

BRACKLA COMMUNITY COUNCIL



THE NEXT MEETING OF BRACKLA COMMUNITY COUNCIL

FULL COUNCIL MEETING **Thursday 19 November 2020 at 7.00pm** **Via Video Link**

Members Present

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

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

87 Public Address to Council (10 minutes only)

None

88 Apologies for Absence

Cllr E Capparos
Cllr C Jackson

89 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 declared a personal interest throughout, as he is Civil Servant working for Welsh Government.

Cllr K Hughes declared a personal interest in relation to item 96, Possible Relocation of Ysgol Gymraeg Bro Ogwr – Feasibility Study and ‘Save Our Field’ as he is a School Governor of Ysgol Bro Ogwr.

Cllr T Giffard declared a personal interest in relation to item 106, Planning, as he is a Member of Bridgend County Borough Council.

Cllr A Pucella declared a personal interest in relation to item 106, Planning, as he is a Member of Bridgend County Borough Council.

Cllr K Rowlands declared a personal interest in relation to item 86, Planning, as she is a Member of Bridgend County Borough Council.

Cllr J Spanswick declared a prejudicial interest in relation to item 86, Planning, as he is a Member of Bridgend County Borough Council and of Bridgend BCB Development Control Committee. He agreed to therefore leave the meeting for this item.

90 Ratification of Minutes of the Full Council 15 October 2020

Resolved:

The minutes were approved with the following amendments, proposed by Cllr T Walsh, seconded by Cllr D Aston

In relation to item 74 ‘Possible Relocation of Ysgol Gymraeg Bro Ogwr – Feasibility Study and ‘Save Our Field’” the following be added to the discussion and the request also detailed in the resolution.

Cllr K Hughes requested that the Terms of Reference and timescales surrounding the traffic survey be shared with the Community Council.

91 Clerks Report including matters relating to the Council’s previous meeting

The Clerk provided the following updates to Members:

- Christmas Lights have been put up around Brackla, the new lights for the roundabouts will be up ASAP. A further 4 lights are currently being repaired and will be placed between the roundabout at the Haywain and Longacre.
- Cllr J Spanswick had provided a draft quote to share with Keep Wales Tidy so that they could use it on their social media pages and any promotional leaflets. David Thomas Landscaping has agreed to provide some compost to the Council to help with the project.
- A number of training courses with One Voice Wales were shared with Members, the Clerk asked if there would be any objections to staff also going to courses should they wish to.
- In relation to the discussion on speeding at last week’s meeting the Clerk confirmed that the location of the problem appears to be firstly all along Church Acre, where, although the speed limit is 20mph and there are speed bumps, reports have been received that cars still go through there ridiculously fast and even school buses do not adhere to the speed limit.

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Cllr J Spanswick had located the traffic survey that was undertaken here in 2017 which concluded there wasn't enough of an issue for action to be taken. The other problem location was identified as the right turn from Wyndham Close onto Simonston Road where cars were reported to be driving extremely fast making turning difficult as the corner is already quite awkward. The Clerk had not unfortunately not received any response from the local PCSO yet regarding this. Members highlighted other areas throughout Brackla with speeding issues and proposed that the Clerk contact both the police and the Borough Highways department to invite representatives of both to attend a future meeting to discuss the issue in more detail.

- 29 out of the 34 plants planted in the flower bed at Meadow Rise had been stolen in less than 24 hours. David Thomas Landscaping said this was a common issue but that he had replaced them as soon as he noticed.
- Members were asked if they would consider putting Christmas decorations and trees up at the Centre. It was unanimously agreed that due to the current pandemic situation the Centre would not be decorated this year.
- A news article has been written promoting the Christmas Hamper and asking residents to send in their views. This has been shared on social media also.

92 To discuss any matters concerning the Community Centre

The Clerk confirmed the Community Centre had reopened to some groups following the firebreak lockdown. Members agreed with the recommendation of the Community Centre Committee that following Welsh Government advice on 'organised groups' the Community Council should not take on the responsibility of acting as a form of governing body for other community centre groups. Unfortunately, this meant that groups who do not meet the criteria for an 'organised activity' could not yet return but Members agreed that it would also be too difficult to operate as staff would have to be on site the whole time these groups were in attendance which was not practically possible. Unfortunately groups that did not meet the government criteria will not be able to hire the Community Centre until the guidance has been changed.

- The Clerk reported that lots of sorting of the storage areas had taken place and that this was ongoing. On the subject of charging for storage the Community Centre Committee agreed to hold off on this for now until all areas are finalised and groups are all back and then it would possibly be considered for those who do not wish to share their cupboard/area.
- The Clerk also reported that she had been contacted by the manager of a (CIO) Childrens contact centre based in Bridgend to ask if they could use the hall possibly on a Sunday morning for some days in November and December. As a charitable organisation they would meet the criteria and the Clerk agreed to make sure they provided suitable documentation including Risk Assessment etc.- Members unanimously agreed to this request.
- Members were advised that the current Caretaker had resigned and that a HR/Personnel Committee would be meeting to discuss the details of the advert and new contract followed by an Extraordinary meeting of Council to approve the process, job description and advert

etc. In the meantime, agency staff would likely have to provide additional cover following the 7th December until a new caretaker is agreed.

93 Finance:

(a) Approval of the Schedule of Payments October 2020

Resolved:

The payments were approved, proposed by Cllr K Hughes and seconded by Cllr K Rowlands.

(b) Bank Reconciliation as at 31 October 2020

Resolved:

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

(c) Monthly Budget Review October 2020

Resolved:

The budget review was approved, proposed by Cllr K Hughes and Cllr J Spanswick.

(d) Payments for Authorisation

Resolved:

The payments were approved as detailed below, proposed by Cllr T Walsh and seconded by Cllr K Rowlands

Date	Cq No	Amount	Payee	Details
2.11.20	204583	70.00	Fire safety direct	Callout
2.11.20	584	41.07	Viking	Gloves/Mops
2.11.20	585	2558.88	Amberol	Brackets x 70
2.11.20	586	300.00	Risk Monitor	Fire Survey
2.11.20	587	1548.84	Boverton	Winter Bedding
2.11.20	588	77.23	Konica	Photocopying usage
2.11.20	589	207.34	Welsh Water	Water Centre
2.11.20	590	389.28	NWS Ltd	Waste Collection
2.11.20	591	9.98	NWS Ltd	Excess waste
2.11.20	592	165.75	Manpower	Cleaning Centre
3.11.20	593	37.28	Viking	Stationery
6.11.20	594	75.60	Gompels	Antibacterial Wipes
10.11.20	595	77.51	Medical World	Mop Heads

16.11.20	596	6.43	Clerk	Part Wages
16.11.20	597	32.95	Asst Clerk	Part Wages
16.11.20	598	19.50	Centre Cleaner	Part Wages
16.11.20	599	18.43	Centre Caretaker	Part Wages
16.11.20	600	537.26	Admin Clerk	Part Wages
16.11.20	601	703.54	HMRC	Tax NI
16.11.20	602	1002.06	RCT	Pension
16.11.20	603	32.7	Viking	Laminate Pouches
19.11.20	604	1684.66	MS Property	Grounds Maintenance

(e) Annual Real Living Wage Pay Rise – Cleaner and Caretaker

Resolved:

The Annual Real Living Wage Pay Rise was agreed, proposed by Cllr K Hughes and seconded by Cllr J Spanswick

94 Bridgend County Borough Council Fit for the Future

Nicola Bunston, Consultation Engagement and Equalities Manager at Bridgend County Borough Council attended the meeting to discuss the Fit for the Future survey. Members were advised that forms for the survey were all being undertaken virtually and will close on 13th December. A report will then be given to the Finance department at the beginning of January and will go to Cabinet in mid-January.

Cllr J Spanswick asked if there was a way for people to get paper copies if they couldn't do the survey online. the Consultation Engagement and Equalities Manager suggested that paper copies could be sent to Councillors with a return envelope so people can fill in the survey and send it back to BCBC.

Cllr T Walsh asked the officer if there would be any documents showing the public the outcome of the survey. The Consultation Engagement and Equalities Manager advised Members that it was hoped that a video would be published online when the survey has been completed.

95 Defibrillator Appeal

The Clerk presented the report which informed Members that she had spoken to Welsh Hearts who have asked if the Council were interested in purchasing more defibrillators for Brackla. They were currently offering a grant to help with purchasing if the Council wished to do so. The Clerk reported that the Spar in Brackla had also been fundraising for a defibrillator outside the shop but they had only achieved some of their target due to the Coronavirus pandemic.

Members discussed the various option presented in the report and offered suggestions of possible locations. It was highlighted that the offer of the grant also included free training for up to 50 people after purchasing a defibrillator.

Resolved:

Members asked that the Clerk explore firstly the maintenance costs associated with the proposed defibrillator. It was also agreed that further exploration be undertaken to consider:

1. Whether the local Co-op in the Triangle would be willing to purchase a defibrillator for outside their;
2. How much has been raised towards the defibrillator for the Spar in Brackla and what company they are looking to work with to see if any collaborative working could be undertaken;
3. To explore the possibility and viability of placing a defibrillator at the Family Centre in Meadow Rise.

96 Possible Relocation of Ysgol Gymraeg Bro Ogwr – Feasibility Study and ‘Save Our Field’

Members discussed the update in regard to the possible relocation of Ysgol Bro Ogwr and expressed their disappointment with Bridgend County Borough Council’s response.

It was proposed that a further letter should be sent to Bridgend County Borough Council regarding the Community Council’s disappointment over the timing, scope and duration of the traffic survey that was completed and to also complain about the treatment of the land and habitat during the work undertaken for the feasibility study. Cllr T Walsh proposed that copies of the letters between Bridgend County Borough Council and Brackla Community Council should be posted on the Community Council Website. Cllr K Rowlands seconded the proposal. It was also agreed that an update would be added to the Newsletter that will be posted in December along with information on what the Community Council does.

97 Litter Bins in Brackla and Brackla ‘Love it, Don’t Trash it’ Update

The Clerk thanked Cllr K Hughes for working with BCBC Officers on this item and obtaining information in order to progress and get locations conformed and bins ordered. BCBC had confirmed that the Community Council would not need planning permission to place the new bins and Cllr K Hughes also confirmed that they had agreed to move some of the smaller bins to other locations to allow larger bins to be placed in trouble areas. BCBC had agreed to empty bins that were accessible on their usual route but Members noted that there would be a need to add some additional ones to the list for the grounds maintenance contract.

Resolved:

Members agreed to purchase 10 ‘Green’ Glasdon bins at a price of £438.30 each (excluding VAT) agreeing the proposed locations provisionally with a view to finalising them at a later date. Funding for these would be taken from General Reserves. This was proposed by Cllr D Aston and seconded by Cllr I Hibble

98 Pebble Pathway Display

The Clerk advised that the licence information had unfortunately still not been received but that plans for a design had been proposed and were presented in the report.

Tremains Woodland Rangers had confirmed that they would maintain the pebbles, touching up any and repairing any damages if needed. They would also monitor the litter and weed but asked if the Community Council would assist by maintaining the area with weeding and strimming via the Council's contractor, possibly every quarter or six months.

Members discussed the arrangements and plans of Tremains Woodland Rangers in relation to the Pebble Pathway. Cllr J Spanswick suggested that a permanent feature should still be done at the Community Centre as well as the Channel View Pathway.

99 Brackla Community Council 5 Year Plan

Cllr T Giffard asked if the Clerk could look into prices and equipment for a possible play area in Church Acre.

Resolved:

The following recommendations of the Community Centre Committee were agreed, proposed by Cllr J Spanswick and seconded by Cllr I Hibble

On the subject of a Maintenance Plan and any building work proposed, the Council should prioritise the more immediate maintenance needs of the Centre before considering any building work. With this in mind they determined the following list of priorities and recommend that this be incorporated into the Council's Five Year Plan and inform any future budget planning:

Item/Action	Priority
Improved Wheelchair Access throughout Centre	1
Any items raised by Fire Safety Risk Assessment	1
Environmental/Energy efficiency assessment	1
Heating system (based on outcome of assessment above)	1
Fascia's and Guttering replaced	1
Windows and doors replaced (Fire door replacement to include installation of disabled access)	1
Storage	1

Painting and general refurbishment ie. rip out what not needed, plaster, carpentry etc)	2
Replace furniture eg. tables, chairs	2
Refurb or replace hall floor	2
Explore need and costs for Wifi	2
Security System	3
Solar Panels	3

The Committee also recommend:

- that further consultation take place with the various groups and users of the Centre, via an extended video meeting in order to seek their views; and
- that based on the above list the Council look to apply for the Town and Community Council Fund as soon as possible to see if they can obtain some funding towards the above maintenance work to the Community Centre.

It was proposed by Cllr D Aston to suspend Standing Order 3w in view of the meeting exceeding 2 hours. This was seconded by Cllr K Rowlands.

100 Appointment of Committees

Resolved:

The Committees will be as followed, with the Youth Committee being changed to Well-being and Future Generation Committee, proposed by Cllr T Walsh, seconded by Cllr J Chohan. It was agreed that the Committee will meet to discuss and make the Terms of Reference.

Appeals	Cllr Eugene Caparros Cllr Joshua Chohan Cllr Aniel Pucella Cllr Kay Rowlands Cllr John Spanswick
Complaints	Cllr Eugene Caparros Cllr Tom Giffard Cllr Keith Hughes Cllr Kay Rowlands Cllr John Spanswick
Community Centre	Cllr David Aston Cllr Joshua Chohan Cllr Tom Giffard Cllr Ian Hibble Cllr Aniel Pucella

Disciplinary/Grievance	Cllr Tom Giffard Cllr Ian Hibble Cllr Keith Hughes Cllr Ciaron Jackson Cllr Tyler Walsh
Finance (quarterly)	Cllr David Aston Cllr Keith Hughes Cllr Kay Rowlands Cllr John Spanswick Cllr Tyler Walsh
Health & Safety	Cllr David Aston Cllr Eugene Caparros Cllr Keith Hughes Cllr Kay Rowlands Cllr John Spanswick
Human Resources/Personnel	Cllr Tom Giffard Cllr Ciaron Jackson Cllr Kay Rowlands Cllr John Spanswick Cllr Tyler Walsh
Planning	Cllr David Aston Cllr Eugene Capparos Cllr Ian Hibble Cllr Keith Hughes Cllr Tyler Walsh
Well-being and Future Generations	Cllr David Aston Cllr Ian Hibble Cllr Keith Hughes Cllr John Spanswick Cllr Tyler Walsh

101 To Appoint a Community Councillor Representative for Brackla Primary School

Resolved:

Cllr J Chohan was appointed as the Representative for Brackla Primary School.

102 Crime Statistics for Brackla

Members were presented with an update on the Crime states for Brackla. Members again expressed concern over some of the figures presented and asked that the Clerk continue to try and contact the local PCSO to provide some context to these statistics.

103 To Receive Reports from Members

Cllr K Hughes informed Members that he had received reports from a local resident about the subway flooding near Brackla Primary School. Cllr D Aston confirmed this and explained that he had reported this again to BCBC but there was an issue with the contractor being in England and at present being in lockdown.

Cllr J Spanswick informed Members that he was meeting with Banana Moon Nursey to plant bulbs in the garden of the Community Centre in conjunction with the Keep Wales Tidy project.

Cllr T Giffard shared that he laid a Wreath on behalf of the Community Council at the memorial in Bridgend town Centre on Remembrance Sunday. He also asked if his Chair's allowance could be passed onto his Chair's Charity as we have not been able to raise funds through events this year.

104 Agenda items for November 2020 Full Council Meeting

The following items were proposed for consideration at the next Full Council Meeting in December:

- Section 137 – donation requests
- Correspondence – Tremains Woodland Rangers- Wildflower and Meadow Picnic Area
- Proposed work on footpaths around Archbishop McGrath

The following items were also suggested for addition to the forward work programme:

- Speeding in Brackla

105 Date of the next Full Council Meeting –Thursday 17 December 2020

106 Planning Applications

The Clerk provided an update on the information received from BCBC regarding garage conversions and businesses being set up from home.

Meeting closed at 9:25pm



Rachel Keepins
Clerk of the Council