

CYNGOR CYMUNED GORSLAS COMMUNITY COUNCIL

Minutes of an online meeting of the Gorslas Community Council

held on Monday, 13th July, 2020 at 19.00 hrs.

42.0 Agenda Item 1: Record of those Present/Apologies

- Members: Iestyn Llwyd (Chair), Andrew King (Vice Chair), Darren Price, Brian Kirby, Tina Butler, Nia Lewis, Wyn Edwards, Clive Green, Janice Price, Aled Vaughan Owen, and Anthony Rees.
- Others: Llew Thomas, Clerk to the Council.
- Apologies for absence: Cllrs Simon Martin, Terry Jones, Nick Beckett and Linda Williams.

42.1 General.

- The Chair welcomed everyone to the meeting which was declared open at 19:00hrs.
- Members were also advised by the Chair of the fact that Councillor Terry Jones's daughter had recently and suddenly passed away. The Chair and all present expressed their sincere condolences to Cllr Jones and the family on the tragic loss of their daughter.
- **Resolved:** To accept the apologies for absences, and look at ways of helping those members who may be having difficulty accessing meetings.

43.0 Agenda Item 2 Declaration of Interest

- The following declarations of interests were declared by members: -

Agenda Item	Councillors	Nature of Interest
46.1.5	Aled Vaughan Owen	Personal not prejudicial. County Councillor and member of the School Governing Body. Both organisations being parties to the Management Agreement.
46.1.5	Darren Price	Personal not Prejudicial. County Councillor being the body responsible for the new school/Governing Body and party to the Management Agreement.
46.1.7	Darren Price	Official of Cefneithin and Foelgastell Welfare Association.

- The Clerk advised that there was a dispensation for the County Councillors to speak in relation to matters related to the new school.
- **Resolved:** To note and record the declarations of interest from members.

44.0 Agenda Item 3 Consider the Minutes of the previous Meetings of the Council.

- Members, under the direction of the Chair, examined in detail each page of the minutes of the previous meeting for accuracy.
- **Resolved:** Proposed, seconded and agreed by all present that the minutes of the previous meeting were a true and accurate record of the discussions and decisions made.

45.0 Agenda Item 4. Matters Arising from the Minutes.

- The following update was provided in relation to matters arising from the minutes: -

Ref	Item	Update
45.1	Governing Body Representatives	<ul style="list-style-type: none"> See Parks and General
45.2	Employment Contract	<ul style="list-style-type: none"> See Parks and General
45.3	Public Conveniences	<ul style="list-style-type: none"> Re-opened and Operational 22.06.20
45.4	Grass Cutting Tender	<ul style="list-style-type: none"> See Parks and General
45.5	Gorslas New School Management Agreement	<ul style="list-style-type: none"> CCC staff redeployed due to pandemic Now seeking online meeting with Governors
45.6	Gorslas Park. Re-location of Equipment	<ul style="list-style-type: none"> Re-location completed 29.06.20 by new school contractor.
45.7	Cefneithin Park Rugbytots.	<ul style="list-style-type: none"> Advised of approval subject to conditions.
45.8	Cefneithin Bins	<ul style="list-style-type: none"> Contractor instructed to attend to issue.
45.9	Drefach Park Access Issue	<ul style="list-style-type: none"> See Parks and General
45.10	Drefach Park Hedges	<ul style="list-style-type: none"> Refereed to Contractor
45.11	Cefneithin Land/ Hall	<ul style="list-style-type: none"> See Parks and General and Report attached.
45.12	IRPW Allowance Issue	<ul style="list-style-type: none"> Awaiting response.
45.13	Employment Contract	<ul style="list-style-type: none"> See Parks and General
45.14	Website	<ul style="list-style-type: none"> Not progressed due to current restrictions.
45.15	Replacement Equipment	<ul style="list-style-type: none"> Not progressed due to current restrictions.
45.16	Cefneithin MUGA - Rust	<ul style="list-style-type: none"> Awaiting progression.
45.17	Parks Tree Planting	<ul style="list-style-type: none"> Awaiting responses from Associations.
45.18	External Audit	<ul style="list-style-type: none"> Annual Return Sent.
45.19	Financial Assistance	<ul style="list-style-type: none"> Food Bank. Awaiting requested details. Donations: Actioned as per June meeting

- Resolved:**

- (i) To receive, note and discuss any relevant matters under the appropriate agenda item.
- (ii) Item 45.5 Cllr Aled Vaughan Owen indicated that he would contact the Headteacher regarding the possibility of an online meeting.
- (iii) Item 45.14. The IT working group be re-established to look at the position. New members could join the group if they so desired.
- (iv) Item 45.19. To allow the matter to progress that the Council instruct and pay for Castell Howell Ltd to provide up to the £250 worth of goods to the Cross Hands Foodbank.

46.0 Agenda Item 5. General and Park Matters.

46.1 General Matters

46.1.1 Governing Body Representatives.

- (i) Ysgol Maes Y Gwendraeth.
 - The County Council advise of two current vacancies on the Governing Body.
 - Cllrs Terry Jones and Brian Kirby had made an expression of interest in being considered for the positions.
 - As there were no Minor Authority Governors on Secondary School Governing Bodies it was not possible for the Community Council to nominate representatives.
 - **Resolved:** That the Clerk forward the application forms to both members who could return them direct to the County Council or via the Clerk.

- (ii) Cefneithin C.P School Governing Body. Minor Authority Representative.
 - Notification had been received that the term of office for the Minor Authority Representative on the Governing Body had come to an end.
 - **Resolved:** That Cllr Simon Martin be nominated as the Community Council's representative to fill the vacancy for the full term of office.

- (iii) Cross Hands and Drefach CP Schools Federation. Minor Authority Representative.
 - The term of office of the current Minor Authority Representative would end on the 30.11.20.
 - **Resolved:** That Cllr Nia Lewis be nominated as the Community Council's representative to fill the vacancy, when it becomes available, for the full term of office.

46.1.2 Employment Contract.

- (i) Hours and Days Worked.
 - Enquiries were made of One Voice Wales in relation to days/hours worked by part time Clerks.
 - There is no survey or factual information available. In their experience the days/hours of work for part -time Clerks is fluid.
 - **Resolved:** To receive and note the information provided.

- (ii) Quarterly Update: Hours worked by Clerk
 - Details were provided of the hours worked during the last two 8-week period as well as the same information for the previous 3 years.
 - The Clerk then left the meeting during discussion of this item.
 - **Resolved:**

- (i) The hours be temporarily increased from the 1st July,2020, to 25 hours per week.
- (ii) The position be monitored and reviewed.
- (iii) An analysis of time spent on the different services be provided for future reports

46.1.3 Grass Cutting Tender.

- The current temporary grass cutting contract was put in place to cater for the uncertainties arising from negotiations regarding the transfer of land at Gorslas for the new primary school.
- The land transfer issues have been clarified and the temporary contract is to terminate on 31.03.21.
- The desirability of re-tendering the service has been identified by the External Auditor and there would be an advantage to the Council in preparing its 2021/22 precept if the outcome of the tender process was known as soon as possible.
- Draft documentation and specifications had been forwarded with the papers for the meeting.
- **Resolved:**
 - (i) A tender for the provision of the service be issued as soon as possible.
 - (ii) The terms and specifications be as per draft tender documents subject to any minor amendments.
 - (iii) That the Sub-committee be authorised to consider the tenders received and make a recommendation to the full Council.

46.1.4 Gorslas New School – Section 104

- Members were advised that in relation to the section 104 wayleave/agreement that
 - (i) Hugh James Solicitors Cardiff had provided a copy of the final agreement and wayleave.
 - (ii) Ungoed Thomas and King have closed the account and invoiced the County Council direct for the advice provided to the Community Council in relation to the above matters.
- **Resolved:** To receive, note and approve the actions taken.

46.1.5 Gorslas New School: Management Agreement.

- The Community Council had made further contact with the County Council to convene a meeting with representatives from the Governing Body in relation to progressing the management agreement.
- Should notification of a meeting be received it would be advantageous if mechanism for negotiating the terms of the agreement were in place beforehand.
- **Resolved:**
 - (i) That authority to negotiate draft terms be delegated to the Sub Committee.
 - (ii) The two County Councillors attend meetings of the Sub Committee relating to the management agreement, as observers without voting rights, subject to the monitoring officer confirming that the arrangement was acceptable and that the position held by Cllr Aled Vaughan Owen as a Governing Body of Gorslas C.P. School was not a procedural or material consideration.

46.1.5 Drefach Park Access Issues: Ward Members Observations.

- As agreed at the previous meeting of the Council the matter was discussed by the Drefach Ward Members who unanimously agreed to submit the following observations for consideration: --
 - (i) The householders of Arfron and Park Villa, Mary St., Drefach be granted pedestrian access from the rear of their respective properties to Drefach Recreation Ground.
 - (ii) The communication and agreement form make it explicit that any right of access would exist only by the continuing permission of the Council; no legal right of access would be created?
 - (iii) The ownership of the entrance road to the Recreation Ground be clarified at a later date.

(iv) That a final draft of the covering letter and agreement be circulated to the Chair, Vice Chair and Drefach Ward Members in advance of the July Council Meeting for confirmation. A draft letter which was acceptable to all had been circulated prior to the meeting.

- The Clerk also outlined the legal advice received in relation to the matter.
- **Resolved:** That letters be sent to residents in accordance with the observations submitted by the Drefach Ward Members.

46.1.6 Meeting - Attendance.

- Cllr Anthony Rees left the meeting at this point.

46.1.7 Cefneithin Park: Prospective Disposal of Land and Hall.

- The Terms of disposal had been amended following the June meeting and forwarded to the Welfare Association for comment.
- Welfare Association confirm they have taken legal advice and having done so agree to the terms and thank the Council for considering the matter.
- A report on the terms of the proposed transaction, an evaluation of alternative options and an independent valuation of the assets had been forwarded to members with the papers for the meeting.
- Members were taken through the report and a full discussion took place in relation to the proposal and options.
- **Resolved:**
 - (i) That, subject to there being no objection expressed by either the External Auditor or Auditor for Wales within the designated objection period, the land and building be transferred free of charge to the Cefneithin and Foelgastell Welfare Association on the terms stipulated in the final Land Transfer Document.
 - (ii) That the External Auditor and Auditor be advised of the Council's decision forthwith.

46.1.8 Summer Recess: Operational Matters.

- Given the likelihood that there would be a need to address and implement operational matters over the summer recess it was prudent to establish a system for so doing.
- **Resolved:**
 - (i) Authorise the Sub-Committee to meet and make operational decisions as from 13.07.20.
 - (ii) That the Chair and Clerk be authorised to convene a meeting of the Council if necessary.
 - (iii) That Standing Orders be suspended during the period.

46.1.9. Play Areas Re-Opening.

- The Govt announced had announced on Friday 10th July that play areas could re-open as from the Monday 20th July, 2020, subject to owners being satisfied that the areas were Covid "safe".
- Risk Assessments would be requirement for each play area. Actions implemented prior to opening.
- Equipment to be safety inspected prior to opening and appropriate signage to be in place.
- **Resolved:** The website and Facebook pages be updated to reflect the current position and the Sub Cttee be authorised to determine the measures required and the timing of the opening of play areas.

46.2. Parks.

46.2.1 Cefneithin Park

- A request for use of the parks had been received from Rugbytots and from Cefneithin Rugby Club
- **Resolved:**
 - (i) A standard draft “letting agreement” be prepared.
 - (ii) During the summer recess the Sub Cttee be authorised to decide applications with a copy of any application being forwarded to Council members for comment before a decision was made.

46.2.2 Cefneithin Park- Grass Cutting Contract

- Members reported that the maintenance gate to the play area had been left unlocked and the lock left on the park wall following the cutting of the grass by the contractor.
- **Resolved:** The matter be brought to the attention of the contractor as a matter of urgency.

46.2.3 Cefneithin Park – Anti Social Behaviour.

- Concern was expressed that groups of young people using the park were not socially distancing.
- **Resolved:** That any such incidents be reported to the Police as soon as possible.

46.2.4 Gorslas: Children’s Play Area being Accessed.

- Reports had been received of two incidents of people having accessed the play area at Gorslas Park.
- Both incidents had been reported to the Police and locks and chains to secure the gates to the play areas were purchased and fitted.
- It was also indicated that there had been 5 previous occasions of individuals having accessed the play area since there had been a relaxation of restrictions.
- **Resolved:** To receive and note the information provided.

46.2.5 Gorslas Park Bins.

- Reported on the 17th June,2020, bins full. Contractor instructed to empty.
- **Resolved:** To receive and note the information provided.

47.0 Agenda Item 6 Urgent Local Matters.

47.1 Cefneithin Parking Issue

- Complaints had been received from residents of indiscriminate street parking by parents and staff of Cefneithin school as a result of the park car park being locked as part of the Covid response.
- Whilst there was no legal obligation to provide parking for the school to help residents a suitable arrangement for locking and unlocking of the gates was made that evening.
- **Resolved:** To receive and note the information provided.

47.2 Drefach Emergency Road Closure U2270.

- Temporary road closure, not exceeding 21 days, from the 18th June on the U2270 NEAR 2 Ddolgoed, Drefach, to allow emergency works by Welsh Water.
- **Resolved:** To receive and note the information provided.

47.3 Drefach: Road Furniture Traffic Island Henffordd.

- The defective items had been reported to the County Council in February however the matter remained unresolved and the concern for the safety of pedestrians and drivers, particularly at night, when the markers were not visible remained.
- **Resolved:** That Cllr Aled Vaughan Owen's kind offer to persue the matter with the relevant County Council Officer be accepted.

47.4 Meeting Attendance.

- Cllr Janice Price left the meeting at this point.

48.0 Agenda Item 7. Members Reports.

48.1 Police and Crime Commissioner Online Meeting 10.07.20 - Cllr Clive Green.

- A summary of the key issues discussed at the meeting was provided and which included:
 - i) Fleet Miles: Reduced significantly by operational changes necessitated by the pandemic.
 - ii) Road Traffic Accidents Investigations: Live pictures from Officers at the scene were being used.
 - iii) PACT: Online meetings trials were being evaluated If successful, could be rolled out in all areas.
- **Resolved:** To receive and note the information provided.

48.2 County Council Update Cllrs Aled Vaughan Owen and Darren Price.

- An update was provided for members on County Council matters which were relevant to the local community which included the following matters:
 - a. Community: As from August online meetings would be held between representatives of the Police, Housing Dept, Youth Service etc commencing in August,2020.
 - b. Planning Committee- meetings had restarted.
 - c. Task and Finish Group had been established to review historical monuments/ street names.
 - d. Swansea Bay Metro. The area extends to include parts of the Amman and Gwendraeth Valleys. There were calls for the feasibility report to include the Cwmmawr to the coast line.
 - e. Re-opening Schools: It was envisaged that all schools would open in September.
 - f. Businesses: 5 step guidance on reopening was available on the Carms C.C website
 - g. Enforcement: actions were only being taken in medium to high risk cases.
 - h. Housing: Routine repairs operational
 - i. Care Homes: Allowing visits.
 - j. Grants: £4m grass roots to support local organisations and clubs established.
 - k. The support from local and national businesses for those in need was exemplary.
 - l. Requests for assistance were declining which followed the national picture.
 - m. Cross Hands Bypass Work had restarted.
 - n. Drefach: Alternative sites were being sought for the re-cycling facility.
 - o. Speeding Vehicles: Increased reports of speeding at Blaenhirwaun and Caegwyn.
 - p. Speeding: Reports of delivery drivers speeding through estates had been received.
 - q. Signage: A householder had been advised they could be liable for a claim if they place their own sign requiring drivers to slow down.

- r. Canolfan Carwyn: Arrangements were being made to re-open the centre.
 - s. Volunteers: Some 70 individuals had volunteered their services to help other during the pandemic. With the re-opening there was a drop in demand and volunteers could stand down or remain on the data base.
 - t. 5G- Concerns had been raised over the facility at Carmel and the possibility of a similar facility within the Gorslas Community Council area.
 - u. Road Safety Markings Uwch Gwendraeth: Cllr Aled Vaughan Owen was pursuing the matter
- **Resolved:** To receive and note the information provided.

49.0 Agenda Item 8. Correspondence.

49.1 Consultation		
Ref	From	Details
49.1.1	Welsh Govt	<ul style="list-style-type: none"> • The Housing and Local Govt Minister is inviting individuals to submit their views on how W.G should support future post-Covid recovery and reconstruction in Wales. Views can be submitted via e mail to ourfuturewales@gov.wales
49.1.2	Dyfed Powys Police and Crime Commissioner	<ul style="list-style-type: none"> • Invitation to attend online virtual public meeting with the Commissioner between 11.00 and 12.00 am on 10.07.20
49.1.3	Welsh Govt	<ul style="list-style-type: none"> • Seeking views of Councils on remote meetings.
49.2 General Correspondence		
49.2.1	Gorslas Church	<ul style="list-style-type: none"> • Letter thanking the Council for its donation
49.2.2	Tabernacl Cefneithin	<ul style="list-style-type: none"> • Letter thanking the Council for its donation
49.2.3	Capel Peniel	<ul style="list-style-type: none"> • Letter thanking the Council for its donation
49.2.4	Cross Hands Cinema & Hall Trustees	<ul style="list-style-type: none"> • Letter thanking the Council for its donation
49.2.5	Hywel Dda CHC	<ul style="list-style-type: none"> • May and June newsletters available electronically from Clerk.
49.2.6	Carms C.C	<ul style="list-style-type: none"> • Invitation to attend free 1.5 hrs. Hate Crime Training sessions – Various Dates in July. Contact Clerk for Details
49.2.7	BHIB Insurance	<ul style="list-style-type: none"> • Legal issue relating to Covid-19 Business interruption
49.2.8	Scribe 2000	<ul style="list-style-type: none"> • Offering accounts package/ unlimited support by accountant
49.2.9	Age Cymru	<ul style="list-style-type: none"> • Free MacMillan Telephone Buddies service for cancer patients.
49.2.10	Age Cymru	<ul style="list-style-type: none"> • Web copy More Money in Your Pocket Guide 2020/21.
49.2.11	Age Cymru	<ul style="list-style-type: none"> • Golden Oldies Charity holding 30-minute online sing along sessions on YouTube every Tuesday and Thursday.

49.2.12	Carms.C.C.	<ul style="list-style-type: none"> Survey by the 7 Health Boards in Wales and Swansea and Cardiff Universities on the impact of coronavirus on emotional well-being and mental health. Interested individuals can access the questionnaire via www.wales-wellbeing.co.uk/survey or at www.wales-wellbeing.co.uk.
49.2.13	Cefneithin Resident	<ul style="list-style-type: none"> Update on Community Support Organisations/Volunteers
49.2.14	Carms C.C.	<ul style="list-style-type: none"> COVID-19 Community Response Fund open to third sector.
49.2.15	South Wales Contractor Framework	<ul style="list-style-type: none"> Advise their services remain operational for contractor to undertake construction work from £1 upwards
49.2.16	Welsh Gov	<ul style="list-style-type: none"> Covid -19 Update forwarded to members prior to meeting.

- **Resolved:** To receive and note the information provided.

50.0 Agenda Item 9 One Voice Wales.

50.1 Electoral Reform Newsletter: June Edition

- Electronic copy available from Clerk.
- **Resolved:** To receive and note the information provided.

50.2 Covid-19 Return to Work H+S Risk Assessment.

- Template provided for employee returning to work risk assessment
- **Resolved:** To receive and note the information provided.

50.3 Online Seminar “Virtual Town Hall” 15.07.20.

- Details available from the Clerk.
- **Resolved:** To receive and note the information provided.

51.0 Agenda Item 10 Planning Matters

51.1 Planning Applications.

No /Ref	Type and Description	Location
W/40801	Variation of condition 1 (extend the period of validity of the period for the submission of approval of reserved matters by a period of 3 years) and 4 (approved plans) on outline approval W/34603.	Land adjacent to, Ynysdawel, Heol Cwmmawr, Drefach, SA14 7AE
W/40779	Variation of Planning Condition 2 of W/36812 to construct a Welsh Medium Primary School with associated landscaping, access and infrastructure works, granted 21.12.2018. IE changes to the material schedule.	Land at Gorslas Recreational Park, Cefneithin Rd, Gorslas, SA14 7HY

W/40775	Construction of a tyre fitting and vehicle maintenance depot, with integral offices, together with access and associated drainage infrastructure.	Plot 11 Cross Hands East Strategic Employment Site, Heol Parc Mawr. Cross Hands.SA14 6RE
W/40740	Full Planning. Demolish existing 6x7 block built outbuilding and replace with larger steel frame 40x7m outbuilding. The new building will be timber clad and will have 2 roller shutter doors and a single personnel door.	Everlasting, Church Rd, Gorslas, SA14 7NL
W/40761	Full Planning. Build a garage. There is reinforced concrete slab already detailed in plans ready for the garage.	15 Heol Treventy, Cross Hands, SA14 6TE
W/40709	Discharge of planning condition no 5 of W/40244.	Ysgol Maes Y Gwendraeth, Heol Y Parc, Cefneithin, SA14 7DT
W/40710	Discharge of condition 10 (scheme of ecological enhancements) of W/40244	Ysgol Maes Y Gwendraeth, Heol Y Parc, Cefneithin, SA14 7DT
W/40711	Discharge of planning condition no6 (Boundary treatments and retaining structures) of W/40244	Ysgol Maes Y Gwendraeth, Heol Y Parc, Cefneithin, SA14 7DT
W/40722	SAB- Approval of conditions. Discharge of conditions 3 and 5 of SAB/00033	Ysgol Maes Y Gwendraeth, Heol Y Parc, Cefneithin, SA14 7DT
W/40728	Discharge of planning condition 7 of W40244, granted 04.05.20.IE provide a construction Environmental Management Plan (CEMP)	Ysgol Maes Y Gwendraeth, Heol Y Parc, Cefneithin, SA14 7DT

- **Resolved:** To receive and note the information provided.

52.0 Finance Agenda Item 11.

52.1 Monthly Income and Expenditure/ Receipts and Payments

(i) Income

- Barclays Bank – Interest £ 12.89.

(ii) Expenditure

Paid To	Description	Amount £
WCVA	Monthly Payroll Charge	21.30
Clerk	Wages and Travelling	1,084.99
HMRC	Qtr. 1 Employee/Employer Contribution	1,503.82
Carms C.C.	Qtr. 1 Employee/Employer Contribution	1,746.81
Lyn Llewellyn Audit	Independent Audit 2019/20	470.00
Cross Hands Hall/ Cinema	Donation	300.00
TBM	Litter April/May	1,080.00
Danfo	June	189.00
SWALEC	Charges Electricity Gorslas P Conveniences	49.21
Gorslas Church	Donation	250.00
Towy Works	Chains/ Locks for Gorslas Park Play Area	143.89
CCW Law	Legal Fees Cefneithin Park Proposal	720.00
Tabernacl Cefneithin	Donation	250.00
Capel Peniel	Donation	250.00

Capel Llanlluan	Donation	250.00
Capel Seion	Donation	250.00
Capel Tabor	Donation	125.00
Towy Works	Locks and Chain	88.33

- **Resolved:** To receive and note the information provided.

52.2 Quarter 1 Financial Monitoring.

- A copy of the monitoring report for the first quarter of the year had been circulated to members with the papers for the meeting.
- The effect of Covid -19 restrictions was noted on both income and expenditure profiles.
- **Resolved:** No budgetary changes necessary currently but that the position be continually monitored.

53.0 General Discussion Item 12.

- The Chair invited members to contribute to a general discussion on issues they would wish to be taken into account in planning a strategic direction for the future direction of the Council.
- The items included in the wide-ranging discussion included matters relating to the following:
 - a) Legal Matters.
 - b) Profile Matters
 - c) Community Presence
 - d) Community Interaction.
 - e) Rolling programme of equipment replacement.
 - f) Progressing the updating of the Council's website.
 - g) Raising Awareness of Local Heritage.
 - h) Revision of Community Grant Application Form.
- **Resolved:** To receive and note the information provided and that members forward any additional issues or areas they wish to highlight to the Chair and Clerk.

53.0 Next Meeting.

- The next meeting of the Council would be on Monday 14th September,2020 at 7.00p.m.
- There being no further matters to transact the Chair closed the meeting at 21:15 hrs.