

BRACKLA COMMUNITY COUNCIL



Minutes of the Full Council held at 6:30pm on Thursday, 17th February 2022

This meeting was held on a remote basis in accordance with the provisions of The Local Government and Elections (Wales) Act 2021

Members Present Cllr K Hughes – Chairperson
 Cllr D Aston
 Cllr E Caparros
 Cllr T Giffard – late arrival
 Cllr I Hibble
 Cllr A Pucella
 Cllr K Rowlands
 Cllr J Spanswick

Also Present Mr P Ley – Responsible Finance Officer
 Miss H May – Admin Officer

150. To receive Apologies for absence

Cllr T Walsh

151. To receive Members' Declarations of Interest in respect of the business to be transacted

Cllr I Hibble declared a personal interest throughout the meeting as he is a Civil Servant working for Welsh Government.

Cllr J Spanswick declared a prejudicial interest in relation to item 170, Planning, as he is a Member of Bridgend BCB Development Control Committee. He agreed to leave the meeting for this item.

152. Public Questions (limited to 10 minutes – S/O 3g)

No questions were raised

153. To agree Minutes of the Wellbeing of Future Generations Committee Meeting – 30th November 2021

Cllr K Hughes asked if quotes for gates and fence posts had been received in relation to item 8(a). It was asked that if they had not been received yet to look at getting them as soon as possible.

Resolved:

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

154. To agree Minutes of the Community Centre Committee Meeting: 6th December 2021

Resolved:

The minutes were approved, proposed by Cllr J Spanswick and seconded by Cllr A Pucella.

155. To agree Minutes of the Finance Committee Meeting: 13th December 2021

Resolved:

The minutes were approved, proposed by Cllr A Pucella and seconded by Cllr J Spanswick.

6:45pm – Cllr T Giffard and Mr P Ley joined the meeting

156. To agree Minutes of the Full Council Meeting: 20th January 2022

Cllr K Hughes asked if the Admin Officers contract had been drawn up in readiness of the extension in April. The Responsible Finance Officer confirmed it was ready and waiting to be signed.

Resolved:

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

157. To agree Minutes of the Finance Committee Meeting: 8th February 2022

Resolved:

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

158. To agree Minutes of the Wellbeing of Future Generation and Community Centre Joint Committee Meeting: 10th February 2022

Resolved:

It was agreed to defer the minutes until the March meeting. This was proposed by Cllr K Hughes and seconded by Cllr J Spanswick.

6:50pm - Cllr D Aston left the meeting

159. To note Matters arising not addressed elsewhere on the agenda – Clerk's report

The Admin Officer informed Members of a meeting with Bridgend County Borough Council (BCBC) regarding a consultation for the new location of Ysgol Bro Owgr. The meeting will be held at 10am on Thursday 10th March.

An email was read out from a resident of Meadow Walk regarding speeding on Princess Way. Members noted the email and concerns of the resident, and it was suggested that the Admin Officer contact the local PCSOs to inform them of the issues presented.

160. Matters pertaining to Community Centre

The Admin Officer informed Members that a meeting was held with BCBC regarding the refurbishment project on the Community Centre. It was advised that BCBC would not be involved with the project and the Community Council will now need to take the work on. The Admin Officer explained that she is awaiting more information from BCBC regarding the tender and documents issued and can bring further updates to Members once these had been received.

The Admin Officer read out an email received from Shared Regulatory Services regarding the re-opening of the committee room of the centre and the possible return of parties.

Resolved:

It was agreed to defer a decision on parties and the re-opening of the committee room until the March meeting. It was also agreed to hold a Community Centre Committee Meeting to discuss the refurbishment plans once more information had been received. This was proposed by Cllr K Hughes and seconded by Cllr A Pucella.

161. Matters pertaining to Finance, Governance and Administration

a) To receive YTD Financial Accounts as at 31st January 2022

Resolved:

The Council's Accounts were approved, proposed by Cllr K Hughes and seconded Cllr E Caparros.

b) To note Bank reconciliation as at 31st January 2022

Resolved:

The bank reconciliation was approved, proposed by Cllr K Hughes and seconded by Cllr I Hibble.

c) To note Payments made during the previous month

Resolved:

The list of payments were approved, proposed by Cllr J Spanswick and seconded by Cllr E Caparros

d) To approve Payment schedule as presented

The following schedule of cheque payments for authorisation was presented:

Date	Cheque Number	Amount	Payee	Details
1.2.22	204860	37.32	Viking	Cleaning Materials
1.2.22	861	9012.24	Centregreat	Christmas lights
1.2.22	862	319.68	JRB Enterprises	20,000 poop scoop bags
1.2.22	863	394.85	NWS Ltd	Waste Collection
See Staff List	864 - 871			
16.2.22	872	1608.83	MS Property	Grounds Maintenance

Resolved:

The schedule of cheque payments was approved, proposed by Cllr K Hughes and seconded by Cllr J Spanswick.

162. To consider recommendations of the Finance Committee

The following recommendations were made to Full Council following the Finance Committee on 8th February 2022:

1. That £11,195 be moved from General Reserves to Earmarked Reserves to cover the cost of the Admin Officer's Contract.
2. Increase Staff Risk to 'Very High' and to look at adding in a risk for Managing and Monitoring Contracts due to the potential amount spent. It was also agreed to recommend adding 'Near Misses' under 'Health and Safety Risk Assessment' and to put a procedure in place to record and later review
3. To appoint Mr Simon Lewis as the Internal Auditor for 2021/22
4. That no charge should be set on the Annual Return Notice.

Resolved:

The finance recommendations were approved, proposed by Cllr K Hughes and seconded by Cllr I Hibble.

163. To consider recommendations of the Wellbeing of Future Generations and Community Centre Joint Committee

The following recommendations were made to Full Council following a meeting of the Wellbeing of Future Generations and Community Centre Committee:

1. To look into the possibility of having a Beacon which will be lit at 9:45pm to mark the Jubilee. Possible location would be Brackla Hill site. Also look into Tree planting for the same area or throughout Brackla to correlate with the Queen's Green Canopy.
2. Look into purchasing a permanent plaque to mark the Queen's Jubilee and also 50 years of Brackla. (date would need to be checked). The Queen's Jubilee emblem can be used on the plaque. Location to be confirmed.
3. To hold a small, ticketed event at the Community Centre with a buffet and entertainment. The event would be in the main hall and if weather is nice, the garden could also be used. Tickets will become a raffle prize – donations will be sort after from local businesses.
4. All information regarding the Queen's Jubilee and Green Canopy shall be posted on the Community Council website for easy access to the public.

Resolved:

It was agreed to find out the demand for an event within the Community and to defer any decision until the March meeting. It was also agreed to gather quotations for a plaque to mark the Queen's Jubilee, this was proposed by Cllr K Hughes and seconded by Cllr I Hibble.

164. Town and Community Council Fund 2022-23

The Responsible Finance Office advised Members that he had not been able to gather information regarding the possibility of Solar Panels on the Community Centre following a recommendation of the Finance Committee. Cllr K Hughes suggested that the Council should put together a list of projects it would like to consider within the Council's 5 year plan that we could use available funding on in the future. Cllr T Giffard suggested a playpark in the East of Brackla and Cllr J Spanswick suggested a local strategy for Green Spaces.

Due to not having the information regarding Solar Panels, Members suggested that the park outside the Community Centre is in need of work and that the Fund could be used on this instead.

Resolved:

It was agreed to strive to gain the funding under the Town and Community Council Fund to make renovations/update equipment at the Play Park at the Community Centre. However, as the timescales are tight, if this cannot be done it was agreed to look at future funding for the work. This was proposed by Cllr K Hughes and seconded by Cllr J Spanswick.

165. To consider Community Council Events

a) Brackla Funday

Resolved:

It was agreed to defer this item until the March meeting to gather interest in an event for the Queen's Jubilee and to look at the possibility of combining the two events if needed. This was proposed by Cllr J Spanswick and seconded by Cllr K Hughes.

166. Appointment of Members to Committees and School Governors

Resolved:

It was agreed that Cllr E Caparros would join the HR/Personnel Committee, other committees will stay as is until May. It was also agreed that Cllr K Hughes be appointed as the Community Council representative at Ysgol Bro Ogwr. These were proposed by Cllr K Hughes and seconded by Cllr J Spanswick.

167. To discuss and approve the Grass Cutting and Grounds Maintenance Contract

Resolved:

It was agreed to extend the Grass Cutting and Grounds Maintenance Contract for 12 months. This was proposed by Cllr K Hughes and seconded by Cllr K Rowlands and unanimously agreed.

168. To consider and approve Clerk Job Advert and agree an Interview Panel

Resolved:

It was agreed to change the wording of the advert to state 'plus 40 hours to attend meetings' and that there would be no closing date, the application will close when a suitable candidate has been found. An interview panel would be set when applications are received. The advert would be sent to One Voice Wales for distribution and placed on their website, along with our own website. The Admin Officer will also ask BCBC to put the advert on their website. It was also agreed that the Responsible Finance Office Contract should also included 40 hours for meetings in line with the proposed Clerk Contract. This was proposed by Cllr K Hughes and seconded by Cllr J Spanswick.

169. Pre application Consultation – Brackla Ridgeway, Proposed 62 Affordable Homes

Cllr K Hughes brought to the attention of Members that the Pre-application requirement to inform the Community Council had not been met and therefore an extension should be asked of to allow for discussions to take place and any comments made.

Resolved:

It was agreed that Cllr K Hughes write to the Planning Officer of the pre application consultation to ask for a 28 day extension on the deadline for response due to failure of consultation to Brackla Community Council.

8:30pm – It was resolved to suspend Standing Order 3(w) to allow the meeting to continue beyond 2 hours.

170. To receive Members' reports

Cllr J Spanswick advised Members of the plans for Tree Planting on the Foxfields site. Planting will commence over two days, Thursday 10th March and Tuesday 15th March, anyone is welcome to attend to help plant the trees within the area.

Cllr K Hughes informed Members that he is awaiting on BCBC for update regarding the Community Council bins. As soon as further updates have been received it will be passed onto Members. He also shared that he will be standing in the upcoming elections for Borough Member and Brackla Central.

Cllr T Giffard asked if the Singleton Junction could be added to a future meeting for discussions.

8:40pm – Cllr J Spanswick left the meeting.

171. To consider Planning Applications received since the last meeting

a) P/22/32/FUL – 105 Hazeldene Avenue, Brackla, CF31 2JR

Brackla Community Council c/o Oak Tree Surgery, Whitethorn Drive, Brackla, Bridgend CF31 2PQ

Tel: 01656 767072 Email: clerk@bracklacommunitycouncil.gov.uk

Website: www.bracklacommunitycouncil.gov.uk

Two storey front extension and additional car parking

Resolved:

Brackla Community Council are objecting to this application based on the Agents three documents currently attached to the application. The reason is based on several aspects of SPG2 relating to house extensions. There are no measurements shown on the Application Plan/s and the proposed two storey front extension could unreasonably dominate the outlook of the adjoining property and be out of sync with the overall street scene. The extension could possibly have an adverse effect on the adjoining properties habitable room windows which again is difficult to ascertain from the supplied plans.

b) P/22/36/FUL – 45 Badgers Mead, Brackla, CF31 2PZ

Retention of small boundary wall to front

Resolved:

There was no objection to this application

172. Date of the next meeting – Thursday, 17th March 2022

Meeting closed at 8:45pm