



## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
Clerc y Cyngor / Clerk to the Council  
Canolfan Gymuned Llangatwg / Cadoxton Community Centre  
Heol Cwmbach / Cwmbach Road  
Llangatwg / Cadoxton  
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Symudol / Mobile – 07873 129744  
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16 May 2022

To all Members of the Public and Press, you are hereby invited to attend the

### ANNUAL MEETING

and

### MONTHLY MEETING OF THE COUNCIL

Annual Meeting commencing at 6.00 pm

Monthly Meeting commencing  
as soon as possible thereafter

To be held at  
Cadoxton Community Centre  
and Online

on

Monday 23 May 2022

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 20 May 2022**

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Agenda attached overleaf

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## **AGENDA : ANNUAL MEETING**

- 1 To receive apologies for absence.
  - 2 To receive declarations of interest from Members.
  - 3 To appoint a Chairman for 2022/23, and receive the Chairman's Declaration of Acceptance of Office or, if not received, to declare when it shall be received.
  - 4 To appoint a Vice-Chairman for 2022/23 and receive the Vice-Chairman's Declaration of Acceptance of Office or, if not received, to declare when it shall be received.
  - 5 To adopt the Members Code of Conduct
  - 6 To consider the need for the following Committees and, where appropriate, to elect Members to Committees –
    - Resources Committee
    - Open Spaces Committee
    - Festivals Committee
    - Staffing Committee
    - Appeals Committee
  - 7 To elect Members to represent the Council on external bodies –
    - Neath Port Talbot CBC/Community Councils Liaison Committee
    - One Voice Wales Neath Port Talbot Area Committee
    - School Governing Bodies
  - 8 To consider the Income and Expenditure Report for 2021/22 and any issues arising therefrom.
  - 9 To consider the Draft Annual Investment Strategy for 2022/23
  - 10 To consider adoption of the following –
    - Standing Orders
    - Financial Regulations
    - Health and Safety Policy
    - Freedom of Information Scheme
    - Risk Assessment Schedule
  - 11 To consider the Draft Annual Report 2022
  - 12 To agree meetings of Council that will consider applications for financial assistance, and discuss policy for awarding grants
  - 13 To consider financial management arrangements in 2022/23
  - 14 To receive the Clerk's Report on Member Remuneration in 2022/23
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## **AGENDA : MONTHLY MEETING OF COUNCIL**

- 1 To receive apologies for absence
  - 2 To receive Declarations of Interest from Members.
  - 3 To confirm the Minutes of the Monthly Meeting of Council held on the 25 April 2022 as a correct record thereof.
  - 4 Matters arising from the Minutes.
  - 5 To receive the Clerk's Report and approve Payments to be made in May 2022.
  - 6 To receive the Clerk's Report on Planning Applications.
  - 7 To receive the Clerk's Report on Community Centre Management
  - 8 To receive any reports relating to Police Matters within the community
  - 9 To receive reports from Members in relation to Outside Bodies
  - 10 To receive the Clerk's Report on the Final Internal Audit Report on the Council's 2021-22 Accounts.
  - 11 To receive the Clerk's update Report on Improvements at the Cilfrew Community Centre
  - 12 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two items by virtue of the nature of the business to be transacted.
  - 13 To discuss any Matters Arising from the Minutes (Item 3) of a confidential nature.
  - 14 To consider any reports relating to Health and Safety
  - 15 To receive the Clerk's Report on Correspondence.
-



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13 June 2022

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 20 June 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Anyone who wishes to attend the meeting online MUST inform the Clerk in writing  
by  
12 Noon on Friday 17 June 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To confirm the Minutes of the Annual Meeting of Council held on 23 May 2022
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 23 May 2022
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in June 2022
- 7 To receive the Clerk's Report on Planning Applications in June 2022
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community
- 10 To receive reports from Members in relation to Outside Bodies

- 11 To receive the Clerk's update Report on Improvements at the Cilfrew Community Centre
- 12 To receive the Clerk's Report on Terms of Reference for Council Committees
- 13 To consider a proposal that the Council investigate taking responsibility for the Aberdulais Playground
- 14 To consider how Council may pursue its duty under the Environment (Wales) Act 2016
- 15 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two Items by virtue of the nature of the business to be transacted.
- 16 To discuss any Matters Arising from the Minutes (Items 3 and 4) of a confidential nature.
- 17 To consider any reports relating to Health and Safety
- 18 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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11 July 2022

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 18 July 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 15 July 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To confirm the Minutes of the Monthly Meeting of Council held on 20 June 2022
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments made in July 2022
- 6 To receive the Clerk's Report on Planning Applications in July 2022
- 7 To receive the Clerk's Report on Community Centre Management
- 8 To receive any reports relating to Police Matters within the community
- 9 To receive reports from Members in relation to Outside Bodies
- 10 To receive the Clerk's update Report on Improvements at the Cilfrew Community Centre
- 11 To receive the Clerk's update Report on investigations relating to the Aberdulais Playground

- 12 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two Items by virtue of the nature of the business to be transacted.
- 13 To discuss any Matters Arising from the Minutes (Item 3) of a confidential nature.
- 14 To consider any reports relating to Health and Safety
- 15 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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25<sup>th</sup> July 2022

**To Members of the Public and Press you are hereby invited to attend a Meeting of  
the FESTIVALS COMMITTEE of the Council**

**To be held in the CADOXTON COMMUNITY CENTRE  
on Monday 1<sup>st</sup> August at 6.30pm**

***Michaela Chaplin***

**MICHAELA CHAPLIN  
ASSISTANT CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To elect a Chairman for 2022/23
- 4 To elect a Vice-Chairman for 2022/23
- 5 To review the Terms of Reference of the Committee and if appropriate refer back to Council for amendment
- 6 To receive the Assistant Clerk's report on the Committee's budget for 2022-23
- 7 To discuss an open day on completion of Cilfrew Community Centre improvements
- 8 To discuss ideas for future events in 2022/23 and 2023/24





## Cyngor Cymuned Blaenhonddan

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08 August 2022

To Members of the Public and Press you are hereby invited to attend a Meeting of the  
**RESOURCES COMMITTEE** of the Council

To be held in the CADOXTON COMMUNITY CENTRE  
and as a VIRTUAL MEETING ONLINE  
on Monday 15 August at 6.30pm

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To elect a Chairman for 2022/23
- 4 To elect a Vice-Chairman for 2022/23
- 5 To review the Terms of Reference of the Committee and if appropriate refer back to Council for amendment
- 6 To receive the Clerk's Report on 2022-23 Budget Monitoring for Quarter 1 ending 30 June 2022
- 7 To receive the Bank Reconciliation of the Council's Accounts for Quarter 1 ending 30 June 2022
- 8 To discuss application of The Finance and Governance Toolkit for Community and Town Councils and, if appropriate, commence the initial stages.

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**Members of the Public and Press who wish to attend the meeting online MUST inform the Clerk in writing by 12 Noon on Friday 12 August 2022**

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## Cyngor Cymuned Blaenhonddan

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26 August 2022

**To Members of the Public and Press you are hereby invited to attend a  
SPECIAL MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 05 September 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by  
12 Noon on Friday 02 September 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To consider Candidate Sites suggested for development under the Neath Port Talbot Replacement Local Development Plan



## Cyngor Cymuned Blaenhonddan

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**21 September 2022**

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 26 September 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 23 September 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 18 July 2022
- 5 To confirm the Minutes of a Special Meeting of Council held on 05 September 2022
- 6 Matters Arising from the Minutes
- 7 To receive the Clerk's Report and approve Payments made in August and September 2022
- 8 To receive the Clerk's Report on Planning Applications in August and September 2022
- 9 To receive the Clerk's Report on Community Centre Management

- 10 To receive any reports relating to Police Matters within the community
- 11 To receive reports from Members in relation to Outside Bodies
- 12 To consider and if thought fit adopt the Minutes of the Festivals Committee held on the 01 August 2022, or pass such resolutions thereon as may be deemed expedient
- 13 To consider and if thought fit adopt the Minutes of the Resources Committee held on the 15 August 2022, or pass such resolutions thereon as may be deemed expedient
- 14 To receive the Clerk's Report on the Casual Vacancy in the Bryncoch South Ward
- 15 To review the Council's IT, Website and Social Media arrangements and consider whether other opportunities for public engagement should be investigated
- 16 To consider the Welsh Government Consultation on "A Fairer Council Tax"
- 17 To consider a request that the Council make provision for allotments in Waunceirch
- 18 To receive the Clerk's Report on the Furzeland Drive TPO Tree Survey and consider any consequential actions arising therefrom
- 19 To consider a request to licence a parcel of land from the Council's landholding at Furzeland Drive Bryncoch
- 20 To consider a request for additional use of the Cilfrew Playing Field
- 21 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following three Items by virtue of the nature of the business to be transacted.
- 22 To discuss any Matters Arising from the Minutes (Item 4 and 5) of a confidential nature.
- 23 To consider any reports relating to Health and Safety
- 24 To receive the Clerk's Report on Improvements at the Cilfrew Community Centre
- 25 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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10 October 2022

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 17 October 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 14 October 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To receive a representative from Planning Aid Wales regarding the redevelopment of Caewern House, Dwr y Felin Road, Caewern
- 4 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 5 To confirm the Minutes of the Monthly Meeting of Council held on 26 September 2022
- 6 Matters Arising from the Minutes
- 7 To receive the Clerk's Report and approve Payments made in October 2022
- 8 To receive the Clerk's Report on Planning Applications in October 2022

- 9 To receive the Clerk's Report on Community Centre Management
- 10 To receive any reports relating to Police Matters within the community
- 11 To receive reports from Members in relation to Outside Bodies
- 12 To consider Applications for Financial Assistance
- 13 To consider a proposal for Community Public Access Defibrillators at Cilfrew and Cadoxton
- 14 To consider a proposal received from the Caewern and Bryncoch South Together Group
- 15 To receive the Clerk's Update on discussions relating to Aberdulais Playground
- 16 To consider accessing the Welsh Government Warm Spaces Fund and the practicality of opening Council premises under the initiative
- 17 To consider the Draft Annual Report of the Independent Remuneration Panel for Wales
- 18 To receive the Clerk's Report on Improvements at the Cilfrew Community Centre
  
- 19 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following three Items by virtue of the nature of the business to be transacted.
  
- 20 To discuss any Matters Arising from the Minutes (Item 5) of a confidential nature.
- 21 To consider any reports relating to Health and Safety
- 22 To receive notification from the Clerk of a complaint received regarding a Member of Council
  
- 23 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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14 November 2022

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 21 November 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 17 November 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 17 October 2022
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in November 2022
- 7 To receive the Clerk's Report on Planning Applications in November 2022
- 8 To receive the Clerk's Report on Community Centre Management

- 9 To receive any reports relating to Police Matters within the community
- 10 To receive reports from Members in relation to Outside Bodies
- 11 To consider an appeal against the Council's decision in respect of the proposal received from the Caewern and Bryncoch South Together Group
- 12 To consider a Draft Training Plan
- 13 To consider a Draft Biodiversity Action Plan and Report and determine any actions arising therefrom
- 14 To receive the Clerk's Report on Trees on the Council's Furzeland Drive Land
- 15 To consider the Draft Annual Report of the Independent Remuneration Panel for Wales
- 16 To consider the Welsh Government Consultation on Electoral Administration and Reform in Wales
- 17 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following three Items by virtue of the nature of the business to be transacted.
- 18 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 19 To consider any reports relating to Health and Safety
- 20 To receive the Clerk's Report on the National Pay Award for 2022-23
- 21 To receive the Clerk's Report on Correspondence.





## Cyngor Cymuned Blaenhonddan

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30 November 2022

**To Members of the Public and Press you are hereby invited to attend a Meeting of the  
RESOURCES COMMITTEE of the Council**

**To be held in the CADOXTON COMMUNITY CENTRE  
and as a VIRTUAL MEETING ONLINE  
on Monday 05 December at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To approve the Minutes of the Resources Committee held on 15 August 2022 as a correct record
- 4 Matters Arising from the Minutes.
- 5 To receive the Clerk's Report on 2022-23 Budget Monitoring for Quarter 2 ending 30 September 2022
- 6 To receive the Bank Reconciliation of the Council's Accounts for Quarter 2 ending 30 September 2022
- 7 To consider a report from the Council's Internal Auditor following the Mid-year Audit of the 2022/23 Accounts
- 8 To review the Council's Hire Charges for Community Centres, Playing Fields and for the Use of Council Land
- 9 To receive the Clerk's Report on Budget Estimates for 2023/24 and determine a Precept arising therefrom

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**Members of the Public and Press who wish to attend the meeting online MUST inform the Clerk in writing by 12 Noon on Friday 02 December 2022**

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/overleaf

Members appointed to the Resources Committee at the Annual Meeting are – Councillors D Jones, J Hale, C Williams, W Griffiths, J Betts. Alternates are Councillors A Burton and H Harry

Note - ALL Members of Council are entitled to attend this Committee if they wish and if not appointed to the Committee will be present as non-voting Members.



## Cyngor Cymuned Blaenhonddan

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07 December 2022

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 12 December 2022 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 09 December 2022**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 21 November 2022
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in December 2022
- 7 To receive the Clerk's Report on Planning Applications in December 2022
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community
- 10 To receive reports from Members in relation to Outside Bodies

/overleaf

- 11 To consider and if thought fit adopt the Minutes of the Resources Committee held on 05 December 2022 or pass such resolutions thereon as may be deemed expedient
- 12 To consider a Pre-Application Consultation for Development at Caewern House
- 13 To consider a proposal from Bryncoch Football Club regarding the Waunceirch District Park
- 14 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following four Items by virtue of the nature of the business to be transacted.
- 15 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 16 To consider any reports relating to Health and Safety
- 17 To receive the Clerk's Report on the National Pay Award for 2022-23
- 18 To consider a quotation for replacement Car Park Lights at Owain Glyndwr Community Centre
- 19 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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**09 January 2023**

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 16 January 2023 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 13 January 2023**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 12 December 2022
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in January 2023
- 7 To receive the Clerk's Report on Planning Applications in January 2023
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community

- 10 To receive reports from Members in relation to Outside Bodies
- 11 To consider and if thought fit adopt the Minutes of the Festivals Committee held on 09 January 2023 or pass such resolutions thereon as may be deemed expedient
- 12 To consider and if thought fit adopt the Minutes of the Environment Committee held on 11 January 2023 or pass such resolutions thereon as may be deemed expedient
- 13 To receive the Clerk's Report and consider actions in respect of the Furzeland Drive TPO
- 14 To receive the Clerk's Report on ROSPA Inspections of the Council's playgrounds
- 15 To receive an update on discussions with Bryncoch Football Club and Neath Port Talbot CBC regarding the Waunceirch District Park
- 16 To receive the Clerk's Final Account Report on the Cilfrew Community Centre Improvements
- 17 To consider the Clerk's Report on the Casual Vacancy that has arisen in the Cilfrew Ward
- 18 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following two Items by virtue of the nature of the business to be transacted.
- 19 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 20 To consider any reports relating to Health and Safety
- 21 To receive the Clerk's Report on Correspondence



## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
Clerc y Cyngor / Clerk to the Council  
Canolfan Gymuned Llangatwg / Cadoxton Community Centre  
Heol Cwmbach / Cwmbach Road  
Llangatwg / Cadoxton  
CASTELL NEDD / NEATH  
SA10 8AR

Ffôn / Tel – 01639 632436  
Symudol / Mobile – 07873 129744  
e-bost / e-mail – clerk@blaenhonddan-wcc.gov.uk

31<sup>st</sup> January 2023

**To Members of the Council, you are hereby invited to attend a Meeting of the  
FESTIVALS COMMITTEE of the Council**

**To be held in the CILFREW COMMUNITY CENTRE  
on Monday 6<sup>th</sup> February at 6.30pm**

***Michaela Chaplin***

**MICHAELA CHAPLIN  
ASSISTANT CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To approve the Minutes of the Festivals Committee held on 9th January 2023 as a correct record
- 4 Matters Arising
- 5 To consider arrangements for the Owain Glyndwr Community Centre Fun Day and review Action plan V.1.

**ALL Members of Council are entitled to attend this Committee if they wish and if not appointed to the Committee will be present as non-voting Members.**

Members appointed to the Festivals Committee at the Annual Meeting are – Councillors W Griffiths, J Hale, J Harle, C Williams, A Burton, S Mitchell, L Bromham Nichols, A M Broom and Lucia Rabaiotti Jones



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**13 February 2023**

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 20 February 2023 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 17 February 2023**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 16 January 2023
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in February 2023
- 7 To receive the Clerk's Report on Planning Applications in February 2023
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community
- 10 To receive reports from Members in relation to Outside Bodies

/overleaf



- 11 To consider and if thought fit adopt the Minutes of the Festivals Committee held on 06 February 2023 or pass such resolutions thereon as may be deemed expedient
- 12 To receive the Clerk's Report on actions and quotations in respect of the Furzeland Drive TPO
- 13 To receive the Clerk's Report on Energy Efficiency Reports received in respect of Aberdulais and Cilfrew Community Centres
- 14 To receive the Clerk's progress report on the Casual Vacancy in the Cilfrew Ward
- 15 To consider "A Shared Community – Charter Agreement" issued by Neath Port Talbot CBC
  
- 16 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following four Items by virtue of the nature of the business to be transacted.
  
- 17 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 18 To consider any reports relating to Health and Safety
- 19 To consider arrangements for Grounds Maintenance in 2023/24
- 20 To consider a proposal for additional storage at Caewern Community Centre
  
- 21 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

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20 February 2023

**To Members of the Public and Press you are hereby invited to attend a Meeting of the  
RESOURCES COMMITTEE of the Council**

**To be held in the CADOXTON COMMUNITY CENTRE  
and as a VIRTUAL MEETING ONLINE  
on Monday 27 February 2023 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 3 To approve the Minutes of the Resources Committee held on 05 December 2022 as a correct record
- 4 Matters Arising from the Minutes.
- 6 To receive the Clerk's Report on 2022-23 Budget Monitoring for Quarter 3 ending 31 December 2022
- 7 To receive the Bank Reconciliation of the Council's Accounts for Quarter 3 ending 31 December 2022
- 8 To consider Council's approach to capital projects in 2023-24 and prioritize potential projects accordingly
- 9 To revisit the conclusions of Part 1 of The Finance and Governance Toolkit for Community and Town Councils and, if appropriate, agree a work programme for implementation.

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**Members of the Public and Press who wish to attend the meeting online MUST inform the Clerk in writing by 12 Noon on Friday 24 February 2023**

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## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
Clerc y Cyngor / Clerk to the Council  
Canolfan Gymuned Llangatwg / Cadoxton Community Centre  
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**1<sup>st</sup> March 2023**

**To Members of the Public and Press, you are hereby invited to attend a Meeting of  
the FESTIVALS COMMITTEE of the Council**

**To be held in the CILFREW COMMUNITY CENTRE  
on Monday 13<sup>th</sup> March at 6.00pm**

***Michaela Chaplin***

**MICHAELA CHAPLIN  
ASSISTANT CLERK TO THE COUNCIL**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To approve the Minutes of the Festivals Committee held on 6th February 2023  
as a correct record (copy attached).
- 4 Matters Arising
- 5 To consider arrangements for the Owain Glyndwr Community Centre Fun Day and  
review Action plan V.2.
- 6 Any other matters



## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
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**3<sup>rd</sup> March 2023**

**To Members of the Public and Press, you are hereby invited to attend a Meeting of  
the ENVIRONMENT COMMITTEE of the Council**

**To be held in the CILFREW COMMUNITY CENTRE  
on Monday 13<sup>th</sup> March at 7.45pm**

*Michaela Chaplin*

**MICHAELA CHAPLIN  
ASSISTANT CLERK TO THE COUNCIL**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To approve the Minutes of the Festivals Committee held on 11<sup>th</sup> January 2023  
as a correct record
- 4 Matters Arising
- 5 Update on Swift boxes
- 6 To discuss Sunflower growing competition
- 7 To discuss activity ideas for the Community Fun day stall
- 8 To discuss ideas for future biodiversity projects in line with the Councils Biodiversity  
Action Plan in 2022/23 and 2023/24



## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
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13 March 2023

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 20 March 2023 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 17 March 2023**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 20 February 2023
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in March 2023
- 7 To receive the Clerk's Report on Planning Applications in March 2023
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community

- 10 To receive reports from Members in relation to Outside Bodies /overleaf
- 11 To consider and if thought fit adopt the Minutes of the Resources Committee held on 27 February 2023 or pass such resolutions thereon as may be deemed expedient
- 12 To consider and if thought fit adopt the Minutes of the Festivals Committee held on 13 March 2023 or pass such resolutions thereon as may be deemed expedient
- 13 To consider and if thought fit adopt the Minutes of the Environment Committee held on 13 March 2023 or pass such resolutions thereon as may be deemed expedient
- 14 To receive the Clerk's report on the Casual Vacancy in the Cilfrew Ward and consider Expressions of Interest in Co-option
- 15 To consider the Audit Wales Report on the Council's 2021-22 Accounts and any actions arising therefrom
- 16 To consider and, if appropriate adopt, a Fixed Asset Register commencing in the current financial year
- 17 To consider the following documents submitted in relation to the NPT Replacement Local Development Plan
- Consultation Draft Key Issues, Vision and Objectives Background Paper
  - Urban Capacity Study
- 18 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following three Items by virtue of the nature of the business to be transacted.
- 19 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 20 To consider any reports relating to Health and Safety
- 21 To consider quotations received for Grounds Maintenance in 2023/24
- 22 To receive the Clerk's Report on Correspondence.



## Cyngor Cymuned Blaenhonddan

Rowland Lanchbury  
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12 April 2023

**To Members of the Public and Press you are hereby invited to attend the  
MONTHLY MEETING of the Council**

**To be held at Cadoxton Community Centre  
and as a VIRTUAL MEETING ONLINE  
on Monday 17 April 2023 at 6.30pm**

*Rowland Lanchbury*

**ROWLAND LANCHBURY  
CLERK TO THE COUNCIL**

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**Members of the Public and Press who wish to attend the meeting online MUST  
inform the Clerk in writing by 12 Noon on Friday 14 April 2023**

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### **AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To consider matters raised by members of the public and to be reported upon by the Clerk at the next meeting, where appropriate, in accordance with Council's policy thereon
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 20 March 2023
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in April 2023
- 7 To receive the Clerk's Report on Planning Applications in April 2023
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To receive any reports relating to Police Matters within the community
- 10 To receive reports from Members in relation to Outside Bodies

/overleaf

- 11 To consider the Clerk's Report on the Cilfrew Community Centre Improvements and any actions arising to conclude the contract
- 12 To review the Council's Training Plan and agree actions for 2023/24
- 13 To consider Applications for Financial Assistance
- 14 To consider passing a resolution that further to Subsection (1) of Section 2 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the following three Items by virtue of the nature of the business to be transacted.
- 15 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 16 To consider any reports relating to Health and Safety
- 17 To receive the Clerk's Report on Insurance Proposals
- 18 To receive the Clerk's Report on Correspondence.





## Cyngor Cymuned Blaenhonddan

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26<sup>th</sup> April 2023

**To Members of the Public and Press, you are hereby invited to attend a Meeting of  
the FESTIVALS COMMITTEE of the Council**

**To be held in the BRYNCOCH COMMUNITY CENTRE  
on Wednesday 3<sup>rd</sup> May at 6.00pm**

***Michaela Chaplin***

**MICHAELA CHAPLIN  
ASSISTANT CLERK TO THE COUNCIL**

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### AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To sign the Minutes of the Festivals Committee held on 13<sup>th</sup> March 2023
- 4 Matters Arising
- 5 To discuss the attendance of Utility Warehouse at the Fun Day
- 6 To finalise arrangements for the Owain Glyndwr Community Centre Fun Day and review action plan V.3.
- 7 To consider resources and allocate roles