



**CYNGOR TREF  
YSTRADGYNLAIS  
TOWN COUNCIL**

**Annual & Ordinary Meetings of the Council held via  
Zoom on Thursday 6th of May 2021 at 6.30 p.m.**

**Present : Chairman A Williams, Presided**

**Councillors T Davies, L Evans, R Jackson, R Lock  
R Millington, G Davies, M Donnelly, S Thomas, W Thomas  
and M Gough**

**NEW MEMBER YNYSCEDWYN WARD**

The Town Council welcomed Mr Simon Thomas as the new Council member for Ynyscedwyn Ward, who has signed the Declaration of Acceptance form and received all relevant documentation.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors E Evans and L Phillips.

**2. CHAIRMANS ADDRESS**

The Chairman, Cllr Wayne Thomas thanked the Council for the support he had received and acknowledged the difficulties and learning opportunities that had arisen with pandemic restrictions and other matters. Cllr Thomas wished the incoming Chairman a successful year.

3. **ELECTION OF CHAIRMAN**

Resolved that Councillor Adrian Williams be elected as Chairman for the Municipal year 2021/22.

**VOTE OF THANKS**

The Vice Chairman and Council Members thanked the Chairman for his extended term of office during a difficult period for the Town Council and community.

4. **ELECTION OF VICE CHAIRMAN**

Resolved that Councillor Martin Donnelly be elected as Vice Chairman for the Municipal year 2021/22.

5. **COUNCIL STANDING ORDERS AND FINANCIAL REGULATIONS**

Resolved that the Standing Orders of the Council and the Financial Regulations be reaffirmed.

6. **BANK ACCOUNT SIGNATORIES**

Resolved that the Clerk and any other two Councillors be responsible for signing cheques on behalf of the Council. The following Councillors were approved as being signatories to the Councils bank account : Councillors T Davies, M Donnelly, A Williams and M Evans.

7. **APPOINTMENT OF COMMITTEES**  
**a) Planning Committee**

Resolved that :-

- 1) A Planning Committee be established to include all Council Members with plenary powers to decide on observations to be submitted to the Powys County Council on planning applications.
- 2) Meetings of the Planning Committee to be convened as and when necessary during each month so that observations are submitted to the Powys County Council within the prescribed period and reports of the meetings be submitted to the next suitable meeting of the Council.
- 3) In the event of Members present at any meeting of the Planning Committee not being unanimous on the observations to be submitted, or when the application is of an important nature, then the application shall be submitted for consideration to the next meeting of the Council.
- 4) The Deputy Clerk be responsible for receiving planning applications from the Powys County Council, convening meetings of the Planning Committees, submitting observations to the County Council and report thereon to the next suitable meeting of the Council.

#### **b) Ward Committees**

Resolved that :-

- 1) Ward Committees shall be established to include all Council Ward Members for the following Wards:-

Ystradgynlais Ward	-	5 Members
Ynyscedwyn Ward	-	4 Members
Cwmtwrch Ward	-	4 Members
Abercrave Ward	-	3 Members

- 2) Ward Committees shall have plenary powers under the Councils Small Contract Scheme for path, parks and open space maintenance to:-

- a) determine work programmes and estimated expenditure, and the submission thereof to the Council for approval in January of each year for the contract work to be undertaken in the next financial year.

b) carry out the works by engaging contractors identified on the Councils approved list, subject to a maximum expenditure per contract of £3,500.

c) allow any two of the Ward Members and the Clerk or Technical Adviser to issue, monitor, approve and sign the contract.

d) to inform the Council regarding the letting of a contract, the name of the contractor so that the Council can approve the payment of the contract.

**c) Urgent Action**

Resolved that the Chairman, Vice Chairman and Ward Members acting together be given plenary powers to deal with matters requiring urgent immediate action between the Councils Ordinary Meetings.

In addition, that where correspondence is received by the Town Clerk which is deemed to warrant investigation by the Chairman and Vice Chairman, then the Ward Members to which the correspondence relates would be contacted in order to provide a report to the next Ordinary Meeting of the Council in relation to the content of the correspondence.

**d) Management Sub Committee**

Resolved that :

a) The Membership of the Management Sub Committee shall consist of the Chairman of the Council and four Council Members, one from each Ward. Appointment on the sub Committee to be confirmed at the Annual Meeting of the Council held normally in May of every Municipal Year.

b) The Chairman of the Sub Committee shall be appointed annually each year at the first meeting of the Management Sub Committee following the Councils Annual Meeting.

c) A quorum for any meeting of the Sub Committee shall be at least four Council Members. Should the appointed Council Member be unavailable for any reason to attend a meeting of the Sub Committee then the Ward Chairman or in his/her absence the

Ward Vice Chairman be authorised to appoint a substitute within the Ward to attend the said meeting.

d) Each Member of the Sub Committee shall have one vote apart from the Chairman who in addition to his/her normal vote shall also have a casting vote in a situation where there is an equal number of votes on an issue.

e) The main purpose of the Sub Committee will be to assist the Council in the discharge of its services to the community and also to deal with relevant financial and staffing issues.

f) The power of the Sub Committee will be limited in that no direct decisions are taken on the issues addressed and it will be the responsibility of the Sub Committee to make recommendations to the Council on all issues. The Sub-Committee will also undertake a monitoring role on behalf of the Council on certain functions as required such as project management, financial control issues relating to the Councils accounts.

g) Examples of other areas of work that the Council may discharge to the Sub Committee will include:

Personnel/Training, Health and Safety, Project Monitoring  
Accounts Monitoring, Welfare Hall Matters

The above list is not exhaustive, and the Council may from time to time allocate other specific work to the Sub Committee as deemed appropriate.

h) in addition to the Chairman of the Council the Ward appointed Members on this Sub Committee for the Municipal Year 2021/22 shall be Councillors R Millington, R Jackson, G Davies and M Gough.

Councillor M Donnelly entered the meeting at this point.

## **8. REPRESENTATIVES ON OUTSIDE BODIES**

Resolved that the Council be represented on the following outside bodies by the members as listed :

One Voice Wales	Cllrs G Davies & M Evans
Ystrad Welfare & Community Hall	Cllrs R Millington & R Lock
Ystrad Volunteer Service	Cllr G Davies
Tick Tock Community Bowls	Cllrs G Davies & S Thomas
Open Cast Liaison Comm.	Cllrs M Evans & E Evans
Brecon Disabled Access Group	Cllr L Phillips
Ystrad Focus on Health Comm.	Cllr M Donnelly
Discover Ystradgynlais	Cllr L Evans
Recreational Grounds Steering Committee	Cllrs W Thomas & T Davies
Nant Helen Restoration	Cllrs A Williams, E Evans and S Thomas
Abercrave Welfare Hall	Cllr E Evans
Cwmtwrch Welfare Hall	Cllrs M Gough & L Evans

**9. CHAIRMAN'S ALLOWANCE**

Resolved that the Chairman receives an allowance of £3,000 for the Municipal Year 2021/22.

**10. ANNUAL SUBSCRIPTIONS**

Resolved that the payment for annual subscriptions be considered as and when received.

**Annual Meeting concluded at 7.00 p.m. following which the Council proceeded with the Ordinary Meeting of the Council**

**11. MINUTES**

Resolved that the Minutes of the Councils meeting held on the 1<sup>st</sup> of April 2021 be confirmed as an accurate record and signed by the Chairman.

## **MATTERS ARISING**

### **12. APPROVED CONTRACTOR**

Further to Minute 130 of 2020/21, a discussion was had regarding the contractor seeking to be added to the Approved Contractor list. The contractor had submitted an estimate for dealing with a diseased tree at Swn Y Nant. However, there was no clear evidence that the tree was within the Town Council land boundary.

Resolved:

- a) to appoint Glantawe Landscapes to the Approved Contractor list. Cllr L Evans wished to record an objection to the resolution on the grounds he felt the contractor unsuitable.
- b) that the Cwmtwrch Ward be awarded plenary powers to legally resolve uncertainty regarding the boundaries at the Swn Y Nant play area, in order to establish liabilities for trees in need of attention at the Park.
- c) that a meeting of the Management Sub-committee be arranged to discuss matters relating to Town Council work contracts and staffing.

### **13. PAYMENT OF ACCOUNTS**

Resolved that the accounts detailed in Appendix 1 be agreed and paid.

### **14. END OF FINANCIAL YEAR ACCOUNTING PROCEDURES / BUDGET REVIEW 2021/22.**

The Town Council received the Clerk's report on the above financial accounting matters.

Resolved that:

- a. the content of the Clerks detailed report in respect of end of year accounting processes be noted.
- b. the revised budget review report and reallocation of identified expenditure funds in 2021/22 be approved.

- c. the Clerk be thanked for his detailed financial report in respect of this matter.

**15. TOWN COUNCIL ACCOUNTS AND ANNUAL RETURN TO YEAR ENDING 31 MARCH 2020.**

The Town Council received copies of the accounting documentation relating to the financial year 1 April 2020 to 31 March 2021, the content of which was considered at the Council meeting held on the 6<sup>th</sup> May 2021.

Resolved that:

- a. the detail contained in the Accounting documentation, Annual Return and Governance statement be approved by the Town Council and signed by the Chairman, subject to the audit of accounts by the External Auditor
- b. further information be obtained from the Wales Audit Service regarding the valuations contained the Town Councils Fixed Asset register.

**16. SMALL GRANTS FOLLOW UP PROCESS**

The members discussed whether the Town Council could take a more proactive approach to ensuring that the Small Grant Awards were being spent as applied for. This was largely with a view to ensuring the Town Council was fully compliant with legal obligations, as a funding body from public monies.

Resolved to incorporate a statement into the Grant application form to request details of the use of a most recent previous award and how it had assisted the organisation in its activities.

**17. CORONATION PARK**

Further to Minute 133 of 2020/21, the Town Council discussed the flooding issues and considered an update circulated earlier that day. It was reasoned that a Technical Advisor fee may be payable to the contractor who had undertaken the investigations.

Resolved that the members review the information and that the Clerk arrange a site meeting with the contractor and members to discuss the various problems identified on site.

Cllr T Davies left the meeting at this point in proceedings.

**18. WERN PLEMYS ACCESS**

The Town Council had received correspondence from a representative for the Nature Reserve accessed through Diamond Park. Permission was being sought for vehicles to gain access through the park for maintenance and renovation works.

Resolved that the matter be deferred for consideration at the next Council meeting.

**19. LITTER/FLY TIPPING**

Cllr Millington appraised the members that a local Litter Action Group had been formed.

Resolved to defer the item to the next Ordinary meeting.

**20. SOCIAL MEDIA POLICY**

The Deputy Clerk requested that the circulated policy be withdrawn from consideration and be reviewed at a Website Working Group meeting before recommendation to the Town Council. Position noted.

**21. LOWER CWMTWRCH RECYCLING FACILITY CONGESTION**

The Deputy Clerk updated the Town Council that Powys County Council are installing a traffic light system at the entrance as well as a one-way traffic flow system through the site to control and reduce traffic. PCC would continue to monitor the conditions at the site. Position noted.

## **CORRESPONDENCE**

### **22. COUNTY TIMES PROJECT**

A representative from the County Times was constructing an article regarding age and generation of current Councillors locally and had requested ages be provided for Councillors as part of this.

Councillors agreed to providing their ages to the Clerk, for an average figure to be given to the County Times representative.

### **23. INSTITUTE FOR WALES**

The Means, a consultancy and research organisation, had been commissioned by the Institute of Welsh Affairs to do some research into the effects of the pandemic and community resilience in 12 towns across Wales of which Ystradgynlais was one. A discussion was being requested with a Town Council representative regarding this.

Resolved to delegate Cllr Millington as the representative for this request.

### **24. YSTRADOWEN COMMUNITY CENTRE GRANT REQUEST**

Correspondence from the above mentioned, had been received to request grant funding towards the provision of meals to vulnerable persons.

Resolved that as the grant policy provides only for organisations based within the Town Councils, that the Town Council would be unable to grant the request.

### **25. GORSEDD WAR MEMORIAL**

Further to Minute 134, documents had now been received from a representative of the local British Legion formally requesting permission to carry out the works upon the War Memorial and clarifying the situation regarding financial arrangements.

Resolved that the Clerk ascertain with the Secretary of the British Legion the terms and conditions of the Tesco Grant.

**26. ABERCRAVE WELFARE HALL GRANT REQUEST**

Correspondence had been received from the Abercrave Welfare Hall requesting the release of the agreed grant of £10,000.

Resolved to approve the request.

**27. GOROF CEMETERY BENCHES**

Two separate requests had been made by relatives of persons laid to rest in the cemetery, to install memorial benches. Diagrams of the requested locations were inspected and discussed.

Resolved to approve both requests and that the Clerk and Deputy Clerk ascertain installation details from the applicants.

**28. TICK TOCK BOWLS GRANT REQUEST**

Correspondence had been sent to the Town Council to request the release of an agreed grant for 2021/22, in the sum of £5,000.

Resolved to approve the request.

**29. DIAMOND PARK ACCESSIBILITY**

A local resident had contacted the Town Council regarding access issues at the main entrance to the park. At a site meeting it was ascertained that the accessible kissing gate installed opens out directly onto the parking area, which allows for obstruction of access by parked vehicles.

Resolved to contact the Highways department to request line painting or similar parking prevention measures on that area.

**30. PHYSICAL MEETINGS**

Cllr T Davies had corresponded with the officers to ascertain the approach toward returning to physical meetings. The Town Council discussed the risks and current restrictions.

Resolved to postpone the next Ordinary Meeting to the 10<sup>th</sup> of June to monitor government announcements on this subject matter.

**31. PLANNING**

Resolved to accept Planning as detailed in Appendix 2.

**32. MEMBERS & OFFICERS REPORTS**

a) Cllr Gough updated the Town Council concerning activities of the local A4068 speeding group and that a meeting with a Powys County Council representative was to take place.

b) Cllrs L Evans and M Evans reported regarding a meeting with the Councils Site Inspector at Coronation Park and potential development opportunities. Cllr Thomas added that there may be possible funding access through the Valleys Task Group. To add to the agenda for discussion at the next meeting.

c) Cllr L Evans raised the issue of an unregistered plot at the Gorof Cemetery and enquired regarding the procedures in place. The Clerk assured that this matter had arisen some time before through a previous Member and procedures had been clarified with funeral directors and grave diggers to prevent this happening again.

d) Cllr Jackson reiterated thanks to the previous Chair and Vice Chairmen for their work over a difficult period.

e) Cllr Williams notified the members that a Sub-committee meeting would be arranged promptly.

Meeting concluded at 9.40 p.m.

**YSTRADGYNLAIS TOWN COUNCIL  
CYNGOR TREF YSTRADGYNLAIS**

**Planning to be matters considered by the Town Council for the month of  
April 2021**

**1.0 Applications granted consent**

*From information posted on the new Powys County Council web site the following applications have been granted approval.*

21/0359/DIS	Mr Richard Northey 24 Palleg Road Lower Cwmtwrch SA9 2QE	Application to discharge conditions 3, 7, 8, 9, 11, and 12 in relation to site layout, verification plan, site investigation, ecology report and external lighting
21/0269/HH	Mrs Gina Brown 5 Alder Avenue Ystradgynlais SA9 1AQ	Single storey, rear and side extension
21/0201/NMA	Mr K Watts Land at 89 Gorof Road Lower Cwmtwrch SA9 1DS	Application for non-material amendments to permission P/2018/0373 to alter the approved plans and design
21/0181/HH	Naomi Townshend 99 Heol Twrch Lower Cwmtwrch SA9 2TE	Demolition of existing utility room and erection of two storey extension to dwelling
21/0001/FUL	Aaron Morgan Llundain Fach B & B Unit, Brecon Road, Ystradgynlais, SA9 1ST	Change of use of an existing mobile home to a static glamping pod, and all associated works

**2.0 Applications refused consent**

*From information available on the Powys CC web site no application has been refused consent.*

YSTRADGYNLAIS TOWN COUNCIL  
CYNGOR TREF YSTRADGYNLAIS

**Planning to be matters considered by the Town Council for the month of  
April 2021**

**3.0 Applications for consideration**

*From information posted on the Powys County Council web site the following applications require consideration:-*

21/0376/DIS	Mr Richard Turner, Solar Farm At Bryn Henllys, Cwmtwrch Uchaf, Abertawe Powys	Discharge of planning condition no's 3, 8 ,9, 13 & 14 attached to planning approval 20/0047/FUL (Solar Farm extension)
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***Resolved***      ***To submit Observations as follows –***  
**1. To ensure all footpaths and other right of ways in the affected area are being upheld**  
**2. Appropriate security fencing should be installed within and around the affected are together with securing rights of way maintained along BOAT No 7.**

21/0466/RES	Daniel Stefanowicz Next To Park View Glyncynwal Road Upper Cwmtwrch Swansea Powys SA9 2UR	Application for reserved matters following the approval of P/2012/1042 for the erection of a dwelling and associated works
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***Resolved***      ***To submit observations as follows –***  
**1. The outline permission for this development had been awarded in 2012 for a bungalow. What is being proposed on this residential application is for a larger two-storey property.**  
  
**2. That the access and parking layout presented could increase risk significantly, whilst entering and leaving the property at an area of poor visibility along this highway.**  
**The Highways department have expressed similar concerns. It seems in response the applicant has returned with an altered plan with regard to the access and parking. However, the amendment does not appear to reduce the issue significantly.**

**YSTRADGYNLAIS TOWN COUNCIL  
CYNGOR TREF YSTRADGYNLAIS**

**Planning to be matters considered by the Town Council for the month of  
April 2021**

21/0471/FUL	Mr Ian Morgan 25 Ynyscedwyn Road Ystradgynlais SA9 1BE	Part demolition of existing dwelling, erection of extensions and alterations
<b><i>Resolved</i></b>	<b><i>No Observation</i></b>	
21/0621/DIS	Pobl Group Pont Aur Ystradgynlais SA9 1BP	Discharge of conditions 6 and 7 to permission 20/1696/FUL – relating to Remediation Strategy and Gas Monitoring and Assessment
<b><i>Resolved</i></b>	<b><i>No Observation</i></b>	

**4.0 Miscellaneous**

20/1956/HH	Mr & Mrs A Singh 26-28 The Mimosa Commercial Street Ystradgynlais SA9 1HD	Proposed rear ground floor extension, new roof covering and first floor dormer extension  WITHDRAWN
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