

BRACKLA COMMUNITY COUNCIL



THE NEXT MEETING OF BRACKLA COMMUNITY COUNCIL
FULL COUNCIL MEETING
Thursday 21 September 2017 at 7.00 pm in
the Boardroom of Oak Tree Surgery

Members Present

Cllr H Townsend – Chairperson

Cllr D Aston

Cllr J Brett

Cllr T Giffard

Cllr I Hibble

Cllr C Jackson

Cllr C Jones

Cllr K Jones (Youth)

Cllr A Pucella

Cllr K Rowlands

Cllr J Spanswick

Mrs Anne Wilkes - Clerk of the Council

Mr Philip Ley - Assistant Clerk & Responsible Finance Officer

78 Community Police Report - no officer present

The next PACT Meeting would take place on Thursday 28 September 2017, 6.30pm at Brackla Primary School.

79 Public Address to Council (10 minutes only) - none

80 Apologies for Absence

Cllr T Hacking – ill

81 **Declarations of Interest in Accordance with Section 51 of the Local Government Act 2000**

Cllr T Giffard – Borough Councillor, Bridgend County Borough Council – prejudicial interest Item 97/Planning.

Cllr I Hibble – civil servant and an employee of Welsh Government.

Cllr A Pucella – Borough Councillor, Bridgend County Borough Council – prejudicial interest Item 97/Planning.

Cllr K Rowland – Borough Councillor, Bridgend County Borough Council – prejudicial interest Item 97/Planning.

Cllr J Spanswick – Borough Councillor, Bridgend County Borough Council – prejudicial interest Item 97/Planning.

82 **Ratification of Minutes of the Full Council Meeting 20 July 2017**

Amendment: Cllr I Hibble had attended the meeting.

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

83 **Ratification of Minutes of the Extraordinary Full Council Meeting 9 August 2017**

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

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

The Clerk presented a quotation for the third and fourth defibrillators from Meditec Solutions, showing a £1,000 difference to the original quotation from the Coity Responders. Further quotations would be sought from other companies.

85 **To consider all Correspondence Received by this Council since the previous meeting**

1. Bridgend CBC, Kevin Sales, Public Transport Officer – quotation to repair and paint the bus shelter on Church Acre, near Hyacinth Drive. The quotation followed a request by Cllr Spanswick and subsequent report by the Clerk of a

damaged polycarbonate panel. £1,597.83 to include removal of all polycarbonate panels, rub down and base coat, final coat and fit new 6mm polycarbonate panels. Mr Sales asked for a contribution toward the refurbishment, which may assist authorisation by BCBC.

Resolved: To ask our current grounds maintenance contractor to remove the damaged panel and the shelter to be renovated by ourselves if BCBC would pay £1,000 toward the cost. Proposed by Cllr J Spanswick, seconded by Cllr A Pucella and unanimously agreed.

2. Mrs J White, Hon-Secretary, Bridgend Branch Royal British Legion – Remembrance Day Commemoration and Parade, Sunday 12 November 2017. Carnegie House at 9.45, tea/coffee, 10.30 assembly outside Carnegie House to be escorted by an Officer Cadet of the Royal Naval College HMS Cambria to be positioned at the War Memorial to await the Military Parade. After the service, councillors and dignitaries will join in the parade ‘March Past’ the War Memorial. The Lord-Lieutenant, The High Sheriff of Glamorgan, the Town Mayor, the Bridgend CBC Mayor and the Armed Forces Champion will march in the Parade which assembles at BCBC Civic Offices at 10.20.

The Chairperson, Cllr H Townsend and Cllr J Spanswick would be attending on behalf of this council. A wreath will be ordered by Mr P Ley.

3. The Civic Charity Appeals Standing Committee – invitation to A Grand Charity Banquet at The Golden Well Oriental Restaurant, Sunday 24 September 2017 at 6.30.
4. Bridgend Town Council – invitation for the Chairperson and Consort to attend the Civic Service of Cllr Stuart Baldwin and his Consort Mrs Nicole Burnett at Bridgend United Church, Sunday 24 September 2017 at 2.30pm.

The Chairperson, Cllr H Townsend and Consort would be attending.

5. Welsh Government, Local Government Partnerships, Joan Lockett – information and application form in respect of Welsh Government support for clustering, available for 2017/18. Closing date Friday 13 October 2017. Emailed to all members 13.9.17

Resolved: that this information is noted

6. The Play Inspection Company – order acknowledgement to carry out the annual inspection of the play park on Whitethorn Drive, fitness installations adjacent to the football/rugby pitch and outside the basketball court next to Brackla Primary School. £300 plus VAT, dated 5 September. Inspection to be carried out in approximately six weeks.

7. Bridgend CBC, Mr Mark Galvin, Operational and Partnership Services – Code of Conduct Training sessions at the Civic Offices on 27 September 2017, 4 – 6pm and 13 October 10 – 12. These sessions are free of charge. Emailed to all members 31.8.17
8. Crossroads Care – invitation to attend the Annual Public Meeting, 3 October, 7pm at The Hi Tide Inn, Porthcawl. Emailed to all 31.8.17
9. Bridgend CBC, Mrs Sue Whittaker, Skills & Sustainable Development Manager – Town & CC Fund Application form, focussed on bids that support Community Asset Transfers. £100K allocated for 2017/18, application deadline 30 September 2017. £100k allocated for 2018/19, application deadline 21 February 2018.

Members enquired whether this may be used to improve bus shelters. The Clerk would enquire with BCBC.

10. The Bridgend County Civic Charity Appeals Standing Committee, Mrs Mari Major, MBE – invitation to the Civic Blessing 2017, Mayor of the County Borough, Cllr Pamela Davies and Consort Mr Tudor Davies. Sunday 17 September, 2pm at St Mary's Catholic Church, Bridgend. The Chairperson, Cllr H Townsend and Consort, Mrs Rhiannon Nash would attend.
11. Town Clerk, Pencoed Town Council – invitation to the Mayoral Civic Service of Thanksgiving, Mayor Cllr R Williams. Sunday 1 October, Salem Chapel, Pencoed. The Chairperson, Cllr H Townsend and Consort would attend.
12. Pembrey & Burry Port Town Council – invitation for the Chairperson and Consort to attend the Wales in Bloom Award Ceremony 2017, 14 and 15 September. The Chairperson, Cllr H Townsend and Consort attended. Cllr Townsend received a certificate on behalf of this council for a Silver award, class 9, Urban Community.
13. Bridgend CBC, Corporate Director, Communities, Rhiannon Kingsley – preliminary proposals for the partial removal of Pedestrian Order to allow 24 hour traffic flow in Bridgend Town Centre. Any comments or views by Friday 18 August. Emailed to all members 8.8.17.
14. One Voice Wales – membership reminder of £1433. Payment had been made. 8.8.17

15. Boverton Nurseries – quotation dated 26 July 217 for Winter Bedding £1,057.40 plus VAT. Members were happy with the selection of plants, which had been the same for the past three years.

Resolved: that members unanimously approved the quotation of £1057.40

86 To discuss proposed improvements to Brackla Community Centre

Members had been provided with plans and estimated costs on three options by Mr Peter Lee, Architect on 9 August. Mr Philip Ley, Responsible Finance Officer advised that a contingency of £50,000 is in Reserves. Following discussions and deliberation members agreed on a combination of two options (part of Option 1 and Option 2) and instructed the Clerk accordingly. The Clerk would request a revised plan and estimates from the architect for the October meeting.

Our four Borough Councillors had each pledged £2,500 of their Bridgend CBC fund, toward the cost of improvements to the community centre.

Resolved: that members agreed on part of Option 1 and Option 2 of the improvements to the community centre. Proposed by Cllr J Spanswick, seconded by Cllr D Aston and unanimously agreed

87 Annual Events updates

(a) Firework Sound & Light Show – Friday 3 November, 5.30pm

Cllr Spanswick suggested the purchase of head torches for the volunteers, especially at the gate entrance. The Clerk would plan the layout for all those involved and arrange a trial run for councillors and volunteers one week before the event. Hi Viz vests had been purchased with Brackla Community Council clearly printed on the front and back.

(b) Senior Citizen's Christmas Tea Party – Wednesday 6 December 3 – 5pm

Entertainment has been arranged: Table Magic £185, Mr Daniel Brace/pianist and Mr Nesley Brown/photographer plus photo booth, £100 each.

Based on the previous year's cost, food and raffle prizes are estimated at £450 which will be purchased by the Clerk and reimbursed by the council. Catering and cleaning services will be provided by Mrs A May plus two other associates

at a cost of £492, based on three people at £8/hr - £492, again based on the previous year.

88 To discuss the overgrowth of trees at Cwrt y Coed, The Willows, Garden Court and Georgian Way

Members confirmed that the tree problems at The Willows, Garden Court and Georgian Way were the responsibility of Bridgend County Borough Council.

The overgrowth affecting Cwrt y Coed is the responsibility of this council. The Clerk would obtain quotations to carry out maintenance of the trees, being the boundary between the community centre and community centre car park.

89 The Community Development Plan – community engagement events Tuesday 26 September at The Two Brewers and Wednesday 4 October at The Hunters Lodge, both at 6 – 8pm

Information on current services, photographs and a survey would be arranged by the Clerk. Both dates would be advertised on social media, our website, at the community centre, Llew's Fish Shop, and our notice boards. Leaflets would be available from the office, community centre and at the Co-op.

Suggestions of locations for the new litter bins: skate park, Heol Bryn Glas, near the Welsh School, Brackla Way (between the Triangle and Brackla Primary School), other sites along Brackla Way, Sunnybank Court, Pen Onnen and Church Acre. Estimated delivery of the five new 110 litre stainless bins would be the end of October.

90 To present the Annual Return 2016/17 – outcome of the Audit to Council for formal approval

The Chairperson, Cllr H Townsend thanked Mr Philip Ley for preparing the annual external audit.

RESOLVED: the Annual Return 2016/17 was formally approved by members of the council. Proposed by Cllr C Jones, seconded by Cllr C Jackson and unanimously agreed

91 Finance

- (a) Approval of the Schedule of Payments **July and August 2017**
Resolved: that payments were unanimously approved and signed proposed by Cllr C Jones and seconded by Cllr J Spanswick in compliance with the Accounts & Audit (Wales) Regulations 2014
- (b) Bank Reconciliation as at **31 July and 31 August 2017**
Resolved: that payments were unanimously approved and signed proposed by Cllr J Spanswick and seconded by Cllr C Jackson in compliance with the Accounts & Audit (Wales) Regulations 2014

Cllr C Jones proposed to suspend Standing Orders, unanimously agreed

92 To confirm the date of the Finance Committee Meeting/Budget Review and Revise our Financial Regulations, Thursday 28 September 7.15 in the Boardroom at Oak Tree Surgery

Cllr I Hibble gave his apologies

93 To Receive a Report from the Clerk

A copy of the Health & Safety Policy from M S Property Management had been provided as requested and an electronic copy would be sent to each member.

94 To Receive Reports from Members

Cllr I Hibble stated that the lights in the subway to Waunscil Avenue were not working and that people had reported a smell of drugs in the vicinity.

Cllr C Jackson said that the Brackla Environmental Support Team had planted 2000 – 3000 bulbs at all the main entrances.

Cllr J Spanswick request that the 'pick up after your dog' sign on the gate of the fenced football pitch be removed and replaced with a sign stating, 'please refrain from exercising your dogs in this area'

- 95 Agenda items for October 2017 Full Council Meeting**
- 96 Date of the Full Council Meeting –19 October 2017**
- 97 To consider any Planning Applications by the Planning Committee - none**

The meeting closed at 9.15 pm

Signature of the Chairperson: Date:
Councillor Hailey Townsend
Full Council Meeting 19 October 2017

Matters of Report by the Clerk – none

Correspondence Received since 21 September 2017

1. BCBC Democratic Services – The national awards of Wales, The St David Awards. www.stdavidawards.org.uk Emailed to all members 27.9.17
2. Complaint – litter on the football/rugby pitch after a match on the weekend of 29 or 30 September.
3. Planning Aid Wales – workshop, 'An Introduction to Planning', Tuesday 17 October 6.30 – 9.00pm, £35 at Bridgend College. Emailed to all members 4.10.17
4. One Voice Wales – E-Newsletter Autumn 2017. Emailed to all members 4.10.17
5. Welsh Government, Independent Panel Members – information sheet, Review of Community and Town Council Sector in Wales. Emailed 4.10.17
6. Bridgend CBC, Mr Andrew Jolley, Operational & Partnership Services – requests to the Monitoring Officer to be made through the Clerk.

7. Bridgend Carers Centre – donation request
8. Scouts – donation request. They need to raise £3,495 for young people to attend the 24th World Scout Jamboree, West Virginia July 2019.
9. One Voice Wales – agenda of the Bridgend/Vale/Cardiff Area Committee, 7.00pm, Monday 23 October, the Lesser Hall, Town Hall, Cowbridge. Minutes of 10 July, draft Minutes of National Executive Committee Meeting.
10. One Voice Wales – training session, Monday 6 November, 6.30 – 8.30 in the Lesser Hall, Town Hall, Cowbridge. Can your Council Afford to Lose its Memory – simple steps to protect data.
11. Bridgend CBC, Mr Gary Jones, Head of Democratic Services – Charter Review for proposals and comments. Responses, including nil responses to be made by 1 December 2017. Emailed 11.10.17

Planning Applications (Item 115)

P/17/789/FUL

45 Tremains Court

Two Storey side extension

T/17/64/TPO

Woodland rear of 5/6 Heol Penderyn

Fell and remove two dead beech trees

P/17/801/FUL

Masonic Temple, Coychurch Road

Single storey extension to bar area