

## **Minutes of the Remote Meeting of Full Council Held in Microsoft Teams on Wednesday, 8th December 2021 at 6.30pm**

### **Present**

Cllr Idris Williams (IW) - Chairman, Cllr John Hughes (JH), Cllr Trystan Rhys Griffiths (TRG), Cllr Dylan Jones (DJ), Cllr Harry Davies (HWD), Cllr Pararajasingham Sasiruban (PS) and Cllr Jo Hillier-Raikes (JH-R)

Cheryl John (CJ) - Clerk

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

Apologies were received from Cllr Rob Lewis (RL) and Cllr Ceri Reeves (CR) but no apologies were received from Cllr Tom Muller (TM).

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

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

JH: Employed by Bridgend County Borough Council (BCBC) as Branch Secretary Unison, Director - Bridgend Lifesavers Credit Union, Member - Co-op Group National Members' Council, and Governor - Garth and Plasnewydd Primary Schools

TRG: Employee - ACT Training, Farmer - Lluest Wen, and Governor - Ysgol Gyfun Gymraeg (YGG) Llangynwyd

PS: Trustee - Llangynwyd Community Association, and Owner - Llan Mini Market

JH-R: Town Centre Manager - Neath Port Talbot County Borough Council, and Owner - Pentre Farm Holiday Accommodation

### **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 figures for October and November 2021.

TRG reported vehicles with greyhounds running behind them in the Point-to-Point, Ffordd- y-Gyfraith area and JH-R also said she sees this regularly. GS asked for the registration number(s) if at all possible.

GS advised that there is a new member of his team which will allow him to spend more time in this area.

## **5.Ratification of the ‘Public’ Minutes of the Remote Meeting of Full Council Held on Wednesday, 13th October 2021**

The minutes were agreed as a true record.

## **7.Matters Arising from the ‘Public’ Minutes of the Remote Meeting of Full Council Held on Wednesday, 13th October 2021**

### Page 3 - Item 8 - Proposal - Llangynwyd Rangers B&G CW FC

The Clerk is still awaiting 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 3 - 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 identified which require action; orders have been issued, and repairs will be undertaken as soon as resources permit.

### Page 3 - Item 8 - 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; his is not in keeping with the others however, the Clerk does not know the supplier used previously for such purchases. The existing links also need refurbishment before the chain can be valued for insurance purposes.

**Action: Clerk advised to contact Cllr Malcolm James (MJ) to see if he can recall the supplier used in the past; if he cannot remember, she is to enquire with Mayoral Services, BCBC and One Voice Wales.**

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

Joanne Choat (JC), BCBC has inspected the four bins at the park which are rusting and need to be renewed as soon as possible; the only help offered was the installation of new bins which would have to be purchased by the Community Council. There is provision in this year’s budget for the purchase of one bin and provision in next year’s budget for the purchase of three bins. JC advised Clerk to use Glasdon UK Ltd to purchase metal bins for the park.

**Action: Clerk to report back to Council with details of the bins before they can be ordered.**

### 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 however, the Clerk advised Council that a Freedom of Information Policy and a Welsh Language Scheme are needed urgently

**Action: Clerk asked to obtain examples for adaptation by Council.**

The Clerk has collected all entries from the two schools for the Parc Tir Iarll Nature Trail Competition. Council agreed for the Chairman, the Clerk and the Park Warden to judge the competition however, the Chairman now has an urgent appointment he must keep therefore, just the Clerk and Park Warden will be judging it on 16th December 2021.

The Health and Safety Officer from Peninsula has now been through the Brightsafe software package and risk assessments with the Clerk

**Action: CJ will arrange to meet with the Park Warden to do the risk assessments and she will then address all other areas in the action plan.**

Page 4 - Item 8 - Correspondence

Only one photograph remains outstanding for the website.

**Action: Clerk will make arrangements with the Councillor to take his picture.**

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

Many months ago, BCBC wrote to the residents of Cwrt y Fedwen who have put new rear fencing up and claimed some of Parc Tir Iarll's land. They were asked to reinstate the original boundaries however, nothing has been done therefore, the Clerk wrote to Robert Frowen (RF), BCBC again; he is supposed to be speaking to his line manager to find out the course of action to be taken next.

Page 4 - Item 8 - Correspondence

- (d) The fly-tipping behind some of the rear fences in Cwrt y Fedwen is still an issue despite BCBC's letter to residents asking for its removal. Clerk is awaiting a response from RF as a result of talks with his line manager on the course of action to be taken next.
- (e) BCBC has also asked for the removal of the gates in the rear fencing of certain houses in Cwrt y Fedwen which create easy access onto parkland. Again, Clerk is awaiting RF's response as a result of talks with his line manager

Page 4 - Item 8 - Draft Business Plan for Council

The late Cllr James Duncan did a considerable amount of work on a business plan for Council, the Clerk has managed to get hold of the latest draft from his daughter and has written to members asking if anyone can continue his work but there has been no response.

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

Chairman to ask DJ when Council can expect the updated Standing Orders for adoption.

Page 5 - Item 8 - Clerk's Report

The payment of the Cadw grant for approximately half the cost of the refurbishment of both red K6 telephone boxes in the area is imminent.

The defibrillator has been installed and the newly refurbished telephone box outside The Old House 1147 is now a fully operational defibrillator station.

Page 5 - Item 8 - Condition of Certain Steps in Park - Wooden Edging

Andrew Mason (AM), BCBC has agreed a contribution of 50% towards the replacement of the wooden edging on the steps of the RoW at Parc Tir Iarll. Dragonwood Landscapes will be commencing the work around 5th January 2022 which will take a week or so for completion; weather permitting. AM has been advised accordingly, and he will make an application for the temporary closure of the RoW.

Page 5 - Item 8 - Provision of Warning Signs at Entrances to Park

The Clerk is still awaiting all the quotes for disclaimer signage for the park.

Page 5 - Item 8 - 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, but should anybody new join the Council, they will be asked to fill the position.

Page 5 - Item 8 - Clerk's Report

The Clerk previously advised Council of the following matter:

- Gareth White has now retired but Paul Meredith (PM) continues to cut the grass on the RoW, etc. in the area. PM has told the Clerk that he is unhappy with residents approaching him regarding his work in Parc Tyn-y-Waun.

**Action: Clerk to deliver letters just before the start of the growing season in 2022, advising residents of Parc Tyn-y-Waun not to approach the contractor with questions or comments about his work; issues should be addressed by the Clerk to the Council, and advising them of her contact details.**

Page 6 - Item 8 - Clerk's Report

- BCBC has been asked for road signage on A4063 for Parc Tir Iarll.
- The Clerk previously raised the need for a Sickness Policy, a Personnel Subcommittee Meeting was arranged for 21st July but had to be cancelled.

**Action: Clerk to arrange another meeting.**

- The Clerk has repeatedly asked certain members for their Register of Members Interests form to be completed, signed and returned, and has even

emailed them to say that the Chairman is now insistent on their return however, some are still outstanding.

- The missing 'Prospect Place' sign has been reported to BCBC; it has been added to the work programme for replacement as soon as resources permit.

#### Page 6 - Item 8 - Sleeper Sinking Underneath Container at Parc Tir Iarll - Issue with Permanent Ramp

Due to the rear sleeper sinking underneath the container, a gap formed between the structure and the permanent ramp welded onto its front; this caused the bottom of the ride-on mower to rub against the ramp when being driven in and out.

The Clerk then arranged for CAM Engineering who made the ramp, to bottle jack the rear of the container and pack it until it reaches its natural settlement level; metal legs were welded onto the container which sit on the sunken sleeper.

Since this work has been done, there has been some concern over the space created under the container which could be a health and safety issue; a small person or animal could get under there. The Clerk is waiting to hear back from CAM Engineering who visited the site and will be making a barrier to prevent access underneath the container at a cost of £350 plus VAT; approved by Council.

#### Page 6 - Item 8 - Correspondence

- Y Bryn Onshore Windfarm - Coriolis Energy

A remote meeting was held with the firm on 25th August; JH-R put a list of questions together in readiness based on Members' concerns but the firm did not have the answers to many of them. Council felt that it was early in the consultation however, it would be interesting to see the consultation report submitted to BCBC. A scoping report was distributed to Members with a link to BCBC's website and the planning documents.

The Clerk advised Council that the next Y Bryn Stakeholder Project Forum, will take place virtually (via Teams) between 9.30am and 11.30am on Tuesday 19th October 2021. The Forum will provide an overview of the feedback received from Phase 1 Pre-Application Consultation, key issues raised and how they are being addressed; Councillors did not attend.

#### Page 7 - Item 8 - Clerk's Report

- JH-R accompanied the Park Warden to check the grass cutting work on the RoW; a couple of repairs were identified which have now been reported to BCBC:
  - a) Broken stile on RoW 13
  - b) Broken decking board under anti-slip wire on RoW 16

AM has advised that his colleague will be doing an inspection of both issues but no update has been received yet.

- JH-R also raised another issue on RoW 13; from the broken stile to the stream is being cut and also the other side, from the roadside to the kissing gate but nothing is being cut across the field in-between.

The Clerk has liaised with PM over this matter, he cannot recall there ever being a path through the field therefore, CJ has queried it with BCBC.

AM has replied saying that the RoW team would not usually expect paths to be cut in these circumstances. However, if the meadow was left unattended and this enabled brambles, small saplings and any other more rampant weeds to start growing and become dominant on the line of the footpath, the route would need to be cut to prevent the path from becoming overgrown.

The Clerk has written to AM again to seek his advice on handling this situation with the landowner who cuts the meadow infrequently causing the path to be inaccessible to the public; there has been no reply to date.

#### Page 7 - Item 8 - Members' Reports

CR has asked for a site meeting with BCBC to stop cars joining the A4063 from the B4282 by taking a right turn; it causes traffic delays on the hill leading up to the junction.

JH-R pointed out that the traffic going down to the roundabout in Cwmfein is heavy now and that this could make it even worse.

It was also mentioned that people park their vehicles near this junction, especially when on the school run which just exacerbates the problem.

Although BCBC feel that this is a viable option should funding become available, it would need to be supported by South Wales Police. The introduction of prohibition of right and left turns requires a traffic order, and if a vehicle was to contravene such a traffic order, this would be classed as a moving traffic offence which is only enforceable by the police. Unfortunately, the police do not support the proposal but have contacted B.C.U. Chief Inspector for his views on the matter:

***“The Police do not have the resources to sustain regular enforcement at this location, therefore it is difficult to see how compliance will be achieved without engineering. Vehicles travelling along Maesteg Road from the direction of Maesteg wishing to enter onto the B4282 would need to travel to the roundabout junction with Heol Neuadd Domas in order to approach the junction with the B4282 and comply with the proposed TRO. Likewise vehicles prohibited from turning right from the B4282 onto the A4063 would have to travel to the same roundabout to travel back towards the direction of Maesteg to access Garth. It is a possibility that some errant drivers may attempt a ‘U’ turn manoeuvre utilising the lay by and service bay prior to the roundabout at Heol Neuadd Domas. Should this occur it will undoubtedly create a safety issue.*”**

***Similar to other locations within the South Wales Police area, junctions which can be difficult to negotiate require the driver to exercise a higher degree of concentration and thereby lower likelihood of a RTC.”***

Additionally, the police have confirmed that the proposal is not justified by the collision data for the area.

**Action: Await update from BCBC with B.C.U. Chief Inspector’s views on the matter.**

Page 8 - Item 8 - Operation London Bridge

Members were provided with Operation London Bridge Guidance for Community & Town Councils; code name given to the passing of H M Queen Elizabeth II. IW suggested that we follow MTC’s procedure(s).

The Clerk to MTC advised CJ that a portrait of H M Queen Elizabeth II would be displayed at the offices where there would be a book of condolence for the public to use.

**Action: Clerk asked to get approval for the residents of Llangynwyd Middle to use the book of condolence at MTC Offices also.**

Page 8 - Item 8 - Damage to Hopcyn Cross in Historic Village - Car Incident

Zurich Insurance advised that the excess is higher than the cost of the repair so Council gave its approval for the work to be carried out on the listed structure by Marmor Memorials who did the initial ‘make safe’ repair; £180 net cost.

**Action: Clerk to make the necessary arrangements for the repair with the firm in line with BCBC’s instructions, and to find out the contact details of the car owner so that she can send an invoice for the repair costs.**

Page 9 - Item 8 - Multi-location Meetings

A briefing from the Welsh Government was circulated to all Councillors regarding multi-location meetings. The Llangynwyd Community Association has also been approached by the Clerk regarding the use of the main hall instead of the coffee shop as it is a much larger room for Council meetings however, it is being used for another purpose. The Clerk advised Council that a different location like MTC Offices could be an option should face-to-face meetings resume.

The Clerk wrote to all members for their opinion on these matters, not everyone responded but remote meetings appeared favourable as they are more convenient, most were not averse to face to face meetings; perhaps a few times a year.

It was felt that remote meetings should continue for the time being until the election next year, when it can be looked at again.

Page 9 - Item 8 - Correspondence

- Issue with Dome Slabs on Footpath 19 - Maiden Street to River Bridge

MJ has written to the Clerk about a resident of Maiden Street placing some dome slabs on the footpath; he has received complaints about its untidy appearance.

Clerk wrote to the resident asking for their removal however, he was not the one who had put them down but kindly removed them anyway. This gentleman then sent an email which the Clerk sent on to AM about the water gathering on the RoW, making it very difficult for people to walk there; he has not responded yet.

- TM mentioned a fence that has been erected by the old play park at the top of the footpath from Fairmeadows to Maesteg Road; there may be an encroachment issue.

**Action: TM is still to take a photograph of the fence for the Clerk to make further enquiries.**

Page 10 - Item 11 - Matters Arising from the Minutes of the Remote Extraordinary Meeting of Full Council Held on Wednesday, 22nd September 2021

- Page 1 - Item 3 - Consideration of Audit Wales Report 2016/17 to 2018/19

An Extraordinary Meeting to discuss and respond to the Auditor General for Wales' report in the public interest; publication: 14th October 2021 took place on 16th November 2021 (see Item 12 below).

- Page 1 - Item 4 - Support for Clerk to Attain CiLCA Qualification

Clerk advised Council that due to unforeseen personal circumstances, it would be impossible for her to continue with the qualification this year; Council has lost no money.

Clerk advised Council that Paul Egan, One Voice Wales could do a job evaluation for the Clerk's role at a cost of £180; approval was given.

**Action: Clerk to make the necessary arrangements with the Chairman and Paul Egan.**

JH asked for a job evaluation on the Park Warden's post also.

**Action: Clerk to seek advice from One Voice Wales on an appropriate service provider for this.**

Page 11 - Item 14 - Remembrance Day

The Remembrance Day service went ahead on 12th November 2021 in the wind and rain, and everyone laid their wreath at the cenotaph in the grounds of Llangynwyd Village Hall.

**Action: a list of officials for the wreath laying needs to be made available for the service next year.**



#### Page 12 - Item 16 - Allotment at Parc Tir larll

Clerk advised Council that the allotment is not presently being maintained; only a small part of it is being utilised therefore, weeds are becoming a problem. It was agreed to revoke the rental agreement and issue it to someone who will utilise and maintain the whole area.

Clerk has tried to make contact to revoke the agreement but she has had no success. Council agreed for CJ and PS to call at the home to collect the key.

**Action: Clerk to make arrangements for the visit.**

#### Page 12 - Item 17 - Precept 2022/23

Clerk asked for all proposals for next financial year by the end of October for the draft budget to be prepared however, there was just one from the Chairman for more Christmas lighting on Maesteg Road; to be considered at Item 15.

#### Page 12 - Item 18 - Correspondence

- Nature Network Project

MJ has advised that Parc Tir larll has been chosen to benefit from a grant through BCBC:

**“A number of nature reserves, parks and outdoors spaces are set to benefit from a £580,000 Welsh Government grant as part of the Cwm Taf Nature Network Project. In partnership with local communities, various green spaces will be improved and regenerated. Among the selected areas are Bedford Park, Parc Tir Larll at Llangynwyd, Parc Calon Lan in Blaengarw, the Ogmere Washeries, Aberfields at Ogmere Vale, Frog Pond Wood in Pyle, Tremain’s Wood and Brackla Hill, Maesteg Welfare Park, Craig y Parcau in Bridgend and Wilderness Lake in Porthcawl.”**

Clerk has contacted The Leader, BCBC in an attempt to find out more about this grant and his personal assistant has asked if a representative from each Town and Community Council involved could be invited to the upcoming briefing.

#### Page 12 - Item 19 - Clerk’s Report

- One of the two nature boards at Parc Tir larll has been vandalised, Clerk has contacted the Housemartins Coytrahen Mens Shed to see if it can be fixed, they will make an inspection and advise.

#### Page 13 - Item 21 - Members’ Reports

CR reported the following issues:

- The culvert behind 43 Parc Tyn-y-Waun needs cleaning

It is on private property therefore, not the responsibility of the Local Authority; CR has advised resident

- Between YGG Llangynwyd and the paper mills is overgrown

The Clerk has reported this to BCBC but she is not sure if it has been cut.

- The culvert between The Corner House and Castell House needs cleaning as the water is overflowing into the garden at Castell House

The Clerk has reported this to BCBC and a jetter has been ordered to clean the culvert. However, Councillors advised that flooding is still an issue at Castell House because the side of the road has deteriorated so much that it is collapsing into the culvert; this is dangerous and could also cause damage to vehicles.

**Action: Clerk to write again to BCBC explaining the issue here.**

TRG previously advised that all signage should be bilingual; the welsh translation being done by a professional translation service and checked by the welsh speaking Councillors.

#### **9.Ratification of the Minutes of the Remote Extraordinary Meeting of Full Council Held on Monday, 8th November 2021**

The minutes were not available for ratification at the meeting.

**Action: Clerk to put them on the agenda for the January 2022 meeting.**

#### **10.Matters Arising from the Minutes of the Remote Extraordinary Meeting of Full Council Held on Monday, 8th November 2021**

As Item 9 above

#### **11.Ratification of the Minutes of the Remote Extraordinary Meeting of Full Council Held on Tuesday, 16th November 2021**

The minutes were agreed as a true record.

#### **12.Matters Arising from the Minutes of the Remote Extraordinary Meeting of Full Council Held on Tuesday, 16th November 2021**

**Page 1 - Item 3 - Consideration of the Auditor General for Wales' report in the public interest and the recommendations included therein**

Council considered the report and felt that all recommendations had been adequately addressed to ensure this could never happen again; robust policies and procedures are now in place.

**Action: Clerk to report outcome of meeting, addressing all recommendations and await approval of Council's response from Audit Wales before publicising it in the Valley's Gazette.**

Clerk advised Council that Zurich Insurance has engaged the services of a loss adjuster for this case, and that she has met with him and will provide all information requested.

### **13.Planning Applications**

- 1) Planning Application Consultation: P/21/957/FUL - Mr D Scourfield, 16 Y Dderwen, Llangynwyd, Maesteg. CF34 9HX -Take down existing canopy to front elevation and form new bay roof; remove existing pitched roof to detached garage and construct flat roof
- 2) Planning Application Consultation: T/21/71/TPO - Mr G Horn - Ty Sycamore Wyddan, Station Road, Llangynwyd. CF34 9TF - 40% reduction/coppice sycamore trees which are in a row
- 3) Planning Application Consultation: P/21/1009/FUL - Ms T John, 31 Maiden Street, Maesteg. CF34 9HP - First floor rear extension; raise and replace ground floor rear monopitched roof with flat roof

There were no objections to any of the applications.

**Action: Clerk to contact the Planning Authority to ask if comments or objections received during the consultation period can be forwarded immediately to the Community Council.**

### **14.Finance and Accounts**

CJ distributed the following for the NatWest Bank Account:

- Record of the financial transactions (1st April to 30th November 2021)
- Bank transactions (25th February to 30th November 2021)

#### **Bank Balance**

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

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

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

- Record of the financial transactions (1st April to 30th November 2021)
- Bank statements (1st October to 30th November 2021)

#### **Bank Balance**

The opening balance on 1st October 2021 was £37,576.83

The closing balance on 30th November 2021 was £28,063.19

An Expenditure against budget report was all provided for information.

### **15.Setting of the Precept for the Financial Year 2022/23**

Prior to the meeting, the Clerk called a Finance Subcommittee Meeting to consider the draft budget for next year but the meeting was not quorate. JH and DJ went through it anyway with the Clerk, making updates as they felt necessary before tonight's meeting.

The Clerk went through the budget with Council, line by line and it was agreed that a precept of £72,000 would be requested for 2022/23.

**Action: Clerk to inform BCBC by the deadline date of 7th January 2022.**

### **16.Accidental Damage to the Park Warden's Mobile Phone**

The Park Warden has dropped her phone in a muddy puddle, it is not working properly now. Council agreed for the sim only deal with EE to be cancelled and the same phone ordered again with 3GB of data and free minutes and texts for a monthly cost of £19 plus VAT over two years.

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

### **17.Correspondence**

- Donations:
  - I. Ray of Light Cancer Support
  - II. Cancer Information and Support Services (CISS)
  - III. Wales Air Ambulance

**Action: No time to discuss, Clerk to put on agenda for January 2022 meeting.**

### **18.Clerk's Report**

No time for report.

**Action: Report to be given at January 2022 meeting.**

### **19.Chairman's Report**

None

### **20.Members' Reports**

None

### **21.Date of Next Meeting**

Wednesday, 12th January 2022

**Standing Orders were suspended for Meeting to continue until 9.20pm**

Chairperson.....

Date.....