

| BRACKLA COMMUNITY COUNCIL | | |
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| <u>MINUTES OF ANNUAL MEETING HELD AT OAK TREE SURGERY</u> | | |
| | | MEETING DATE: 15th May 2008 |
| ATTENDED BY: | | APOLOGIES FROM: |
| Cllr. Mr D Sage Cllr. Mr C Jones Cllr. Mrs J Aston Cllr. Mr T Hacking Cllr. Mrs P Hacking Cllr. Mr W Bennett Cllr. Mrs D Davies Cllr. Mr J Spanswick Cllr. Mr A Wathan Cllr. Mr. M Voisey Cllr. Mrs C Lewis Mr P Winstone Jayne Jowett – Clerk | | Cllr. Voisey - Late |
| DISTRIBUTION: | | |
| AS ABOVE | | |
| FILE COPY | | |
| Minutes prepared by: Jayne Jowett | | |
| NOTES OF MEETING | | |
| No. | ITEM | ACTION BY: |
| 1.0 | Time for Public to Address Council | |
| 1.1 | No public present | |
| 2.0 | Cllr. Aston to address the Council | |
| 2.1 | Cllr. Aston explained her hearing disability & requested that all present speak clearly, that only one person speak at any one time and that they look at her so she can lip read. | |
| 3.0 | To Accept Apologies for Absence | |
| 3.1 | Cllr. Voisey made apology in advance for being slightly late due to work commitments. | |
| 4.0 | To disclose personal & pecuniary interest in Agenda Items | |
| 4.1 | Cllrs. Spanswick – Agenda item 14.0 – Chairs allowance. Pecuniary interest, Chair of Brackla Community Council. Cllr. Sage – Agenda item 11.0 – Town & Community Council Forum committee member | |
| 5.0 | To confirm & sign minutes of meeting of Council held on 17/05/07 | |
| 5.1 | Clerk confirmed that the minutes of the AGM 17/05/07 were approved at meeting 21/06/07 item 50.1 and therefore did not require approval at this meeting. | |
| 6.0 | Matters arising from minutes of meeting 17/05/07 | |
| 6.1 | None | |
| 7.0 | Council members to complete Declaration of Acceptance of Office & Code of Conduct. | |
| 7.1 | All Councillors signed their Declaration of Acceptance of Office & Code of Conduct in the presence of the Clerk / Proper Officer. | |
| 8.0 | Council to consider election of Chairperson & Declaration of acceptance of Office. | |
| 8.1 | Cllr. Sage nominated Cllr. Spanswick which was seconded by Cllr. Aston. | |

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| | <p>All present agreed.</p> <p>RESOLVED That Cllr. Spanswick is elected as Chairperson of Brackla Community Council for the ensuing year. Cllr. Spanswick then signed the declaration of Acceptance of Chairmanship in the presence of the Clerk / Proper Officer.</p> | |
| 9.0 | Council to consider election of Vice Chairperson | |
| 9.1 | <p>Cllr. Sage nominated Cllr. Bennett, this was seconded by Cllr. Aston, all present agreed.</p> <p>RESOLVED That Cllr. Bennett is elected as Vice Chairperson.</p> | |
| 10.0 | Council to consider appointment of committees:- Planning; Finance; Disciplinary / Grievance; Appeals; H&S; Consultation Documents; Complaints; Youth facility plus Urgent Business. | |
| 10.1 | <p>RESOLVED That Cllrs. Bennett; Aston; Davies; Lewis; Jones; Wathan & Voisey be appointed to the Planning committee with delegated authority to make planning application decisions on behalf of the full Council. Cllr. Sage requested that it be noted that any planning decisions made did not include consultation from Cllrs. Sage; Spanswick T Hacking & P Hacking due to their prejudicial interest – members of Bridgend County Borough Council planning committee.</p> <p>RESOLVED That Cllrs. T Hacking; Voisey; Aston; Spanswick & Jones be appointed to the Finance committee.</p> <p>RESOLVED That Cllrs. T Hacking; Spanswick & Sage be appointed to the Disciplinary & grievance committee.</p> <p>RESOLVED: That Cllrs. P Hacking; Bennett & Wathan be appointed to the Appeals committee</p> <p>RESOLVED: That Cllrs. Voisey; Jones; Lewis; T Hacking & Aston be appointed to the H&S committee. The Clerk reminded the members of their H&S responsibilities under the Peninsula guidelines.</p> <p>RESOLVED: That no Consultation Documents committee be appointed. Clerk to e-mail urgent consultation documents to Cllrs. Cllr. Spanswick reiterated that Cllrs. had an obligation to respond in the allotted time frame.</p> <p>RESOLVED That Cllrs. Sage; Wathan & Bennett be appointed to the Complaints committee.</p> <p>RESOLVED That Cllrs. T Hacking; Spanswick; Aston; Jones & Voisey be appointed to the Youth Facility Committee.</p> <p>RESOLVED That no Urgent Business committee be appointed. Should urgent business arise Clerk to use e-mail and /or call a 'Special meeting'.</p> | |
| 11.0 | Council to consider election of outside body representatives (Town & Community Council Forum; One Voice Wales & Governing Bodies of Schools) | |
| 11.1 | <p>Cllr. Sage declared an interest in this item and therefore did not make comment throughout the discussion.</p> <p>RESOLVED: That Cllr. Bennett be appointed as the representative for One</p> | Clerk |

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| | <p>Voice Wales.</p> <p>RESOLVED: That Cllr. Davies be appointed as the Town & Community Council Forum representative with Cllr. Bennett as the deputy.</p> <p>The following existing governors were confirmed: Brackla Infants School: - Cllr. T Hacking Tremains Infants: - Cllr. P Hacking Tremains Juniors: - Cllr. D. Sage</p> <p>RESOLVED: That Cllr. T Hacking is nominated as a representative for Archdeacon John Lewis Church Primary School. Clerk to inform School</p> <p>RESOLVED That Cllr. Jones is nominated as a representative for Brackla Junior School. Clerk to inform school.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 12.0 | Council members to review their declarations of Interest | |
| 12.1 | Councillors were issued with blank declarations of interest forms for completion by the next routine meeting. | |
| 13.0 | Clerk to report on attendance | |
| 13.1 | <p>Attendance report attached.</p> <p>Cllr Sage requested that it be noted that he had attended four P.A.C.T. meetings as Brackla Community Council's representative. These had coincided with the Brackla Community Council meetings thus preventing his attendance and therefore affecting his attendance record by 30% (would have been 53.84%)</p> | |
| 14.0 | Council to consider the setting of the limit for the Chair's allowance. | |
| 14.1 | <p>Cllr. Spanswick declared an interest in this item.</p> <p>RESOLVED: That £550.00 be the sum for the Chair's allowance for the ensuing year. Members attention is drawn to the necessity to keep accurate records of expenditure, i.e. receipts etc both for the council's accounting procedures and should the Inland Revenue call the Chair to account for the expenditure.</p> | |
| | Meeting closed at 7.25pm. | |

| DATE OF MEETING | COUNCILLOR ATTENDANCE: | | | | | | | | |
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| | <u>J</u> ASTON | <u>D</u> ASTON | <u>P</u> HACKING | T HACKING | <u>J</u> SPANSWICK | P WINSTONE | <u>M</u> HOWELLS | <u>A</u> BERROW | G ATKINSON |
| 17/05/2007 | Y | Y | Y | Y | Y | Y | A | A | Y |
| 21/06/2007 | Y | A | A | A | Y | Y | A | Y | Y |
| 19/07/2007 | Y | Y | A | Y | A | Y | A | A | A |
| 16/08/2007 | A | Y | Y | A | Y | Y | A | | |
| 20/09/2007 | Y | Y | A | A | Y | A | A | A | Y |
| 18/10/2007 | A | A | A | Y | Y | Y | A | Y | |
| 15/11/2007 | Y | Y | Y | Y | Y | Y | A | A | Y |
| 20/12/2007 | A | Y | Y | Y | Y | Y | A | | Y |
| 17/01/2008 | Y | Y | A | Y | Y | A | A | | Y |
| 21/02/2008 | Y | Y | Y | Y | Y | Y | Y | Y | |
| 20/03/2008 | Y | A | A | A | A | A | Y | A | |
| 03/04/2008 | Y | Y | A | Y | Y | Y | Y | | A |
| 17/04/2008 | Y | Y | Y | Y | Y | A | Y | | Y |
| TOTAL NO. OF ATTENDANCES (max=13) | 10 | 10 | 6 | 9 | 11 | 9 | 4 | 3 | 7 |
| ATTENDANCE AS A PERCENTAGE | 77% | 77% | 46% | 69.00% | 84.60% | 69% | 30.76% | 23.00% | 53.84% |

NOTE: CLLR. M HOWELLS ON LONG TERM SICK & CLLR. BENNETT BEING OFF DUE TO HEART OP.
11 INSTANCES OF APOLOGIES NOT BEING PRESENTED.

CHAIRMAN

CLERK

DATE