



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

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10 May 2021

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 6.30 pm

**Monthly Meeting commencing
as soon as possible thereafter**

To be held Online

on

Monday 17 May 2021

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

Agenda attached overleaf

AGENDA : ANNUAL MEETING

- 1 To receive apologies for absence.
 - 2 To receive declarations of interest from Members.
 - 3 To appoint a Chairman for 2021/22, 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 2021/22 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 2020/21 and any issues arising therefrom.
 - 9 To consider the Draft Annual Investment Strategy for 2021//22.
 - 10 To consider adoption of the following –
 - Standing Orders
 - Financial Regulations
 - Health and Safety Policy
 - Freedom of Information Scheme
 - Risk Management Plan and Risk Assessment Schedule
 - 11 To consider the Draft Annual Report 2021
 - 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 2021/22.
 - 14 To receive the Clerk's Report on Member Remuneration in 2021/22.
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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 19 April 2021 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 2021.
 - 6 To receive the Clerk's Report on Planning Applications.
 - 7 To receive the Clerk's Report on Community Centre Management
 - 8 To review the Council's current arrangements in view of COVID-19
 - 9 To receive the Clerk's Report on the Casual Vacancy in the Bryncoch South Ward
 - 10 To receive the Clerk's Report on updates relating to the development of the following playgrounds –
 - Leiros Parc
 - Ynysygerwn
 - 11 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.
 - 12 To discuss any Matters Arising from the Minutes (Item 3) of a confidential nature.
 - 13 To consider any reports relating to Health and Safety
 - 14 To receive the Clerk's Report on discussions relating to the Cilfrew Community Centre Improvements
 - 15 To receive the Clerk's Report on Correspondence.
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14 June 2021

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

**To be held as a VIRTUAL MEETING ONLINE
on Monday 21 June 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

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 17 May 2021
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 17 May 2021
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in June 2021
- 7 To receive the Clerk's Report on Planning Applications in June 2021
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To review the Council's current arrangements in view of COVID-19
- 10 To receive the Clerk's Report on the Casual Vacancy in the Bryncoch South Ward and, if appropriate, to co-opt an individual to serve on Council.
- 11 To receive the Internal Auditor's Report on the Council's Accounts for 2020/21 and if appropriate, to authorize the Responsible Financial Officer and the Chairman to certify the Annual Return accordingly.

- 12 To receive the Clerk's Report on potential improvements at the following playgrounds–
 - Leiros Parc
 - Ynysygerwn
- 13 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.
- 14 To discuss any Matters Arising from the Minutes (Items 3 and 4) of a confidential nature.
- 15 To consider any reports relating to Health and Safety
- 16 To receive the Clerk's Report on Correspondence.



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09 August 2021

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

**To be held as a VIRTUAL MEETING ONLINE
on Monday 16 August 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

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 21 June 2021
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments made in July and August 2021
- 6 To receive the Clerk's Report on Planning Applications in July and August 2021
- 7 To receive the Clerk's Report on Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive the Clerk's Report on Proposals submitted by Bryncoch Football Club regarding the Waunceirch District Park.
- 10 To receive the Clerk's Report on potential improvements at Cilfrew Community Centre
- 11 To consider whether to resume "face to face" meetings of Council in September 2021
- 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 (Items 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 September 2021

**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
on Monday 20 September 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To receive Inspector Lindsey Sweeney, South Wales Police
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 16 August 2021
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in September 2021
- 7 To receive the Clerk's Report on Planning Applications in September 2021
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To review the Council's current arrangements in view of COVID-19
- 10 To consider a request that a bench be placed on the green space owned by the Council at Furzeland Drive Bryncoch
- 11 To receive the Clerk's Report on an issue arising at the Leiros Parc Playground
- 12 To receive the Clerk's Report on Multi Location Meetings

- 13 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.

- 14 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 15 To consider any reports relating to Health and Safety
- 16 To consider actions arising from the retirement of the Council's appointed Internal Auditor

- 17 To receive the Clerk's Report on Correspondence.



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11 October 2021

**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
on Monday 18 October 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To receive Inspector Lindsey Sweeney, South Wales Police
- 4 To confirm the Minutes of the Monthly Meeting of Council held on 20 September 2021
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report and approve Payments made in October 2021
- 7 To receive the Clerk's Report on Planning Applications in October 2021
- 8 To receive the Clerk's Report on Community Centre Management
- 9 To review the Council's current arrangements in view of COVID-19
- 10 To receive the Clerk's Report on issues relating to playgrounds
- 11 To consider Applications for Financial Assistance

- 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 4) of a confidential nature.
- 14 To consider any reports relating to Health and Safety
- 15 To receive the Clerk's update on the Appointment of an Assistant Clerk

- 16 To receive the Clerk's Report on Correspondence.



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08 November 2021

**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
on Monday 15 November 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

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 18 October 2021
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments made in November 2021
- 6 To receive the Clerk's Report on Planning Applications in November 2021
- 7 To receive the Clerk's Report on Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive the Clerk's Report on potential participation in biodiversity projects
- 10 To receive the Clerk's Report on progress with regard to improvements at Cilfrew Community Centre

- 11 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.

- 12 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 13 To consider any reports relating to Health and Safety
- 14 To receive the Clerk's update on the Appointment of an Assistant Clerk
- 15 To receive the Clerk's report on infrastructure investment to facilitate –
 - Multi Location Meetings
 - IT Upgrades

- 16 To receive the Clerk's Report on Correspondence.



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06 December 2021

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

**To be held at Cadoxton Community Centre
on Monday 13 December 2021 at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

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 15 November 2021
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments made in December 2021
- 6 To receive the Clerk's Report on Planning Applications in December 2021
- 7 To receive the Clerk's Report on Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive the Clerk's Report on Land Management and Tree Issues at Furzeland Drive and Cadoxton Park
- 10 To receive the Clerk's Report on Budget and Precept Arrangements for 2022/23
- 11 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.

- 12 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 13 To consider any reports relating to Health and Safety
- 14 To receive the Clerk's Report on Tenders on Improvements at Cilfrew Community Centre and consider options moving forward.
- 15 To receive the Clerk's report on infrastructure investment to facilitate –
 - Multi Location Meetings
 - IT Upgrades
- 16 To receive the Clerk's Report on Correspondence.



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14 February 2022

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

**To be held in CADOXTON COMMUNITY CENTRE
Cadoxton, Neath SA10 8AR
and as a VIRTUAL MEETING ONLINE
on Monday 21 February 2022, at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members of the Public who wish to attend the meeting online MUST inform the
Clerk by 12 Noon on Friday 18 February 2022**

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 17 January 2022
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments in February 2022
- 6 To consider the Clerk's Report on Planning Applications
- 7 To receive any reports relating to Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive any reports relating to Police matters or PACT Meetings
- 10 To receive reports from Members in relation to Outside Bodies
- 11 To receive the Clerk's Report on Improvements at Cilfrew Community Centre

/continued overleaf

- 12 To consider the Clerk's Update on discussions relating to Biodiversity Proposals and consider consequential arrangements for Grounds Maintenance in 2022/23
 - 13 To receive the Clerk's Report on the Internal Audit of the 2021/22 Accounts
 - 14 To receive the Clerk's Report on the Use and Development of Social Media
 - 15 To consider a proposal to improve pedestrian circulation at Wauanceirch District Park

 - 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 Items 17-18 by virtue of the nature of the business to be transacted

 - 17 To discuss any confidential Matters Arising from the Minutes of Council (Item 3)
 - 18 To consider any reports relating to Health and Safety

 - 19 To receive the Clerk's Report on Correspondence
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14 March 2022

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

**To be held
as a VIRTUAL MEETING ONLINE
on Monday 21 March 2022, at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members of the Public who wish to attend the meeting online MUST inform the
Clerk by 12 Noon on Friday 18 March 2022**

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 21 February 2022
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments in March 2022
- 6 To consider the Clerk's Report on Planning Applications
- 7 To receive any reports relating to Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive any reports relating to Police matters or PACT Meetings
- 10 To receive reports from Members in relation to Outside Bodies

/continued overleaf

- 11 To receive the Clerk's Report on the External Audit of the 2021-22 Accounts
 - 12 To receive the Clerk's Report on Insurance Arrangements for 2022-23
 - 13 To consider membership of One Voice Wales in 2022-23
 - 14 To consider Tree Survey Reports at Cadoxton and Furzeland Drive Bryncoch

 - 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 Items 16-19 by virtue of the nature of the business to be transacted

 - 16 To discuss any confidential Matters Arising from the Minutes of Council (Item 3)
 - 17 To consider any reports relating to Health and Safety
 - 18 To consider Grounds Maintenance Quotations for 2022-23
 - 19 To receive the Clerk's Report on the National Pay Award for 2021-22

 - 20 To receive the Clerk's Report on Correspondence
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19 April 2022

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

**To be held in CADOXTON COMMUNITY CENTRE
Cadoxton, Neath SA10 8AR
and as a VIRTUAL MEETING ONLINE
on Monday 25 April 2022, at 6.30pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members who wish to attend the meeting online MUST inform the Clerk by 12
Noon on Friday 22 April 2022**

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 21 March 2022
- 4 Matters Arising from the Minutes
- 5 To receive the Clerk's Report and approve Payments in April 2022
- 6 To consider the Clerk's Report on Planning Applications
- 7 To receive any reports relating to Community Centre Management
- 8 To review the Council's current arrangements in view of COVID-19
- 9 To receive any reports relating to Police matters or PACT Meetings
- 10 To receive reports from Members in relation to Outside Bodies

/continued overleaf

- 11 To consider Applications for Financial Assistance

- 12 To receive the Clerk's Update Report on Actions following the Interim Internal Audit and Arrangements for Audit of 2021-22 Accounts.
 - 13 To receive the Clerk's Report on future actions arising from the Local Government Elections (Wales) Act 2021
 - 14 To consider a request for an additional bench seat at Cadoxton Park
 - 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 Items 16-18 by virtue of the nature of the business to be transacted
 - 16 To discuss any confidential Matters Arising from the Minutes of Council (Item 3)
 - 17 To consider any reports relating to Health and Safety
 - 18 To consider a quotation for consequential works arising from the Tree Survey Reports at Cadoxton
 - 19 To receive the Clerk's Report on Correspondence
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