

BRACKLA COMMUNITY COUNCIL



Minutes of the Full Council Meeting Held in the Boardroom, Oak Tree Surgery Thursday 15 May 2014

Members Present

Cllr H Townsend – Chair

Cllr D Aston

Cllr J Brett

Cllr I Hibble

Cllr C Jones

Cllr M Quick

Cllr J Spanswick

1. **Public/Police Address to Council**

No police report or public address

2. **Apologies for Absence**

Cllr P Hacking – on holiday

Cllr T Hacking – on holiday

Cllr D Sage – unable to attend

3. **Declaration of Interest in Accordance with Section 51 of the Local Government Act 2000**

Cllr D Aston – an officer of Bridgend County Borough Council in the presence of the County Borough Councillors

Cllr I Hibble – an officer of Bridgend County Borough Council in the presence of the County Borough Councillors

Cllr C Jones – Bridgend County Borough Council Borough Councillor. A Director of The Hub Drop In & Support Centre

Cllr M Quick – member of Brackla Community Association

Cllr J Spanswick – Borough Councillor, Bridgend County Borough Council and member of Development Control (Planning Matters). A Director of The Hub Drop In & Support Centre

Cllr H Townsend – Borough Councillor, Bridgend County Borough Council and a Director of The Hub Drop In & Support Centre

4. **Ratification of Minutes, Full Council Meeting 17 April 2014**

Amendment to Item 179: Councillor Ian Hibble had apologised for his absence at the meeting due to religious observance.

Resolved: that the minutes were proposed by Cllr J Spanswick, seconded by Cllr M Quick and accepted by council as a true record of proceedings. The Chairman duly signed the minutes

5. Matters of Report by the Clerk of the Full Council Meeting – none

184.16: The Hub Drop In & Support Centre – the Extraordinary Full Council Meeting had not been called as no information had been received to support the request of financial assistance.

185: The Clerk had contacted Highways regarding a site meeting to discuss the location of K Barriers on pathways – no date received so far.

186: A meeting with Mr Keith Power, Traffic Management Officer had been arranged for Friday 16 May, 10.30 at the office. This would be a site meeting to determine appropriate locations for the speed activated signs on Princess Way and Brackla Way. Peter Williams, PCSO reported to the Clerk regarding speeding along Channel View from Tremains School towards the Spar roundabout.

6. To Consider all Correspondence Received by this Council

1. Capita Conferences – a one day national conference on Welfare Reform in Wales, Wednesday 25 June 2014, Cardiff. (information emailed to all members 24.4.14)

Resolved: that this information was noted

2. Resident Complaints regarding litter bins and grass cutting. Bridgend County Borough Council had responded on 25 April outlining a reduction in staffing and changes to grass cutting and litter bin collections.

The Chair, Cllr Townsend reported that at the last Town & Community Council Forum it had been suggested that Town & Community Councils should have more responsibility for emptying bins and purchasing new bins. There had been some resistance to the suggestion at the Forum.

Resolved: that this matter is placed on the Agenda for the June meeting

3. Llew's Chip Shop – donation of £100 towards a new bin next to the youth shelter on Whitethorn Drive. Llew was the only person to respond to the Clerk's letter, asking local take-away businesses to consider sponsoring a new bin. The cost of a large seagull proof bin would be approximately £500.

Resolved: that Cllr C Jones proposed that this council purchase the bin, using the kind donation of £100 from Llew's Chip Shop and order a sponsorship plaque for the bin. The Clerk would arrange for a presentation photograph with the shop owner. Seconded by Cllr J Spanswick and unanimously agreed.

4. One Voice Wales training: Code of Conduct, Barry Civic Offices on Tuesday 20 May at 6.30pm. (emailed to all 29.4.14)

Resolved: that this information is noted

5. One Voice Wales training: Use of IT, Website & Social Media, Bridgend YMCA Monday 19 May at 6.30pm. (emailed to all 29.4.14)

Resolved: that Cllr J Brett would attend

6. Resident Complaint regarding – overflowing bins and dog walkers leaving dog fouling bags on the floor under the bins.
Resolved: that Cllr I Hibble would respond to the resident
7. Tenovus Cancer Charity – the Bridgend Sing With Us Choir practice sessions have moved from the Tabernacle at Brackla to Derwen Road, due to the increase in size of the choir.
Resolved: that this matter is noted
8. One Voice Wales training – Informing the Public Community & Town Council, various sessions in June, July & September. (emailed to all 6.5.14)
Resolved: that the Clerk would attend the session on Tuesday 1 July at Neath Community Centre
9. One Voice Wales training – a full list of the training modules for 2014. (emailed to all 7.5.14)
Resolved: that this information is noted
10. South Wales Police, PCSO Steve Bowen – report on the Community Speed Watch exercise 6 May on Princess Way, near Priory Oak. The first part of the exercise took place between 8.30 – 9.00 am (weekday) and the total average speed was 24.88 mph. The second part was 9.00am – 10.00am, near Trem y Mor and the total average speed was 27.88 mph.
Resolved: that this information is duly noted
11. BAVO First Annual Conference – invitation to attend at Bridgend Rugby Club, Brewery Lane, Bridgend on Friday 27 June, 12.30. Limited places available, book on-line. (emailed to all 12.5.14)
Resolved: that this information is noted
12. Communities First Lower Cluster Forum, Tuesday 8 July (time to be confirmed), Brackla Tabernacle.
Resolved: that this information is noted
13. Resident Complaint – white lilac tree had been cut down opposite 10 Trem y Mor on Wednesday 7 May at 8.30am. The resident stated that a man had arrived in a Bridgend County Borough Council white van at 8.00 am, got out of the van at 8.30am and cut the tree down. The Clerk had reported this matter to Highways, who in turn had forwarded to Parks & Playing Fields Section. This council was advised that no work order had been raised for this work to be carried out.

Resolved: that the Clerk was advised to contact Mr Andrew Hobbs, Bridgend County Borough Council and Cllr C Jones would make enquiries with the local authority
14. Panther Securities plc (landlords of the shopping precinct) – Mr Jack Bispham had confirmed that Airsprung Beds, one of the largest manufacturers in the country would be taking on one of the large retail units at the end of June.

7. **Brackla Community Centre**

The Clerk had requested two quotations in regard to the heating system at the centre. Cofely had provided the following information:

To provide a full specification with survey report on current plant, drawings together with upgrade ideas and feasibility study would cost £2,225 plus VAT. Cofely also provided a range of call out charges.

Mr Mark Evans, Group Manager Built Environment, Bridgend County Borough Council had supplied information and costs of an annual Service Level Agreement of £374.25. This agreement would entitle Brackla Community Council to take advantage of calling upon building surveyors, mechanical and electrical engineers to seek professional advice and guidance. This would provide 24/7 cover for the building as well as managing the cyclical maintenance contracts. The current contracts are:

Fire Alarm Maintenance, Fire Safety Direct, £90 pa – 4 visits per year
Portable Appliance Testing, Brecongate Projects, £42 pa – once per year
Heating Maintenance Contract, Cofely, £239.72 pa – 2 per year
Emergency Lighting Maintenance, BCB M & E, £61.50 pa – once per year
Legionella Contract, Vector Air & Water Ltd, £50 pa – once per year

Also, if Bridgend County Borough Council are required to engage contractors to attend site to address issues, the costs incurred would be charged to Brackla Community Council.

Resolved: that Cllr J Spanswick moved that Brackla Community Council enter into the SLA with Bridgend County Borough Council for the annual maintenance of the community Centre. Seconded by Cllr M Quick – all in favour

8. **2014 Events**

Brackla Funday Saturday 5 July 2 – 5.00 pm

The Clerk confirmed that arrangements had been made for the Funday. The Mayor of the Borough has agreed to officially open the event.

Firework Display Tuesday 4 November – 6.30pm

The Clerk would contact Dr P Manghan, Head Teacher of Archbishop McGrath Catholic High School, Mr Richard Hughes and Mr Andrew Thomas, Bridgend County Borough Council regarding the use of the school grounds and the football pitch and the rear of the school.

Brackla RFC have agreed to cover traffic management and litter again this year.

The Circuit Symphony (Mr Oliver Davis, local resident) had agreed to open the display with his music free of charge and a laser light show to accompany the music would be required at an approximate cost of £200.

Resolved: that members unanimously agreed to cover the cost of the laser light show

Christmas Lighting and Celebration Event

The Chair and the Clerk would liaise on this subject and report back to council.

The Chair stated that she would like to organise an Easter Egg Hunt in Tremains Wood in 2015.

ITEMS 9 – 11 WERE DISCUSSED AT THE BEGINNING OF THE MEETING IN ORDER THAT MR LEY COULD LEAVE THE MEETING EARLY

9. Finance

(a) Schedule of Payments April 2014

Mr Ley, Assistant Clerk/Responsible Financial Officer explained that the cost of the polycarbonate/bus shelter repairs, Annual RBS Software (accounts package) Year End Audit and Tropical Inc/funday entertainment were one off payments, showing an increase in the average monthly expenditure.

Resolved: that payments were unanimously approved and signed by two members of the council in accordance with Accounts & Audit Regulations

(b) Mr Ley had provided members with a copy of the bank reconciliation for approval

Resolved: that payments were unanimously approved and signed by two members of the council in accordance with Accounts & Audit Regulations

10. To Ratify the Internal Audit of Accounts

Mr Simon Lewis of Sentinel had carried out the audit again this year. The recommendations to Council:

“Brackla Community Council should give due consideration to moving the funds held to various financial institutions and/or to using different financial instruments, in order to provide as much security and safety for the funds held as possible. This is particularly important when the funds are received at the beginning of the financial year accruing a significant balance which may well be above any banks guarantee on any one account.”

The fee for the audit was £380 plus VAT.

Resolved: that members unanimously agreed with the internal audit report and the fee

11. Formal Approval of the Year End Accounts 31 March 2014/Annual Return

Mr Ley gave an explanation of the balance sheet for year, highlighting the extra payment of approved overtime to support the community centre, extra employment costs due to the Human Resource investigations and Christmas lights.

Resolved: that Cllr J Spanswick proposed, seconded by Cllr C Jones and unanimously approved by all members present to approve the Year End Accounts

12. To Receive the Clerk's Report - none

CLLR JONES PROPOSED TO SUSPEND STANDING ORDERS AT 9.00 PM IN ORDER THAT COUNCIL BUSINESS MAY CONTINUE. UNANIMOUSLY AGREED BY ALL MEMBERS.

13. To Received Members Reports

Cllr Jones stated that funding is available from Bridgend CBC to set up a website for community council.

Cllr Jones had made a referral to Bridgend CBC for a mirror to be erected on the street lamp opposite The Willows to assist drivers.

Cllr Hibble informed members that the Food Coop, which had been operating from the community centre for the past year and a half, had stopped due to a change in circumstances with the two volunteers. This had been an excellent provision for the community. Unfortunately no volunteers had come forward to continue the service.

Cllr Quick reiterated the speed of traffic along Coychurch Road and pot holes on Brackla Way. Cllr Jones confirmed that he had made a referral to Bridgend County Borough Council regarding the pot holes on Brackla Way and that the road would be resurfaced covering the current 15 potholes.

Cllr Spanswick reported on the congestion and parking outside Bro Ogwr Primary School and that this would be alleviated if the waste ground opposite could be utilised into car parking.

The Chair, Cllr Townsend stated that the Public Consultation on the Community Access Plan on Tuesday 13 May in the Boardroom of Oak Tree Surgery had been very well attended. Cllr Townsend would meet groups in Brackla and collate as much information as possible.

14. Agenda items for the June 2014 Full Council Meeting

Changes to Litter Bin Collections by Bridgend County Borough Council

15. Date of the next Full Council Meeting – Thursday 19 June 2014

16. To Consider Planning Applications

P/14/300FUL

Conservatory to rear

8 Min y Coed

The above application was ratified. There were no observations reported.

With business concluded the Chair closed the meeting at 9.15 pm

Signature of the Chair :

Date:

BRACKLA COMMUNITY COUNCIL - June 2014

Matters of Report from the May 2014 Meeting - none

Correspondence for the June 2014 Meeting

1. Bridgend Town Council – invitation for the Chair to attend the Signing of the Armed Forces Community Covenant/Parade through town/Veterans Concert on Saturday 28 June.
2. One Voice Wales, Shannon Robinson, Development Officer – advising that there would be invitations to an event being co-ordinated by One Voice Wales, open to all Town & Community Council.
3. One Voice Wales Spring Newsletter x 2 complimentary copies.
4. BAVO Newsletter “Involve” x 1 complimentary copy received.
5. South Wales Police, PCSO Steve Bowen – Speed Awareness Talks had taken place at Archdeacon John Lewis Church in Wales Primary School on 10 June. The same subject would be delivered to Tremains and Brackla Juniors, Year 6 pupils soon.
6. One Voice Wales – draft Financial Regulations had been received for the council to adopt if they so wish when next reviewing.
7. Communities First – invitations to all members to attend the Lower Cluster Forum in Brackla on 8 July at Brackla Tabernacle from 10.30am.
8. Ogwr Talking Newspaper – donation request to support their charity who provide recorded items of news from the Glamorgan Gazette newspaper and other local publications for local residents who are blind or partially sighted.
9. Bridgend County Borough Council, Tourism Team Leader – event workshop Wednesday 2 July, 1.30 in the Bay Room, Hi Tide Inn, Porthcawl – Planning and Organising an Event. NB new online resource for event organisers on the Bridgend CBC website.
10. South Wales Police, PCSO Peter Williams – costing from Probation Service for paint and materials to paint the subways in Brackla would be £350. Pete would obtain disclaimers for the houses with graffiti on their walls and fences soon. Waiting for a commencement date from Probation to supply the labour.

Planning Issues

- A. P/14/395/FUL - One dwelling, garden of 2A The Spinney
(no attached drawings etc from Bridgend County Borough Council – requested by the Clerk)
- B. P/14/379/FUL
Convert integral garage and construct extension over
6 Cwrt y Coed
- C. P/14/359/FUL
Two storey side extension
23 Hunters Ridge