

Minutes of the Full Council Meeting Held in Llangynwyd Village Hall at 18:30 on Wednesday, 10th July 2019

Present

Cllr Tom Muller - Chair (TM), Cllr Helen Davies (HD), Cllr Harry Davies (HWD), Cllr Chris Griffiths (CG), Cllr Elaine Guscott (EG), Cllr John Hughes (JH), Cllr Glynne Nicholls (GN), Cllr Idris Williams (IW).

Cheryl John - Clerk (CJ).

1. Apologies for Absence

Cllr Trystan Griffiths (TG), Cllr Dylan Jones (DJ), Cllr Michael Moore (MM) and Cllr P. Sasiruban (PS).

JH confirmed that a letter must be sent prior to a councillor reaching six consecutive months of absence from all meetings without a statutory excuse or approval from council. If the absence then continues and reaches six months, the councillor automatically ceases to be a member of the council.

Action: CJ to check on absent members and if necessary, letter to be sent.

2. Declarations of Interest

HD - Governor Cwmfelin Primary School & Llangynwyd Village Hall

EG - Governor Cwmfelin & Llangynwyd Primary Schools

JH - Governor Garth & Plasnewydd Primary Schools

IW - Governor Maesteg Comprehensive School, Member of Maesteg Town Council and Maesteg Celtic RFC

TM - Child attends Cwmfelin Primary School and Right of Way (RoW) No 9 on his land

GN - Nicola Hart (NH), Warden, Parc Tir Iarll

3. (a) Ratification of the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 12th June 2019

The minutes were agreed as a true record.

4. (a) Matters Arising from the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 12th June 2019

Page 1 - Item 4a - Local Bus Service

DJ was absent, therefore, could not advise on any response that may have been received from the Bridgend County Borough Council (BCBC) Cabinet member. IW had nothing to report from County Councillor Ross Thomas who had previously 'called-in' the Cabinet's decision to withdraw the subsidy for the bus service/s. Any future updates to be reported.

Page 2 - Item 4a - Country Lane Used as a Busy Thoroughfare

No update on Highway's Department improving lay-bys in country lane. Any future updates to be reported as Mr Duncan previously asked for this matter to remain on the radar of the community council.

Page 2 - Item 4a - Internal Audit (Quotes)

CJ is presently working on the audit of the 2018/19 accounts, she will submit all paperwork to Robert Cole & Co, Accountants in Maesteg, as soon as possible.

Page 2 - Item 4a - Chairperson's Report

Location of Chain of Office unknown, therefore, new storage box cannot be made by tutor from ACT Training.

Page 2 - Item 4a - Telephone Boxes (Llangynwyd Village & Lletty Brongu)

CJ to make contact with Gary Tidball, to arrange the necessary work on both telephone boxes.

Page 2 - Item 4a - Telephone Box (Llangynwyd Village)

CJ to write to the Old House 1147 to advise that the council will be arranging the necessary work on the telephone box.

Page 2 - Item 4a - Planning Applications (Old House 1147, Llangynwyd - Licensing Hours)

No report from JH on an application to extend the licensing hours for the Old House 1147.

Page 3 - Item 4a - Pathway at Parc Tir Iarll (Resident Encroaching on Parc Tir Iarll Land)

Chairman has not sent a letter to the resident at Heol Neuadd Domos who has taken hedge down and is encroaching on park land. CJ to draft a letter to him, asking why he is leaving his personal property on community council land and asking him for his intentions. CJ to also state that if he does not clear his belongings, they will be removed. Full Council to read the draft letter and comment, if approved, any response should be discussed at the next RoW Subcommittee Meeting.

Page 4 - Item 11 - Members' Reports - Commemorative Plaque (Mr and Mrs Morgan)

EG previously raised the possibility of a commemorative plaque, consideration postponed until September 2019 meeting.

Page 5 - Item 11 - Members' Reports - Pathway at Parc Tir Iall

The RoW Subcommittee has met and agreed that Smith and son was the best quote for the staggered relaying of the paths. This was agreed by full council, CJ to confirm contract with firm.

Page 5 - Item 11 - Members' Reports - Purple Bags for Medical Disposals

Response from Kier or BCBC - no update from HWD.

Page 5 - Item 12 - Clerk

CJ commenced her duties on 24th June 2019 and is now working out of Maesteg Town Council Offices. Use of the Old Llangynwyd Post Office as an office may be an option for the future. CJ and GN met with Ken Piper (KP) who owns the building, the charge would be £150 per calendar month with use of all services including the broadband. However, there is no wash room at the property, therefore, permission to use Llangynwyd Village Hall's amenities would need to be sought. Before KP could enter into any agreement with the council, he would need to check with his insurance company. There is also a cash till attached to the property, again, permission would be required from the provider. To date, there has been no update from KP.

Pages 5 - Items 14 - Cutting of the Grass in Old Age Pensioners' (OAP) Gardens
OAPs' gardens have been cut three times a year, either front or back. CJ to find out whether this is a statutory provision.

Pages 5 - Items 15 - Summer Event

It was agreed that Parc Tir Iarll could not be used for a Summer Event this year due to the impending relaying of some of the paths. However, if an alternative venue could be found and a costed plan submitted, it would be considered.

Pages 5 - Items 16 - Autumn Event

EG suggested a 'scarey' walk through Parc Tir Iarll with the help of the park warden's artistic skills and a disco at Llangynwyd Village Hall. Again, a costed plan was requested for consideration.

5. Police Matters

Apologies for absence given for PCSO Gareth Stoneham. Maesteg Crime Statistics presented for June 2019.

6. Public Address

There were no members of the public present.

7. Clerk's Introduction and Report

See attached presentation, approval given by council for:

- Purchase of a low cupboard for office: £154.80
- Contract mobile phone for clerk: £33.60 per month
- Contract mobile phone for park warden: £15 per month
- JH/Personnel Subcommittee to review NH's job description
- CJ to approve NH's timesheets and leave
- Chairperson to approve clerk's timesheets and leave
- Clerk to undertake Certificate in Local Council Administration (CiLCA)

8. Planning Applications

There were no planning applications however, the decision that the power station application had been turned down, went to Councillor Malcolm James.

Action: CJ to amend contact details held by Mark Galvin or Andrew Rees.

9. Correspondence

There was no correspondence.

10.

(a) Llangynwyd and Lletty Brongu - Empty Phone Boxes
Discussed at Item 4(a) on Page 2.

(b) Condition and Position of the two Benches on the A4063, at the Entrance to the Pavilion/Football Field
The benches are in a poor state of repair; one is located in close proximity to a dog faeces bin. CJ has written to BCBC asking for these issues to be resolved.

(c) Work on the Paths in Parc Tir Iarll
Discussed at Item 4(a) on Page 2.

(d) Gareth White (GW) - Clarification of Existing Contract Details
CJ informed council that apparently GW had been given a rolling contract, but he was unable to provide a copy of it now.

Action: RoW Subcommittee to put maintenance contract out to tender and minutes to be presented to full council.

(e) Extra Dog Bins in Both Wards
The RoW Subcommittee asked CJ to write to John Rees, BCBC to ask for extra dog bins in our wards. He responded by saying that he is presently carrying out an exercise in the county whereby, his team are removing seldomly used bins to more high traffic areas. He explained that he is using the list that he compiled from a site visit with HJ last year and that he is slowly but surely giving us extra bins; he must allocate fairly across Bridgend.

Action: CJ to get cost for dog faeces bin and dog poop bag dispensers and a list of bins in both wards.

(f) Rental of the Old Llangynwyd Post Office as Llangynwyd Middle Community Council's (LIMCC) Office
Discussed at Item 4(a) on Page 3.

(g) Purchase of a Data Backup Service
CJ explained to council the importance of backing up files on her laptop. BackupVault was recommended by Martin Morgans, BCBC IT; the firm satisfies the General Date Protection Regulation (GDPR). The cost is £20 plus VAT per month. Council unanimously agreed.

(h) Purchase of a Digital Voice Recorder for Meetings - Minute Taking
CJ requested permission to purchase a digital voice recorder for the purpose of minute taking as it would promote accuracy, she also has poor hearing. The

recording could be destroyed after the minutes have been ratified. GN was the only councillor who rejected the proposal. The cost is £79.95 on Amazon.

Action: CJ to convene a meeting of the Personnel Subcommittee to discuss protocol.

(i) Purchase of Lone Alert for Park Warden

As the park warden is a lone worker, CJ requested permission to purchase a LoneAlert Access Licence for a trial period of 12 months for the cost of £102.00. It was agreed by council.

(j) Grass Cutting in Parc Tyn-y-Waun

CJ was asked by PS to add this to the agenda. On discussion, the land in question where the grass has overgrown is private, therefore, outside the council's remit.

11. Finance and Accounts

CJ distributed a written report on behalf of DJ. The report included:
Record of the Monthly Financial Transactions (June 2019);
June's bank statement.

Bank Balance

The opening balance for 1st June 2019 was £89,837.50.
The closing balance for 30th June 2019 was £87,100.48.

12. Chairperson's Report

No report given.

13. Member's Report

GN advised that the strimmer is regularly breaking down and the council should think about purchasing a new one for next year.

14. Items for the next meeting

On-going issues raised during the meeting.

15. Date of Next Meeting

Wednesday, 11th September 2019 - 6.30pm - Llangynwyd Village Hall.

Chairperson:

Date: