

Minutes of the Remote Ordinary Meeting of Full Council Held in Microsoft Teams on Wednesday, 13th July 2022 at 6.30pm

Present

Cllr Richard Howells (RH) - Chairman, Cllr Anne Wilkes (AW), Cllr Harry Davies (HWD), Cllr Phillippa Etherington (PE), Cllr Kenneth Piper (KP) and Cllr Paul John (PJ)

Cheryl John (CJ) - Clerk

1.Apologies for Absence

Police Community Support Officer (PCSO) Gareth Stoneham (GS) sent his apologies as he was not on shift; no apologies were received from Cllr Pararajasingham Sasiruban (PS).

2.Declarations of Interest

None

3.Public Address

Nobody requested a link to join the meeting.

4.Police Matters

As PCSO GS was absent, the crime figures could not be reviewed thoroughly, therefore, they will be revisited at the next meeting.

Council wondered if it would be possible for someone else to attend should GS be unavailable.

Action: Clerk to make the necessary enquires.

9.Ratification of the Minutes of the Remote Ordinary Meeting Held on Wednesday, 9th March 2022

Minutes could not be ratified as PS was absent; only he and HWD were present at this meeting.

Action: to be ratified when both Councillors are present.

10.Matters Arising from the Minutes of the Remote Ordinary Meeting Held on Wednesday, 9th March 2022

As the minutes could not be ratified, matters arising could not be discussed.

Action: to be discussed when minutes are ratified.

5.Ratification of the Minutes of the Remote Annual Statutory Meeting Held on Wednesday, 8th June 2022

Resolved: the minutes be confirmed as a correct record.

6.Matters Arising from the Minutes of the Remote Annual Statutory Meeting Held on Wednesday, 8th June 2022

Page 2 - Item 5 - To Appoint Subcommittees

Resolved: PJ be a member of the Rights of Way, Environment, Biodiversity and Amenities and Policies and Procedures Subcommittees.

Page 3 - Item 12 - To Review the Council's Insurance Arrangements with Zurich

Resolved: fidelity guarantee be increased to £100,000.

7.Ratification of the Minutes of the Remote Extraordinary Meeting Held on Wednesday, 29th June 2022

Resolved: the minutes be confirmed as a correct record.

8.Matters Arising from the Minutes of the Remote Extraordinary Meeting Held on Wednesday, 29th June 2022

None

11.Planning Applications

None for consideration by Council.

12.Finance and Accounts

CJ distributed the following for the NatWest Bank Account:

- Record of the financial transactions (1st March 2022 to 30th June 2022)
- Bank transactions (1st July 2021 to 30th June 2022)

Bank Balance

The opening balance on 1st March 2022 was £5,000.00

The closing balance on 30th June 2022 was £5,000.00

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

- Record of the financial transactions (1st March 2021 to 30th June 2022)
- Bank statements (1st March 2022 to 30th June 2022)

Bank Balance

The opening balance on 1st March 2022 was £6,712.90

The closing balance on 30th June 2022 was £71,047.14

Resolved: all accounts be approved on the attached Excel spreadsheet.

13.Co-option of a Councillor

Resolved: Colin Williams (CW) be co-opted.

Action: Clerk to arrange for CW to complete the Co-option Eligibility Form and then for him to sign the Declaration of Acceptance of Office.

14.Nomination of a Community Councillor on the Governing Body of Cwmfelin Primary School

Resolved: PS to be put forward as the representative.

15.Consideration of a New Grant/Donation Application Form

Resolved: the form be used for smaller organisations but not for the big charities, e.g., Cancer Research UK, Wales Air Ambulance, etc.

16.Love it Don't Trash it!! - BCBC Initiative for Primary Schools

In this project, KS2 pupils will become more aware of the types of litter they see and how to raise awareness of the issues litter has - both environmental and the effects it has on the wider community.

Resolved: £300 donation for both Cwmfelin and Llangynwyd Primary Schools towards the Nature Quest element of the initiative.

17.Authorisation of Grass Cutting Invoices

Action: Clerk to agenda item for Rights of Way Subcommittee Meeting.

18.Infill for Steps on Rights of Way (RoW) Bordering Parc Tir Iarll

The steps have recently been upgraded with new wooden edging, however, the stone-dust infill on the access point steps and the bark infill on the steps bordering the park are already settling, causing the wooden edging to stand three inches proud in some areas; trip hazard.

Action: Clerk to write to the Local Authority RoW Officer to request the laying of chippings on these areas due to the Health and Safety risk.

19.Responsibility for Monuments in Area

Action: Clerk to agenda item for next meeting; awaiting more information.

20.Creation of New Email Addresses for Council Business

Resolved: all Councillors to arrange their own email address.

21.Correspondence

- Attendance at Bridgend County Borough's Destination Management Plan Town and Community Council Workshop

Resolved: PJ to attend and report back to Council

22.Clerk's Report

- The Clerk obtained approval from Members to pre-order and pay for: Clerks 'Go To' Yellow Reference Book - Charles Arnold Baker - 13th Edition for £141 plus VAT through the Society of Local Council Clerks (SLCC)
- The Clerk obtained approval from Members to purchase more non-slip paint for the new wood on the access point steps in Parc Tir Iarll at a cost of £122.78 plus VAT from Watco UK Ltd
- The Independent Review Panel for Wales' Allowances have been paid to Councillors

Action: Clerk to enquire whether allowances are taxable

- Clerk caught her foot in the charging lead which was attached to her three-year-old laptop causing it to fall on the floor and break. Members gave permission for her to purchase a new laptop; £993.48 including VAT (Dell laptop, Microsoft 365, set-up, support and McAfee Antivirus)

Action: Clerk to recover money through insurance.

- Since the back end of the storage container at Parc Tir Iarll was risen, one of the wooden sleepers originally purchased for it to sit on has been stolen.
- The insurance claim relating to the financial losses identified in the Auditor General for Wales Report was rejected on the grounds that a reference for a previous Clerk could not be provided. Subsequently, the present Clerk forwarded an email from Audit Wales stating that in all probability she had disposed of almost all records when she resigned. The insurer then reopened the case with the outcome being a full settlement of the claim minus the excess of £100: £39,612.

Action: Clerk to put a notice in the local newspaper advising the public of this, with a statement to be provided by the Chairman.

Now that the claim is to be settled, consideration can be given to the reimbursement for money transfers between the Community Councils where a previous Clerk had worked.

Action: meeting to be convened with Ynysawdre Community Council to discuss the payment.

23.Chairman's Report

RH reported:

- his attendance on several remote training sessions with One Voice Wales (OVW)
- his visit to Llangynwyd Primary School to present five children with certificates for their artwork in a competition run by the Community Council. Their pictures will be made into lecterns for a nature trail at Parc Tir Iarll. He was warmly received and the Headteacher was very enthusiastic and supportive of the Council
- the welsh translation on the new street sign for Prospect Place is incorrect

Action: Clerk to report to Bridgend County Borough Council (BCBC).

- his attendance at the OVW Area Committee - Annual/Ordinary Meeting on 4th July 2022
- his visit with AW, KP and PJ to Parc Tir Iarll on 5th July 2022, where they met the Park Warden who gave them a tour of the park
- overgrowth from Cwmfelin Primary School down to the entrance to Parc Tyn y Waun

Action: Clerk to report to BCBC.

- that the work of the Council will be challenging but providing a team effort is made, the community will benefit

24.Members' Reports

AW asked for Parc Tir Iarll to be a standing item on the agenda, this was agreed by Council.

25.Date of Next Meeting

Wednesday, 10th August 2022

Meeting closed at 9.15pm

Chairman.....

Date.....