

BRACKLA COMMUNITY COUNCIL



FULL COUNCIL MEETING Thursday 19 September 2019 at 7.00 pm Boardroom of Oak Tree Surgery

Members Present

Cllr J Spanswick – Chairperson
Cllr D Aston
Cllr J Brett
Cllr T Giffard
Cllr I Hibble
Cllr K Hughes
Cllr A Pucella
Cllr K Rowlands
Cllr T Walsh

Mrs R Keepins – Clerk of the Council
Mr P Ley – Clerk/Responsible Financial Officer
Miss H May – Admin Officer

78 Public Address to Council (10 minutes only)

79 Apologies for Absence

Cllr C Jackson
Cllr A Johnstone

80 To receive Declarations of Interest in accordance with the Council's Code of Conduct (and section 106 of the Local Government Finance Act 1992)

Cllr I Hibble – personal interest as a Civil servant working for Welsh Government, and as a Committee Member of Nolton Church

Cllr J Spanswick, prejudicial interest, as a Member of Bridgend CBC Development Control Committee – item 108 Planning

Cllr T Giffard, personal interest, as a member of BCBC – item 108 Planning

Cllr A Pucella, personal interest, as a member of BCBC – item 108 Planning

Cllr K Rowlands, personal interest, as a member of BCBC – item 108 Planning

81 Ratification of Minutes of the Full Council Meeting 18th July 2019

Resolved: that the minutes were approved, proposed by Cllr I Hibble, seconded by Cllr T Giffard

82 Ratification of Minutes of the Finance Committee 8 August 2019

Resolved: that the minutes were approved, proposed by Cllr T Walsh, seconded by Cllr D Aston

83 Ratification of Minutes of the Human Resources 8 August 2019

Resolved: that the minutes were approved, proposed by Cllr T Giffard, seconded by Cllr T Walsh

84 Ratification of Minutes of the Extraordinary Meeting of Council 8 August 2019

Resolved: that the minutes were approved, proposed by Cllr T Giffard, seconded by Cllr A Pucella

85 Ratification of Minutes of the Human Resources 22 August 2019

Resolved: that the minutes were approved, proposed by Cllr T Giffard, seconded by Cllr T Walsh

86 Report by the Clerk relating to matters from the previous Full Council Meeting

The Clerk provided updates on the Wales in Bloom event as well as the status of the Apprenticeship and the draft Grass-Cutting contract. The Wales in Bloom presentation tea was a big success and thanks were expressed to all those who assisted with this event. Since the apprenticeship was agreed in August a health and safety check has been undertaken by the apprenticeship provider and further meetings were now scheduled with the provider to take this forward. Meetings regarding the draft grass-cutting and grounds maintenance contract had been held and the item was now on the agenda for final amendment and approval. The Clerk also stated that a decision record had now been drafted and would be presented at each meeting to update Members on the status of their decisions.

87 To consider all Correspondence Received by this Council since the last meeting (no decisions to be made on correspondence)

The Clerk presented the correspondence report adding that there had been a further training session offered by BAVO for a two-day Mental Health First Aid Training course scheduled for 23 September. The Council had also been contacted regarding the Parish of Coity, Nolton and Brackla Christmas Tree Festival. Finally, the Clerk reminded Members that there were two consultation events planned which they would have received emails regarding – firstly in relation to Bridgend County Borough Council's Budget Consultation to be held in the community centre on 27th September 6pm. This was also open to the public and Members

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were encouraged to spread the word to local constituents. The second was a Local Development Plan consultation for Members scheduled for the 4th October at 5.30pm also in the Community Centre.

88 To discuss any matters concerning the Community Centre

Responsible Finance Officer Philip Ley told Members we had received a gas bill for the Community Centre was £15.70. The Gas and electric are due to run out in January so the Clerk and responsible finance officer are looking for new quotes.

The Clerk informed Councillors that the Fire Risk Assessment has been done in the Community Centre. The Clerk gave members a quotation for a new Fire Panel which was recommended in the risk assessment. There will also be fire safety training for Councillors, staff and service users.

Resolved:

That all Councillors agreed to buy a new Fire Panel at a cost of £1189.10

Cllr D Aston wishes to have a meeting to discuss and review the Caretaker and Cleaners contracts. The Clerk agreed and said there is a plan for this in the future after having a meeting with both staff.

89 Grass Cutting and Ground Maintenance Contract

To discuss and approve the Grounds Maintenance and Grass Cutting Contract Members discussed the draft contract and made final amendments including:

- Changes to the maximum length of the grass to be cut to;
- Weed spraying moving under the ad hoc arrangements with a focus on strimming rather than spraying;
- National minimum wage stated instead of national living wage;
- Details added for any sub-contracting;
- A paragraph detailing arrangements for any termination of contract added;
- Additions to the schedule for grass-cutting;

Resolved:

- That subject to the changes and amendments the contract be approved and authorised to go out for quotations;
- That the cap for ad hoc arrangements be monetary and agreed at the next meeting.

90 Brackla Community Council Committees

Members discussed the current structure of Committees and agreed only to add an additional Community Centre Committee at this time but to consider additional committees for the new financial year in April 2020. The Council did agree that each Committee would be amended

from this point on to consist of 5 Members sitting on each. The proposal was also made to consider political balance for the Committees membership.

Resolved:

That:

- Each Committee consist of 5 Members;
- An additional Community Centre Committee be added;
- Political balance be considered for the Committee's membership.

This was proposed by Cllr D. Aston and seconded by Cllr T. Giffard.

91 Appointments of Committees

To agree appointments to each Committee

Resolved:

It was agreed that the Council would consider political balance for each Committee and that this be discussed in detail at the next meeting allowing the Clerk time to consider the associated formula for political balance across the Council in order to advise Members appropriately.

92 Repair to Archbishop McGrath School Fence

To consider the quotes and agree a way forward for the repair of the school playing field fence

Cllr K Hughes asked if the Clerk could contact Procter Fencing to see if the Twin Wire Fencing we have been quoted is like to like to what we have now. It was also asked if the Clerk could ask the company if they have to replace the panel as it is believed that only fixings need to be changed.

If they are the same as that currently on the fence the Council wishes to go ahead with the £2061.04 quote, otherwise they wish to go with the £1819.53 quote.

93 Single-Use Plastics

To consider the current campaign and local initiatives being undertaken to reduce single-use plastics

Deferred

Suspended Standing Orders proposed by Cllr D Aston, seconded Cllr T Walsh

94 Signage – Brackla Signs and Wales in Bloom Signs

Members discussed the possibility of having 4 new signs with 'Brackla' in both English and Welsh. It was also suggested to have the words 'Wales in Bloom Award Winners' with their logo to promote our success in the competition. It was asked that the Clerk look into what signage is available and get quotes.

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95 Health and Safety Equipment

To consider the purchase of Health and Safety Equipment

Resolved: that the Council will purchase half a dozen of each size High Viz Vests with the words 'Brackla Community Council' for the public to hire. Proposed by Cllr T Giffard, seconded by Cllr K Hughes.

97 Grass-Cutting and Grounds Maintenance

To consider the issue of Japanese Knotweed reported to the Community Council and agree a treatment plan

Cllr J Spanswick informed members that the land is unadopted but as Brackla Community Council have been maintaining the land it is deemed as our responsibility.

Resolved: that the Council will employ a specialist company to undertake the treatment of Japanese Knotweed, proposed by Cllr D Aston, seconded by Cllr I Hibble. It was also agreed that pictures would be taken of the site before it is treated.

98 Proposed Cycle Route from Brackla to Bridgend – Consultation

The following statement was agreed to submit to Bridgend County Borough Council in response to the proposed cycle route from Brackla to Bridgend, and the proposal to revoke existing traffic regulations orders that prohibit cycling on the current footpath:

Members are concerned as the route is the main pedestrian thoroughfare into Bridgend town centre and in its current state is not deemed wide enough for cyclists and pedestrians. The route is also the main route for parents and children for Brackla Primary School including frequent use of pushchairs. With the pathway barely being wide enough for 2 people to walk side by side there is significant concerns over the shared access and the impact on pedestrian users with a high risk of cyclists colliding with pedestrians, particularly if they are travelling at quite a speed. It is the belief of Brackla Community Council that there is already plenty of access for cyclists to the town centre and with there already being an issue of cyclists and mini motorcyclists already along this route, even though they are currently not allowed, to combine usage officially would create even more of a problem as the path is simply not wide enough. It is the view of Members that there is also no possibility to widen the route as it includes side paths that are next to private property.

The example of the 'Black Path' in Brackla clearly demonstrates the issues expressed as even with it being wider, as a cycle route it still causes issues with cyclists almost colliding into pedestrians as there is a significant blind spot around a corner. Similarly, the current proposed route incorporates the subway beneath Princess Way and due to the angle of the slope leading to it, it creates a danger to pedestrians who may be approaching from within the subway and not able to see approaching cyclists who may be travelling at speed.

Furthermore, if the paths are also to be re-tarmacked, Members believe that this would also mean an increase in the speed of the cyclists along this route.

Members also expressed concerns over barriers, hedging and steps along this route, and requested confirmation of whether these are to be removed.

Brackla Community Council supports Active Travel Routes however, for the reasons stated above they would like to officially object to the proposed cycle route and the proposal for revoking the existing traffic regulations orders that prohibit cycling on the current footpath. It is their opinion that the path is not wide enough, cannot be widened sufficiently and is likely to cause potential danger of collisions between cyclists and pedestrians, including children and mothers with pushchairs and prams who use the route on a regular basis. The Community Council also wish to stress the need for prior consultation before submitting schemes for grant funding so that Councillors are able to provide views much earlier and have a better understanding of what is being proposed. They also stated that it would have been useful if an officer from BCBC could have attended our meeting so as to be able to answer questions about the detail of the design, or at the very least provide further design details to the Community Council.

99 Brackla in Bloom/Wales in Bloom – Update

Cllr J Spanswick told members that he attended the Wales in Bloom Ceremony and shared that Brackla Community Council were winners of the Urban Community category with a Silver Gilt award. He thanked members of the Council and Staff for their hard work leading up to the judging, especially to Cllr D Aston and Cllr T Giffard who took the Judge around Brackla.

It was agreed a letter of thanks would be sent to all places visited and to those who met the judge and helped on the day.

It was also suggested that Badger's Brook Allotments should be encouraged to enter themselves into the Allotment Category next year.

100 Sponsorship and Donations - Deferred

100 To consider Wildflowers in Brackla - Deferred

101 Staff security - Deferred

102 To confirm arrangements for the Annual Community Events:

(a) Fireworks

The Clerk explained to members that it has been very difficult to find a band to perform at this year's firework display and that there may not be much room for them. It was suggested to go with a company who provide music and compare and have previously worked with the Firework Company themselves.

It was also discussed about whether there would be a charge for stalls as we did for the Funday or if there would be a minimum donation and if the Council would like to have any rides

at this year's display. It was suggested that the rides may not be suitable for the Firework display but to consider them for next year's Funday instead.

Resolved: that the Council will have JPL Barry to provide music for our Firework display at a cost of £600 proposed by Cllr D Aston, seconded by Cllr A Pucella and that each stall will be charged £25 proposed by Cllr D Aston, seconded by Cllr T Giffard.

(b) Seniors Christmas Tea

(c) Brackla Fun Day 2020

The Council agreed that the date for next year's Funday will be Saturday 27th June.

103 Finance:

(a) Approval of the Schedule of Payments July and August 2019

Resolved: that the payments were approved, proposed by Cllr K Hughes, seconded by Cllr T Walsh

(b) Bank Reconciliation as at 31 July 2019 and 31 August 2019

Cllr I Hibble signed the July bank statement on behalf of the Council

Cllr D Aston signed the August bank statement on behalf of the Council

Resolved: that the bank statement for July and August had been approved

(c) Monthly Budget Review July and August

The Responsible Finance Officer told members there are no pressures on the budget.

Resolved: that both budget reviews were approved, proposed by Cllr K Hughes, seconded by Cllr A Pucella

104 Annual Audit

The Responsible Finance Officer presented the Audit return for the year ending 31 March 2019. There were no matters which came to the Auditors attention which required the issuing of a separate additional issues arising report.

Resolved:

The annual return was approved and accepted by the Council.

105 To Receive Reports from Members

Cllr T Giffard informed member there is a bin in ~Chanel View that has rusted and suggested we may need a new bin. The Clerk told Council that there are still bin on order and one could be placed here.

106 Agenda items for October 2019 Full Council Meeting

All Deferred Items
Website Redesign
Christmas and New Year Office Times
Signage

107 Date of the next Full Council Meeting –Thursday 17 October 2019

The next meeting will take place as 6:30pm

108 To consider any Planning Applications by the Planning Committee

The Clerk went through all Planning Applications that came through during the Summer – there were no objections on any Applications.

P/19/639/FUL – no objections