

**The following are DRAFT Minutes and may be amended
when presented for approval at the next meeting of
Council**

**Cyngor Cymuned Blaenhonddan
Blaenhonddan Community Council**

Minutes of the Monthly Meeting of Council held on Monday 15 September 2025 at 6.30 pm in the Cadoxton Community Centre, Neath and Online

Presiding Councillor H Harry
Present In Person - Councillors A M Broom, G T Morgan, G Morgan, J Betts, C Williams, R Lewis, A Burton
 Online – Councillor C Heath
Apologies Councillors W Griffiths, J Hale, C Lewis, L Bromham-Nichols, C Parry

5843 Declarations of Interest

There were no declarations of interest at the start of the meeting.

5844 Matters Raised by Members of the Public

There were no members of the public present.

5845 Minutes of the Monthly Meeting held on 21 July 2025

RESOLVED that the Minutes of the Monthly Meeting of Council held on 21 July 2025 be confirmed as a correct record.

5846 Matters Arising

1. Further to Minute 5827 relating to the NPT CBC Youth Service, the Clerk outlined the response received in respect of the Aberdulais and Caewern Youth Clubs. RESOLVED noted.
2. Further to Minute 5830 relating to allotment allocations, the Clerk updated Members on changes to allotment agreements. RESOLVED noted.

5847 Financial Matters – August and September 2025

RESOLVED that the Clerk's report on payments and transfer of funds in August and September 2025 be approved.

5848 Planning Applications – August and September 2025

RESOLVED no objection to the following applications –

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| P2025/0531 | Extensions | 61 Woodlands Park Drive Cadoxton |
| P2025/0588 | Extensions / Access Improvements | 23 Main Road Bryncoch |

RESOLVED no objection to the following applications, subject to the views of the NPT CBC arboricultural officer –

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|------------|-------------------|----------------------------------|
| P2025/0561 | Work to TPO Tree | 1 Leiros Parc Drive Bryncoch |
| P2025/0567 | Work to TPO Trees | 62 Woodlands Park Drive Cadoxton |

5849 Community Centre Management

There were no reports relating to community centre management.

5850 Police Matters

Members were informed that there had been some issues with off-road bikes in Bryncoch, traffic at utility works in Waunceirch, and late-night access to Cwrt Herbert Playing Fields. RESOLVED noted.

5851 Reports from Outside Bodies

There were no reports from Outside Bodies.

5852 Resources Committee, 11 August 2025

RESOLVED that the Minutes of the Resources Committee on the 11 August 2025 be adopted.

5853 Casual Vacancy, Bryncoch South Ward

Members were informed that two expressions of interest for the casual vacancy in the Bryncoch South Ward had been received and the Clerk provided an outline of each expression of interest. Following a secret ballot of Members, it was RESOLVED that Ms J Hutchings be co-opted to serve as a community councillor serving the Bryncoch South Ward.

(Councillor G Morgan joined the meeting)

5854 Pump Track Proposal

The Clerk referred to a proposal submitted by a resident of Waunceirch which suggested that the disused playground and some adjacent land on the Waunceirch District Park could be redeveloped as a "Pump Track" that would serve young people and adults. The proposal outlined the benefits of such a facility and cited examples developed elsewhere. The Clerk indicated that he had undertaken some research of such facilities in the Neath Port Talbot and Swansea areas and was waiting for consultation responses to be completed. Members discussed the merits of such facilities and the interest shown locally in the relevant activities they serve. Some concerns were expressed about longevity, maintenance obligations, liabilities and location issues. Members were also mindful of the financial implications in terms of capital budgets and commitments already made for 2025-26. Further research was considered appropriate and alternative facilities were also considered worthy of investigation. RESOLVED that the Clerk continue to undertake consultation and advise the proposer that Council would consider the matter further in due course.

5855 Employee Code of Conduct

The Clerk presented a Draft Code of Conduct for Employees for Members' perusal. RESOLVED that the Draft Code of Conduct for Employees be adopted and circulated to all staff and that it also be circulated to Members as a supplement to the more formal Members' Code of Conduct.

5856 Trees on the Council's Estate

The Clerk reported on a number of tree issues which had arisen and advised Members on action undertaken or instructions given. RESOLVED that –

1. The removal of 4 large coniferous trees which were considered potentially dangerous in one of the Council's allotments at a cost made known to Council be endorsed
2. Work to dangerous or dead trees highlighted in the recent survey, in Cadoxton, Cilfrew and Furzeland Drive, be undertaken at a cost made known to Council
3. The results of detailed surveys in Cadoxton, at the lower end of Bryn Catwg and on Cwmbach Road be noted and that prices for appropriate work be considered in due course.

5857 Public and Press

RESOLVED 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 five items, by virtue of the nature of the business to be transacted.

5858 Matters Arising from Exempt Items

There were no matters arising.

5859 Health and Safety

There were no reports for submission to Council. RESOLVED noted.

5860 Capital Programme Schemes

The Clerk provided a verbal update on progress with Capital Programme Schemes. RESOLVED that the Clerk's report and specifically the following be noted and endorsed –

- Completion of the Flooring Scheme at Cilfrew Community Centre and the addition of the disabled toilet floor at an additional cost made known to Council
- Progress with the Caewern Community Centre Toilet Refurbishments currently on site, and the difficulties with existing walls which necessitated extra work and an amended specification, with an attendant increase in the contract sum as indicated to Council
- The projected start date for the Bryncoch Community Centre Ceiling and Insulation Scheme and the need to close the car park to everyone except contractor vehicles and deliveries for the duration of the contract
- Progress with arrangements for the Cadoxton Community Centre Reception Hatch, and the need to close the building entirely for one day due to noise and dust disruption

- Submission by the Clerk of an application for Community Council Minor Project Scheme funding from Neath Port Talbot CBC.

5861 Local Government Services Pay Agreement 2025-26

The Clerk reminded Members of the Council's decision to pay its staff in accordance with National Joint Council (NJC) Pay Scales, and to receive annual recommendations from the NJC in reviewing staff salaries (Minute 3566 of the Resources Committee, 03 December 2015, and Minute 3576 of Council, 14 December 2015, refer). He submitted a factual report on the recommendations for the pay agreement from 01 April 2025, and outlined the financial implications for Council if the recommendations were accepted.

(The Clerk and Assistant Clerk both withdrew from the Chamber during the remainder of this Item to allow Members to discuss the details further)

RESOLVED that Council accept the recommendations on Pay Scales from the National Joint Council and implement the 2025-26 Pay Agreement accordingly.

(Councillor R Lewis tendered his apologies and left the meeting)

5862 25 Church Road Cadoxton

The Clerk referred to a previous approach to extend a garden on to Church in Wales land currently leased by Council at the rear of 25 Church Road Cadoxton (Minute 5764, Council, 28 April 2025 refers). The request has now been formalized and the Clerk outlined the proposer's intentions, and outlined key issues to be addressed. RESOLVED that Council accede to the request subject to adjacent properties and NPT CBC being notified, the proposer providing evidence that planning permission has been secured or is not required, and an appropriate agreement being entered into for this new area, that includes a rental sum consistent with that which is charged for a nearby property and for an appropriate term.

5863 Correspondence

RESOLVED that the following items of correspondence be noted –

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| 1 | One Voice Wales | Annual Conference Invitation |
| 2 | NPT CBC | Consultation on Active Travel |
| 4 | Welsh Government | Consultation on Extending the Duty of Local Authorities to Broadcast Meetings |

RESOLVED that the following items of correspondence be actioned as indicated –

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| 3 | HW Forestry | Consultation on Woodland Proposal |
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Council object to the proposal on the grounds that it would cause considerable disruption in Cilfrew and, as a commercial operation, be of limited benefit to the area

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| 5 | Owain Glyndwr Society | Email re Owain Glyndwr Day |
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Council to celebrate the event by placing an appropriate post on its social media account.

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| 6 | Mr AD Cilfrew | Email re Concerns re Football Issues |
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Council to purchase additional signage regarding parking and toilet facilities.

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| 7 | Councillor S Mitchell | Resignation from Council |
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The Casual Vacancy be advertised as soon as possible.

The meeting ended at 8.30 pm

Signed

Dated 12 October 2025