Members of YRP committee)

Mr Gus Haines and Mrs C. Banwell (Members of Ynysybwl Community Centre Committee)

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr M. Jones, Cllr C. Jones, Cllr A. Ellis, Cllr P. Evans, Cllr E. Wigfall

Note: The Clerk informed council that the office has received an email from Cllr C. Jones informing council that Mr Jones is currently having health issues which currently prevent him from attending council meetings. Cllr C. Jones will keep council updated about his health issues.

**3. PUBLIC BREAK**

Elaine Hicks attended council to present a request for funding from the Ynysybwl & Coed-y-Cwm Community Council for financial support for the maintenance of Butchers Paddling Pool. The sum requested was: £3,600.00 for painting and maintenance work.

Mrs Hicks also informed council that the pool requires a Media Filter which costs £2000.00 and that RCT have mandated that the committee of Butchers Pool must provide one of three lifeguards who must attend pool when it is open to the public.

1. It was **Proposed** by Cllr G. Haines that the council pay a total of £3600 to cover the cost of the painting, maintenance. And that the Community Council approach RCTCBC with regards to the perceived requirement, by RCTCBC, for qualified lifeguards, as opposed to trained first aiders in such a small and shallow body of water. And that the Community Council review the situation at the next monthly meeting. An amendment was **Proposed** by Cllr C. Banwell (**Seconded** by Cllr B. Williams) that the council pay a total of £5600 to cover the cost of the painting (£3600), maintenance and media filter (£2000). This was **RESOLVED** as amended.
2. It was also **RESOLVED** that council contact RCT (Mr Mike Cude) to make inquiries about the need for the lifeguard service.
3. It was also **RESOLVED** that Mrs E. Hicks will be invited to attend the council meeting in July to update council.

**4. POLICE AND ENFORCEMENT OFFICER REPORT**

The Clerk informed council that no report was received from the Police or Enforcement Officer.

It was **PROPOSED** by Cllr Haines that the PCSO's supervisor be contacted to make inquiries about the provision of police reports to the council.

**5. TO APPROVE AS A CORRECT RECORD:**

Cllr C. Evans brought to the attention of the council a spelling mistake in the minutes from the council meeting on May 7<sup>th</sup> 2024. It was **PROPOSED** by Cllr B. Williams and **SECONDED BY** Cllr C. Banwell to record as correct with amendments the minutes from the monthly council meeting on May 7<sup>th</sup> 2024.

## **6. MATTERS ARISING FROM THE MINUTES**

Cllr C. Evans raised concerns in relation to point 7.7 of the minutes of the monthly council meeting on May 7<sup>th</sup>. It was pointed out that the decision was NOT unanimous because Cllr C. Evans had not agreed to the decision. The Clerk apologised for the error, and it was also **RESOLVED** that the wording should be changed to "majority".

## **7. CHAIRPERSON'S REPORT**

### **7.1 REVIEW OF OFFICE LEASE**

Cllr C. Evans also voiced concerns about the decision in the last meeting to close the office which is currently located in the Old Police Station, Paget Street, Ynysybwl. Cllr C. Evans stated that his main concerns were as follows:

- i) Having a council office and a representative of the council in the community provides a venue for members of the public to discuss any concerns they may have. This is especially important if the concerns are confidential.
- ii) Having a council office in the community maintains a council presence in the community.
- iii) As the current Clerk has tendered her resignation, any future Clerk may not be able to work from home.

Cllr G. Haines pointed out Paragraph 7 of the Community Council Standing Orders, states that, once a vote has been passed, an Item may not be further discussed within a six-month period, unless at least 4 members of the Community Council write to the Proper Officer, requesting that further discussion take place before that six-month period. It was suggested by Cllr Haines, that the Community Council do not hand the property back until it is clear if council members wish to discuss this item further. This was placed on the agenda for the next meeting.

### **7.2 RECREATION CELEBRATION UPDATE**

It was reported by the Chair of the council meeting Cllr G. Haines that Cllr E. Wigfall has investigated the possibility of providing a 100-year celebration for the recreational grounds. Cllr E. Wigfall has suggested that the limited time and the fact that there are few volunteers available to help with the organisation that providing a celebration this year will be very difficult. It was also **RESOLVED** that the celebration would be postponed and could be looked into again for next year.

### **7.3 Wording on Policies**

Cllr E. Wigfall and the Clerk are currently reviewing the council policies and Cllr Wigfall has suggested that the pronouns be updated to include Them/They. It was **RESOLVED** to adopt the updated wording in the policies. It was **PROPOSED** by Cllr Haines and **SECONDED** by Cllr B Williams and also **RESOLVED** that any blanks not populated into the new, agreed Standing Orders, should be populated using data from the old standing orders.

### **7.4 Update on Clerks Resignation**

The current Clerk will resign and the last week will be 9<sup>th</sup> December 2024.

### **7.5 Convene HR Meeting**

It was also **RESOLVED** that the HR committee meeting would be convened for Tuesday 18<sup>th</sup> June at 2pm at the Ynysybwl & Coed-y-Cwm Community Centre

## **8. CLERK'S REPORT**

### **8.1 RESULT FROM ADUIT 2023/2024**

It was also **RESOLVED** to accept the Audit and this can now be forwarded to Audit Wales.

### **8.2 INTERNAL AUDITOR'S RECOMMENDATIONS**

The Clerk provided council with the recommendations from the internal auditor.

Recommendation number 1 amalgamate the 3 Excel spread sheets - It was also **RESOLVED** that this should be discussed with Cllr P. Evans and brought to council for review in July.

Recommendation number 2 suggested having one bank account instead of 2, Cllr C. Banwell pointed out that having two bank accounts has occurred as per instruction from RCT.

Recommendation 4 for a thorough hand over and orientation for any new - It was also **RESOLVED** that a hand over period should be up to three months.

#### **8.3 Microsoft Update**

The Clerk informed council that RCT will refund the difference between the quote and the invoice to the council.

#### **8.4 Butchers Pool Update**

Item addressed in public break.

#### **8.5 Debit Card Update**

The Clerk informed council that she was in receipt of a debit card in her name for use for council purchasing.

#### **8.6 Role of Honour Nomination**

The Clerk informed council that a sufficient number of signatures have been achieved for Cllr M Jones to be added to the Role of Honour Board. It was **RESOLVED** that this should be progressed.

#### **8.7 To set Chairpersons allowance**

The Clerk explained that a figure was not agreed at the AGM. It was **RESOLVED** that the Chairperson's allowance should be set at £500.

#### **8.8 Web Support**

The Clerk informed council that Gareth Williams has confirmed that he will provide Website maintenance for a cost of £110 for 2024/2025.

### **9. CORRESPONDENCE**

The Chairperson brought to council's attention a letter received from Emma Dyer requesting funding from council to provide a bus so that members of the community could have a day trip. It was **RESOLVED** that the Clerk write to Emma and request more information and invite her to present her request to council in July.

### **10. PLANNING**

No objections were made for the planning submitted in Acolaid Case # 24/0296/10.

### **11. BOROUGH COUNCILLORS REPORT**

The Chairperson reviewed the Borough Councillor's report with council. It was **RESOLVED** that the Clerk should contact Glen Fort and make enquiries as to who is the current contact for highways.

### **12. TO ACCEPT ACCOUNTS**

It was **RESOLVED** to accept the accounts as accurate and correct.

### **13. TO CONSIDER ITEMS BROUGHT TO AGENDA BY MEMBERS OF THE COUNCIL**

It was brought to the attention of council by Cllr A. Ellis in an email that the Ynysybwll Community Centre would not be available on Tuesday evenings from September for the sole use of the Community Council. It was **RESOLVED** that this issue should be added to the agenda for July for further discussion.

### **14. COMMUNITY COUNCIL MAINTAINED DEFIBRILLATOR UPDATE**

The Clerk reported that as per request from Cllr Haines the replacement defib pads have been purchased.

### **15. NEXT MEETING**

The next monthly meeting of Ynysybwl & Coed-y-Cwm Community Council will take place on Tuesday  
9<sup>th</sup> July at 18:45pm at Ynysybwl Community Centre

**15. END OF MEETING**

SIGNED

A handwritten signature in black ink, appearing to be 'S. Jones' or similar, written over the 'SIGNED' label.

DATE

15/7/24