

# BRACKLA COMMUNITY COUNCIL



## THE NEXT MEETING OF BRACKLA COMMUNITY COUNCIL

### **FULL COUNCIL MEETING Thursday 17 September 2020 at 6.30pm Via Video Link**

#### Members Present

Cllr T Giffard – Chairperson  
Cllr D Aston  
Cllr E Capparos  
Cllr K Hughes  
Cllr C Jackson  
Cllr A Pucella  
Cllr K Rowlands  
Cllr J Spanswick

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

#### **40 Public Address to Council (10 minutes only)**

#### **41 Apologies for Absence**

Cllr T Walsh  
Cllr I Hibble

#### **42 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 T Giffard declared a personal interest in relation item 65, Planning, as he is a Member of Bridgend County Borough Council.

Cllr A Pucella declared a personal interest in relation to item 65, Planning, as he is a Member of Bridgend County Borough Council.

Cllr K Rowlands declared a personal interest in relation to item 65, Planning, as she is a Member of Bridgend County Borough Council.

Cllr J Spanswick declared a prejudicial interest in relation to item 65, Planning as he is a Member of Bridgend County Borough Council and of Bridgend CBC Development Control Committee. He agreed to therefore leave the meeting for this item. He also declared a personal interest in relation to item 57, Recommendations of the Community Centre Committee as he has grandchildren who attend the nursery.

Cllr K Hughes declared a personal interest in relation to item 58, Correspondence – Possible Relocation of Ysgol Gymraeg Bro Ogwr – Feasibility Study and ‘Save Our Field’ Campaign as he is a School Governor of Ysgol Bro Ogwr.

Cllr C Jackson declared a personal interest in relation to item 57, Recommendations of the Community Centre Committee as he had children who attended the nursery.

Clerk R Keepins declared a personal interest in relation to item 57, Recommendations of the Community Centre Committee as she may soon have a daughter attending the nursery, although this would not be in the Community Centre.

**43 Ratification of Minutes of Full Council 16 July 2020**

**Resolved:**

The minutes were approved subject to the list of ‘payments for authorisation’ being added under item 30 (e).

This was proposed by Cllr K Hughes and seconded by Cllr D Aston.

**44 Ratification of Confidential Minutes of Full Council 16 July 2020**

**Resolved:**

The minutes were approved, proposed by Cllr D Aston and seconded by Cllr A Pucella.

**45 Ratification of Minutes of Community Centre Committee 27 July 2020**

**Resolved:**

The minutes were approved, proposed by Cllr J Spanswick and seconded by Cllr T Giffard.

**46 Ratification of Minutes of Extraordinary Meeting of Council 18 August 2020**

**Resolved:**

The minutes were approved, proposed by Cllr J Spanswick and seconded by Cllr K Hughes.

**47 Ratification of Minutes of Planning Committee 25 August 2020**

**Resolved:**

The minutes were approved, proposed by Cllr K Hughes and seconded by Cllr D Aston.

**48 Ratification of Minutes of Community Centre Committee 3 September 2020**

**Resolved:**

The minutes were approved, proposed by Cllr D Aston and seconded by Cllr A Pucella.

**49 Ratification of Minutes of Finance Committee 7 September 2020**

**Resolved:**

The minutes were approved, proposed by Cllr K Hughes and seconded by Cllr D Aston.

**50 Clerks Report including matters relating to the Council's previous meeting**

The Clerk informed Members that she had been contacted by BCBC Officers regarding the County Borough's budget consultation process 2020 asking if and when would be suitable for them to make a video presentation to the Community Council.

The Clerk also reported that the Community Council had had a request from Porthcawl Town Council for some temporary assistance from BCC's Responsible Finance Officer (RFO). Having sought advice from One Voice Wales it was advised that providing certain measures were met, such as both Councils agreeing, insurance checked, a formal agreement on cost was established and charges were based on a full cost recovery, there would be no issue.

**Resolved:**

It was agreed that BCBC Officers be invited to attend the Full Council meeting in November 2020 to make a presentation regarding the County Borough's budget proposals for 2021-22.

Members also agreed to set up an arrangement with Porthcawl Town Council to provide assistance through the RFO providing all aspects advised by OVW were met.

**51 To discuss any matters concerning the Community Centre**

The Clerk informed Members that she had organised for an agency worker to help with the cleaning of the Community Centre when the groups are allowed back. The foyer roof had also been repaired.

**52 Brackla Community Council – Covid-19 Update**

The Clerk confirmed that the office staff were still working from home and that all usual service was being maintained. Cllr D Aston asked when the office was going to open as members of the public have inquired as they would like to return to the office to speak to staff and pick up dog poo bags. The RFO advised Members that it would be almost impossible to social distance in and around the office and staff would be required to wear masks at all times.

Cllr K Hughes asked why the dog poo bag scheme was reducing, and suggested that people should be encouraged to use the online forms to apply for a delivery as this would allow the

Council to see the demand rather than Councillors being asked themselves. He also suggested that a HR/ Personnel Committee meeting should be undertaken to discuss and make plans for re- opening the office. This was seconded by Cllr T Giffard. It was expressed that the Council should support the staff to work however they felt safest.

Cllr J Spanswick agreed with Cllr K Hughes and said there should not be a rush to open the office when all services were being met. He suggested that a notice for Dog Bags and a sign to confirm the office was closed until further notice, be placed in all the notice boards around Brackla with ways people can apply for delivery or contact staff if needed.

### 53 Finance:

#### (a) Approval of the Schedule of Payments July and August 2020

**Resolved:**

The payments were approved, proposed by Cllr J Spanswick and seconded by Cllr D Aston.

#### (b) Bank Reconciliation as at 31 July 2020 and 31 August 2020

**Resolved:**

The statement was approved as correct, proposed by Cllr K Hughes and seconded by Cllr K Rowlands.

#### (c) Monthly Budget Review July and August 2020

**Resolved:**

The budget review was approved, proposed by Cllr K Hughes and seconded by Cllr A Pucella.

#### (d) Payments for Authorisation

**Resolved:**

The Payments were approved as below, proposed by Cllr D Aston and seconded by Cllr J Spanswick.

Date	Cq No	Amount	Payee	Detail
		£		
1.8.2020	204530	63.37	Konica Minolta	Photocopying
1.8.2020	204531	126.00	Fire Safety Direct	Bi Annual Inspection
1.8.2020	204532	226.94	Fire Safety Direct	Fire Equipment & Test
1.8.2020	204533	301.20	JRB Enterprises	20,000 x poop scoop bags

	204534	Cancelled		
1.8.2020	204535	300.00	One Voice Wales	Model Poicy Documents
1.8.2020	204536	393.62	NWS Ltd	Waste Collection
5.8.20	204537	121.14	Viking	Hand Towells
5.8.20	204538	49.46	Viking	Toilet Tissue
17.8.20	204539	12.19	Clerk	Part Wages
17.8.20	204540	8.80	Assistant Clerk	Part Wages
17.8.20	204541	11.06	Centre Caretaker	Part Wages
17.8.20	204542	11.70	Centre Cleaner	Part Wages
17.8.20	204543	438.99	Admin Assistant	Wages
17.8.20	204544	120.00	Cllr Jackson	Expenses Allowance
17.8.20	204545	558.40	Cllr Hughes	Expenses Allowance
17.8.20	204546	120.00	Cllr Aston	Expenses Allowance
17.8.20	204547	120.00	Cllr Hibble	Expenses Allowance
17.8.20	204548	120.00	Cllr Caparros	Expenses Allowance
17.8.20	204549	872.95	HMRC	TAX/NI August
17.8.20	204550	942.20	RCT	Pension August
17.8.20	204551	540.00	Sentinel	Internal Audit
17.8.20	204552	420.00	K Jones Ltd	Centre Roof Repair
	204553	Cancelled		
19.8.20	204554	1793.66	MS Property	Grounds Maintenance
1.9.20	204555	339.36	NWS Ltd	Waste Collection
8.9.20	204556	121.14	Viking	Hand Towells
11.9.20	204557	540.00	JKS	Japanese Knotweed
15.9.20	204558	169.56	Clerk	Part Wages
15.9.20	204559	153.19	Assistant Clerk	Part Wages
15.9.20	204560	11.70	Centre Cleaner	Part Wages
15.9.20	204561	11.06	Cente Caretaker	Part Wages
15.9.20	204562	438.99	Admin Assistant	Wages
15.9.20	204563	927.20	HMRC	Tax & NI September
15.9.20	204564	1082.65	RCT	Pension September
15.9.20	204565	1684.66	MS Property	Grounds Maintenance

**(e) National Joint Council Pay Agreement 2020-21**

**Resolved**

The Council approved the percentage increase in salaries for the RFO and the Clerk based on the National Joint Pay Agreement 2020-21. This was proposed by Cllr D Aston and seconded by Cllr K Hughes

**54 Brackla Community Council Casual Vacancy – Co-option**

Brackla Community Council c/o Oak Tree Surgery, Whitethorn Drive, Brackla, Bridgend CF31 2PQ  
Tel: 01656 767072 Email: [clerk@bracklacommunitycouncil.gov.uk](mailto:clerk@bracklacommunitycouncil.gov.uk)  
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Members discussed the advert for Co-option Vacancy and agreed the deadline for applications to be 3 weeks and to be advertised on the Council's Website and Social Media pages.

## **55 General and Earmarked Reserves - Recommendations from the Finance Committee**

Members discussed the recommendations of the Finance Committee in relation to reallocation of General Reserves. The RFO went into detail of each area and answered any members queries.

### **Resolved:**

Full Council agreed the recommendations of the Finance Committee in relation to the reallocation of General Reserves as follows:

*The Committee recommend that £15,200.00 be reallocated to the earmarked reserves listed below:*

<i>Hanging Basket Brackets</i>	<i>£8,500.00</i>
<i>Signs</i>	<i>£5,000.00</i>
<i>Winter Bedding</i>	<i>£ 500.00</i>
<i>Car Park Street Lights</i>	<i>£1,200.00</i>

*Furthermore that a further £5,000.00 be reallocated and earmarked for bins across Brackla.*

*The Committee also recommend that the £6,000.00 income over expenditure from the Community Centre for 2019-20 be reallocated to the Centre Reserve budget.*

*It is also recommended that the budget for the memorial bench be increased to £1,000.00 and the subject of further benches in Brackla be an item to take forward under 2021-22 expenditure and therefore considered at a future Finance meeting when planning the precept for 2021-22. Early observations on this topic however highlighted the need to put new benches in new locations and not replace existing ones (unless obviously needed due to deterioration).*

*The Committee requested that clarification be sought from Officers in BCBC as to their understanding of which bins they are emptying and on what frequency in order to inform the needs for BCC's own contractor.*

*Based on the above being agreed this would leave a general reserve of £16,895.00 for 2020-21.*

This was proposed by Cllr D Aston and seconded by Cllr K Hughes

## 56 Brackla Christmas Lights – Recommendations of the Finance Committee

Members discussed the Christmas lights for 2020 and beyond and the recommendations of the Finance Committee.

### **Resolved:**

Full Council agreed the recommendations of the Finance Committee in relation to Brackla Christmas Lights as follows:

- 1. That the plan as proposed in the diagram form the basis for the existing 52 Christmas lights;*
- 2. That the Council purchase 16 of the Holly Column Displays for use on the four roundabouts across Brackla;*
- 3. That the 16 existing lights be split between Church Acre and Channel View;*
- 4. That the Council agree to purchase Option 2 IP68 (submersible to 1m) 24V (safe) Maxiled Small Globe (34mm – golf ball size ) Festoon Lighting system to light the tree between the Two Brewers pub and the Community Centre which comes with a 5 year;*
- 5. That future budget planning should include expanding the number of lights slightly each year in order to increase the number of lights through Church Acre and Channel View and also maybe then other areas across Brackla.*
- 6. Based on the above, the Committee recommend adding £7,770.00 to the Christmas Lights budget from General Reserves for 2020-21 in order to take the budget to £20,000.00 and achieve a substantial investment in Brackla's Christmas Lights.*

*If agreed, along with the recommendations relating to item 55 General and Earmarked Reserves, this would take the general reserve budget to £9,125.00.*

## 57 Recommendations of the Community Centre Committee

Members discussed the recommendations of the Community Centre Committee in depth. Cllr K Hughes asked whether a Track and Trace system was in place and if the Council would be responsible for keeping one. The Clerk informed members a Track and Trace book has been bought and will be displayed at the Community Centre for Group hirers and visitors to sign, group hirers will be responsible for providing their own track and trace and for informing the group if there is a possible case.

### **Resolved:**

Full Council agreed the Community Centre Committee Recommendations as follows:

- 1. The Committee recommend that providing; all necessary procedures and processes have been put in place; all required paperwork has been drafted and also received from user groups; and on the condition that all this adheres to the current Welsh Government*

*regulations and guidance; the Council begin the process of reopening the Community Centre to those groups allowed under the regulations from 5<sup>th</sup> October 2020.*

- 2. The Committee recommend that the storage aspect relating to the Centre be explored, with a joint sort out between the Clerk and user groups undertaken of all storage areas to clear out and establish need. It is also recommended that a nominal fee be introduced for those wishing to use the storage facilities at the centre to ensure fairness to all groups.*
- 3. The Committee also recommend that the Clerk explore the proposal regarding a possible knock through from the Committee room to the Small Office, researching what work has previously been undertaken to investigate this and what the outcome was. The Committee recommend that the nursery be offered the opportunity to put forward their views on this and a quote if they so wish but that this be undertaken in collaboration with the Clerk whilst the history relating to this is also explored. Consultation would also have to be undertaken with other user groups to ensure fairness and full engagement as well as guaranteeing any changes are for the benefit of the wider community.  
It was recommended that the Community Council engage with the nursery but ensure that the Council lead on this investigation and any future project. Members also recommend that if any quote is explored for any structural change, that it also includes the proposal for storage along the front of the Community Centre.*
- 4. The Committee agreed to regularly monitor the situation regarding the re-opening of the Centre, with a meeting requested for the end of September and then a further meeting planned for the middle of October. The priority for monitoring would be the safety of users and the community relating to Covid-19 but the Committee also agreed to monitor the financial implications so as to report back to Full Council any concerns.*
- 5. The Committee agreed to recommend to Full Council that the nursery be allowed to use the Hall again for the October Half Term for Holiday club and that this be prioritised over other groups, who would be advised of this in advance.*

This was proposed by Cllr K Hughes and seconded by Cllr K Rowlands

## **58 Correspondence – Possible Relocation of Ysgol Gymraeg Bro Ogwr – Feasibility Study and ‘Save Our Field’ Campaign**

Members discussed the recent correspondence received from a local resident regarding the possible enlargement and relocation of Ysgol Bro Ogwr and the feasibility study that was being undertaken on land at Brackla Hill.

Members expressed the view that they were not opposed to a school relocation and enlargement but had general concerns regarding any building on green space in Brackla and expressed the wish to meet with key Officers and Cabinet Members to discuss the project. Members also wished to use any meeting with BCBC representatives to consider the overall subject of green space in Brackla given that there was already a deficit of accessible green

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space in the area. The consensus was that there was a real need to try and protect and preserve it for the local community.

The Council also expressed concerns at the lack of communication between BCBC and the Community Council relating to the relocation of school and the feasibility study.

**Resolved:**

Members requested that the Clerk write to BCBC:

1. expressing their concerns as detailed above inviting the Corporate Director – Education and Family Support as well as the Cabinet Member for Education and Regeneration to attend a video meeting with them to discuss the proposals and plans for the school;
2. to ask that this meeting also explore the overall subject of green space in Brackla and the possibility of the Community Council adopting some of these green spaces to secure them for the future;
3. to ask for clarification on what land is owned by the County Borough and therefore where possible land can be considered for adoption;
4. expressing disappointment that the Community Council have not been briefed on the School Modernisation programme and the possible relocation of Ysgol Bro Ogwr and even more so that they were not notified in advance of the feasibility study being carried out on land at Brackla Hill.

**59 Pebble Pathway Display**

The Clerk advised Members there had not been an update from BCBC. Cllr J Spanswick stated that he had put a referral into BCBC at the beginning of discussions and chased it up 3 weeks ago but had still yet to receive a response.

**60 To confirm arrangements for the Annual Community Events:  
(a) Fireworks**

**Resolved:**

It was unanimously agreed that due to the Coronavirus Pandemic, and with Government advice it would not be safe to hold the Firework show in 2020.

**61 Crime Statistics for Brackla**

Members were provided with the Crime Statistics for Brackla dating from March to July.

**62 To Receive Reports from Members**

Cllr K Hughes provided a brief update to Members on the work he was undertaken in relation to litter bins in Brackla where he had been liaising with John Rees from BCBC. He requested that this be added to the agenda for the next Full Council meeting so that he could provide a

more detailed update. He confirmed that if there was any issue with bins or rubbish it was to be sent to [Cleanupthecounty@bridgend.gov.uk](mailto:Cleanupthecounty@bridgend.gov.uk)

Cllr D Aston agreed that rubbish had increased in certain areas in Brackla and that he had reported instances to BCBC. He also reported that the subway had flooded again with all the recent heavy rain.

### **63 Agenda items for October 2020 Full Council Meeting**

The following items were added to the forward work programme:

October 2020

5 Year Plan

Litter Bins/ Update on 'Brackla Love it, Don't Trash it'

Co-option Vacancy

Summer Bedding

November 2020

BCBC Budget Consultation 2020 presentation

It was also agreed that an Extraordinary Meeting could be called if needed for a meeting with BCBC representatives to discuss the subject of Green Space in Brackla.

### **64 Date of the next Full Council Meeting –Thursday 15 October 2020**

### **65 Planning Applications**

P/20/591/FUL

Members expressed no objections to the above application.

P/20/581/FUL

Members agreed the following comments to be submitted to BCBC in relation to the above planning application:

- Brackla Community Council have a number of concerns over this application and feel that there is a lack of detail in the documents provided ,namely the plans are not to scale and they fail to show the many existing trees at the rear of the property;
- The trees have been pollarded and the plans suggest they will be removed to accommodate this proposal which we object to;
- The purpose of the microgeneration from the wind turbine is not clear and its location and size we feel will be detrimental to the amenity of the area especially the “new houses” facing the rear of the property;
- Our understanding of the current Gov.Wales Guidance on planning permission for wind turbines suggests that the close proximity of this wind turbine to the property boundary does not meet the criteria for permitted development :

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- The rear garden is flanked by trees on either side which presumably is also a negative factor in this request;

Brackla Community Council cannot support this application in its current format for all the foregoing reasons.

*Meeting Closed at 9pm*