



CLERK TO THE COUNCIL,
P. L. WHITE,
32, HEOL CAREDIG,
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TELEPHONE: 01639 644886

TONNA COMMUNITY COUNCIL CYNGOR CYMUNED TONNAU

TO ALL MEMBERS OF THE COUNCIL

Dear Councillor,

The Annual General Meeting of the Tonna Community Council for this year will be held on Tuesday 14th May, 2024, at Tonna Primary Community School, School Road, Tonna, commencing at 6.30 p.m. to be immediately followed by the next ordinary meeting of the Council.

Your attendance is kindly requested. The Agenda appears below.

Yours faithfully,

Peter L White.

P. L. White,
Clerk to the Council.

AGENDA

Annual General Meeting

- 1) Apologies
- 2) Declaration of Interest
- 3) Chairman's address
- 4) Election of Chairperson for the coming year
- 5) Chairperson's Acceptance of Office
- 6) Election of Vice-chairperson for the coming year
- 7) Vice-chairperson's Acceptance of Office
- 8) Minutes of last AGM, 16th May 2023
- 9) Consider the payment of the Chairman's allowance
- 10) Receive a Financial Report from the Clerk
- 11) Apportionment of duties
- 12) Appointment of Internal Auditor
- 13) Standing Orders

Ordinary Meeting

- 1) Apologies
- 2) Declaration of Interest
- 3) Police
- 4) County Borough Councillor's Report
- 5) Confirm Minutes of meeting held 9th April, 2024
- 6) Matters Arising
- 7) Delegates Reports

- 8) Water Memorial Park
- 9) TCC Surgery
- 10) Allotments
- 11) Wish List
- 12) Playground refurbishment
- 13) Correspondence
- 14) Planning
- 15) Accounts Monitoring
- 16) Financial Matters



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Annual General Meeting held at Tonna Primary Community School, School Road, Tonna at 6.30 p.m. Tuesday,
16th May, 2023.

Chairman, Councillor W. D. Walters.

Present. Councillors Ms. J. Barnes, H. Bradley, D. Harrison, M. Lyddon, C. Powell, S. Radford,
S. Roberts, and M. Rowlands.

Apologies. Cllr's. Mrs. L. Jones and P. Sambrook

Declaration of Interest

There were no declarations of interest

Chairman's Address.

The Chair made a short address during which he thanked all the members for their support. He made particular mention of the occasions when he was able to deliver lovespoons to the elderly residents of the village on their reaching their 90th birthdays. He said that it had been a pleasure and a privilege to once again carry out his duties and wished next years chairman every success.

Chairperson for the coming year.

The Chair nominated Cllr Darren Harrison to be Chair for the coming year. This was seconded by Cllr Huw Bradley and carried by the meeting.

Chairpersons Acceptance of Office

Cllr. Darren Harrison accepted the nomination, signed the Declaration of Acceptance of Office and took the Chair.

Vice-Chairman for the coming year.

Cllr. Colin Powell proposed Cllr Stephen Roberts as Vice chairman for the coming year. This was seconded by Cllr Ms. Johanne Barnes. Cllr. Huw Bradley then proposed Cllr. Ms. Johanne Barnes as Vice chair for the coming year, however Cllr. Barnes declined to take the position. The proposal of Cllr. Powell was then carried by the meeting.

Vice-chairpersons Acceptance of Office

Cllr. Stephen Roberts then signed the acceptance of office.

Minutes of last AGM, 10th May 2022.

The Minutes of the last AGM dated 10th May 2022 were accepted as a true record.

Chairman's Allowance.

The Clerk reminded the Council of their earlier decision to increase the Chairman's Allowance by £5 every year until further notice. This would make this year's allowance £185 plus the annual increase of £5, therefore making a total of £190. Cllr. Bill Walters proposed that the allowance be accepted and this was seconded by Cllr. Martyn Lyddon. The Council approved the payment.

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Financial Report.

The Clerk / RFO referred to the fact that NPTCBC have not been very supportive of our need for help and advice regarding the water problem in the Memorial Park, which in turn has held up progress in our proposed project to refurbish the playground however it has now been decided to progress the water problem with a view to completing a scheme soon and therefore completing the playground works within the current financial year.

Again, some of the forecast expenditure has not been utilised mainly due to the tail end of the Covid crisis and some of this money will probably be used to try to overcome the water problem and also added to the playground project.

Code of Conduct

The Chair referred to the recent group Code of Conduct training and the fact that this will be closely monitored

Apportionment of duties.

The Clerk then read out the apportionment of duties for the previous year and the Councillors were asked to confirm their willingness to perform such duties, with possible changes being noted as follows;

Chair	Cllr. D. Harrison
Vice-chair	Cllr. S. Roberts
Dan Y Bryn Playground	Cllr's Ms. J. Barnes, H. Bradley and S. Roberts.
Memorial Playground	Cllr's Ms. J. Barnes, H. Bradley and S. Roberts
Playground Sub-committee	Cllr D. Harrison (Chair), Cllr Ms. J. Barnes, Cllr H. Bradley, Cllr S. Radford, Cllr S. Roberts and Cllr M. Rowlands
Henfaes Allotment	Cllr. Ms. J. Barnes
Heol Y Glo Allotment	Cllr. C. Powell
Fire Service	Cllr. S. Radford
One Voice Wales	Cllr. M. Rowlands, Cllr. M. Lyddon
Footpaths	Cllr. Ms. J. Barnes, Cllr. P. Sambrook.
Environment	Cllr. H. Bradley.
Police Liaison	Cllr. Ms. J. Barnes, Clerk
Tree Officer	Cllr. C. Powell
County Borough Liaison	Cllr. W. Walters, Cllr. C. Powell.
Canal Liaison	Cllr. M. Lyddon
Webmaster	Cllr. S. Radford
Minor Authority Governor	Cllr. S. Roberts
Finance Sub-committee	Cllr. C. Powell (Chair), Cllr. W. Walters Cllr. Rowlands, Clerk.
Water Sub-committee	Cllr. J. Barnes, Cllr. H. Bradley, Cllr. M. Lyddon, Cllr C. Powell, Cllr S. Roberts, Cllr. M. Rowlands, Clerk

The Clerk said that he would circulate the completed list to the Councillors in due course.

Appointment of Internal Auditor

The Clerk advised that Ridgewood Associates had been the Councils Internal Auditor since before his own appointment in 2004. He said that he had been completely satisfied with their performance and recommended that the Council re-appoint Ridgewood Associates for the coming year. It was then proposed by Cllr. S. Roberts that Ridgewood be appointed. This was seconded by Cllr. S. Radford and approved by the Council.

Document approval

The Clerk said that there were two documents that needed approval by the Council. They were the Annual Report and the Biodiversity Statement. These had already been circulated to the members and presented at the last meeting at which time some minor amendments were requested. The Documents were now amended and it was proposed by Cllr. M. Lyddon that they now be approved. This was seconded by Cllr C. Powell and approved by the meeting. The Clerk will now arrange for them to be posted on the Website.

Open Spaces Contractor

The Clerk said that there was still some difficulty in getting a Company who was willing to give the whole

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service that was required which included emergency cover and the regular clearance of the Councils litter and doggie bins. Our current contractor was willing to continue to carry out all the required duties at the same rate that he has charged since 2010. Cllr Colin Powell remarked that in his experience he felt that the rates charged were very low and that therefore we should consider continuing with the existing contractor who was supplying a very good service at very good rates. He proposed the Council appoint Clive Willis for another year at his agreed rates. This was seconded by Cllr Mike Rowlands and approved by the members

Standing Orders

It was noted that One Voice Wales were shortly going to circulate a new set of Standing Orders which would be up for adoption as soon as they come through. In the meantime, it was proposed by Cllr C. Powell that the Councils existing Standing Orders be accepted pending review of the Model to be provided by One Voice Wales. This was seconded by Cllr M. Lyddon and approved by the meeting.

The Annual Meeting closed at 6.55 p.m.

Chairperson DP Norman

Date 20/6/23



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TONNA COMMUNITY COUNCIL CYNGOR CYMUNED TONNAU

Council Meeting held at Tonna Primary Community School, School Road, Tonna, commencing at 7.00 pm, on Tuesday, 9th April, 2024.

Chair Cllr. D. Harrison

Present Cllr's. Ms J. Barnes, H. Bradley, C. Powell, M. Rowlands, P. Sambrook, W. D. Walters and J. Yeomans.

3529 Apologies

Cllr's. M. Lyddon, S. Radford and S. Roberts,

3530 Declarations of Interest

There were no declarations of interest.

3531 Police

There was no Police presence at tonight's meeting. Cllr. Huw Bradley wished the Clerk to again inform the Police about the obstructive parking at the junction of Wenallt Rd. with St. Anne's Terrace. He also added the same situation existed at other junctions in the village including the junction of Whittington St. with Park St.

3532 County Borough Councillors Report

There was no County Borough Councillors report but the Clerk was asked to chase the County Borough Councillor regarding the damaged fence at opposite St Anne's Terrace and into Henfaes Rd.

Councillor James Yeomans raised the point regarding litter picking in Tonna. He asked if the regular litter picking was still in place. Cllr Colin Powell was able to advise that there was a "Litter Picking Box" at Tonna Rugby Club which contained the necessary equipment. Cllr Yeomans said that the canal towpath in particular was in a very sorry state and should be looked into. The Clerk will contact the County Borough Councillor to get updated information. Cllr Yeomans also raised the issue of people using the "Marsh" near the Lock gathering and generally making a mess. Again, the Clerk was asked to take this up with the County Borough Councillor.

3533 The minutes of the Ordinary Meeting held on 12th March, 2024 were accepted as a correct record.

3534 Matters Arising

There were no matters arising

3535 Delegates Reports

Cllr Ms Johanne Barnes said that there had been a quarterly allotment inspection at Heol Y Glo.

3536 Water Memorial Park

There were conflicting reports regarding the success or otherwise of the work done to try to cure the water problem at the Memorial Park. The Chair suggested that weather permitting, the Council should make a quick visit to the park prior to the next meeting. This was agreed by the members.

3537 Community Council Surgeries

The Clerk again confirmed that the next Community Council Surgery would be held on Saturday, 27th April. As he had now received permission from the Headteacher, he said that he would get Cllr Radford to publish this on-line.

3538 Allotments

The Clerk reported that the final allotment tenant had now confirmed that he was unable to take up his lease this year. He said that the next two people on the waiting list had either not responded or turned down the offer. He said that the next in line had accepted the offer.

He also informed that the Allotment Sub-committee had made a quarterly inspection visit during the previous week. Cllr Barnes reported that most of the site was in a good condition apart from one site where the tenant appeared to have brought a substantial amount of rubbish on to the site including a broken refrigerator. During the visit, the committee was approached by a local resident whose property adjoined the allotment. She was most concerned as she had seen rats which seemed to be attracted by the rubbish and she said that she would be writing to the Community Council and to the NPTCBC Environment Department. Apparently, the same tenant had been building chicken runs on his own and other tenants sites which were in excess of the required 25% and considered not acceptable by the committee.

The Clerk was asked to write to the tenant and advise him that he would have 21 days to remove the rubbish from site. If not, he would risk losing his tenancy and the Council would remove the rubbish for him and back-charge him.

3539 Wish List

The Clerk updated the Council on a number of items as follows,

Land Registry	No further progress
Tonna Maps	The Clerk provided the members with some sample proofs for their consideration, complete with additions. These were considered to be acceptable and the Clerk was asked to confirm the order.
Brunel Woodland Walk	The Clerk confirmed that the new sign-post was installed today.
Doggie bin at Lock Hill	No further progress
Memorial Park Lease	No further progress. Meeting to be called asap
Remembrance Wall	No further progress. Meeting to be called asap
Memorial Gates Plaque	Still awaiting delivery.
Christmas Lights	No further progress. Meeting to be called asap
Fence opposite St Anne's	No further progress

3540 Correspondence

Tonna RFC	Letters requesting permission to build canopy and hard standing, up-date on the lease and confirmation of the Community Councils support for the club.
Miss A Howard	Complaint of rubbish on the allotments causing rats

3541 Planning

Short Bros Homes	Resolven Market	4 No. EV charging points	No objection
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3542 Accounts Monitoring

2022 – 2023 Annual Return The Clerk reported that he had received further queries regarding the Clerks Pay. He informed that he had replied with the details including his current status, that being that he is on SCP 23 and that his salary is calculated quarterly by an independent payroll Company and is always approved by the full Council prior to payment. His response was approved by the members.

Bank Reconciliation The Clerk presented the meeting with the end of year details which tallied with the Bank Statements. This was approved by the members.

Bank Monitoring The Clerk presented the meeting with details of the payments made and money received during the year. This was approved by the members.

3543 Financial Matters

The Clerk informed that as the Brunel signpost had not been installed, he had cancelled the payment for this work. He said that as the signpost had now been installed a new cheque would be made out.

The Clerk said that he had sent a letter of costs to Clyne and Melincourt Community Council for the seven members who attended the recent Training Session at Tonna. This had now been paid

The Clerk presented the Council with quotations for the Annual Open Spaces Contract. He had received quotations from two contractors who had been prepared to carry out the duties, requested.

The existing contractor, Clive Willis, had offered the same price as his previous contract and was substantially below the other quotation. In addition, he had offered to maintain his prices for a three-year period.

It was proposed by Cllr Colin Powell that a three-year contract be offered to Clive Willis with the proviso that the Council would be prepared to consider the annual C.P.I. increase if requested.

RECEIPTS

Clyne & Melincourt Community Council	Training	120.75
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PAYMENTS

One Voice Wales	Training	345.00	Approved
Clive Willis	First grass cut	370.00	Approved
Clive Willis	Litter / doggie bins	60.00	Approved
Clive Willis	Brunel Woods signpost	200.00	Approved

3544 The Clerk advised the members that the Annual General Meeting would be held at Tonna Primary Community School on Tuesday 14th May commencing at 6.30 to be immediately followed by the next Ordinary Meeting.

The meeting closed at 8.15 pm.

Chairman.....

Date.....