



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
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12 May 2026

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 18 May 2026

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 15 May 2026**

Agenda attached overleaf

AGENDA : ANNUAL MEETING

- 1 To appoint a Chair for 2026/27, and receive the Chair's Declaration of Acceptance of Office or, if not received, to declare when it shall be received.
 - 2 To receive declarations of interest from Members.
 - 3 To receive apologies for absence.
 - 4 To appoint a Vice-Chair for 2026/27 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 2025/26 and any issues arising therefrom.
 - 9 To consider the Draft Annual Investment Strategy for 2026/27
 - 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 2026
 - 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 2026/27
 - 14 To receive the Clerk's Report on Member Remuneration in 2026/27
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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 20 April 2026 as a correct record thereof.
- 5 Matters arising from the Minutes.
- 6 To receive the Clerk's Report on Financial Transactions in May 2026.
- 7 To receive the Clerk's Report on Planning Applications in May 2026.
- 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 the following Outside Bodies -
 - NPT CBC Liaison Forum
 - One Voice Wales
 - School Governing Bodies
- 11 To consider the Internal Auditor's Report, the Annual Return and Annual Governance Statement in respect of the 2025-26 Accounts
- 12 To receive the Clerk's Progress Report on the following Capital Programme Schemes –
 - Drainage Issues at Cadoxton Park
 - Drainage Issues at Cilfrew Community Centre
 - Ramp to Playing Field area at Waunceirch District Park
 - Cilfrew Community Centre Kitchen and Flooring
- 13 To receive the Clerk's Report on Actions arising from Water Risk Assessments undertaken at the Council's Community Centres
- 14 To consider a proposed Traffic Regulation Order in the vicinity of Waunceirch Primary School
- 15 To consider possibilities in respect of the redundant playground at Waunceirch 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 three 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 a Payroll Issue
- 20 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

/overleaf

- 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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06 July 2026

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

**To be held at Cadoxton Community Centre and as a VIRTUAL MEETING
ONLINE on Monday 13TH July 2026 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members who wish to attend the meeting online MUST inform the Clerk in
writing by 12 Noon on Friday 10th July 2026**

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 a Christmas event 2026

Members appointed to the Festivals Committee at the Annual Meeting are Councillors W Griffiths, J Hale, A Burton, A M Broom, H Harry and L Rabaiotti Jones.

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.



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14 July 2025

**To Members of Council you are hereby summoned 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 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 (copy attached)
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in July 2025 (copy attached)
- 7 To receive the Clerk's Report on Planning Applications in July 2025 (copy attached)
- 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 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 (report to be circulated)

- 19 To receive the Clerk's Report on Correspondence (copy attached).



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10 August 2026

**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 17 August 2026 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 14 August 2026**

AGENDA

**(Note – as this is a Special Meeting primarily to discuss urgent planning and
property matters, this is a curtailed 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 July 2026
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in August 2026

/ continued overleaf

- 7 To receive the Clerk's Report on Planning Applications in August 2026
- 8 To receive the Clerk's Report on discussions relating to Birch Lane Cilfrew and consider any actions arising therefrom
- 9 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.
- 10 To discuss any Matters Arising from the Minutes (Item 4) of a confidential nature.
- 11 To consider any reports relating to Health and Safety
- 12 To receive the Clerk's Report on Correspondence.



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02 September 2026

To Members of the Public and Press Committee 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 07 September 2026 at 6.30 pm**

Rowland Lanchbury

**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

AGENDA

- 1 To elect a Chair for 2026/27
- 2 To elect a Vice-Chair for 2026/27
- 3 To receive apologies for absence – **please advise in advance asap so that alternates may be invited**
- 4 To receive any Declarations of Interest
- 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 2026-27 Budget Monitoring for Quarter 1 ending 30 June 2026
- 7 To receive the Bank Reconciliation of the Council's Accounts for Quarter 1 ending 30 June 2026
- 8 To discuss Theme D – Business Processes - of Part 2 of the Finance and Governance Toolkit for Community and Town Councils (Self-Assessment).
- 9 To discuss Theme E – Resources and Financial Management - of Part 2 of the Finance and Governance Toolkit for Community and Town Councils (Self-Assessment).

Members of the Public and Press who wish to attend the meeting online MUST inform the Clerk in writing by 12 Noon on Friday 04 September 2026



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16 September 2026

**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 September 2026 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 September 2026**

AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Interest
- 3 To receive representatives of Bryncoch Football Club and a presentation in respect of the Waunceirch District Park
- 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 Special Meeting of Council held on 17 August 2026
- 6 Matters Arising from the Minutes
- 7 To receive the Clerk's Report on Financial Transactions in September 2026
- 8 To receive the Clerk's Report on Planning Applications in September 2026
- 9 To receive the Clerk's Report on Community Centre Management
- 10 To receive any reports relating to Police Matters within the community

/overleaf

- 11 To receive reports from Members in relation to the following Outside Bodies
 - NPT CBC Liaison Forum
 - One Voice Wales
 - School Governing Bodies
- 12 To consider and if thought fit adopt the Minutes of the Resources Committee held on 07 September 2026 or pass such resolutions thereon as may be deemed expedient
- 13 To receive the Clerk's Report on a Casual Vacancy in the Bryncoch South Ward
- 14 To consider nominating a Minor Authority Governor to the Governing Body of Cilffriw Primary School
- 15 To receive the Clerk's Report on Renewal of the Lease in respect of the Caewern Community Centre
- 16 To consider reports relating to Parking Issues during Football Activities at Cilfrew Park
- 17 To consider representations received regarding Birch Lane Cilfrew and any actions arising therefrom
- 18 To receive updates on Grant Applications and Proposed Investment at Cadoxton Park and the Cilfrew and Ynysygerwn Playgrounds
- 19 To consider further the proposal submitted by Bryncoch Football Club regarding the Waunceirch District Park
- 20 To receive appropriate updates on Capital Programme Schemes
- 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 six Items by virtue of the nature of the business to be transacted.
- 22 To discuss any Matters Arising from the Minutes (Item 5) of a confidential nature.
- 23 To consider any reports relating to Health and Safety
- 24 To receive the Clerk's Report on Tree Issues at Ynysygerwn Playground
- 25 To consider a proposal to provide Internal Audit Services
- 26 To receive the Clerk's Report on the Local Government Services Pay Agreement for 2026-27
- 27 To receive the Clerk's Report on Personnel Matters
- 28 To receive the Clerk's Report on Correspondence.



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06th October 2026

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

**To be held at Cadoxton Community Centre and as a VIRTUAL MEETING ONLINE
on Monday 12th October 2026 at 6.30 pm**

Rowland Lanchbury
**ROWLAND LANCHBURY
CLERK TO THE COUNCIL**

**Members who wish to attend the meeting online MUST inform the Clerk in writing
by
12 Noon on Friday 09th October 2026**

AGENDA

- 1 To receive apologies for absence
- 2 To elect a chair 2026/27
- 3 To elect a vice-chair 2026/27
- 4 To receive any Declarations of Interest
- 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 confirm the Minutes of the Meeting of the Festivals Committee on the 13th July 2026 as a correct record
- 7 Matters Arising
- 8 To discuss progress in arrangements for the 2026 Christmas Carol Service
- 9 To discuss and consider future events for 2027



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14 October 2026

**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 19 October 2026 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 16 October 2026**

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 September 2026
- 5 Matters Arising from the Minutes
- 6 To receive the Clerk's Report on Financial Transactions in October 2026
- 7 To receive the Clerk's Report on Planning Applications in October 2026
- 8 To receive the Clerk's Report on Community Centre Management

- 9 To receive any reports relating to Police Matters within the community
- /overleaf
- 10 To receive reports from Members in relation to the following Outside Bodies
- NPT CBC Liaison Forum
 - One Voice Wales
 - School Governing Bodies
- 11 To consider and if thought fit adopt the Minutes of the Festivals Committee held on 12 October 2026 or pass such resolutions thereon as may be deemed expedient (copy attached)
- 12 To consider Applications for Financial Assistance
- 13 To consider further the proposal submitted by Bryncoch Football Club regarding the Waunceirch District Park
- 14 To receive appropriate updates on Capital Programme Schemes
- 15 To consider a proposal to upgrade the Demolished Playground at Waunceirch 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 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 receive the Clerk's Report on costed proposals for Professional Services regarding –
- Renewal of the Caewern Community Centre Lease
 - Engineering Advice regarding a Drainage Issue at Birch Lane Cilfrew
- 20 To receive the Clerk's Report on Personnel Matters
- 21 To receive the Clerk's Report on Correspondence.

