

Minutes of the Remote Meeting of Full Council Held in Microsoft Teams at 6.30pm on Wednesday, 14th October 2020

Present

Cllr John Hughes (JH) - Chairman, Cllr Dylan Jones (DJ), Cllr Tom Muller (TM) - joined the meeting at 7pm, Cllr Idris Williams (IW), Cllr Harry Davies (HWD), Cllr Rob Lewis (RL) and Cllr James Duncan (JD) - joined the meeting at 7.15pm

Cheryl John (CJ) - Clerk

1.Apologies for Absence

No apologies were received from Cllr Trystan Rhys Griffiths (TRG) or Cllr Pararajasingham Sasiruban (PS)

2.Declarations of Interest

JH: Employed by Bridgend County Borough Council (BCBC) as Branch Secretary Unison, and Governor - Garth and Plasnewydd Primary Schools

TM: Child attends Cwmfelin Primary School, and a section of Right of Way (RoW) No 9 is on his land

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

RL: Member - MTC

3.Public Address

Nobody requested a link to join the meeting.

4.Police Matters

Police Community Support Officer (PCSO) Gareth Stoneham (GS) was not in attendance; crime statistics for September 2020 were not supplied.

Previously, TM asked if a car could park in the small area outside Cwmfelin Primary School, just before the markings for the bus stop. GS queried this with Traffic and Transportation, BCBC, he will chase a response.

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

5.Ratification of the 'Public' Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 9th September 2020

The minutes were agreed as a true record.

7. Matters Arising from the 'Public' Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 9th September 2020

Page 2 - Item 7 - Proposal - Llangynwyd Rangers FC

The clerk has sent the letter supporting the club's community asset transfer (CAT), and has explained that there is nobody with spare capacity to become a trustee at the moment.

The clerk has asked Llangynwyd Rangers FC for an outside tap area for the park warden, at the back of the pavilion, and for permission for Nicola Hart (NH) to use the pavilion's washroom facilities. There was no official response from the club, therefore, CJ wrote to BCBC to ask if provision could be made in the CAT for this. Two responses were received:

- i. "As previously discussed, a horticultural wash-down area is more than the use of the tap, all arising's would have to be positively drained onto a wash pad fed into a filter system for the discharge with a sub metre and the water would have to be secured (from theft). A schematic drawing would have to be done and this would have to comply with water infringement laws. Any wash-down area would have to be installed /constructed on the community council land by yourselves. I know this is not the answer that you wanted but on a more positive note I will send you the key holder agreement this afternoon and you can email it back to me or Nicola can give it to me when I give the keys to her as the pavilion re-opens.*

Best Wishes

*Claire Daymond
Green Space Performance and Development Officer
Bridgend County Borough Council
Green Spaces and Bereavement Services"*

- ii. "I have raised the issue with Llan Rangers and they are happy for the Community Council to have access to the water supply post transfer and determining an equitable way of apportioning the associated cost. This is something that the Council will consider as the transfer progresses.*

Best Wishes,

*Guy Smith
Community Asset Transfer Office"*

CJ has returned the key holder agreement to BCBC for use of the washroom facilities however, the park warden will not have access until the pavilion is back in use.

Action: clerk to update council on any progress with the horticultural washdown area through the CAT.

Page 2 - Item 7 - Country Lane Used as a Busy Thoroughfare (Station Road to Bryn Terrace)

There was no funding available in 2019/20 to improve the lane, therefore, the clerk has written to BCBC on numerous occasions this financial year for an update; the last time was on the 19th September 2020, however, to date, there has been no response.

JD reported a car accident in the lane on 12th October 2020, the same day, CJ reported it to BCBC.

Action: clerk will update council when a response is received.

Page 3 - Item 7 - Internal Audit

The clerk has recently spoken to Deryck Evans, Audit Wales, who advised her that the audits are nearly complete, but asked if she could contact HSBC for certain information on accounts previously held with the bank.

Action: CJ to contact HSBC for the information for the auditor.

Page 3 - Item 7 - Chairperson's Report

The clerk is now in possession of the chain of office.

Action: CJ will arrange for the missing links of past chairpersons to be added, along with a replacement link for the late CG, as it is not in keeping with the other ones. The clerk will then arrange for the chain to be valued.

The Men's Shed - Housemartins, Coytrahen delivered the new storage box for the chain of office, but it had to be returned to have a latch fitted. Once received, it will be kept under lock and key in the clerk's office.

Action: clerk will advise council when it has been received.

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

The clerk has applied to Cadw for funding to help with the refurbishment of the listed telephone box in Llangynwyd; it has been verbally confirmed that 50% of the project will be funded, CJ awaits the offer letter.

Planning permission has also been received for the refurbishment of the listed telephone box in the historic village of Llangynwyd. However, the lock now needs to be removed from the quote, as recommended by the senior conservation officer; a non-material amendment to listed building consent is required.

Action: clerk will submit the non-material amendment and keep council updated on both matters.

Page 3 - Item 7 - Clerk

Ken Piper (KP) was informed that the clerk will remain at MTC Offices, as he has not come back with the requested information from his loan provider on the type of lease required. He appeared disgruntled, although, this information was requested last summer. He said that he told PS and Glynne Nicholls (GN), who is no longer a community councillor, that he has now received permission to go ahead, and that he and GN have cleared the downstairs area. Unfortunately, neither GN or PS passed on the information at the time, and PS was absent from the January meeting at which the decision was made. Council do not wish to aggrive KP, and still feel that the old post office could be a good move, but many questions need answering before a final decision can be made.

Action: CJ to invite KP to the next meeting of full council at Llangynwyd Village Hall (LVH).

Page 3 - Item 7 - Extra Dog Bins in Both Wards

John Rees (JR), Cleaner Streets, BCBC has been provided with locations in the community where bins are needed, he will let the clerk know which locations he can provide bins for this year. Council has a budget for the purchase of more bins should they be required.

Action: CJ will update council when the allocation of bins is known.

Page 4 - Item 7 - Purchase of a Digital Voice Recorder for Meetings - Minute Taking

Protocol for the use of the digital voice recorder needs to be established however, there will be no remote subcommittee meetings held at present due to COVID-19; unless absolutely necessary.

Action: CJ to convene a meeting of the personnel subcommittee, when the time is right.

Page 4 - Item 7 - Purchase of Lone Alert for Park Warden

Protocol for the use of LONEALERT needs to be established however, there will be no remote subcommittee meetings held at present due to COVID-19; unless absolutely necessary.

Action: CJ to convene a meeting of the personnel subcommittee, when the time is right.

Page 4 - Item 7 - Permission for a Survey of the RoW

The RoW survey by Cardiff Conservation Volunteers started on Sunday, 5th January 2020, another day or so will be required for its completion however, the survey has been delayed due to the COVID-19 pandemic.

TM told council that he did not want to wait any longer for the completion of the survey, that work needs to start as soon as possible to open the RoW in the area; more and more people are now using the countryside for their fitness and enjoyment. He advised members that he would be putting forward a proposal for consideration at the next meeting, for a relatively large sum of money to be put aside over the next two or three years for this purpose.

Action: TM to send clerk the proposal by the beginning of November.

Page 4 - Item 7 - Positioning of Storage Container at Parc Tir Iarll

Due to Health and Safety issues, council has received three quotes for the purchase of a new lined container for the park warden to store her equipment and materials. Council approved the use of Shipping Containers UK at a cost of £4,285; not £4,185 as previously reported.

Planning permission has been received, and the order placed.

A ramp/ramps for the container will also be needed, IW has given the clerk the telephone numbers of three local firms for quotes when the container has been delivered.

Action: council to be kept updated on all progress.

Page 4 - Item 7 - Council's Risk Assessment

A full risk assessment is to be put on the agenda for a meeting of the finance subcommittee however, there will be no remote subcommittee meetings held at present due to COVID-19; unless absolutely necessary.

Action: CJ to convene a meeting of the finance subcommittee, when the time is right.

Page 5 - Item 7 - Clerk's Report

The two bespoke training courses arranged for February and March 2020 had to be cancelled; Code of Conduct and Understanding the Law. However, due to the COVID-19 pandemic, it may be sensible not to hold any training this financial year either.

Action: if possible, members to identify training for 2021/22 before year end.

Page 5 - Item 7 - Members' Reports

a) Rambling in Schools

Action: Helen Davies (HD) originally requested for this item to be put on the agenda however, she has since resigned as a councillor. When there is a full complement of councillors, a decision can be made on the progression of this item.

b) Establishment of an Elderly Resident's Association - HD has met with Ynysawdre Elderly Residents' Association (Y.era), and is making good progress.

Action: HD was going to arrange for a representative(s) to talk to a target group however, she has since resigned as a councillor. When there is a full complement of councillors, a decision can be made on the progression of this item.

c) Better Buses for the Llynfi Valley (BBLV) - talks are ongoing.

Action: HD was going to keep council updated however, she has since resigned as a councillor. When there is a full complement of councillors, a decision can be made on the progression of this item.

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.

Action: HD was going to update council on any new reports however, she has since resigned as a councillor. When there is a full complement of councillors, a decision can be made on the progression of this item.

(i) There is an issue with a broken drainpipe at 1 The Bracken's, Lletty Brongu. CF34 0DY, especially in cold weather. The issue has been reported to BCBC, see following response from Jack Davies, Highway and Land Drainage Engineer:

"The issue at this location has been identified and we have been investigating the issue. It has been noted that at some point beyond where the water is currently breaking out, there appears to be a blockage. Despite attempts to clear the blockage the drain clearing team have been unable to do so, and consequently an excavation is required. An order has been raised to excavate and find the cause of the blockage, once this has been completed, the area where the water is currently discharging can also be repaired. The works will be carried out as soon as resources become available."

Action: clerk will update council with any new information, but last queried on 19th September.

(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. The clerk has made BCBC aware of the issue, see following response from Jack Davies, Highway and Land Drainage Engineer:

"When we cleared the drain in the layby, it was found that the layby is mostly made of mud, so would not be able to be cleaned with a street cleaner. We

will, however be issuing a works order to formalise the drain into a normal gully so that is easier to clean in the future.

The last photo shown is another highway drain which is completely blocked with what is assumed to be roots, further work is required to repair the pipe and a works order will be issued to investigate further.

Both above works will be carried out when resources become available.”

Action: clerk will update council with any new information;

Page 6 - Item 7 - Chairman's Report

The minutes outlining the council's proposal to join the Local Government Pension Scheme along with the chairman's email approving them, have been sent to Rhondda Cynon Taf. CJ last asked for an update on this matter on 12th August 2020.

Action: clerk will notify council when she receives further details.

Page 6 - Item 7 - Correspondence

CJ has produced a concerns and complaints policy; the community council will consider adopting it at the same time as considering all the new governance and accountability documents.

The clerk reiterated the importance of having such documents in place for the council, especially the following:

- Updated Standing Orders
- Financial Regulations
- Code of Conduct
- Terms of Reference for all subcommittees
- Grievance Policy

Action: clerk is still awaiting the provision of all documents for adoption by council.

The three councillor vacancies are permanently advertised until they can be filled.

JH advised members that Elaine Guscott had contacted him with contact details for a lady who might be interested in joining the council.

Action: JH to pass on the lady's details to the clerk, so that she may contact her with the necessary information.

The 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.

Due to the COVID-19 pandemic, a RoW subcommittee meeting will not be called therefore, the clerk has obtained three quotes for a nature trail; the signs will display the work of the winners of a competition in schools. CJ sent the quotes to members for consideration, the successful firm is Nature Sign Design at a cost of £5,375 plus VAT.

Action: CJ to arrange the competition with the two primary schools in the area, and will advise the firm that its quote has been successful.

From the work that has already been done by Natural Safety Solutions, it has become apparent that council needs to procure the services of a firm to carry out all the H&S tasks; time and expertise is needed to ensure compliance in this field. A H&S subcommittee should also be established in the Annual General Meeting (AGM), which is not likely to be held this year, as a result of the COVID-19 pandemic. CJ has obtained three quotes which have been sent to members for consideration, the successful firm is Peninsula at £1,356 per year for three years.

Action: CJ to make the necessary arrangements with Peninsula for its service to commence

Page 7 - Item 7 - Members' Reports

A report from Huw Irranca-Davies' office has highlighted the need for a handrail on public land in Heol Llwyn Dyrys. HWD told council that BCBC will not pay for the handrail, but can maintain it if purchased.

Action: HWD, DJ and JH to do a site visit and report back to council.

Page 7 - Item 7 - Correspondence

- Due to the Government's Website Content Accessibility Guidelines (WCAG 2.1), introduced in 2018, and the introduction of measures to ensure that all public sector websites and mobile apps are accessible to all users, particularly those with disabilities; all websites must now be compliant by September 2020.

Aubergine was instructed to build the council's new website, which is now ready. The clerk has received her training for updating the website, but is not confident with the task, and does not have the time for this work anyway. Therefore, council gave approval to continue with this service with South Wales Web Solutions (SWWS) at a cost of £275 plus VAT per year.

Action: CJ to make the necessary arrangements with the firm.

- Cllr Malcolm James (MJ) wrote to the clerk regarding the flooding of a back garden in Cwrt y Fedwen; water was pouring into the garden from Parc Tir Iarll. MJ advised that this is not the first time for this to happen, but that it is the worse it has been due to the atrocious weather conditions. He told the clerk that it is not a BCBC issue, that it is the responsibility of the community council to check for blockages, and ensure the areas are clear to avoid this happening again. The clerk contacted the park warden who investigated and reported:

“Excess water draining into the gardens of the houses next to the park has always been a problem whenever there has been a lot of rainfall. The land in the park is higher than the houses and there is natural drainage of water down the slope towards the gardens of the houses. This has always been the case since the houses were built. When there is a lot of rainfall this exacerbates the situation and the water table is at present very high. Water is currently running like a stream, down the open ditch within the park and when it reaches the bottom of the park it has nowhere to go, so it runs like a stream along the back footpath and seeps into the flat ground which is right next to the back gardens of the row of houses. There is also water which runs off the hill within the park and this water also adds to the mass of water which accumulates at the bottom of the park in very wet weather. The houses with this issue have been built by the builders on land which is at the bottom of a slope so I believe this will have been a

problem since the houses were first built. I was told previously by BCBC workmen who came to provide sand bags to the houses that some of the residents of these houses had removed drainage channels which had been put into their gardens by the builders. But I cannot verify if this information is accurate.”

Resulting from this response, the clerk contacted BCBC Planning for advice. MJ advised that a drainage officer will inspect shortly:

Dear Cllr James,

Following our telephone call last week, I can confirm that BCBC do own the park and woodlands, and the holding department is Parks. However, as I understand the park is currently leased to Llangynwyd Middle Community Council. Therefore, under the lease agreement it should state whether maintenance of the land, which would include improvements to address the current drainage issue/flooding experienced by residents in Cwrt y Fedwen, is the responsibility of Parks or the community council.

The Flood & Coastal Management section can offer advice to the town council to address the issue, but it would not be responsible for undertaking any works. This would also be the case if Parks were responsible for the maintenance of the park area.

I trust that this is informative.

***Kind regards,
Jack***

***Jack Davies
Highway and Land Drainage Engineer (BCBC)
Phone: (01656) 643441
Email: jack.davies@bridgend.gov.uk”***

Clerk advised members that in accordance with the lease, council is responsible for drainage on this land, however, the flooding of the garden is not resulting from a blockage, but from the natural flow of water from the park when it rains heavily; it is an historic problem, it maybe that the developer did not put adequate drainage in for these houses.

Action: CJ will report her findings to BCBC again, and ask for a further investigation into this matter.

Page 8 - Item 7 - Members' Reports

Previously, EG asked for a location to be identified, where in an emergency, members could meet to plan a strategy to provide help in the community, e.g., flood.

Action: members to consider a location and report back to council.

Page 9 - Item 7 - IRPW: Payments to Members of Community and Town Councils - Senior Roles

Clerk sent the IRPW Report (February 2020) to members for their perusal; a decision to pay the chairperson £500, and the vice-chairperson £250 for 2019/20 was made. CJ has arranged the payments, and for the annual return to be sent to the Independent Remuneration Panel for Wales by the deadline of the 30th September 2020.

Action: CJ will display the annual return on the new website.

Page 9 - Item - Online Payments

During lockdown, members gave permission for payments to be made online by the clerk, with JH and DJ approving these payments beforehand, and afterwards, being able to check them online. This was only ever to be a temporary measure due to the COVID-19 pandemic; this system did not meet council's security expectations.

Due to historical problems, council would like to see all online payments being made by the clerk, but authorised online by two councillors before the bank releases the funds to the payee. This facility costs £20 per month and 45p for each next day/future dated transaction; £2.50 for immediate ones, with Bankline through the NatWest. Therefore, the clerk made enquiries with One Voice Wales, other community councils and banks, which revealed that the best account to meet council's needs, is with the Unity Trust Bank at £6 per month.

Council gave approval for the opening of a new bank account with the Unity Trust Bank however, due to outstanding audits/investigations, members would like the NatWest account kept open with £5,000, until all matters are resolved.

The authorisers will be JH and DJ, with HWD as first reserve, and TM as second reserve.

Unfortunately, JH is inundated with work at present, therefore HWD will be the second authoriser until further notice.

Action: clerk is still making the necessary arrangements for the new account, but will update council when it has been opened.

Page 9 - Item 7 - Purchase of a New Petrol Strimmer/Brushcutter - Quotes

Council agreed to the purchase of the Kawasaki TJ53E, but it was no longer available when the clerk went to order it. The park warden advised the clerk that the BK53ED model was similar, therefore it was ordered at a cost of £349.17 plus VAT from MowDirect. However, the park warden then said that she was concerned because only the engine was made by Kawasaki, and that it weighed 1kg more. It was delivered to NH's home as she works part-time, and obviously it was not assembled. NH said she could not get the machine to the park as it was too big for her car, which would not be insured to carry park equipment anyway; she also said that she could not assemble it for H&S reasons. Members were contacted about the problem, and the general consensus was to return it. The cost of the return was £56.90 (incl. VAT), not £90 as previously stated; members were not happy with the waste of public funds.

Council then agreed to the purchase of a Stihl model, at a cost of £625 plus VAT, from Newton Mowers, as it could be delivered to the park assembled; it has now been received.

Page 9 - Item 7 - RoW - Confirmation of Maintenance Work

Clerk has asked the park warden to check the cutting of the RoW in the area, so that the payments are authorised and comply with audit procedures. However, NH is still unsure of the RoW, it has been suggested that she speaks to Paul Meredith for advice and information on the routes.

Action: NH and Paul Meredith to liaise over routes for authorisation of the maintenance work.

Page 10 - Item 7 - Clerk's Report

Removal of Fencing, Nature Trail Signs and Logs at Parc Tir Iarll

Fencing/wooden posts, nature trail signs/wooden posts, and some rotten tree trunks from the log circle seating area need to be removed from the park. TRG is unable to quote for this work, due to a conflict of interest, and JD Surfacing and Construction Ltd do not want to quote; the job is far bigger than they were led to believe, and they do not undertake such work. Three quotes have been received, ranging from £4,000 to £7,000, however, members feel that the quotes are too high.

TM and JD had a look at the job, but the park warden had not cut the overgrowth covering the fencing at that time, and they could not gauge the amount of work required for its removal.

Action: TM and possibly JD will have another look when the overgrowth has been cleared; and will then report back to council.

Vacant Allotment in Grounds of Parc Tir Iarll

A couple from Llangynwyd have asked to rent the allotment; they want to grow vegetables for their own personal use. Council agreed to the rental.

The clerk contacted Christine Knight, BCBC, regarding an annual rental charge for an allotment; it is £25. An existing contract was amended by the clerk, and signed by the tenant, who was then given the key.

Action: CJ will advise council when annual fee has been paid.

New Back Garden Fencing in Cwrt y Fedwen, Encroaching on Parc Tir Iarll

Two houses in Cwrt y Fedwen have had new back garden fencing erected, however, by doing so, they have claimed around the width of a fence panel of parkland.

As a result of the clerk writing to BCBC, Kimberley Dyson, Portfolio Co-ordinator (Operational), Communities Directorate, Strategic Asset Management & Investment, visited the park; she took photographs, and is presently liaising with other departments on the encroachment issue.

Action: CJ will keep council updated.

Traffic Travelling at Speed on Road Down to Sports Pavilion

There has been a report from a visitor to the park of traffic travelling at unacceptable speeds from the main road down to the sports pavilion; children are frequently running around this area.

CJ has reported this to BCBC, and has asked for speed signs on the road.

Action: clerk will keep council updated, last email to BCBC querying this matter was on 6th August 2020.

Page 10 - Item 9 - Correspondence

(b) Dangerous Tree in Parc Tir Iarll, Behind House in Cwrt y Fedwen - council agreed for clerk to contact a tree surgeon to make safe.

Sean Burrows Tree Surgeon was the only interested party, and did this work with (c) and (f) below for £750.

(c) Lopping of Trees in Parc Tir Iarll, Behind Stretch of Houses in Cwrt y Fedwen - council agreed for clerk to contact a tree surgeon on this matter.

Sean Burrows Tree Surgeon was the only interested party, and did this work with (b) above and (f) below for £750.

(d) Rubbish in Parc Tir Iarll, Behind Houses in Cwrt y Fedwen - when Kimberley Dyson, BCBC visited the park regarding the encroachment issue, she advised that the rubbish behind the fences could be reported as fly tipping to BCBC; clerk has submitted the report.

Action: CJ will update council when she receives a response.

(e) Gates in Back Garden Fencing in Cwrt y Fedwen, Leading onto Parkland - Kimberley Dyson, BCBC visited the park regarding the encroachment issue, and noticed gates in some of the fences; she is liaising with other departments on this matter too.

Action: clerk will keep council informed of any progress.

(f) Lopping of Trees/Trimming of Hedgerow in Parc Tir Iarll, in Readiness for New Container - council agreed for clerk to contact a tree surgeon about this matter.

Sean Burrows Tree Surgeon was the only interested party, and did this work with (b) and (c) above for £750.

9.Planning Applications

There were no planning applications again, council asked clerk to contact BCBC to find out if there have been any since the last enquiry.

Action: CJ will check with BCBC again.

10.Correspondence

- Planning Aid Wales' new flagship online course 'Planning from Start to Finish'

Council gave approval for the purchase of this online course produced specifically for Town and Community Councils in Wales. The course is a perfect introduction to or refresher on all aspects of the planning system in Wales.

For £150, up to twenty users can access and re-watch the course again and again for a whole year.

Action: clerk to arrange the subscription.

11.Projects for Precept 2021/22

Members were asked to prepare proposals for any new projects wanted next year, and to submit them to the clerk by 1st November 2020, for discussion in the November 2020 meeting. The 2021/22 budget will then have to be approved in December 2020, as BCBC will need to know council's precept amount in early January 2021.

Action: members to prepare proposals for submission to clerk for next meeting.

12.Draft Business Plan for Council

JD presented a draft business plan to council, members agreed for work to continue to develop the plan, with assistance from the clerk whenever possible.

Action: JD will continue with this valuable work.

13.Electric vehicle charging points at sports clubs and community venues

The switch from petrol and diesel cars to electric is rapidly growing and there is a need for accessible public electric vehicle charging points. Much of the housing stock in Wales is not suitable for home charging points due to the lack of off-road parking. Towns and cities are starting to prepare for this, but very few valley communities will be equipped for this transformation. Sports clubs and community facilities often have car parks that are not fully utilised, therefore TM and JD joined a webinar to find out more information on installing an electric vehicle charging point to benefit the community and potentially generate income to support the facility - including exploring the potential for community car clubs and electric bikes.

Action: both members will research this area in more detail and update council at a later date.

14.Purchase of Social Distancing Signs

JD would like to put Covid-19 safety signs on lamp-posts throughout the area. The clerk has priced them up with BCBC; they will cost approximately £5 each. Council approved the purchase of twenty.

Action: CJ to order the signs with BCBC and arrange for their installation.

15.Grass Cutting in Parc Tyn-y-Waun

Cllr Malcolm James arranges for the cutting of two relatively large grassed areas on the private estate by the Probation Service each year. However, the grass is very overgrown this year; the COVID-19 pandemic has stopped the maintenance of this land.

Council are apprehensive about arranging this to be cut, as members do not want to set a precedent.

16.Finance and Accounts

CJ distributed the following:

- Record of the financial transactions (April to September 2020)
- Bank statements (April to September 2020)
- Spend against budget (April to September 2020).

Bank Balance

The opening balance on 1st April 2020 was £42,917.43

The closing balance on 30th September 2020 was £50,760.55

17.Clerk's Report

School Governance Solutions has written to the clerk for a representative from the Council to sit on Cwmfelin Primary School's governing body. CJ wrote out to members for any interest, RL volunteered his services; this was approved by council.

Action: CJ to advise School Governance Solutions of RL's details.

18.Chairman's Report

JH advised council that the NJC pay award 2020/21 has been agreed; 2.75% increase with effect from 1st April 2020.

Action: clerk to advise Orca Financial Management Limited of increase.

19.Members' Reports

N/A

20.Date of Next Remote Meeting of Full Council in Microsoft Teams

The next meeting will be held on Wednesday, 11th November 2020 at 6.30pm.

Meeting closed at 9.45pm

Chairperson

Date