

Minutes of the Full Council Meeting Held in Llangynwyd Village Hall at 18:30 on Wednesday, 11th September 2019

Present

Cllr Tom Muller - Chair (TM) - left meeting at 8pm, Cllr Helen Davies (HD) - Chair from 8pm, Cllr Harry Davies (HWD), Cllr Chris Griffiths (CG), Cllr Elaine Guscott (EG), Cllr John Hughes (JH), Cllr Dylan Jones (DJ), Cllr Glynne Nicholls (GN), Cllr Idris Williams (IW), Cllr P. Sasiruban (PS).

Cheryl John - Clerk (CJ).

1. Apologies for Absence

Cllr Trystan Griffiths (TG).

2. Declarations of Interest

HD - Governor Cwmfelin Primary School & Llangynwyd Village Hall

EG - Governor Cwmfelin & Llangynwyd Primary Schools

JH - Governor Garth & Plasnewydd Primary Schools

DJ - Governor Cwmfelin Primary School

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

PS - Governor Llangynwyd Primary School & Llangynwyd Village Hall

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. Ratification of the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 10th July 2019

The minutes were agreed as a true record, however, JH requested corrections to the item numbers.

Action: CJ to correct and resend.

4. Matters Arising from the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 10th July 2019

Page 1 - Item 4(a) - Local Bus Service

County Councillor Ross Thomas has contacted the bus company, there is no possibility of resuming the service as a subsidy of £30,000 would be required. Llynfi Valley Community Transport may be an option for some people.

Page 2 - Item 4(a) - Country Lane Used as a Busy Thoroughfare (Station Road to Bryn Terrace

There is no funding at present.

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

CJ submitted the audit return for 2018/19 accounts to the internal auditor; audit report was received today. Council thanked CJ for the work that she had done on this.

Action: CJ to put Notice of Public Audit on noticeboard and send a copy of the audit report to all councillors.

Page 2 - Item 4(a) - Chairperson's Report

TM has the Chain of Office, he will bring it in so that a new storage box can be made by a tutor from ACT Training.

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

CJ to contact Bridgend County Borough Council (BCBC) to query the process for applying for an extension to licencing hours, and to find out whether the Old House 1147 has applied for an extension.

Page 2 - Item 4(a) – Pathway at Parc Tir Iarll (Resident Encroaching on Parc Tir Iarll Land)

CJ to draft a letter to the resident of Heol Neuadd Domos who has created a hedge out of cut branches entwined with bramble and other undergrowth, he is encroaching on park land. CJ to ask resident why he is leaving his personal property on community council land and what his intentions are. CJ to also advise him that if he does not clear his belongings, they will be removed. Full Council to read the draft letter before it is sent. Any response should be discussed at the next RoW Subcommittee Meeting.

Page 2 - Item 4(a) - Members' Reports Commemorative Plaque (Mr and Mrs Morgan)

EG previously raised the possibility of a commemorative plaque, consideration postponed until protocol can be established at another meeting.

Page 2 - Item 4(a) - Members' Reports - Pathway at Parc Tir Iarll

CJ has repeatedly asked for official documentation from the firm, but to no avail. Firm to be given until 20th September 2019 to respond, then offer to be withdrawn if no response.

Page 2 – Item 4(a) - Members' Reports - Purple Bags for Medical Disposals

HWD has not contacted Kier or BCBC - CJ to make contact.

Page 3 - Item 4(a) - Clerk

CJ to ask Ken Piper to go back to his mortgage company to ask what type of rental agreement they require. Once everything is confirmed on his side, a costed plan should be prepared for moving into the old Llangynwyd Post Office. CJ to also find out how much it will cost to stay permanently at Maesteg Town Council Offices.

CJ to present Precept for 2020/21 at November 2019 meeting; to be approved at December 2019 meeting.

Page 3 - Item 4(a) - Cutting of the Grass in Old Age Pensioners' (OAP) Gardens
Cutting the grass for OAPs is not a statutory provision, but council wishes to continue doing so, twice a year for either front or back lawn, and only people who have nobody else to cut their lawn(s) will be entitled.

Page 3 - Items 4(a) - Summer Event

The Old House 1147 was considered for a historical event on 15th September 2019. However, it was short notice and would have been costly, therefore, there will be no Summer event this year.

Page 3 - Items 4(a) - Autumn Event

Plans are being made to have a Halloween disco and fancy dress parade at the village hall. A costed plan will be provided for council.

Page 4 - Item 10(b) - Condition and Position of the two Benches on the A4063, at the Entrance to the Pavilion/Football Field

BCBC has agreed to clean the benches as there is fungi growing on them, an order has been placed. The dog faeces bin by the benches has been relocated.

Page 4 – Item 10(d) - Gareth White (GW) - Clarification of Existing Contract Details

The RoW Subcommittee has met and decided there is no need to go out to tender for this service; the present contractor has considerable knowledge of the RoW in Llangynwyd Middle, he is reasonably priced, efficient and helpful, and has the manpower and equipment to open/maintain all RoW in the area.

Action: RoW Subcommittee to provide contractor with an updated contract.

Page 4 - Item 10(e) - Extra Dog Bins in Both Wards

CJ has received costings from BCBC for dog faeces bins:
Super trimline 50 post mount (plastic) - £149.00 inc. VAT
Metal trimline post mount - £172.04 inc. VAT
Topsy royalle stand alone - £188.29 inc. VAT

With regards to dog bag dispensers, John Rees (BCBC) is currently looking at sponsoring more of these, as there is some funding towards this, he will keep CJ informed.

Action: CJ to request a list of bins in both wards.

Page 4 - Item 10(h) - Purchase of a Digital Voice Recorder for Meetings - Minute Taking

The recorder has been received but the stop button does not work, CJ to return it and request a replacement. CJ to convene a meeting of the Personnel Subcommittee to discuss protocol for its use.

Page 5 - Item 10(i) - Purchase of Lone Alert for Park Warden

CJ has given firm the go ahead for the provision, however, NH has not been given access yet.

Page 5 - Item 13 - Member's Report (Strimmer)

GN previously advised that the strimmer is regularly breaking down and asked council to consider purchasing a new one for next year.

7. Police Matters

Apologies were received from PCSO Gareth Stoneham but no crime statistics were presented for July or August 2019.

Action: CJ to get crime statistics from Margaret Buckley, Clerk to Maesteg Town Council for July and August 2019. A request also needs to be made for PCSO Stoneham to send his apologies and the crime statistics to CJ in future.

8. Public Address

There were no members of the public present.

9. Planning Applications

There were no planning applications.

10. Correspondence

There was no correspondence.

11.

(a) Confirmation of the Attendance of All Members of the Planning Subcommittee at a Meeting to Discuss the Local Development Plan (LDP), on 23rd September 2019 at Maesteg Town Hall Between 6pm and 9pm
HD, DJ, IW confirmed that they would attend the meeting.

(b) Establishment of a Working Group to Prepare the Plan for Maintaining and Enhancing Biodiversity Within Current Work Areas
To be discussed at next meeting.

(c) Permission for a Survey of the RoW
During a meeting with Andrew Mason, BCBC, HD and CJ were given the name of an organisation, Cardiff Conservation Volunteers, who may undertake this work on the council's behalf.

Action: CJ to make contact to find out if this would be possible.

(d) Positioning of Storage Container at Parc Tir Iarll

Council was informed that BCBC has positioned a storage container next to the park's container by the sport's pavilion; it is preventing the doors from fully opening which is a health and safety issue. CJ has written to BCBC to ask if their container can be moved; the park's one was located there first.

Action: If BCBC will not move their container, CJ to ask for the relocation of the park's one. When the doors can open back on the container, CJ to request clips to secure them to the side of the container.

(e) Registration of the Council as a Lower Tier Waste Carrier, Broker or Dealer with Natural Resources Wales Under the Waste (England and Wales) Regulations 2011

Approval for CJ to submit the completed registration form was given by council.

(f) Council's Standing Orders

CJ advised council that the Standing Orders need updating as soon as possible.

Action: CJ to send a copy of the present Standing Orders to all councillors, and to get model ones on which new ones could be based.

(g) Council's Code of Conduct

CJ notified council that the adoption of a Code of Conduct is necessary.

Action: CJ to obtain a model document on which the council could base its version.

(h) Council's Risk Assessment

CJ advised council to have a full risk assessment done, JH said that the Finance Subcommittee could look at undertaking one.

(i) Internal Audit Report

Discussed at Item 4

12. Finance and Accounts

DJ advised council that he has received a new cheque book: Cheque Numbers - 000301 to 000360.

DJ asked CJ to contact Paul Meredith to request he puts invoice numbers on all his invoices.

PS was asked to cash Cheque Number: 000252, dated 30/03/19 for £150 - Councillor's Allowance

CJ and DJ went into HSBC in Bridgend and closed the three HSBC bank accounts, the balances were transferred to the main NatWest account: £605.16.

DJ distributed the following:

Record of the Monthly Financial Transactions (July to August 2019):
July & August bank statements.

Bank Balance

The opening balance for 1st July 2019 was £87,100.48.

The closing balance for 31st August 2019 was £78,389.93.

13. Chairperson's Report

No report given.

14. Clerk's Report

CJ advised council that Cllr Mike Moore has reached six consecutive months of absence from all meetings without a statutory excuse or approval from council, therefore, he automatically ceases to be a member of the council. All members agreed with the termination except CG, who wanted to give him another chance.

Action: CJ to write to MM to confirm his termination as a community councillor with Llangynwyd Middle Community Council (LIMCC). Clerk to also report vacancy to Electoral Services, BCBC.

CJ will be organising a meeting of the Events Subcommittee, to plan any future events.

Training should be a priority for the council. CJ to look into the needs of the council and the possibility of in-house training. PS expressed a wish for finance training at the meeting.

15. Member's Report

JH advised council that CJ has been working long hours since her appointment as clerk; to catch up on the work. She was asked to submit her hours to JH.

A meeting needs to be convened to discuss Ynysawdre Community Council's charge for the transfer of funds in previous years, and to discuss any further issues relative to this matter.

16. Items for the next meeting

On-going issues raised during the meeting.

17. Date of Next Meeting

Wednesday, 9th October 2019 - 6.30pm - Llangynwyd Village Hall.

Chairperson:

Date:

