

Minutes of the Remote Meeting of Full Council Held in Microsoft Teams at 6.30pm on Wednesday, 12th May 2021

Present

Cllr Idris Williams (IW) - Chairman, Cllr John Hughes (JH), Cllr Tom Muller (TM), Cllr Trystan Rhys Griffiths (TRG), Cllr Dylan Jones (DJ), Cllr Harry Davies (HWD), Cllr Pararajasingham Sasiruban (PS), Cllr Rob Lewis (RL), Cllr Jo Hillier-Raikes (JH-R) and Cllr Helen Davies (HD)

Cheryl John (CJ) - Clerk

1.Apologies for Absence

Apologies were received from Cllr Ceri Reeves (CR).

2.Declarations of Interest

IW: Governor - Maesteg Comprehensive School, and Member - Maesteg Town Council (MTC) and Maesteg Celtic Rugby Football Club
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
TRG: Governor - Ysgol Gyfun Gymraeg Llangynwyd
PS: Governor - Llangynwyd Primary School, Owner of Llan Mini Market, and Member - Llangynwyd Community Association (LCA)
RL: Member - MTC, and Governor - Cwmfelin Primary School
HD: Governor - Cwmfelin and Plasnewydd Primary Schools, Member - LCA

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; the crimes statistics for April and May will be provided for the next meeting.

5.Ratification of the 'Public' Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 14th April 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, 14th April 2021

Page 1 - Item 7 - Proposal - Llangynwyd Rangers B&G CW FC

The Clerk is still 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 7 - 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 7 - 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 7 - Chairperson's Report

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 7 - 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 2 - Item 7 - Extra Dog Bins in Both Wards

The Council has agreed for a new bin to be purchased from its 2021/22 budget, the Clerk has arranged for its installation with John Rees, Cleaner Streets, BCBC; at the top of Heol Neuadd Domos in Cwmfelin.

Page 2 - Item 7 - Positioning of Storage Container at Parc Tir Iarll

The galvanised permanent ramp has been welded onto the new container and the old rental container has been collected.

Page 2 - Item 7 - 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 for everyone's availability however, the majority of members have still not replied; the first two weeks in July seems the best time for those who have responded, therefore, the training will be arranged for the first Wednesday in July.

Action: Clerk to arrange the training through One Voice Wales.

Page 3 - Item 7 - 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 7- 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 has been delayed until summer/autumn 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: Clerk to arrange for the competition to go ahead with the schools; 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 has been arranged for the 19th May to go through everything.

Action: Clerk will then arrange for the necessary risk assessments to be completed, and all the other areas that have been highlighted in the report can then be addressed.

Page 3 - Item 7 - Correspondence

The Clerk has asked for the two 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 about the encroachment issue as a result of the erection of new rear fences by some residents in Cwrt y Fedwen, BCBC has written to inform them that they must reinstate the original boundaries.

Page 3 - Item 7 - Correspondence

(d) In relation to the fly-tipping behind some of the rear fences in Cwrt y Fedwen, BCBC has written to residents requesting its removal from parkland.

(e) There are gates in the rear fencing of certain houses in Cwrt y Fedwen, BCBC has also written to these residents to tell them that they must remove any accesses created onto parkland.

Page 3 - Item 7 - Draft Business Plan for Council

The late Cllr James Duncan (JD) did a considerable amount of work on a business plan.

Action: Clerk to attempt retrieving his work in the months to come.

Page 3 - Item 7 – Correspondence

- Wales Air Ambulance Charity Emergency Appeal

Clerk has made the £100 donation to the charity.

Page 4 - Item 7 - Adoption of Standing Orders for Council

DJ is still updating the Standing Orders for adoption by Council.

Page 4 - Item 7 - Clerk's Report

Gareth Watts, Undertaker is donating a defibrillator for the telephone box in the old village of Llangynwyd, outside the Old House 1147. Maesteg Community First Responders will arrange for it to be installed and will service it regularly free of charge. The Clerk is waiting for Listed Building Consent before things can be finalised, she has advised Nik Dart, First Responders of the delay. Western Power Distribution will make a one-off charge of £709.95 (excl. VAT) for the connection of the electricity which was approved by Council.

Action: Clerk to make enquiries about the daily standing charge for the electricity as this can vary considerably.

Page 4 - Item 7 - Report on Staff Member Joining RCT Pension Scheme (LGPS)

Back-dated contributions to the Local Government Pension Scheme (from April 2019 to March 2021) will now be made in June and July 2021.

Page 4 - Item 7 - Condition of Certain Steps in Park - Wooden Edging

The Clerk presented three quotes to Council for consideration, one concrete replacement and two wood replacements; they varied in cost between £5,975 and £34,685 (excl. VAT), with S J Cook Carpentry and Building Services being successful with the quote for £5,975.

Action: Clerk to offer the job to Simon Cook for completion at the end of the summer, early autumn. CJ will also ask if BCBC can make a financial contribution to this work as the steps form part of the RoW around Parc Tir Iarll.

Page 5 - Item 7 - 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, she is awaiting a third. CJ advised members that these signs only act as a warning, and that Council would still be held liable if at fault for anything.

Page 5 - Item 7 - 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 5 - Item 7 - 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 on numerous occasions 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 5 - Item 7 - 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. The Clerk asked the LVA and Llangynwyd B&G CW FC if they would have any objections to them using their washroom facilities; LVA has no objections other than they would only be able to use the hall if it is open; no key would be provided, and the football club has no objections.

Page 5 - Item 7 - Correspondence

- The Clerk advertised for a donation for the spare parts from two decommissioned strimmers; only one person was interested, he gave a donation of £80 for the parts.

Page 7 - Item 7 - Clerk's Report

The Clerk previously advised Council on the following matters:

- The grass cutting contractor for the RoW will be retiring at Christmastime or even sooner if his health deteriorates further. Paul Meredith maintains the RoW in this area for him.

Action: Council to give consideration to this matter at a later date. A subcommittee meeting should be organised shortly with an invitation to be given to Andrew Mason or a member of his staff to attend.

- The Clerk is waiting for the final quote for a noticeboard for the park.

Page 7 - Item 11 - Co-option of a Community Councillor

Clerk has advised CR and electoral services of the co-option; she has also arranged for the necessary documentation for CR's attention.

Page 7 - Item 12 - Correspondence

- Clerk made the necessary arrangements for a donation of £200 for Bridgend Macmillan.
- Clerk made arrangements for a donation of four litter pickers (two sizes) and four bag hoops for the Cwmfelin, Ponrhydycyff & Llangynwyd Village Volunteer Community Clean-up Group; the total cost was £85.48 (excl. VAT); they are very grateful for the equipment.

The Clerk has also written to the group to advise that if any Councillors can afford the time, they will 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.

- 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.

Actions: The Clerk will write to Reverend Martyn Evans to ask if consideration can be given to the ringing of the bells 73 times at St Cynwyd's Church at 8pm on Monday, 5th July 2021; each ring representing a year in the 73 years of the NHS.

CJ will also approach LVA about hosting a High Tea at 1pm on the day, with donation boxes for the two NHS chosen charities in set locations around the hall.

Finally, she will find out if a flag/banner can be displayed at the village hall.

Page 7 - Item 13 - Clerk's Report

- BCBC has been asked for signage on A4063 for Parc Tir Iarll.

- Clerk met with the park warden and HD who has had experience eradicating Himalayan Balsam from land. When it has grown a foot high, the park warden will let her know, and she will help her pick as much as possible in the short window they'll have. Hopefully next year, the probation service can be used for this job.
- The necessary arrangements for the Clerk to attend the joint One Voice Wales/Society of Local Council Clerks event on 13th May 2021 have been made.
- 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. The Clerk met with the park warden and representatives from MTC to discuss the possibility of this happening, but there would not be enough room.
- 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.

- After numerous emails requesting the completed Register of Members Interests forms, the Clerk is still waiting for the return of eight.

Action: Clerk to send yet another email requesting the return of these forms as soon as possible.

- JD reported a bench by the telephone box in Lletty Brongu that is in a poor state of repair and unsafe; the Clerk has written to BCBC on a number of occasions 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.

9.Planning Applications

There were four planning applications:

- 1) Planning Application Consultation: P/21/144/APN - Mrs P Etherington, Ty Maen House, Llangynwyd, Maesteg. CF34 0EH - Prior notification to take down old shed and replace with barn
- 2) Planning Application Consultation: P/21/244/LIS - Llangynwyd Middle Community Council - Public telephone box 21m from Old House Public House, Llangynwyd Village, Maesteg. CF34 9SB - Listed Building Consent to change the use of the red K6 telephone box to a defibrillator station
- 3) Planning Application Consultation: P/21/199/FUL - Mr & Mrs Howell, Ty Maen Cottage, Ty Maen Farm, Llangynwyd. CF34 0EH - Single Garage

- 4) Planning Application Consultation: P/21/358/FUL - Mr Jukes, 4 Bridgend Road, Llangynwyd. CF34 9SW – Alterations to front garden to provide a new platform step lift, steps, raised pathway and concrete ramp

Action: There were no objections, however, Clerk was asked to mention that there should be no windows in the barn in No 1 above (P/21/144/APN) which overlook neighbouring properties.

10.Finance and Accounts

CJ distributed the following for the NatWest Bank Account:

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

Bank Balance

The opening balance on 1st April 2021 was £5,000.00

The closing balance on 30th April 2021 was £5,000.00

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

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

Bank Balance

The opening balance on 1st April 2021 was £14,361.66

The closing balance on 30th April 2021 was £58,374.12

Action: Clerk to submit the Annual Return for Audit 2020/21 to Rob Cole, Internal Auditor as soon as possible.

11. Correspondence

- Celebratory Gift - 60th Wedding Anniversary

Council asked Clerk to purchase a bouquet of flowers for £30 for the Chairman to deliver to Mr & Mrs Morgan, Heol-y-Bryn, Llangynwyd for their anniversary on 20th May 2021.

- Donation - Tenovus Cancer Care

Council approved a £200 donation.

- Proposed Traffic Regulation - A4063

Extension of the current A4063 30mph speed limits;

- to approximately 80meters south of the current 30mph gateway at Llangynwyd.
- and approximately 260meters north of the current 30mph gateway of Coytrahen, to a point just north of the access road to Shwt.

Additionally, the introduction of 30mph commencing 440 meters south of the current WEPA main entrance, southwards to a point 1030 meters south of the current WEPA main entrance.

Finally, the introduction of a 50mph speed limit (to replace the current national speed limit) between the above 3 proposed 30mph locations on the A4063.

The only observation made was that to avoid queues of traffic on the main road due to traffic lights, many motorists will inevitably use the narrow country lanes to travel.

12.Clerk's Report

- The Clerk advised Council that she would be submitting the updated list of assets for the Zurich Insurance Policy 2021/22.
- CJ told members that their Independent Review Panel Allowance of £150 for 2020/21 as a contribution to costs and expenses has been paid unless it was declined in writing.
- A resident living at the bottom of Parc Tyn-y-Waun has complained about the bin on a lamppost opposite his house; saying it was unsightly and nobody used it. The Clerk requested for it to be moved to a location near the telephone box in Lletty Brongu; this area had been identified as needing a bin previously.
- Cllr Malcolm James has advised the Clerk that the work that BCBC has recently done to stop the flooding of certain back gardens in Cwrt y Fedwen has not worked; BCBC will be holding further discussions on this issue.

14.Members' Reports

Earlier today, CR informed the Clerk that a builder had given children in Heol Cynan two large pieces of foam to play with; they have now been left on the grass there.

Action: Clerk to report to BCBC.

13.Chairman's Report

None

Meeting Closed at 9pm

Chairperson

Date