



# BRACKLA COMMUNITY COUNCIL

## Minutes of the Full Council Meeting Held in the Boardroom, Oak Tree Surgery Thursday 21 May 2015

**Members Present**  
**Cllr J Brett – Chairman**  
Cllr D Aston  
Cllr I Hibble  
Cllr J Spanswick  
Cllr H Townsend

Clerk - Mrs A Wilkes  
Assistant Clerk/Responsible Finance Officer – Mr P Ley

### **186 Community Police Report**

Community Police Officers were unable to attend this meeting. Crime figures had been received and presented to members. Cllr Aston stated that considering the size of Brackla, crime figures are quite low.

### **187 Public Address to Council**

Mrs Jones, Briary Way reiterated her concerns regarding fly tipping and grass cutting systems of work carried out by Bridgend County Borough Council. The Clerk had updated Mrs Jones regarding the fly tipping signs a few days before this meeting. Cllr Spanswick repeated the advice he had given at the April meeting and confirmed that there is no statutory obligation for Bridgend County Borough Council to provide grass cutting. The reduction in grass cutting by Bridgend County Borough Council is due to austerity measures.

Mr House of Briarfields reported concerns regarding the speed of traffic down Whitethorn Drive, Briarfields and Briary Way particularly between 8am to 10am and 5pm to 7pm. The traffic calming measures and double yellow lines on Whitethorn Drive were being abused by drivers. Cllr Townsend informed that participation of residents had decreased at PACT Meetings, which would be the ideal arena to report these matters. Cllr Townsend would report these issues to the Community Police. Mr House also thanked the two councillors for their help with recent issues.

**188 Apologies for Absence**

Cllr P Hacking – on holiday  
Cllr T Hacking – on holiday  
Cllr C Jones – medical reasons  
Cllr K Jones (Youth Member) – school examinations  
Cllr M Quick – on holiday  
Cllr D Sage - medical reasons  
Cllr G Williams – away on business

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

Cllr I Hibble – Officer of Bridgend CBC and seconded to the Civil Service

Cllr J Spanswick - Borough Councillor, Bridgend CBC – member of Development Control/Planning

Cllr H Townsend – Borough Councillors, Bridgend CBC – Cabinet Member

**190 Ratification of Minutes, Full Council Meeting 16 April 2015**

Amendment to Item 182: Cllr Spanswick stated that his comment on the current grass cutting was a positive comment.

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

**191 Matters of Report by the Clerk of the Full Council Meeting**

**Item 170:** Cllr C Jones had made a referral to Bridgend County Borough Council regarding the complaints made by a resident of Briary Way. Cllr Jones reported that Bridgend County Borough Council would not install fly tipping signage but the Authority are making further enquiries to possibly work in partnership with this council.

The Clerk had written to the Street Naming & Numbering Officer of Bridgend CBC again on 17 April requesting a date for the reinstallation of the Whitethorn Drive sign. A new sign is being manufactured and would be installed by mid to mid to late June.

**Item 176.3** Town & Community Council Forum Meeting 29 June/item to be considered for the agenda: following the suggestion of Cllr J Spanswick to consider contributing to Bridgend CBC's litter picking and grass cutting or taking on these services. The Clerk would liaise with Mr Gareth Evans Bridgend County Borough Council to obtain information and negotiate an annual grant.

## 192 To consider all Correspondence received by this Council

1. South Wales Police Federation – information on ‘Cuts Have Consequences’
2. Zurich – LCAS Membership Renewal £95+ VAT  
**Resolved: that this council discontinue membership**
3. One Voice Wales – Code of Practice on Workforce Matters  
**Resolved: that this information is noted**
4. BAVO – training programme April to July 2015
5. Bridgend County Borough Council – Mayor’s Civic Service at St Mary’s Nolton for Sunday 6 September at 2.30pm.  
**Resolved: that the Chairman, Cllr June Brett would be attending**
6. PCSO Steven Bowen – complaint from residents of Ty Gwyn Drive regarding parking issues. The PCSO’s would continue monitoring.
7. Bridgend County Borough Council, Play & Early Years Communities Directorate – the estimated cost of Summer Holiday Activities 2015. This council paid £3,500 in 2014 and the cost for 2015 is estimated at a 3% increase, £3605.  
  
Members requested that registration forms for the scheme are made available at Brackla Community Council office prior to commencement of the scheme.  
**Resolved: that this council agree to fund the full cost of this scheme for Brackla at the estimated cost of £3605. Proposed by Cllr Townsend and seconded by Cllr Spanswick**
8. Mr S Thomas – complimented this council on the provision of the extra 10 bins in Brackla, particularly the one behind Underwood Place. Mr Thomas stated that this was an excellent idea and money well spent. Members were very pleased with the positive feedback.
9. One Voice Wales – training workshops in May in South Wales. Emailed to all members 29.4.15.
10. Nick Bennett, Ombudsman for Wales – revised Guidance on the Code of Conduct. Emailed to all members 30.4.15.
11. One Voice Wales – Positive Planning (Wales) Bill – emailed to all members 1.5.15.
12. Ron Bradbury, Secretary Brackla Football Club – thank you letter for the recent donation.

13. Bridgend Scouts – AGM Monday 1 June 2015, 7pm at the 3<sup>rd</sup> Bridgend Scouts Hall, Llangewydd Road, Bridgend.  
**Resolved: that the Chairman, Cllr June Brett would attend**
14. 2<sup>nd</sup> Bridgend (Brackla) Scout Group AGM, 20 May, 7pm at Brackla Primary School.  
**Resolved: that Cllr Hailey Townsend had attended**
15. Catherine Stephens, Longacre – congratulations on the newsletter and dog ownership leaflet. Members were grateful for the positive feedback.
16. Bridgend County Borough Council Civic Charity Appeals Standing Committee – Charity Gala for the Mayor on Saturday 9 May. Letter of thanks for the support in attending the function at Bridgend Life Centre. Figures had not been finalised but the raffle and auction brought £1,660 for the charity. The charities were Macmillan Cancer Support/Bridgend, Bridgend Carers and Friends of Bridgend Youth Music.

### **193 Brackla Community Centre Asset Transfer Update**

Mr Simon Thomas, David Prosser Solicitors had forwarded the suggested amendments to the draft lease on 23 April 2015, to Suzanne Davies, Solicitor for Bridgend CBC. On the 13 May 2015, Suzanne Davies informed Mr Thomas that she was awaiting instructions and would contact him in due course.

Mr Richard Hughes had contacted the Clerk on 20 May to ensure that everything was going to plan to complete the transfer. Mr Hughes was assisting the Clerk to resolve the security issue of the fire door in the main hall, which had been repaired but still causing problems.

A review of hire charges would be discussed at a future meeting.

### **194 Annual Events**

The Clerk would provide a full schedule at the next meeting of activities and preparations for the Funday on Saturday 4 July 2015, 2 – 5pm.

### **195 To nominate a Community Council Representative on the Board of Governors, Archdeacon John Lewis Church in Wales Primary School** Deferred until the next meeting on 18 June 2015.

## 196 Finance

- (a) Schedule of Payments April 2015  
**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**
- (c) Mr Ley itemised the extra spend of £60,800 for 2014/15: speed activated signs, extra festive lights including upgrading the installation fittings, election, bus shelter repairs, 10 new litter bins and bin store facility, k barrier at Chorleywood, extra £2,000 spent on the Funday and an extra £2,000 on the Firework Display.

## 197 To Ratify the Internal Auditor Report for the period 1 April 2014 to 31 March 2015

Mr Simon Lewis, Sentinel Chartered Accountants had carried out the annual internal audit on 14 May 2015 and reported that everything was in order.

**Resolved: that Cllr J Spanswick proposed to ratify the Internal Audit Report, seconded by Cllr D Aston and unanimously agreed**

## 198 Formal Approval of the Year End Accounts 31 March 2015/Statutory Annual Return

**Resolved: that the Year End Accounts were formally approved for 2014/15, proposed by Cllr H Townsend and seconded by Cllr J Spanswick**

## 199 To Receive the Clerk's Report

The Spring/Summer Newsletter was distributed on Spring Bank Holiday weekend.

- (a) New Code of Conduct had been distributed by email to all members, copies were also available at the meeting. The code is applicable to all members, included co-opted members. The Clerk would provide forms for members to sign up to the Code of Conduct at the June meeting.
- (b) Financial Regulations – One Voice Wales had provided a model of new Financial Regulations in line recent changes to Governance and Accountability for Community & Town Councils, The Practitioner's Guide 2008. A meeting of the Finance Committee would be arranged to consider the model regulations.

- (c) Access to Information on Community & Town Councils, Electronic Publication of Information, Sections 55 – 57 of the 2013 Act. Community & Town Councils will be required to publish certain information on their websites. This includes information about the council's clerk, members, declarations of councillor interests, agenda, minutes of council meetings and the audited statement of the council's accounts.

The Clerk would update the website accordingly. The Clerk also mentioned that the current website was not mobile friendly and that council may wish to look at an alternative website provider. Cllr Spanswick recommended viewing Llanharan Community Council website, which is mobile friendly. Members requested that the Clerk research other providers and obtain quotations.

## **200 To Received Members Reports**

Cllr Townsend had attended Brackla Scouts Annual General Meeting on 20 May 2015 and last year's AGM was her first appointment as Chair of Brackla Community Council in 2014.

Cllr Townsend announced that as from 13 May 2015 she would hold the position of Cabinet Member for Children's Services for Bridgend CBC. Members sincerely congratulated Cllr Townsend on her achievement.

Cllr Hibble had concerns about the name of the car park, Tremains Court, Tremains Road, near the traffic lights. Cllr Hibble warned about the possible confusion with Tremains Court, Brackla for emergency services. The Clerk would write to Street Naming, Bridgend CBC.

Cllr Spanswick reported that the grass cutting contractor for Bridgend CBC had not cut grass near the Crematorium. Reports from residents of Lark Rise and a few other areas had been received about the lack of grass cutting. Cllr Spanswick informed members that the current contract exclude places previously cut and plots not owned by Bridgend CBC.

Cllr Aston had received many compliments on the provision of the new bins purchased by this council. Conversely lots of complaints about litter bins not emptied regularly. Fly tipping and litter between Waunscil Avenue through to Brackla Primary School is a problem. A carpet had been left in the underpass, reported to Clean up the County and removed the same day.

The Chairman, Cllr Brett had recently attended Hope Church for the St Georges Day Service. It had been very well organised event and lovely to see the young people involved. Cllr Brett had also attended the local area One Voice Wales Meeting – a presentation on the Swansea Tidal Lagoon being of particular interest.

**201 Agenda items for the June 2015 Full Council Meeting**

To nominate a Community Council Representative on the Board of Governors at Archdeacon John Lewis Church in Wales Primary School

To discuss the current Grounds Maintenance arrangements

**202 Date of the next Full Council Meeting**

Thursday 18 June 2015, 7.00 pm in the boardroom, Oak Tree Surgery.

Councillors I Hibble, H Townsend, T Hacking and P Hacking gave their apologies for the next meeting.

**203 *Members moved into closed confidential session to receive an update from the Clerk on the current Human Resource business of the Council.***

**204 To Consider Brackla Planning Applications by the Planning Committee Members of this Council**

- (a) P/15/240/FUL  
Two storey side extension, 25 Ty Gwyn Drive
- (b) P/15/246/FUL  
Proposed rear single storey extension and garage, 50 Robins Hill
- (c) P/15/303/LAP  
Certificate of lawfulness for a proposed rear single storey extension  
16 Cae Perllan
- (d) P/15/183/FUL  
Site visit, The White House, Briary Way on 29 April 2015
- (e) Decided applications April/May – list from Bridgend County Borough Council

**Resolved: that the above planning applications were ratified by the Planning Committee. No observations to report.**

With business concluded the Chair closed the meeting at 8.50 pm

Signature of the Chairman : ..... Date: .....  
Councillor June Brett

## **APPENDIX 1 –18 June 2015**

### **Matters of Report by the Clerk of the previous Full Council Meeting** – no reports

#### **Correspondence Received from 22 May 2015**

1. One Voice Wales – Protecting Community Assets consultation. Emailed to all members 26.5.15
2. Mr J Hughes – complaint regarding speed reduction measures on Church Acre and other traffic complaints. Emailed to our Borough Councillors 26.5.15
3. Planning Aid Wales – free training session at Bridgend CBC on 13 July. Sessions are on a first come first served basis.
4. Mr R Lester – overgrown plants and shrubbery in the lanes near Maes Talcen.
5. Communities First – invitation to ‘Plan a Better Future’ workshop Thursday 25 June, Payle Life Centre. Emailed to all members 3.6.15
6. Community Health Council – CHC Chronicle, Summer 2015 booklet. Emailed to all members.
7. BAVO – Understanding substance abuse training, the Zone, Bridgend Town Centre, Tuesday 7 July 10 – 2pm. Advance booking required.
8. Mr D Jenkins – complaint regarding lack of grass cutting on Hawthorn Way and the hazard for vehicles on the approach to Channel View.
9. Mr S O’Donovan – highway safety, B4181 junction of Coychurch Road.
10. Armed Forces Day, Bridgend Town Centre 27 June 2015 – invitation.
11. Bridgend CBC Mayoral Department – Civic Sunday Chart for Borough & Town Councils.

#### **Planning matters for consideration**

P/15/353/FUL

Two storey extension to side of dwelling to include relocation of existing conservatory. 86 The Woodlands

P/15/362/FUL

Two storey side extension and additional single storey to rear  
38 Georgian Way