

**BRACKLA COMMUNITY COUNCIL
MINUTES OF MEETING HELD AT OAK TREE SURGERY**

DATE: 3rd April 2008

ATTENDED BY:		APOLOGIES FROM:
Cllr. Mr P Winstone Cllr. Mrs J Aston Cllr. Mr W Bennett Cllr. Mr M Howells Cllr. Mr D Aston Cllr. Mr J Spanswick Cllr. Mr T Hacking Cllr. Jayne Jowett – Clerk Mr Craig Jones – member of public Mrs C Farrell Chair of Governors Brackla Junior School		Cllr. Mrs G Atkinson Cllr. Mrs P Hacking Cllr. Mr D Sage Cllr. Mr M Howells – Left meeting early
DISTRIBUTION:		
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Minutes prepared by Jayne Jowett		
NOTE OF MEETING		
316.0	Time for Public to address Council	
316.1	Mr Craig Jones attended as an observer and had no comments.	
317.0	Council to consider report from Chair of board of governors of Brackla Junior School on concerns regarding the building works due to the infants & Junior schools' amalgamation.	
317.1	<p>Cllrs. T Hacking; Howells & Winstone declared an interest in this agenda item. Prejudicial interest due to being governors of the school (Cllrs. Hacking & Howells) & Cllr. Winstone being a member of the church that holds its services in the school & his wife being a governor.</p> <p>Mrs Farrell explained that due to the amalgamation construction works it was proposed that a temporary access road for construction vehicles / supplies, (using hardcore chippings as a top surface) would be laid within the schools' boundary fence which runs alongside and in close proximity to the infants / nursery school.</p> <p>Main concerns raised were:</p> <p>The possible risk of the infant children being struck by flying debris from the heavy trucks that would use the proposed temporary road.</p> <p>Due to the road position the schools' outside classroom area; sensory garden and natural woodland area (all of which had been developed by the children as part of their curriculum) would be destroyed. A large part of the new foundation curriculum necessitates the children being able to use these outside areas. Given that this road would prevent this for the next two to three years (construction time), the governors / parents / teachers are concerned that the curriculum along with the children's progress will be seriously hampered.</p> <p>Governors & staff suggested that the temporary road could be re-positioned immediately outside the school boundary alongside their original proposed route, which would preserve all the schools' teaching facilities and would utilise the emergency</p>	

	<p>services entrance. This was discounted by the authority as too expensive.</p> <p>A further concern highlighted was that because the original construction plans for the new car park & fencing failed to ensure that the fencing was to be erected all the way around the premises, there is now a lengthy section of the perimeter that still has the old wire mesh fencing rather than the new safer full metal fencing rendering the premises susceptible to trespassing.</p> <p>RESOLVED That Brackla Community Council (BCC) support their concerns.</p> <p>RESOLVED That BCC invite Bridgend County Borough Council (BCBC) to the BCC's next routine meeting for them to provide information on the current position of the proposed construction works, so that concerns can be discussed.</p>	Clerk
318.0	To Accept Apologies for Absence	
318.1	Apologies received from Cllr. P Hacking attending a Chamber of Trade meeting; Cllr. D Sage – Bereavement & Cllr. Atkinson - on holiday.	
319.0	To disclose personal & pecuniary interests in Agenda Items	
319.1	<p>Cllr. Spanswick – Agenda item 335.1 – Planning. Prejudicial interest, Member of Bridgend County Borough Council (BCBC) Planning Committee.</p> <p>Cllrs. Howells; T Hacking & Winstone Agenda item 317.1 - Prejudicial interest due to being governors of the school (Cllrs. Hacking & Howells) & Cllr. Winstone being a member of the church that holds its services in the school & his wife being a governor.</p>	
320.0	To confirm & sign minutes of routine meeting of council held on 21/02/08; Planning meeting & Brackla festival meetings on 04/03/08; Finance meeting on 10/03/08 & Cancelled meeting of 20/03/08	
320.1	RESOLVED: to accept the Minutes of routine Meeting of 21/02//08; planning meeting; Brackla festival meeting on 04/03/08; Finance meeting on 10/03/08 & cancelled meeting of 20/03/08 as true records of proceedings	
321.0	Matters arising from minutes of meetings on 21/02//08; 04/03/08; 10/03/08 & 20/03/08	
321.1	Brackla Festival Meeting of 04/03/08 item 288.1 – Cllr. Spanswick expressed his appreciation of the decision to provide programmes combined with the raffle ticket at this year's event, so that we can monitor numbers of attendees.	
331.0	Council to consider the action taken by Clerk as a result of an accident in re-furbished playground on Brackla Way	
331.1	As per Item 16a & 16b of Standing Orders the Chair proposed that the order of business be varied due to its urgency, Item 331.0 be moved up the agenda. This was agreed by all present. Cllr. Bennett outlined the actions undertaken on the evening of 20/03/08 with regard to the temporary closure of the Foxfield playground, the actions being in accordance with the Code of Conduct, along with the re-scheduling of the cancelled meeting in accordance with standing Orders. Following discussion Cllr. Spanswick proposed that we support the Councillors concerned in their actions. This was put to the vote: - six in favour & zero against with one abstention.	

	<p>RESOLVED that the Clerk write to BCBC to enquire on BCC's position with regard to who is responsible for all the playgrounds on Brackla.</p> <p>RESOLVED that the clerk also enquire of BCBC how Community Councils are to contact them with emergencies outside of working hours.</p> <p>At this point Cllr. Howells made his apologies and, due to ill health, left the meeting early.</p>	Clerk
322.0	Correspondence: Items for members of council to consider & items for council to note are listed at Appendix 1.	
322.1	<p>Item 3: Council noted the invitation to the gala dinner</p> <p>Item 8: Cllr. Spanswick expressed his disappointment at the lack of further progress by BCBC with this project.</p> <p>Item 9: Council noted the invite to the 'Banish the Bag' meeting.</p> <p>Item 10: Council noted the request to become collecting agents for Scope.</p> <p>Item 11: Council noted request to form an action group for Countryside Alliance.</p> <p>Item 12: Council noted the One Voice Wales' request to display election process poster (BCBC poster already being displayed).</p>	
323.0	Finance: Council to consider & agree expenditure & statement of accounts listed at appendix 2 & to re-invest £60k bond with interest going to current account.	
323.1	<p>A Full list of expenditure is at appendix 2</p> <p>RESOLVED: Expenditure agreed by Council</p> <p>RESOLVED that £60k bond be re-invested with interest being transferred to current account.</p>	Clerk
324.0	Council to consider renewal of One Voice Wales membership	
324.1	RESOLVED as per LGA 1972 s 143 One Voice Wales membership to be renewed.	Clerk
325.0	Council to consider arrangements for Brackla Festival	
325.1	<p>Clerk updated the Council on plans.</p> <p>As per LGA 1972 s 144</p> <p>RESOLVED that a general competition cup be purchased for the festival to be annotated with 'Brackla Community Council', cost of cup being £44.99 + engraving</p> <p>RESOLVED that the stilt walker (£200.00) & magician (£300.00) be hired for the festival.</p> <p>RESOLVED that children's funfair be hired for the event with them charging for the rides and BCC receiving a donation for the Council's chosen charity.</p> <p>RESOLVED that the Blue deltas marching jazz band (£50.00) be hired for a display at the festival.</p> <p>RESOLVED that the DJ (£55.00) be hired for the event.</p>	Clerk
		Clerk
		Clerk
		Clerk
		Clerk

326.0	Council to consider quote for storage /hire of Solar Xmas Trees & Existing lights	
326.1	Clerk confirmed that Plantscape were unable to accommodate our existing light displays however would hire out 25 solar Xmas trees, charging for just 20 at £160 each. This included the fitting & removal. RESOLVED to agenda this item for after the elections in June 08	Clerk
327.0	Council to consider meeting the cost of hire of the Community Centre for Neighbourhood watch	
327.1	As per LGRA 1997 s31 RESOLVED that BCC will pay for the hire of the community centre for two hours once every two months if the Neighbourhood watch co-ordinators require it.	Clerk
328.0	Council to consider the quotes for Brackla Community Council website maintenance.	
328.1	Clerk outlined the options and Cllr. D Aston expressed his disappointment that more Councillors had not been invited to the tender meetings with the web designers. As per LGA 1972 s111 RESOLVED that Xsite be hired to update the council website providing that they will agree to a fixed fee of £160.00 (eight hours work @ £20.00 per hour) for the initial creation & set-up. RESOLVED that if Xsite will not agree to fixed fee, TCRM be appointed	Clerk Clerk
329.0	Council to consider further article for Newsletter	
329.1	Clerk showed the council the lengthy article from Archdeacon school which she had been requested to include in the Council newsletter. RESOLVED that whilst the article in its present size was not acceptable, if school was agreeable, Council were prepared to include a briefer article. RESOLVED that all the schools on Brackla be invited to submit a small article for the newsletter.	Clerk Clerk
330.0	Council to nominate a representative for the next Town & Community Council Forum meeting on 14/04/08 @ 4pm	
330.1	RESOLVED that Cllr. D Aston will attend	
332.0	Clerk's Report	
332.1	1) Clerk reported on the Neighbourhood Watch meeting of 19/03/08 organised by PCSO Coleman. 4 Co-ordinators attended and they elected a Chair. PCSO Coleman intends to try to generate more interest at the next P.A.C.T. meeting. 2) As per item 7 (page 15) of Standing Orders, Clerk confirmed our ability to re-schedule cancelled meetings. 3) Clerk provided an update on Youth Facility progress. The Architect was currently undertaking a feasibility study of two of the potential sites. 4) Clerk drew Council's attention to job vacancy with SUSSED. 5) Clerk confirmed that the accounting end of year procedure was to be undertaken on Monday 07/04/08 with the external	

	audit date being confirmed as 22/08/08	
333.0	Members' reports	
333.1	<p>Cllr. J Aston: Nothing to report</p> <p>Cllr. Bennett: Requested that no political leaflets be distributed from the BCC office. This was confirmed.</p> <p>Cllr. D Aston: Having visited the Brackla School site, he could confirm the missing school fence and the potential danger of the current positioning of the proposed temporary road.</p> <p>Still a problem with dog fouling on Brackla including used dog foul bags being discarded in bushes.</p> <p>Cllr. Spanswick: Issued 'Reaching out' leaflets to Clerk for display in Office.</p> <p>Request that the un-adopted land to the left of the entrance to Heol Penderyn be adding to agenda for next meeting.</p> <p>Confirmed that two evening classes would be starting in the Community centre from Sept 08.</p> <p>Requested an update from Mark Shepherd of BCBC on the running of a playscheme in Brackla in 2008.</p> <p>Cllr. T Hacking: Nothing to report</p> <p>Cllr. Winstone: Reported that a fire engine had not been able to traverse a street in Brackla due to the excessive number of cars parked on the street.</p>	
334.0	Date of next meeting	
334.1	Routine meeting on Thursday 17/04/08 @ 7.00pm in Oak Tree Surgery.	
335.0	Council to consider planning applications	
335.1	<p>Cllr. Spanswick declared an interest in this item & left the meeting room.</p> <p>RESOLVED that Council made the following planning application decisions as listed at Appendix 3.</p>	
	Meeting closed at 20.54 hours.	

BRACKLA COMMUNITY COUNCIL
For members to consider
For Council to note

Correspondence received:

Appendix 1

ITEM	DATE	FROM	DETAILS
1	20/02/08	Sustainable Wales	For members of Council to consider request to past formal resolution in support of Fairtrade.
2	28/02/08	BCBC	For Council to note info on amended Members' Code of Conduct (same as that received from Welsh Assembly Government)
3	03/03/08	Mayor of BCBC	For Members of Council to consider invitation to Gala dinner on 09/05/08 7pm Bridgend Recreation ctr £35.00 per ticket
4	03.2/03/08	BCBC	For Council to note changes to roads within the borough as notified at last meeting.
5	04/03/08	Coychurch Crematorium	For Council to note invitation to Palm Sunday Service on 16/03/08
6	05/03/08	Coychurch Crematorium	For Council to note invite to Palm Sunday service as per e-mail / text on 05/03/08
7	06/03/08	National Statistics Office	For Council to note their request for no. of vacancies we had as at 07/03/08 which we have a legal requirement to respond to, which the Clerk has done so.
8	06/03/08	BCBC	For members of Council to consider minutes of meeting between BCBC & BCC regarding un-adopted land in Brackla.
9	10/03/08	Sustainable Wales	For members of Council to consider invite to 'Banish the Bag' public meeting on 27/3/08@ 7.30pm Tinity Church Porthcawl
10	10/03/08	Scope	For members of council to consider being collecting agents for Scope
11	10/03/08	Countryside Alliance	For members of Council to consider forming an action group to fight closures.
12	10/03/08	One Voice Wales	For members of Council to consider advice & request to display poster on election process.

Correspondence sent by BCC

ITEM	DATE	SENT TO	DETAILS
1-5	14/02/08	Various	Agenda / Mins of Meetings
6&7	25/02/08	Various	Invoices
8	25/02/08	BCBC	Planning application observations
9	25/02/08	June Larking Neighbourhood Watch	Confirmation of 50% of cost of street signs being covered.
10	26/02/08	PJ Lee	Letter to inform of Councils decision not to use.
11	26/02/08	RCT	Pension contribution
12	27/02/08	Cllr. Berrow	Agenda
13	04/03/08	Age Concern	Acknowledgement of donation request
14 - 16	05/03/08	Various	Brackla festival confirmations of bookings
17	05/03/08	BCBC	Planning application observations
18	06/03/08	MAWS	Acknowledgement of donation request.
19	10/03/08	Netmotivated Ltd	Invoice
20	11/03/08	Co-op bank	Bond maturity instructions
21	11/03/08	St John Wales	Instructions for Brackla Festival first aid cover.
22	11/03/08	Printall Ltd	Invoice

Face-To-Face / Tel Enquiries:

ITEM	DATE	FROM	DETAILS
1	14/02/08	Resident of Brackla	Requesting safety measures for the walkway leading from Brackla Way to The Spinney (at the side of The Spar shop) – Put him in touch with BCBC to discuss update.
2	20/02/08	Resident of Brackla	Wanted to book community centre – gave him Nick Roberts tele no.
3	20/02/08	Resident of Brackla	Wanted BCBC tele no.
4	20/02/08	Resident of Brackla	Street light not working – reported to BCBC
5	21/02/08	Welsh Language Teacher	Wanted to know how she could gain access to Community Centre (which she had booked) for her planned lessons – Left a message on Nick Roberts tel & gave her the tel no to chase herself.
6	21/02/08	Citizens' Advice Bureau	Ringin on behalf of Linc Cymru resident who wanted to know how he could complain re his housing – passed them onto Linc Cymru.
7	21/02/08	Resident of Brackla	Wanted to report rats in attic – gave her BCBC's no.
8	25/02/08	Resident of Brackla	Wanting an allotment – gave him the secretary's tel no.
9	26/02/08	Resident of Brackla	Wanting contact details for Environmental Health – gave tele no.
10	26/02/08	Resident of Brackla	Wanting to know when next police surgery was – tried to contact PCSO Coleman & Sgt Hillman to enquire (both unavailable) obtained the details from our last newsletter & gave a copy to gentleman enquiring.
11	28/02/08	Resident of Brackla	Wanted to know if caravans were allowed to be parked on a house's drive? Briefly explained the covenants of the houses originally built on Brackla but suggested that he checked with BCBC to see if these were still relevant.
12	03/03/08	Resident of Brackla	Trees overhanging the pavement, causing an obstruction in Briary Way – reported to Highways dept, BCBC.
13	04/03/08	PCSO Coleman	Wanting me to book Boardroom @ Oak Tree for Neighbourhood watch meeting – I complied.
14	06/03/08	Resident of Brackla	Wanting to planning advice – gave him BCBC planning tel no.
15	12/03/08	Company from Birmingham	Wanting permission to site a re-cycling bin in Community Centre car park – directed them to BCBC

PLANNING**Appendix 3****THE FOLLOWING PLANNING APPLICATIONS HAVE BEEN PERMITTED BY BCBC:**

Mr C Mogg 18 Maple Drive Brackla – Two storey extension to side.

Manning construction, Plot 3c Brackla Ind Est - Proposed warehousing & Offices

Mrs D A Parfitt, 4 Bramble Close Brackla – Single storey extension to side elevation.

Executive Director learning BCBC re Brackla Playing Fields – Siting of portable football changing rooms

Mr C Shakespeare, 20 Foxfields brackla – Conservatory to rear of building.

Peter Jones, 32 Honeysuckle Way Brackla, CF31 2NT – Pollard Ash to 8m from ground level & sever Ivy vines

THE FOLLOWING PLANNING APPLICATIONS HAVE BEEN REFUSED BY BCBC:

Nil

APPENDIX 1**PLANNING APPLICATIONS 2nd Apr to 3rd Apr 2008**

	<u>Ref:/ Date Received</u>	<u>Name & Add of Applicant</u>	<u>Property that planning application applies to</u>	<u>Details of planning application</u>	<u>Decision</u>
1	P/08/310/FUL 02/04/08	Mr A Rumph 60 Hazeldene Ave Brackla	Same	Retrospective application for garage in rear garden	NO OBJECTION

Appendix 2

Brackla Community Council

Bank Reconciliation Statement as at: 29/02/2008 for Cash Book 1 Current Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Co-op Current A/c	29/02/2008	231	36,201.70
			36,201.70
Unpresented Cheques (Minus)		Amount	
20/02/2008 201971 Cllr P Winstone		587.09	
20/02/2008 201972 Cllr. D Aston		7.00	
25/02/2008 201973 Bridgend County Borough Council		117.50	
26/02/2008 201975 RCT		749.33	
			1,460.92
			34,740.78
Receipts not Banked/Cleared (Plus)			0.00
			34,740.78
		Balance per Cash Book is :-	34,740.78
		Difference is :-	0.00

Appendix 2 cont'd

Brackla Community Council

Detailed Income & Expenditure by Year to Date Budget Heading 01/02/2008

Month No : 11

Committee Report

	Actual Year to Date	Budget Year to Date	Note (-) Variance Year to Date	Year to Date Annual Budget	OVER BUDGET Funds Available
Finance					
101 Staffing					
4000 Clerks Salary	17,570	21,527	3,957	23,484	5,914
4002 Gardeners Salary	11,107	13,431	2,324	14,654	3,547
4003 Overtime	0	2,750	2,750	3,000	3,000
4004 Employers Pension	6,540	4,752	-1,788	5,180	-1,360
4005 Employers National Insurance	8,128	3,662	-4,466	4,882	-3,246
4006 Health and Safety	0	0	0	60	60
4007 Staff Exepnses	317	231	-86	250	-67
4008 Employment Costs	0	462	462	500	500
4010 Training	105	627	522	682	577
Staffing :- Expenditure	43,767	47,442	3,675	52,692	8,925
Net Expenditure over Income	43,767	47,442	3,675	52,692	
102 Administration					
4011 Office Expenditure	100	0	-100	0	-100
4012 Rent	2,348	2,618	270	2,855	507
4022 Stationery	216	1,067	851	1,160	943
4023 Telephones	636	847	211	927	291
4024 Mobile Phones	404	572	168	618	214
4025 Photocopier	910	902	-8	979	68
4026 Postage	212	187	-25	206	-6
4027 Insurance	1,064	1,545	481	1,545	481
4028 Subscriptions	989	150	-839	1,073	84
4031 Newsletter	1,124	3,000	1,876	3,000	1,876
4032 Website Maintenance	0	0	0	206	206
4033 Website Hosting	60	124	64	124	64
4054 Survey	0	0	0	1,000	1,000
4055 Accounts Services	371	704	333	773	402
4057 Audit	-50	964	1,014	964	1,014
4059 Peninsula	1,848	2,233	385	2,440	592
4060 Accounts Package Maintenance	585	618	33	618	33
4070 Office Equipment	679	0	-679	0	-679
4071 Capital Fund	0	0	0	9,000	9,000
Administration :- Expenditure	11,496	15,531	4,035	27,487	15,991
1006 Income Photocopier	25	0	-25	0	
1176 Precept Received	122,000	0	-122,000	122,000	
1180 Income Miscellaneous	5,609	0	-5,609	0	
1190 Interest Received	4,514	0	-4,514	0	
Administration :- Income	132,147	0	-132,147	122,000	
Net Expenditure over Income	-120,651	15,531	136,182	-94,513	

Brackla Community Council
Detailed Income & Expenditure by Year to Date Budget Heading 01/02/2008
Committee Report

Month No : 11

Note (-) Variance Year to Date OVER

BUDGET

	Actual Year to Date	Budget Year to Date	Variance Year to Date	Annual Budget	Funds Available
105 Civic					
4100 Councillors Expenses	113	0	-113	0	-113
4105 Chairs Allowance	0	700	700	700	700
4110 Civic Service	340	750	411	750	411
4115 Elections	0	0	0	6,000	6,000
4120 Engraving	0	13	13	13	13
Civic :- Expenditure	453	1,463	1,010	7,463	7,010
Net Expenditure over Income	453	1,463	1,010	7,463	
106 Events					
4255 Wales in Bloom	73	0	-73	73	0
4280 Funday	3,205	3,500	295	3,824	619
4295 Competition Prizes	329	500	171	827	498
Events :- Expenditure	3,607	4,000	393	4,724	1,117
1055 Income Funday	324	0	-324	324	
Events :- Income	324	0	-324	324	
Net Expenditure over Income	3,283	4,000	717	4,400	
109 Grants					
4400 Section 137	550	1,500	950	550	0
4405 Summer Playscheme	0	1,500	1,500	1,500	1,500
4406 Youth Work	-20	0	20	0	20
4407 Gants Out	950	0	-950	950	0
Grants :- Expenditure	1,480	3,000	1,520	3,000	1,520
Net Expenditure over Income	1,480	3,000	1,520	3,000	
201 Environment					
4200 Vehicle Renewal/Hire	4,508	2,288	-2,220	5,500	992
4201 Vehicle Maintenance	438	946	508	1,030	592
4203 Vehicle Insurance	591	1,545	954	1,545	954
4204 Petrol	752	1,419	667	1,545	793
4220 Container Rental	811	792	-19	865	54
4225 Equipment	2,058	2,838	780	3,090	1,032
4227 Equipment Maintenance	1,295	1,320	25	1,442	147
4231 Fuel for Equipment	108	99	-9	103	-5
4250 Environmental Schemes	1,030	1,738	708	1,900	870
4260 Roundabout Sponsorship	1,240	0	-1,240	0	-1,240
4261 Seasonal Bedding	3,517	4,246	729	4,635	1,118
4281 Xmas Lights	2,888	0	-2,888	3,090	202
4290 Allotments	123	913	790	1,000	877
Environment :- Expenditure	19,361	18,144	-1,217	25,745	6,384
1050 Income Roundabout Sponsorship	1,240	0	-1,240	0	
1055 Income Funday	0	0	0	0	
1057 Income Green Waste Bags	98	0	-98	0	
Environment :- Income	1,338	0	-1,338	0	
Net Expenditure over Income	18,024	18,144	120	25,745	
202 Safety					
4270 PCSO	11,011	11,588	577	15,450	4,439
Safety :- Expenditure	11,011	11,588	577	15,450	4,439
Net Expenditure over Income	11,011	11,588	577	15,450	
Finance Expenditure	91,175	101,167	9,992	136,561	
Income	133,809	0	-133,809	122,324	
Net Expenditure over Income	-42,634	101,167	143,801	14,237	