

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

DATE: 03/02/09

ATTENDED BY:		APOLOGIES FROM:	
Cllr. Mr J Spanswick Cllr. Mr C Jones Cllr. Mrs C Lewis Cllr. Mrs D Davies Cllr. Mr A Wathan Jayne Jowett – Clerk		Cllr. Mr M Voisey Cllr. Mrs J Aston Cllr. Mr W Bennett Cllr. Mr T Hacking Cllr. Mrs P Hacking	
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Minutes prepared by Jayne Jowett			
NOTE OF MEETING			
282.0	Time for public to address Council		
282.1	None present		
283.0	To accept apologies for absence		
283.1	Cllr. Voisey – Working; Cllrs. Aston & Bennett – ill; Cllrs. P & T Hacking – Prior engagement		
284.0	To disclose personal & pecuniary interests in agenda items		
284.1	None		
285.0	Council to consider update on the Youth Facility including identification of lead organisation; transfer of lease agreement for use of the land; responsibilities of each organisation within the partnership; consultation process; instructions to Nike design including the undertaking of the recommended surveys.		
285.1	<p>Clerk provided a summary of the progress thus far: Youth services dept of B.C.B.C. had agreed to be lead organisation; they have employed Roger Went for 10 hours a week to concentrate on completing the funding application which will be for The Big Lottery. Communities First; Linc Cymru; Wales & West Housing & SW police were also on board with the project. A survey of Brackla Meadows had already been undertaken by Wales & West Housing.</p> <p>If the members agreed, B.C.C.'s commitment would be to pay the architect to progress to planning application, including the required Land & Topography surveys; to consider contributing £5k toward the provision of qualified youth workers for two evenings a week if a temporary venue could be found – this would be from April 09 as B.C.B.C. have funding up until 31/03/09. B.C.C.'s Clerk would be required to help Roger went with the preparatory work for the funding application i.e. preparing / undertaking surveys / consultations and completion of the application form including the gathering of supporting evidence, all of which had to be completed as soon as possible due to the closing date for the funding application of 31/10/09. What this would mean in terms of man hours was not known. Clerk suggested that Property dept of B.C.B.C. would need to be informed that Youth Services dept were now the leads organisation for means of the lease of the land and that the Heads of Term would require transfer into their name. The question of an open meeting for resident</p>		

of Brackla was raised.

Quotes for the topographical survey:
 Landmark Surveys (Wales) Ltd - £395.00+ vat
 John Vincent Surveys Ltd - £265.00 + vat
 Nike Design - £480.00 +vat
 Topographical survey is required to establish exact position of the building for submission of the planning application.

Quotes for the Land survey:
 Integral Geotechnique - £1875.00
 Soil Consultants Ltd – at least £2875.00 + vat based on one each of the soil & water samples.
 Earth Science Partnership - £2493.40.
 Given that Welsh Water will not permit rain water to enter the sewerage system a land survey is required to establish whether the land is conducive to accommodating the rain water via a natural soak away or whether a soak away tank will need to be employed. This information has to be confirmed prior to submission of the planning application.

Clerk confirmed that, following negotiation she had reduced the architect over spend fee by 50% down to £1050.00 and that an invoice had been received to reflect this and the work thus far undertaken by Nike Design. The breakdown of the invoice was:
 Phase 1 £3090.00
 Agreed additional work to end of Aug 08 £300.00
 90% of Phase 2 £3708.00
 Agreed overspend on phase 2 £1050.00
 Total £8148.50 + Vat plus
 Pay't to Welsh Water for plans of mains & sewers £36.00
 Grand Total £9406.78
 Members congratulated the Clerk on this success.

Following discussion the following resolutions were made:

RESOLVED to pay the reduced Nike Design invoice for work undertaken thus far (£9406.78 including vat).

RESOLVED to accept Youth Services dept of B.C.B.C. has the lead organisation for the project.

RESOLVED to re-instate Nike Design to undertake the necessary work to progress the project to planning application stage.

RESOLVED to undertake the two required surveys using John Vincent Surveys Ltd & Integral Geotechnique.

RESOLVED to inform B.C.B.C. Youth Services dept & Property dept of the need to transfer the Heads of Terms.

RESOLVED to undertake the survey of Brackla residents, distribution being via the newsletter.

	<p>RESOLVED to work in partnership with the above mentioned organisations to progress this project, getting the funding application submitted within the deadline, including all the previously mentioned preparatory work. Clerk to inform members if she has difficulty covering this extra work on top of her routine commitments.</p> <p>RESOLVED to undertake the open meeting once the planning application is ready for submission.</p> <p>RESOLVED to agenda the request to contribute £5k toward the provision of youth workers from 01/04/09 for the next routine meeting</p>	
286.0	Council to consider activities for inclusion in the Brackla Festival event	
286.1	<p>Suggested activities for inclusion in the Brackla Festival:</p> <ul style="list-style-type: none"> Hog roast Ice cream stall Cold food stall Jazz marching band Police Dog Display Wellie Throwing competition Climbing wall Inflatable maze Circus workshop Face painting Fun fair Bouncy castles Bucking bronco Sumo wrestlers Music Assault course 100 board Prize draw <p>RESOLVED that Clerk endeavour to employ all of the above activities.</p> <p>The suggestion was raised of having programmes printed with a space for attendees to complete their contact details so the programmes could be used for the prize draw. These programmes could be sold for £1.00 and this programme would then also be their entry into the prize draw.</p> <p>It was suggested that the local schools could be asked if they would be willing to sell the programmes prior to the event.</p> <p>Clerk to investigate the licence requirements from B.C.B.C. and whether the schools would be willing to help.</p> <p>Clerk to investigate the cost of printing the programmes.</p> <p>RESOLVED to seek permission from the football club to use their toilet facilities</p> <p>RESOLVED that if these toilets are unavailable the Clerk hire portable toilets.</p> <p>RESOLVED to ask if the scouts can help again with the supply of tents.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>DD</p>

287.0	Council to consider suggestions for articles to be included in the newsletter including the resident survey and its additional costs.	
287.1	<p>Clerk confirmed that two quotes had thus far been received for the printing of the Newsletter & the questionnaire insert: Vale Printing: 4 page newsletter £789.00 including questionnaire 8page - £1269 including questionnaire (art work would be extra)</p> <p>Kallkwik: Design of 4 page newsletter & questionnaire £225.00 Print 4 page newsletter £530.00 Design 8 page newsletter & questionnaire - £295.00 Print 8 page newsletter £940.00 Print 5000 questionnaires £940.00 Insert questionnaires into newsletter - £125.00</p> <p>RESOLVED to give delegated powers to the Clerk to choose the most cost effective quote for the printing once the third quote is received.</p> <p>RESOLVED to have a 4 page newsletter to keep the cost to a minimum.</p> <p>Suggested items for inclusion in the newsletter: Winners of the 2008 Brackla in Bloom & Sunflower competitions 2008 Funday Carers' week donation along with the other donations made in this tax year. Tree replacement by Scott Winter Trees donated by Tremains School Article by Brackla Residents Association 'My year in office' by Cllr. Spanswick Article by police Advert for this year's Brackla in Bloom & school competitions plus Brackla Festival Keep Wales Tidy Award Useful telephone Nos. Cllr. Contact details. Advert for volunteers for a new BBC Wales television programme (aiming to get a street in Brackla to partake in an environmental project)</p> <p>RESOLVED to include all of the above providing that everything can be contained within a 4 page newsletter. Clerk to use her discretion.</p>	
	Meeting ended at 19:35 hours	