

Minutes of the Meeting of Full Council Held in Llangynwyd Village Hall (LVH) at 18:30 on Wednesday, 12th February 2020

Present

Cllr John Hughes (JH) - Chair (took minutes until 19:10), Cllr Helen Davies (HD), Cllr Elaine Guscott (EG), Cllr Dylan Jones (DJ), Cllr Tom Muller (TM), Cllr Trystan Rhys Griffiths (TRG), Cllr Idris Williams (IW), Cllr Harry Davies (HWD), Cllr Pararajasingham Sasiruban (PS)

Cheryl John (CJ) - Clerk (arrived at 19:10)

2.Apologies for Absence

Apologies were received from Cllr Rob Lewis (RL).

1.Talk by John Rees (JR), Operations Officer, Cleaner Streets, Street Scene Section, Bridgend County Borough Council (BCBC) - ‘Love It, Don’t Trash It’ Initiative

JR presented the initiative to members, and asked the council to consider assisting BCBC to run the initiative in Cwmfelin and Llangynwyd Primary Schools, which will educate and raise awareness, change attitudes, help tackle the litter problem, etc. The payment will not go to BCBC, but to the charity Seaquest, for their input.

The council decided to fully support the initiative in Llangynwyd Middle, which will probably commence in January 2021, and agreed to provide the £600 for the participation of the two schools.

Action: JR will contact the clerk to make the necessary arrangements nearer the time.

5.Police Matters

PCSO Gareth Stoneham (GS) was present, crime statistics for January were received.

As previously reported, there is an issue with car parking near the bus stop, opposite the old post office on Llangynwyd Square. Late buses do not always stop, because the bus driver cannot see people waiting there. GS has said it does not appear to be an illegal act if there are no road markings preventing this, and the car(s) is/are not parked on the pavement. The bus company has told all drivers to remain observant when approaching the bus stop, but has also suggested that a more permanent solution would be for Highways to implement parking restrictions. Clerk has written to BCBC to find out if this is possible.

Action: clerk to update council when a reply is received.

TM previously asked if a car could be parked in the small area outside Cwmfelin Primary School, just before the markings for the bus stop. GS has queried this with Traffic and Transportation, BCBC, and is awaiting a response.

Action: GS to update council when a reply is received.

3.Declarations of Interest

JH: Governor - Garth and Plasnewydd Primary Schools

HD: Governor - Cwmfelin and Plasnewydd Primary Schools and Member - Llangynwyd Community Association (LCA)

TRG: Governor - Ysgol Gyfun Gymraeg Llangynwyd

IW: Governor - Maesteg Comprehensive School, Member - Maesteg Town Council (MTC) and Maesteg Celtic RFC

TM: Child at Cwmfelin Primary School and Footpath 9 runs across his land

EG: Governor - Llangynwyd Primary Schools

PS: Governor - Llangynwyd Primary Schools and Member - LCA

4.Public Address

There were no members of the public present.

6.Ratification of the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 8th January 2020

The minutes were agreed as a true record.

8.Matters Arising from the 'Public' Minutes of the Meeting of the Full Council Held on Wednesday, 8th January 2020

Page 2 - Item 7 - Talk on LONEALERT - Nicola Hart (NH)

NH previously advised council that she can be located wherever she is in the park through LONEALERT's GPS, although, it is identifying the park as the sports ground; a grid reference for Parc Tir Iarll was requested. The clerk made some enquiries, and GPS works using grid references.

Page 2 - Item 7 - Proposal - Llan Rangers

The clerk has now been informed by Guy Smith, Community Asset Transfer Officer, BCBC, that if the community council cannot put up any match funding, it should not be applying for the Town and Community Council Funding to support the club with essential works on the sports pavilion, as a result of the impending Community Asset Transfer (CAT).

The club has asked for a letter of support for the CAT from the community council, and for a member to become a trustee.

Action: clerk to provide club with a letter of support for the CAT; chairman to sign it. Also, to find out what is expected of a trustee, and should the club not succeed, the legal implications for a trustee.

The clerk has asked Llan Rangers for an outside tap area for the park warden, at the back of the pavilion, and for permission for NH to use the pavilion's washroom facilities.

Page 3 - Item 7 - Country Lane Used as a Busy Thoroughfare (Station Road to Bryn Terrace)

There is no funding available at present.

Action: clerk to query funding at the beginning of next financial year.

Page 3 - Item 7 - Internal Audit

There has still been no news on the audit return since its submission some months ago. Clerk was asked to write to the Wales Audit Office (WAO) for an update, however, there has been no response. It was felt that a response should not be pursued, that the WAO will report back as soon as the report is available.

Page 3 - Item 7 - Chairperson's Report

JH apologised again for not returning the chain of office to the clerk.

Action: once the chain has been returned, CJ to arrange a valuation, and for the details of missing chairpersons to be added.

The new storage box for the chain of office, and the information boards for Parc Tir larll, are being made by the the Men's Shed - Housemartins, Coytrahen.

Page 3 - Item 7 - Telephone Boxes (Llangynwyd Village & Lletty Brongu)

Ty-a-vid Handyman has been offered the job of refurbishing the listed telephone box in Llangynwyd village, and the one in Lletty Brongu. It has become apparent to the contractor on a second inspection, that most of the windows and frames cannot be saved, therefore, the cost of the job will now be £3,076.02. CJ and HD met with the workmen, who appeared very knowledgeable, one especially, who has experience in this type of work. Both ladies were completely satisfied with the reasoning behind the additional expenditure. As the refurbishment will not be like for like; stronger glass will be used, etc., planning permission will now have to be sought.

Action: CJ will liaise with contractor, for the submission of the paperwork for planning permission.

Grant funding may be available for this type of work.

Action: clerk to investigate the possibility.

Page 3 - Item 7 - Planning Applications (Old House 1147, Llangynwyd - Licensing Hours)

JH spoke to the head of Licensing who told him that no application has been received. When CJ looked at the BCBC website, an extension to licensing hours was not appearing. However, DJ has now provided the clerk with evidence that such a hearing did take place, and permission was granted.

Action: clerk will approach BCBC on this matter again.

Page 3 - Item 7 - Pathway at Parc Tir Iarll (Resident Encroaching on Parc Tir Iarll Land)

The park warden will keep a close watch on this area, and update council on any findings.

Page 4 - Item 7 - Members' Reports Commemorative Plaque (Mr and Mrs Morgan)
EG previously raised the possibility of a commemorative plaque, consideration was postponed until protocol can be established at another meeting.

Page 4 - Item 7 - Members' Reports - Pathways at Parc Tir Iarll

It has become apparent that John J. Daly and Sons put in a quote for the job without actually visiting the site. The clerk gave the firm a chance to put in another quote before the meeting, but to no avail. Council agreed to give the job to JD Surfacing & Construction Ltd at a cost of £10,678.80 plus VAT.

Action: CJ to ask if their work would be guaranteed, if timber edging would be required, could the waste be removed, and where it would be taken for disposal, when the job would commence and how long the work should take.

Page 4 - Item 7 - Clerk

It was agreed in the January 2020 meeting that as Ken Piper (KP) has still not responded to CJ's letter regarding the type of rental agreement/lease that his mortgage provider would require, she would remain at MTC Offices at a cost of £50 per week.

Action: CJ to contact KP to explain that due to his delayed response, the clerk will remain at MTC Offices for the foreseeable future, as all the necessary arrangements have now been made.

Page 4 - Item 7 - Extra Dog Bins in Both Wards

CJ and HD have previously met with JR, Cleaner Streets, BCBC, who promised two poop bag dispensers for the area, probably in January 2020; they have not been supplied yet. He also provided a list of the dog faeces bins, but could not comment on whether anymore would be allocated. JR will notify the clerk as soon as everything is finalised. A decision can then be made on the purchase of more bins for the area.

Action: clerk to contact JR again for an update on everything.

Page 4 - Item 7 - Purchase of a Digital Voice Recorder for Meetings - Minute Taking Protocol for the digital voice recorder needs to be discussed.

Action: CJ to convene a meeting of the personnel subcommittee to discuss the protocol for its use.

Page 4 - Item 7 - Purchase of Lone Alert for Park Warden
Protocol for LONEALERT needs to be adopted.

Action: the protocol for its use needs to be discussed at the next meeting of the personnel subcommittee.

Page 5 - Item 7 - 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
The report from the meeting does not appear to have been sent.

Page 5 - Item 7 - Permission for a Survey of the Rights of Way (RoW)
The RoW survey by Cardiff Conservation Volunteers started on Sunday, 5th January 2020.

Page 5 - Item 7 - Positioning of Storage Container at Parc Tir Iarll
Council was previously advised 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 on numerous occasions, to ask if their container can be moved; the park's one was located there first. CJ and NH met with Claire Daymond, BCBC, Green Spaces, she cannot do anything about the repositioning of the pavilion's container, however, she will make enquiries about having something fitted to it, so that the park's container door can be secured to the side. Gavin Brewster from Llan Rangers will be carrying out the work shortly.

Council would like to purchase a new lined container for the park.

Action: clerk to get three quotes, and to contact Planning to find out where it can be sited.

Page 5 - Item 7 - Council's Risk Assessment
A full risk assessment is to be put on the agenda for a meeting of the finance subcommittee.

Action: clerk to arrange a Personnel Subcommittee Meeting.

Page 5 - Item 7 - Clerk's Report.

- Due to a successful Remembrance event, council approved donations of £75 to the following organisations:
 - a) Church
 - b) Women's Institute
 - c) British Legion
 - d) LCA

All four payments have now been made.

- Training is a priority for the council, four more courses need to be chosen for the financial year 2020/21.

Page 5 - Item 7 - Members' Reports

CJ has met with Deryck Evans, WAO, who will be undertaking an audit of the accounts of both Ynysawdre and Llangynwyd Middle; he will report his findings in due course. Everything will then be much clearer, and all outstanding financial matters can be addressed.

Page 5 - Item 7 - Clerk's Report

- Hanging baskets on Llangynwyd Square during the Summer months were discussed, and there was a majority vote approving two on each of the five buildings, pending written approval from the owners of these buildings. The approved contractor is Rowan Garden Designs & Landscapes Ltd, the estimated cost being £1,925.50 the first year, due to the purchase of the Amberol self-watering baskets and brackets (£745.50 approx.).

Action: clerk to conduct the necessary checks and make the arrangements for the erection of the hanging baskets.

Page 6 - Item 7 - Members' Reports

- a) Rambling in Schools - HD to discuss at a future meeting.
- b) Establishment of an Elderly Resident's Association - HD has met with Ynysawdre Elderly Residents' Association (Y.era), and is making good progress. When the time is right, she will arrange for a representative(s) to talk to a target group.
- c) Better Buses for the Llynfi Valley (BBLV) - talks are ongoing.
- e) BCBC are cutting Knotweed on the side of the A4063, which if not removed properly, could eventually encroach on private property. Clerk has reported issue to BCBC, who has said:

“BCBC highways will only cut JKW if it is encroaching or a danger to the highway. Whilst this may have been the case BCBC does not have a duty to remove JKW from site, only to cut and leave at its location. Bcbc also has an annual JKW schedule for treatment to locations throughout the borough where JWK may encroach private property from highway land.”

- g) There has been flooding in Llangynwyd, especially by Tyler's House. BCBC has been advised of the ongoing issue in the area, however, there has been no update yet; residents are chasing BCBC for a report on the findings.
- h) DJ reported that a sign is required on the nasty bend on Llan Road, Top Llan, especially with so many people who are unfamiliar with the roads visiting the historic village. Clerk has reported issue to Highways; an inspector will visit location and report back.

Action: clerk to ask for an update.

- i) There is an issue with a broken drainpipe at 1 The Bracken's, Lletty Brongu. CF34 0DY, especially in cold weather. Issue has been reported to BCBC.

Action: clerk to ask for a response to her email again.

- j) There is a problem with the culvert flooding in Lletty Brongu, a pipe is sticking out of a hole, it gets blocked in heavy rain. BCBC are aware of the issue, however, resources are not available at present.

Page 6 - Item 7 - Noticeboard

The noticeboard is presently being constructed by the Mens Sheds - Housemartins Coytrahen.

Page 6 - Item 7 - Purchase of Mower/Tractor

Arrangements have been made for the new mower/tractor to be delivered in March 2020, and the old mower will be collected at the same time. However, the invoice will need to be paid in February.

Page 7 - Item 7 - Correspondence

- CJ invited members to join MTC's presentation by WEPA's project team, regarding the planning application for the Paper Mills, however, only IW and RL attended, they are also councillors for MTC. IW gave a synopsis of the talks, which were apparently very interesting, and the positives far outweighed the negatives. The clerk has distributed the presentation to members already.

Page 7 - Item 7 - Clerk's Report

- The defibrillator has now been delivered for Llangynwyd Village Hall; the cabinet should be delivered shortly. The LCA will arrange for its installation on the most suitable exterior wall, which must be flat.

Action: clerk to arrange for a plaque, saying it was purchased by the community council

- Each councillor has been given a new council email address, however, there appears to be a problem linking them to their mobile phones. JH asked clerk to continue sending emails to their personal email addresses for the time being.
- The Mens Sheds - Housemartins Coytrahen has collected the vandalised picnic bench from Parc Tir Iarll, for renovation.

Page 7 - Item 10 - Correspondence

The contribution of £100 has been paid to Urdd Gobaith Cymru, towards the cost of the Eisteddfod this year. However, the contribution of £100 for Ysgol Gyfun Gymraeg Llangynwyd has not yet been paid.

Action: clerk to send payment to school

Page 8 - Item 12 - Clerk's Report

CJ has been reimbursed for the headphones that she purchased, for use with the digital voice recorder.

Clerk now hand delivers all minutes and agendas prior to the meetings, and for those who live in out of the way places, she sends them by post.

Page 8 - Item 13 - Chairman's Report

Clerk to send the signed minutes to Rhondda Cynon Taf, approving joining the Local Government Pension Scheme (LGPS).

Action: CJ to send the signed minutes.

10.Planning Applications

There were no planning applications.

11.Correspondence

CJ has produced a 'Concerns and Complaints Policy', the community council will consider adopting it at the same time as considering the new governance documents.

A 'Lest We Forget' bench and a 'Miners' bench have been purchased from David Ogilvie Engineering by LCA. Council agreed to pay for the 'Lest We Forget' bench at a cost of £790.50 plus VAT; it will be located by the cenotaph at LVH.

Action: clerk to make the payment, and arrange for a plaque, saying the community council purchased it.

The clerk booked the coffee shop at LVH for the Llan Rangers' Stakeholder's meeting on 16th January, however, when she asked for the invoice to be sent to the club, she was advised that whoever makes the booking, receives the invoice. Council approved the payment of £14 for the room hire for 1 hour 45 minutes as an act of goodwill.

Action: clerk to make the payment.

GN and CG have both resigned as councillors. GN's vacancy has been advertised, and electoral services has been advised of CG'S resignation, the clerk is waiting for the Notice of Vacancy from them.

Nicola Hart, park warden, would like to put a new nature trail in place at the park, and also, discuss putting nature related activities on the website, for parents to do with their children, e.g., games, puzzles, etc.

Action: clerk to take these matters to the RoW subcommittee.

Shortly after the last meeting, before the clerk had chance to tell KP that she would be staying at MTC offices, she received a telephone message from KP, saying that he has heard about the lease from his lender, and giving the go ahead for the rental.

Action: clerk to go ahead with telling KP that she will be staying at MTC Offices. CJ to also put her location on the council's noticeboard, and request a sign be put up downstairs in MTC Offices.

The three quotations for the Health & Safety Inspection were discussed, council approved the Natural Safety Solutions' quotation for £800 plus VAT.

Action: clerk to make the necessary arrangements for the inspection.

A request for support from Age Cymru West Glamorgan has been received, council did not approve a donation on this occasion.

A request for support from the Wales Air Ambulance Charity has been received, council approved a donation of £100.

Action: clerk to send a cheque to the charity.

12.Finance and Accounts

DJ asked for the finance report to be sent to members prior to each meeting.

Action: clerk to send finance report out before each meeting.

Bank Balance

The opening balance for 29th November 2019 was £62,650.35

The closing balance for 31st December 2019 was £59,602.63.

The January 2020 finance report will be scrutinised in the March 2020 meeting.

13.Clerk's Report

The park warden purchased twelve heather plants for Parc Tir Iarll for £19.98, council approved reimbursement

Action: clerk to reimburse NH

Clerk reminded members about the Understanding the Law training at MTC Offices on 26th February at 6.30pm.

Councillor Malcolm James (MJ) has contacted the clerk, he has been approached by The Old House 1147 regarding the provision of defibrillator for the telephone box outside; a financial contribution would be available. The clerk advised MJ that they

were asked for their observations on having a defibrillator attached to the actual building, but no response was ever received. He was also informed that a defibrillator has now been purchased for LVH, and that there is nothing in the budget for 2020/21. However, if the clerk receives a letter requesting one for the Old House 1147, council would consider it for 2021/22.

14.Chairman’s Report

Confidential report.

15.Members’ Reports

EG reported that there is a need for a handrail on public land in Heol Llwyn Dyrus.

Action: a site visit is to be arranged, and the findings reported back to council at the next meeting.

EG was pleased to see very young children from Llangynwyd Primary School walking in the Heol Yr Ysgol and Heol Cynan areas.

HD reported excessive gravel on the road by Tyler’s House to JR, the issue was resolved very quickly.

HWD has been asked by a member of the community for a Zebra Crossing by the bus stop by LVH.

Action: HWD to put it in writing, for the clerk to pursue.

16.Date of Next Meeting

Wednesday,11th March 2020 at 6.30pm in LVH.

Chairperson

Date