



Cyngor Cymuned Blaenhonddan

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

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12 May 2025

To 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 19 May 2025

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members of the Public and Press who wish to attend the meeting online MUST
inform the Clerk in writing by 12 Noon on Friday 16 May 2025**

Agenda attached overleaf

AGENDA : ANNUAL MEETING

- 1 To receive apologies for absence.
 - 2 To receive declarations of interest from Members.
 - 3 To appoint a Chair for 2025/26, and receive the Chair's Declaration of Acceptance of Office or, if not received, to declare when it shall be received.
 - 4 To appoint a Vice-Chair for 2025/26 and receive the Vice-Chair'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
 - Environment 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 and Bank Reconciliation for 2024/25 and any issues arising therefrom.
 - 9 To consider the Draft Annual Investment Strategy for 2025/26
 - 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 2025
 - 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 2025/26
 - 14 To receive the Clerk's Report on Member Remuneration in 2025/26
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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 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 the 28 April 2025 as a correct record thereof.
 - 5 Matters arising from the Minutes.
 - 6 To receive the Clerk's Report and approve Payments to be made in May 2025.
 - 7 To receive the Clerk's Report on Planning Applications in May 2025.
 - 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 the Internal Auditor's Report, the Annual Return and Annual Governance Statement in respect of the 2024-25 Accounts
 - 12 To receive the Clerk's Report on a Casual Vacancy in the Bryncoch South Ward
 - 13 To receive the Clerk's Report on the Biodiversity and Ecosystems Resilience Duty and contributory issues arising therefrom
 - 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 two 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 Correspondence.
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09 June 2025

**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 June 2025 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**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 June 2024**

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 Annual Monthly Meeting of Council held on 19 May 2025
- 5 To confirm the Minutes of the Monthly Meeting of Council held on 19 May 2025
- 6 Matters Arising from the Minutes
- 7 To receive the Clerk's Report on Financial Transactions in June 2025
- 8 To receive the Clerk's Report on Planning Applications in June 2025
- 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 receive the Clerk's Report on Tree Surveys undertaken on Council Land
- 13 To receive the Clerk's Report on Biodiversity Issues and Projects
- 14 To receive a Proposal in respect of Ynysygerwn Park
- 15 To receive the Clerk's Report on the 2024 Fun Day

- 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 three Items by virtue of the nature of the business to be transacted.

- 17 To discuss any Matters Arising from the Minutes (Items 4 and 5) of a confidential nature.
- 18 To consider any reports relating to Health and Safety
- 19 To receive the Clerk's Report on Proposals to Upgrade Hybrid Meeting Facilities

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



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14 July 2025

**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 July 2025 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members of the Public and Press who wish to attend the meeting online MUST
inform the Clerk in writing by 12 Noon on Friday 18 July 2024**

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 June 2025
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in July 2025
- 7 To receive the Clerk's Report on Planning Applications in July 2025
- 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 receive the Clerk's report on the future of the Aberdulais and Caewern Youth Clubs
- 12 To agree a preferred timescale for filling the Casual Vacancy in the Bryncoch South Ward
- 13 To receive the Clerk's Report on Actions following the recent Tree Surveys
- 14 To receive the Clerk's Report on Allotment Allocations.
- 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 three Items by virtue of the nature of the business to be transacted.
- 16 To discuss any Matters Arising from the Minutes (Items 4) of a confidential nature.
- 17 To consider any reports relating to Health and Safety
- 18 To receive the Clerk's Report on Tenders and Quotations received in respect of Potential Capital Projects
- 19 To receive the Clerk's Report on Correspondence.



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04 August 2025

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 11 August 2025 at 6.30 pm

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To elect a Chair for 2025/26
- 4 To elect a Vice-Chair for 2025/26
- 5 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
- 6 To receive the Clerk's Report on 2025-26 Budget Monitoring for Quarter 1 ending 30 June 2025
- 7 To receive the Bank Reconciliation of the Council's Accounts for Quarter 1 ending 30 June 2025
- 8 To receive the Clerk's update on progress relating to Part 1 of the Finance and Governance Toolkit for Community and Town Councils and, if appropriate, discuss the implementation of Part 2.

Members of the Public and Press who wish to attend the meeting online MUST inform the Clerk in writing by 12 Noon on Friday 08 August 2025



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08 September 2025

**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 15 September 2025 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**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 September 2025**

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 July 2025
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in August and September 2025
- 7 To receive the Clerk's Report on Planning Applications in August and September 2025
- 8 To receive the Clerk's Report on Community Centre Management

/overleaf

- 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 Resources Committee held on 11 August 2025 or pass such resolutions thereon as may be deemed expedient
- 12 To consider expressions of interest received and co-opt an individual to fill the Casual Vacancy in the office of Community Councillor in the Bryncoch South Ward
- 13 To receive a report on a request to develop a "Pump Track" on part of the Waunceirch District Park
- 14 To receive a Draft Copy of the Code of Conduct for Employees
- 15 To receive the Clerk's Report on Issues relating to Trees on the Council's Estate

- 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 five 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 receive the Clerk's Report on Capital Projects
- 20 To receive the Clerk's Report on the Local Government Services Pay Agreement for 2025-26
- 21 To consider a request relating to part of the Church in Wales Lease at Cadoxton

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



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13 October 2025

**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 October 2025 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**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 October 2025**

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 15 September 2025 as a correct record
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in October 2025
- 7 To receive the Clerk's Report on Planning Applications in October 2025
- 8 To receive the Clerk's Report on Community Centre Management

/overleaf

- 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 Report on Casual Vacancies.
- 12 To consider Applications for Financial Assistance
- 13 To receive a further report on a request to develop a "Pump Track" on part of the Waunceirch District Park
- 14 To receive the Clerk's Report on ROSPA Inspections of the Council's Playgrounds
- 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 4) of a confidential nature.
- 17 To consider any reports relating to Health and Safety
- 18 To receive the Clerk's Report on Correspondence.

