



***Newcastle Higher Community Council
Cyngor Cymuned Castellnewydd Uwch***

Minutes of Newcastle Higher Community Council's Meeting at **Pen Y Fai Church in Wales Primary School and Online** on Tuesday 13th December 2022 at 6:30pm

Cllr Heidi Bennett: Presided

Present (9)

Councillors, David Hopkins, Samantha Barker, Gaynor Hewitt, Jane Gebbie, Heidi Bennett, Marged Griffiths, Sarah Botterill, Gethin Brown and Richard Hughes.

Member of the Public.

Clerk: Adam Davies

86/23 To receive apologies for absence

Apologies were received from Cllr's Michael Flanagan, Elizabeth Morgan and Julie Kemble

87/23 To receive Questions and Observations from the Public (10 mins)

A member of the public noted that the tree on Pen-Y-Fai Common is not broken and is still in good health, it was suggested we contact BCBC to install a support.

88/23 Declarations of Interest in accordance with Section 51 of the Local Government Act 2000.

Any interests to be declared as items arise through the meeting

Cllr Bennett and Gebbie declared a personal interest regarding any planning related items.

89/23 To approve as a correct record thereof Minutes of the Council Meeting held on the 8th November 2022.

The minutes of the meeting held on the 8th November 2022 were confirmed as a true record and duly signed. Proposed by Cllr Hopkins, seconded by Cllr Brown.

- 90/23 To consider matters arising from the Council meeting held on 8th November 2022 not already on the agenda.
- 67.23, no follow was made relating to the bus shelter cleaning contract.
- 91/23 To receive reports from Community Association representatives
- Cllr Griffiths updated the council relating to Pen-Y-Fai Community Association stating that a fate held on the Saturday 10th December was a great success with an estimated 200 – 300 people in attendance through the day with craft and Father Christmas making an appearance.
- PVCA have arranged a Christmas Carol Service on Tuesday 20th December.
- Cllr Bennett and Griffiths declared an interest relating to PVCA.
- It was noted that funding already allocated to PVCA for the Summer Fate was still outstanding and so the council reiterated its commitment to allocate funding to future activities.
- Tondu and Aberkenfig Community Association provided a late email to Councillors of Aberkenfig, with Cllr Gebbie reading out their concerns.
- Illegal parking
Vehicle using Aberkenfig square for turning
Maintenance of Aberkenfig Square.
Lack of response from BCBC Cllr Ellie Richards
- 92/23 Ratification of Recommendations arising from:
- The Finance, Audit and Policy Committee held on the 22nd November 2022.
- A draft minute were provided to the Council.
Councillors agreed recommendation set out by the Finance, Audit and Policy Committee which includes the implementation of the following policies.
- Supervision Policy
Retention & Disposal Policy
Complaints Policy
- Approved by, Cllr Griffiths and seconded by Cllr Barker
- Wider part of the GDPR of templates are to be requested from One Voice Wales.
- 93/23 Review and approval of outstanding projects or actions.

Cllr discussed the actions related to hanging baskets with the Councillors agreeing to approve additional hanging baskets at the next meeting with contract to be sent out soon after for a Maintenance Committee meeting in late January early February.

94/23 Approval of Accounts Payable & Financial Update

- a. To note bank reconciliation summary as at the 30 November 2022.

Cllrs were provided with a bank reconciliation and bank statement for the Council's main account. Cllrs accepted the reconciliation of the Council's main account but not the savings account.

- b. To approve a list of payments made up to the 07 December 2022

Name	Amount	Scribe Voucher Number
Graham Paul (Payroll)	£39.60	75
Blachere Illumination UK Ltd (Christmas Lights)	£2,490.60	76
Boverton Nurseries (Plants)	£52.80	77
Bakers DIY (Bedding Bark)	£92.51	78
Baz Jenkins	£330.00	79

- c. To approve a list of receipts received up to the 30 December 2022

Name	Amount	Scribe Voucher Number
Clerk Wage	****	80
Clerk Pension	****	81
Clerk HMRC Payments	****	82
Clerk Reimbursements (Zoom, October, November)	£28.78	88
Clerk Reimbursements (Word Subscription) April – November		83 89

	£5.99 per month (8 Months)	90
		91
		92
	£47.92	93
		94
		95
Clerk Reimbursements (HP Printer) October - November	£13.98	96
		97
Graham Paul Payroll (November)	£39.60	86
Crown Garden Services (Pheasant Field Cut)	£103.73	87
Total	£234.01 Plus, Clerk Wage	

The Council accepted these payments, proposed by Cllr Hopkins, and seconded by Cllr Griffiths.

- d. To approve a list of salary payments for previous month
Approved

Approved

- e. To approve the purchase of a 1-year subscription for Zoom to the value of £120

Cllr Brown Proposed to accept the cost of zoom's yearly subscription with Cllr Griffiths seconding.

- f. To approve the purchase of Virus software and a Word package for 1-year to the value of £60.

Cllr Barker Proposed to accept the cost of Word and Virus software's yearly subscription with Cllr Hopkins seconding.

- g. To consider sharing the Council's Zoom Account with Ynysawdre Community Council

Councillors agreed not to share the Council's Zoom Account.

- h. To approve an information commission direct debit.

All Councillors were in favour of setting up a direct debit.

95/23 Consideration of matters related to precept request to BCBC for 2023-24

The Council discussed the proposed budget for 2023 – 24.

It was agreed to request a precept of £53,637 the same as the current financial year.

Proposed by Cllr Gebbie and seconded by Cllr Griffiths.

96/23 To put forward a Community Governor to Pen Y Fai, Church in Wales Primary School.

Cllr Flanagan was proposed as Community Governor to Pen Y Fai, Church in Wales Primary School by Cllr Griffiths with Cllr Barker seconding.

97/23 Consideration of planning applications for response to BCBC

Councillors Bennett and Gebbie left the room and declared an interest on planning.

Clerk to take through.

- A. Planning Application No.: T/22/39/TPO
Location: 1 Sibrwd y Dail Penyfai Bridgend CF31 4GB
Proposal: Reduce Hawthorn and Sycamore trees by a third
- B. Planning Application No.: T/22/37/TPO
Location: 36 Riverside Aberkenfig Bridgend CF32 9DA
Proposal: Works to 2 Sycamores : Tree 1 - Crown lift with light pruning / thinning, Tree 2 - Light pruning/ thinning work
- C. Planning Application No.: T/22/24/TPO
Location: 23 Ysbryd Y Coed Penyfai Bridgend CF31 4GF
Proposal: Fell one Maple tree (T1) to ground level in rear garden
- D. Planning Application No.: P/22/788/FUL
Location: 22 Clos Pwll Clai Tondu CF32 9BZ
Proposal: Convert garage to habitable room and replace garage door with french doors, provide replacement parking space on front garden

The Council considered all applications and made no comments.

98/23 To agree the development of a forward Members Training plan for 2023

It was agreed to produce a training plan for Councillors and Clerk.

Cllr Bennett noted that Councillors should take advantage of any and all training that they are interested in with the Code of Conduct the only mandatory training for Councillors.

99/23 To agree a review of the Allotments 2023

It was noted that the Maintenance committee would discuss this at its next meeting with ideas such as the review of pitches

It was noted that current payments for 2023 will continue as normal in March 2023

100/23 Clerk's report

It was noted that no updates regarding the Website. It was requested that we invite South Wales Web Solutions to show us progress within our January Meeting.

101/23 Members Reports

Cllr Hewitt asked the Clerk to contact Aberkenfig PCSO's for an update relating to the Speed and parking issued along Bridgend Road, Aberkenfig.

Cllr Gebbie noted that future events put on by the Community Council should consider looking at the Prevent duty counter terrorism and asked the clerk to request this to be placed on to the Town and Community Council Forum.

Cllr Brown suggested the Council consider a CAT transfer of the Toilets in Aberkenfig to be repurposed.

It was noted to ask for the plans for the Toilets to be discussed at the once received.

102/23 Update from Borough Councillors

Cllr Bennett noted that she is currently supporting the active travel route through Pen-Y-Fai with the implementation of Speed Humps in Tyn Y Garn and a Zebra Crossing too toward the Play Park.

103/23 Correspondence

1. Member of the Public
Notification that the internal Hedge of the Pheasant Field has not yet been cut.
2. BCBC
Confirmed that they are will and have cut the outside edge of the Pheasant Field at not charge to the Council.

3. Pen Y Fai Postcard
The Latest postcard was provided to the clerk and Councillors.
4. BCBC
Information that no planning permission is needed to install items into the Pheasant Field if already agreed as part of the CAT Transfer.
5. Local Halls
Emails have been received from The Scout Hall, Aberkenfig Welfare Hall and Aberkenfig Library regarding events.
6. Bank tokens have now been received for Cllrs Barker and Hewitt.

Councillors noted the correspondence.

104/23 South Wales Police Report (For information)

The report was noted.

105/23 Date of next Subcommittee meetings

Clerk to provide and circulate.

106/23 To confirm the date of next meeting

10th January at 6:30pm
Cllr Gebbie has provided her apologize.

There being no more business, the meeting closed at 20:15.

Signed
Chair of Newcastle Higher Community Council

Date