

Minutes of the Remote Meeting of Full Council Held in Microsoft Teams at 6.30pm on Wednesday, 14th April 2021

Present

Cllr John Hughes (JH) - Chairman, Cllr Trystan Rhys Griffiths (TRG), Cllr Idris Williams (IW)
Cllr Pararajasingham Sasiruban (PS), Cllr Harry Davies (HWD), Cllr Rob Lewis (RL)

Cheryl John (CJ) - Clerk

1.Apologies for Absence

Apologies were received from Cllr Tom Muller (TM), Cllr Dylan Jones (DJ), Cllr James Duncan (JD), Cllr Jo Hillier-Raikes (JH-R) and Cllr H Davies (HD)

2.Declarations of Interest

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

TRG: Governor - Ysgol Gyfun Gymraeg Llangynwyd

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

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

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

3.Public Address

Nobody requested a link to join the meeting.

4.Police Matters

Police Community Support Officer (PCSO) Gareth Stoneham (GS) gave his apologies for absence, he provided the crime statistics for March 2021 which were circulated prior to the meeting; no issues were raised.

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

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, 10th March 2021

Page 2 - Item 9 - 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 9 - 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 9 - External Audit

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

Page 2 - Item 9 - Chairperson's Report

The display box for the chain of office has been returned with a much better lid and latch.

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

Action: Clerk will arrange for the addition of the new links and the valuation.

Page 2 - Item 9 - Telephone Boxes (Llangynwyd Village & Lletty Brongu)

All the materials for the refurbishment have been received and the work is ongoing.

The revised offer of grant funding letter has come through with amendments to the amount and timeline of the funding offered; the acceptance form has been completed, signed and returned.

Page 2 - Item 9 - 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 a meeting of full Council.

Page 3 - Item 9 - Extra Dog Bins in Both Wards

The Council has agreed for a new bin to be purchased from its 2021/22 budget.

Action: Clerk will arrange for its installation with John Rees, Cleaner Streets, BCBC; in the next area on the list.

Page 3 - Item 9 - Positioning of Storage Container at Parc Tir Iarll

The Clerk has made the necessary arrangements with the firm for the galvanised permanent ramp to be made for the new container; the rental container can then be returned once it has been delivered.

Page 3 - Item 9 - Clerk's Report

There is provision in the 2021/22 budget for the whole Council to receive bespoke remote 'Understanding the Law' training, the Clerk has written twice to obtain member's availability, however, the majority of members have still not replied; July seems the best time for those who have responded.

Action: Clerk to write out again.

Page 3 - Item 9 - 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 3 - Item 9 - Correspondence

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

Due to the pandemic, the primary school competition for the design of a nature trail for Parc Tir Iarll will be delayed until autumn or winter 2021; 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.

The Health and Safety Officer from Peninsula met with the Clerk and the warden at the park on 1st April 2021, he has since completed his health and safety evaluation and an action plan. He could not get an internet connection at the park to go through the Brightsafe software package and risk assessments with CJ, therefore, a remote meeting needs to be arranged to go through everything.

Action: Clerk will arrange the meeting with the Health and Safety Officer, the necessary risk assessments will then be completed, and all the other areas that have been highlighted in the report addressed.

Page 4 - Item 9 - Correspondence

The Clerk asked for those members who have not yet submitted photographs of themselves for the new website to do so.

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 that they must reinstate the original boundaries.

Page 4 - Item 9 - Correspondence

- (d) In relation to the fly-tipping behind some of the rear fences in Cwrt y Fedwen, BCBC has written to 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 also written to these residents backing onto the nature reserve, informing them of the issues and telling them to remove any accesses created onto the reserve.

Page 4 - Item 9 - 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 4 - Item 9 - 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 payment to be made.

Page 4 - Item 9 - Adoption of Standing Orders for Council

DJ will be updating the Standing Orders for adoption by Council.

Page 5 - Item 9 - Clerk's Report

Gareth Watts, Undertaker is donating two defibrillators for Maesteg, and Nik Dart, Maesteg Community First Responders has said that one can be provided for Llangynwyd Middle with free fitting and service. The Clerk has applied to BCBC for Listed Building Consent (free) to put a defibrillator in the telephone box outside the Old House 1147, she has also written to Western Power Distribution for the electricity connection charge for the telephone box.

Action: Clerk to write to Nik Dart explaining that a decision cannot be made until Listed Building Consent is given and Council knows and approves the electricity connection charge for the defibrillator.

Page 5 - Item 9 - Report on Staff Members Joining RCT Pension Scheme (LGPS)

Contributions to the Local Government Pension Scheme commenced in April 2021, but the back-dated contributions (from April 2019) will not be made until May and June 2021.

Page 5 - Item 9 - Town and Community Council Fund Application

BCBC Cabinet approved the Community Council's funding application of £5k in support of drainage/pitch improvements at Llangynwyd Playing Fields, and formal letters with the respective terms and conditions will be issued shortly.

Page 5 - Item 9 - Pools of Water Forming on Some Paths in Park

The contractor has 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 5 - Item 9 - 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 SRS has asked that the Community Council refers the public on to their service if there are any complaints in the future.

Page 6 - Item 9 - 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. Councillors have asked for a quote for concrete replacement also; something with a stippled surface.

Action: Clerk to continue obtaining quotes.

Page 6 - Item 9 - Provision of Warning Signs at Entrances to Park - 'In Cold Weather, Please Beware of Slippery Surfaces'

The Clerk has obtained two quotes for the installation of disclaimer signage at the park, but Council has asked for another quote from Caerau Men's Shed.

Action: Clerk to obtain third quote.

Page 6 - Item 9 - Quote from Contractor for Laying More Pathway at Park in 2021/22

More pathway was laid at the beginning of April 2021.

Page 6 - Item 11 - Planning Applications

The Clerk has informed the BCBC Planning Department that Council rejected the planning application below as members support the residents of the historic village with its listed buildings in a conservation area.

- 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.

Page 7 - Item 14 - Vacancy for a Governor at Llangynwyd Primary School

The Clerk has informed the headteacher that nobody has the time to commit to this position at present.

Page 7 - Item 15 - Laying of a Tarmac Square Outside Container for Ramp

The area of tarmac was laid at the beginning of April 2021, at the same time as more pathway was laid in the park.

Page 7 - Item 16 - Tree Planting

JD previously 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.

The Clerk has written to BCBC to ask if anything is planned for this area, highlighting the existence of Parc Tir Iarll in the community; to date, there has been no response.

Page 8 - Item 17 - Working with the Probation Service (Community Payback Service)

Previously, 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.

Action: Clerk to ask The Village Hall and Llangynwyd Rangers B&G CW FC if they would have any objection to them using their washroom facilities.

Page 8 - Item 18 - Correspondence

- Permission has been given to the National Library of Wales to provide public access to archived copies of the Council's website.
- The Clerk advertised for a donation for two decommissioned trimmers for spare parts; only one person was interested.

Action: Clerk to contact the person to make the necessary arrangements for the transaction.

Page 8 - Item 19 - Clerk's Report

The Clerk previously advised Council on the following matters:

- The grass cutting contractor on the RoW will be retiring at Christmastime.

Action: Council to give consideration to this matter at a later date.

- A local tree surgeon who had not provided his bank details for payment of his invoice has now submitted them and his invoice has been paid.
- The Clerk is waiting for quotes for a noticeboard for the park, members asked that she also contacts Caerau Men's Shed for a quote.

Action: Clerk to obtain all quotes for consideration by Council.

9.Planning Applications

There were two planning applications:

- 1) Planning Application Consultation: P/21/116/FUL - Mr D Morgan, The Cross Inn, Maesteg Road, Maesteg. CF34 9LB - Single storey porch store extension to side/gable end elevation to provide access to covered beer garden from bar area.
- 2) Planning Application Consultation: P/21/126/FUL - Mr S Delaney, 45 Parc Tyn-y-Waun, Maesteg. CF34 9RG - First floor side extension over existing garage/utility/kitchen; create hipped roof over with mono-pitched roof over front of garage; demolish existing conservatory; construct single storey rear extension.

No objections were raised to either application.

10.Finance and Accounts

CJ distributed the following for the NatWest Bank Account:

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

Bank Balance

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

The closing balance on 31st March 2021 was £5,000.00

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

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

Bank Balance

The opening balance on 22nd February 2021 was £0.00

The closing balance on 31st March 2021 was £14,361.66

Action: Clerk will now complete the Annual Return for Audit 2020/21 and submit it to Rob Cole, Internal Auditor.

11.Co-option of a Community Councillor

There was only one application for the vacancy, Council unanimously agreed to co-opt Ceri Reeves (CR).

Action: Clerk to advise CR and electoral services of the co-option; CJ to also arrange for the necessary documentation for CR's attention.

12.Correspondence

- Donation - Bridgend Macmillan - IW moved to give a donation of £200, RL seconded it; all members agreed.

Action: Clerk to make the necessary arrangements for the donation to be made.

- Donation - Cwmfelin, Pontrhydydyff & Llangynwyd Village Volunteer Community Clean-up Group - Council agreed for the Clerk to purchase equipment with a net cost of £100 for the group. Members also asked the Clerk to advise them that if any Councillors could afford the time, they would be only too happy to participate in litter picking activities. However, not only do Councillors undertake Community Council business, they also sit on school governing bodies and are members of other organisations, and that is on top of their day jobs.

Action: Clerk will purchase the equipment and write to the group.

- NHS, Social Care & Frontline Workers Day - 5th July 2021 - a letter was received from One Voice Wales encouraging Councils to celebrate and commemorate those that work twenty-four hours a day, seven days a week without any thought of their own safety; the special day will also be used for fundraising for NHS Charities Together.

Action: Clerk to arrange a remote Events Subcommittee Meeting to make the necessary arrangements for the day.

13.Clerk's Report

- The park warden has asked if some signs can be provided because so many people do not know the park exists, nor that it is called 'Parc Tir Iarll'.

Action: Clerk to contact BCBC to enquire about signage on A4063.

- There is Himalayan Balsam growing in the park, the park warden has advised the Clerk that for bio-diversity, it is important that it is eradicated. However, it is a job which needs more than one pair of hands; it is illegal to dump the plant after it has been removed from the ground, therefore, its disposal needs to be considered also.

Action: Clerk to arrange a meeting with HD and the park warden to discuss this work; HD has had previous experience of eradicating this plant from private land.

- There is a joint One Voice Wales/Society of Local Council Clerks event in May 2021, IW moved for the Clerk to be given permission to attend, and RL seconded it, there were no objections; the fee is £45 plus VAT.

Action: Clerk to make the necessary arrangements to attend.

- Clerk has done the park warden's appraisal, a copy of which will be sent to the Personnel Subcommittee.
- MTC has employed a maintenance man, members would like to know if it would be possible for him to store his equipment and materials in the container at the park.

Action: Clerk to arrange a meeting at the park with the park warden, the Clerk of MTC and the maintenance man, to discuss the possibility of this happening.

- The Clerk raised the need for a Sickness Policy, JH to look into the BCBC policy for use by Council, however, it may be necessary to devise one.

Action: JH to report back to Council.

- The Clerk also reported an issue with the majority of members not completing the Register of Members Interests form.

Action: Clerk to send another email to those Councillors requesting the completion and submission of the register as soon as possible.

- JD has reported that the bench by the telephone box in Lletty Brongu is in a poor state of repair and is unsafe; the Clerk has written to BCBC reporting these issues.
- The park warden has reported two tree cutting incidents in the park; behind the row of houses in Cwrt y Fedwen. The Clerk has reported both issues to the BCBC officer who is coordinating and investigating the problems being encountered with encroachment and fly-tipping in this location.
- HD has reported that the 'Prospect Place' sign is missing, the Clerk has passed on the information to BCBC.

14.Chairman's Report

None

15.Members' Reports

None

16.Date for Remote Annual General Meeting

The meeting will be held on Wednesday, 12th May 2021 between 6pm and 6.30pm.

17.Date of Next Remote Meeting

Next meeting will be held on Wednesday, 12th May 2021 at 6.30pm

Meeting Closed at 8.48pm

Chairperson

Date