

## **Minutes of the Remote Meeting of Full Council Held in Microsoft Teams at 6.30pm on Wednesday, 10th March 2021**

### **Present**

Cllr Idris Williams (IW) - Chairman, Cllr Tom Muller (TM), Cllr Trystan Rhys Griffiths (TRG), Cllr Pararajasingham Sasiruban (PS), Cllr Harry Davies (HWD), Cllr Rob Lewis (RL), Cllr James Duncan (JD), Cllr Jo Hillier-Raikes (JH-R) and Cllr H Davies (HD)

Cheryl John (CJ) - Clerk

### **1.Apologies for Absence**

Apologies were received from Cllr John Hughes (JH) and Cllr Dylan Jones (DJ)

### **2.Declarations of Interest**

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

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

TRG: Governor - Ysgol Gyfun Gymraeg Llangynwyd

PS: Governor - Llangynwyd Primary School, Owner of Llan Mini Market, and Member - Llangynwyd Community Association

RL: Member - MTC, and Governor - Cwmfelin Primary School

HD: Governor - Cwmfelin and Plasnewydd Primary Schools, Member - Llangynwyd Community Association

### **3.Public Address**

Nobody requested a link to join the meeting.

### **4.Police Matters**

Police Community Support Officer (PCSO) Gareth Stoneham (GS) went through the crime statistics for February 2021 with members. He also advised Council that there would be an increased police presence at Maesteg Police Station, as certain officers have been moved there from Aberkenfig Police Station.

### **5.Ratification of the 'Public' Minutes of the Remote Continuation Meeting of the Finance Subcommittee Held in Microsoft Teams on Friday, 5th February 2021**

The minutes were agreed as a true record.

**6. Matters Arising from the 'Public' Minutes of the Remote Continuation Meeting of the Finance Subcommittee Held in Microsoft Teams on Friday, 5th February 2021**

Page 1 - Item 4 - Continuation of Updating the NALC Model Financial Regulations for Council

The new Financial Regulations were adopted by Council.

**7. Ratification of the 'Public' Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 10th February 2021**

The minutes were agreed as a true record.

**9. Matters Arising from the 'Public' Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 10th February 2021**

Page 2 - Item 8 - Proposal - Llangynwyd Rangers B&G CW FC

The Clerk is waiting for confirmation that the mains water supply for the pavilion can be accessed for a horticultural washdown facility in the community park; through the community asset transfer agreement between BCBC and the club.

Page 2 - Item 8 - Country Lane Used as a Busy Thoroughfare (Station Road to Bryn Terrace)

The road has been inspected by BCBC and a number of defects have been identified that require action; orders have been issued, and repairs will be undertaken as soon as resources permit.

Page 2 - Item 8 - External Audit

Deryck Evans, Audit Wales, has advised the Clerk that past audits are nearly complete, however, he needs to retrieve certain information from the HSBC Bank before they can be finalised.

Page 2 - Item 8 - Chairperson's Report

The Clerk has returned the display box for the chain of office to the House Martins Men's Shed, as the newly fitted closure device is inadequate.

Missing links for past Chairpersons need to be added to the chain of office, along with a replacement link for the late Chris Griffiths, his is not in keeping with the other ones; the chain then needs to be valued for insurance purposes.

**Action: Clerk will advise Council when the display box has been returned to her, she will also arrange for the new links to be added to the chain of office, and for it to be valued.**

Page 2 - Item 8 - Telephone Boxes (Llangynwyd Village & Lletty Brongu)

The firm has now started work; the Clerk is waiting for the list of materials to order for the job.

CJ has still not received the revised offer of grant funding letter from Cadw; their grant offer template is in the process of being amended due to the exit from the EU. Due to the pandemic and other delays, the Clerk has also requested an extension to the funding.

Page 3 - Item 8 - Clerk

The COVID-19 pandemic has put a stop to discussions on the rental of the old post office in Llangynwyd as an office.

**Action: when 'in person' meetings reconvene at Llangynwyd Village Hall, the Clerk will invite Mr Ken Piper to the next meeting of full Council.**

Page 3 - Item 8 - Extra Dog Bins in Both Wards

BCBC has installed three recycled bins on the estate in Llangynwyd; a stand-alone bin down the bottom, a post one at the top, and another post bin at the top of Prospect Place; by the school.

Furthermore, the Community Council is paying for a new post bin which has been installed at the top of Parc Tyn-y-Waun from its 2020/21 budget, and then another new bin later this year from its 2021/22 budget.

Page 3 - Item 8 - Permission for a Survey of the RoW

BCBC has confirmed that the payment made to the Community Council for the RoW Agency Agreement is based on:

- a) the number of kilometres (km) of RoW as shown on the 2004 Definitive Map (33.78), and
- b) payment of £44 per km ( $£44 \times 33.78 \text{ km} = £1,486.32$ ).

The existing programme covers 4.847 km, cut four times yearly at a total cost of £1,980, therefore, the Community Council is paying £408.50 per km.

Based on these figures, if all the RoW were maintained in the area, the total cost would be £13,799.13 per annum, with the Community Council receiving £1,486.32 from BCBC; under 11%.

Page 3 - Item 8 - Positioning of Storage Container at Parc Tir Iarll

TM checked the suitability of the ramp for the new container with the firm, and gave the Clerk the go ahead to arrange for it to be made; the rental container can then be returned once it has been delivered.

Page 3 - Item 8 - Clerk's Report

There is provision in the 2021/22 budget for the whole Council to receive bespoke remote 'Understanding the Law' training.

**Action: Council asked Clerk to arrange the training after the election in May.**

Page 3 - Item 8 - Members' Reports

- (i) There is an issue with a broken drainpipe at 1 The Bracken's, Lletty Brongu; especially in the cold weather
- (j) There is also a problem with the culvert flooding in Lletty Brongu, a pipe is sticking out of a hole and gets blocked in heavy rain.

The Clerk has reported both the above issues to Jack Davies, Highway and Land Drainage Engineer, BCBC; work orders have been risen, but the jobs will only be done when resources become available.

Page 4 - Item 8 - Correspondence

Preparation of governance and accountability documents for adoption by Council is ongoing.

There has been an application for the vacancy of Councillor, the co-option will be discussed at Item 13.

Due to the pandemic, the primary school competition for the design of a nature trail for Parc Tir Iarll will be delayed until autumn 2021 or winter 2022; the firm who will make the signs has been informed that the order will now be placed for the 2022/23 financial year.

**Action: Council to make provision for the signs in the 2022/23 Precept.**

Although the Clerk has completed the training on the health and safety software, risk assessments, etc. cannot go ahead until the Health and Safety Officer has visited on 12th March 2021; the whole process has been delayed by the pandemic.

Page 4 - Item 8 - Correspondence

The Clerk reminded members to submit photographs of themselves for the new website; only five Councillors have done so.

Page 4 - Item 8 - Online Payments

The new account with the Unity Trust Bank is now open.

Page 4 - Item 8 - Clerk's Report

Removal of Fencing, Nature Trail Signs and Logs at Parc Tir Iarll All rubbish has now been removed by the contractor.

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

With reference to Council's complaint on the encroachment issue due to the erection of new rear fences for houses in Cwrt y Fedwen; BCBC has written to the residents informing them to reinstate the original boundaries.

Page 4 - Item 8 - Correspondence

- (d) In relation to the fly-tipping behind some of the rear fences in Cwrt y Fedwen; BCBC has written to all of the residents backing onto the nature reserve informing them of the issues and telling them to remove any items from the rear of their properties
- (e) With reference to the gates in the rear fencing of certain houses in Cwrt y Fedwen; BCBC has written to all of the residents backing onto the nature reserve informing them of the issues and telling them to remove any accesses created onto the reserve.

Page 5 - Item 8 - Draft Business Plan for Council

JD continues to work on the business plan, he has requested a picture of the Chairman wearing the chain of office.

**Action: Clerk will take a photograph of the Chairman when it is safe to do so.**

Page 5 - Item 8 - Correspondence

- Wales Air Ambulance Charity Emergency Appeal

Council has agreed to donate another £100 to the charity.

**Action: Clerk will make the necessary arrangements for the cheque to be sent.**

Page 5 - Item 8 - Adoption of Standing Orders for Council

The Clerk has received the requested information from One Voice Wales and has passed it on to DJ and JD; DJ will update the Standing Orders document for adoption by Council.

Page 5 - Item 8 - Clerk's Report

RL advised Council that he has been in talks regarding a defibrillator for the Old House 1147; Maesteg First Responders has approached the publican to ask if he would be interested in a sponsored defibrillator which could be fitted free of charge, unfortunately, once he knew listed building consent would be needed, he declined the offer.

**Action: Clerk to investigate the possibility of putting the defibrillator in the telephone box instead, and to report back to Council with her findings and any attributable costs.**

Page 6 - Item 16 - Planning Applications

The Clerk advised the Planning Authority of the Council's observations on the following application:

Planning Application Consultation: P/20/642/OUT (as amended) - Carville Scaffolding, Station Road, Maesteg. CF34 9TF - Outline application for demolition of existing scaffolding premises and development of 1no. 3-bedroom house (amended plans received 11-01-2021).

Page 7 - Item 18 - Report on Staff Members Joining RCT Pension Scheme (LGPS) The employee has been notified of Council's decision, and is aware of the financial implications of this move. All paperwork will be returned in time for the commencement of the pension in April 2021 (back-dated contributions to April 2019).

Page 7 - Item 19 - Town and Community Council Fund Application

The Clerk has submitted this application for 2021/22 funding of £5k; the Community Council's donation to Llangynwyd Rangers B&G CW FC of £5k will be used as matching funding towards drainage works at the playing fields.

Page 7 - Item 20 - Approval for Payment of More Hours for Updating Website

The Clerk has obtained three quotes for this service; one for £70, one for £40 and one for £30. Council will continue to use the existing firm as it provides the best value for money. The firm has already been told that updates will be sent once a month for processing; at the end of each month, as it is more cost effective.

Page 8 - Item 21 - Pools of Water Forming on Some Paths in Park

Clerk has advised the contractor that he may go ahead and disc cut a small piece of the wooden edge away on the paths, to allow for a drainage channel for the water so that puddles will not form on the surface.

#### Page 8 - Item 22 - Correspondence

- Health and Welfare Hazards - Mountain of Animal Muck on Agricultural Land in Lletty Brongu

The Clerk has relayed concerns to the Shared Regulatory Services (SRS), and has requested for the issue to be monitored, as the muck cannot be left there indefinitely.

- The Clerk purchased a carriage clock for the Golden Wedding Anniversary from Wayfair at a cost of £29.23 plus VAT. IW delivered the gift safely to the couple who were very grateful, but they did not want any photographs taken.

No protocol has been established for the giving of celebratory gifts; each case will be considered at the time of the occasion.

- Donation - Glamorgan YFC (Young Farmers Club)

TRG has spoken to the local YFC, who will approach the Community Council for a donation for a worthy cause when the time is right.

#### Page 8 - Item 23 - Condition of Certain Steps in Park - Wooden Edging

The Clerk is presently arranging for quotes for the replacement of wooden edging on steps in the park. To date, only one quote has been received, which has highlighted the need for all steps to be done as the wood is rotting. Councillors asked for a quote for concrete replacement also; something with a stippled surface.

**Action: Clerk to continue obtaining quotes.**

#### Page 9 - Item 24 - Provision of Warning Signs at Entrances to Park - 'In Cold Weather, Please Beware of Slippery Surfaces'

Council has now asked for three quotes for disclaimer signage.

**Action: Clerk to obtain the quotes.**

#### Page 9 - Item 26 - Quote from Contractor for Laying More Pathway at Park in 2021/22

Clerk has made the necessary arrangements with the firm; week commencing 6th April 2021.

#### Page 9 - Item 27 - Council's Representation at Town and Community Council Forum Meetings

HD will represent Council at the meetings, should she be unable to attend, JH-R will be her replacement.

#### Page 9 - Item 28 - Clerk's Report

- Clerk has booked JD onto the two courses; both 'The Councillor' and 'Chairing Skills' on 23rd February 2021.

### **11.Planning Applications**

There were two planning applications:

- 1) Planning Application Consultation: P/21/47/FUL - Mr S Jones, land south of the Old House Pub, Llangynwyd. CF34 9SB - Development of 23no. glamping pods and associated works.

The Community Council could not give its support to this planning application; it supports the residents of the historic village with its listed buildings in a conservation area, and rejected the application.

**Action: Clerk to let the Planning Authority know the Council's views.**

- 2) Planning Application Consultation: P/21/87/FUL - Mr M Greenslade, 65 Parc Tyn-y-Waun, Llangynwyd, Maesteg. CF34 9RG - First floor extension to side elevation to provide additional bedrooms.

No objections were raised.

## **12.Finance and Accounts**

CJ distributed the following for the NatWest Bank Account:

- Record of the financial transactions (April 2020 to February 2021)
- Bank statements (April 2020 to February 2021)

### **Bank Balance**

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

The closing balance on 28th February 2021 was £5,000.00

CJ also distributed the following for the new Unity Trust Bank Account:

- Record of the financial transactions (February 2021)
- Bank statements (February 2021)

### **Bank Balance**

The opening balance on 22nd February 2021 was £0.00

The closing balance on 28th February 2021 was £23,061.97

## **13.Co-option of a Community Councillor**

There was one application for the vacancy, however, Council asked for further information as requested on the vacancy notice:

- the contribution you believe you could make to the work of the Council;
- the personal qualities that you would bring to the role;
- your availability for attending meetings.

**Action: Clerk to request information for next meeting.**

#### **14.Vacancy for a Governor at Llangynwyd Primary School**

Nobody has the time to commit to this position at present.

**Action: Clerk to advise the headteacher.**

#### **15.Laying of a Tarmac Square Outside Container for Ramp**

Approval was given for a square of tarmac (6.5ft x 6.5ft) to be laid in April 2021 outside the container at Parc Tir Iarll; to support a bespoke permanent galvanised ramp for the ride-on lawnmower. The budget for the next stage of paths at the park will be used to fund this work.

**Action: Clerk to make the necessary arrangements with the contractor.**

#### **16.Tree Planting**

JD informed Council that thousands of new trees are to be planted throughout Bridgend; BCBC has commissioned a tree feasibility study to identify areas where planting more trees will have the most benefit for the local environment. The Local Authority is also in discussions with Swansea University about developing projects relating to woodland creation and reducing carbon dioxide emissions.

**Action: Clerk to write to BCBC to ask if anything is planned for this area, highlighting the existence of Parc Tir Iarll in the community.**

#### **17.Working with the Probation Service (Community Payback Service)**

JD met with Gethin Probert from the service, various pieces of work were discussed, however, washroom facilities would have to be provided for the beneficiaries to satisfy 'Health and Safety' regulations; this would present a problem for Council.

**Action: as there was no time to complete the talks, it will be discussed again at the next meeting.**

#### **18.Correspondence**

- Defibrillator for the Historic Village of Llangynwyd - discussed under Item 9 on Page 5 (Page 5 - Item 8 - Clerk's Report)
- Volunteer at Parc Tir Iarll - the park warden has been approached about volunteering at Parc Tir Iarll, and although Council supports volunteering in general, it is not something that can be considered at the park at present; resources are insufficient to commit to this responsibility.



**Action: Clerk to advise Park Warden of this decision; she can then convey this information to any interested parties.**

- The National Library of Wales - UK Web Archive: Approval was given for The National Library of Wales to provide public access to archived copies of the Community Council's website.

**Action: Clerk to give the necessary permission.**

- Sale of Two Decommissioned Strimmers - Clerk advised Council that these strimmers are standing in the container at Parc Tir Iarll; surplus to requirements. JH-R proposed asking for a donation in return for the strimmers for spare parts. and JD seconded it.

**Action: Clerk to arrange for an advertisement to be put on the website and noticeboard.**

### **19.Clerk's Report**

The Clerk advised Council on the following matters:

- The doors stays for the new container were stolen, when the Clerk contacted the firm from where she had purchased them, she was advised that they were removeable; the Park Warden had not realised. As a gesture of good will, the firm sent another pair at no additional cost to the Council; they will now be kept safely stored in the container when not in use.
- The grass cutting contractor on the RoW will be retiring at Christmastime.

**Action: Clerk to remind Council in the Autumn so that alternative arrangements can be made for 2022.**

- Cllr Malcolm James advised the Clerk that there has been fly-tipping on the land where the 7777 Country Club once stood; opposite Ysgol Gyfun Gymraeg Llangynwyd. The Clerk reported it to the SRS, and the owner has now had it cleared.
- Two storage containers have been located in Heol TynyWaun without planning permission; BCBC has been informed.
- An email has been received about the rubbish from Llangynwyd to Maesteg; the Clerk has responded accordingly, outlining all the work that both BCBC and the Community Council do to keep the area clean. Unfortunately, as soon as the work is done, it is back in the same mess within no time; at some point, the public has to be held responsible. Of course, this has been exacerbated by the pandemic, as so many more people are out walking.
- There is a Facebook group called Cwmfelin, Pont Rhyd-Y-Cyff & Llangynwyd Village Volunteer Community Clean-up Group, its members voluntarily undertake

litter picking throughout the above areas. The Clerk advised Council that people should only be referred to this group if they are willing to take part in the litter picks.

- An enquiry has been taken from a concerned resident about two additional containers which have been located on the field at Cwmfelin Primary School; his query has been forwarded on to the Planning Authority.
- A tree surgeon from the area did some urgent work for the Council at Christmastime; he has submitted his invoice for £350 without any bank details. The Clerk has tried ringing him, and has repeatedly requested this information by text and email, but to no avail.
- HD requested a noticeboard for the park.

**Action: Council asked Clerk to get three quotes.**

### **20.Chairman's Report**

No report was given.

### **21.Members Reports**

TM informed members that there has been an email circulated by the Clerk encouraging Town and Community Councils to take part in the following consultation: Active Travel Consultation | Walking and Cycling in Your Community.

### **22.Date of Next Remote Meeting**

Next meeting will be held on Wednesday, 14th April 2021 at 6.30pm

**Meeting Closed at 9.00pm**

Chairperson .....

Date .....