



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

Minutes of Newcastle Higher Community Council's Meeting at **Tondu Primary School** on Tuesday 8th November 2022 at 6:30pm

Cllr Heidi Bennett: Presided

Present (10)

Councillors, David Hopkins, Elizabeth Morgan, Michael Flanagan, Samantha Barker, Gaynor Hewitt, Heidi Bennett, Marged Griffiths, Sarah Botterill, Gethin Brown and Julie Kemble.

Member of the Public.

Clerk: Adam Davies

62/23 To receive apologies for absence

Apologies were received from Cllr Jane Gebbie

Apologize were received from Cllr Richard Hughes.

63/23 To receive Questions and Observations from the Public (10 mins)

A member of the public raised concerns regarding the lack of available LDP plans for residents.

64/23 Declarations of Interest in accordance with Section 51 of the Local Government Act 2000.

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

65/23 To approve as a correct record thereof Minutes of the Council Meeting held on the 11<sup>th</sup> October 2022 and Wellbeing Committee Meeting 18<sup>th</sup> October 2022.

The minutes of the meeting held on the 11<sup>th</sup> October 2022 were confirmed as a true record and duly signed. Proposed by Cllr Hopkins, seconded by Cllr Hewitt

The minutes of the Wellbeing Committee meeting held on the 18<sup>th</sup> October 2022 were confirmed as a true record and duly signed. Proposed by Cllr Morgan, seconded by Cllr Kimble

66/23 To consider matters arising from the Council meeting held on 11th October 2022 and Wellbeing Committee Meeting 18th October 2022 not already on the agenda.

It was noted that due to the request for the Zoom account to be shared was not correctly placed on the agenda it should be reconsidered at the next Council meeting.

Cllr Brown noted that the Council may want to consider an App for residents use, to provide them with local updates of local activities and events. It was requested the Clerk to contact South Wales Web Solutions if this is something they can quote for.

It was noted that several items are to be placed on the Maintenance Committee agenda which should include Goal Posts, Bench Upgrades Solar Lighting.

67/23 Ratification of Recommendations arising from:

Wellbeing meeting held on 18th October 2022.

**Resolved**

To complete an event calendar in preparation to attach to the Council's new website and social media.

To complete a survey to the local community requested their input into new events and activities to be put on by the Council.

68/23 Finance

a. To receive accounts for payment

Name	Amount	Scribe Voucher Number
South Wales Web Design	£1740.00	65
Blachere Illumination Christmas Lights	£7392.00	66
Currys Business Laptop Purchase	£498.99	67
One Voice Wales Training	£35.00	68

Midas Telecom Solutions (SW) Limited (Owl Vertual Meeting Device	£1067.00	69
BCBC (Bus Shelter Cleaning)	£59.63	70
Crown Garden Services	£103.73	71
Clerk Salary November	****	72
Clerk HMRC November	****	73
Clerk Pension November	****	74
Total Spend	£10,896.35	

The Council accepted these payments, proposed by Cllr Flanagan, and seconded by Cllr Barker

It was noted that statutory increase to the clerks wage was processed for November to be backdated to the 1<sup>st</sup> April 2022.

b. To receive bank reconciliation to 02 November 2022

The Council approved the bank reconciliation which was duly signed.

c. To consider purchasing a (.Gov) Domain name to the value of £120 per year.

It was proposed by Cllr Hewitt to accept the recommendation to implement a .Gov domain, seconded by Cllr Flanagan. The Council unanimously agreed.

d. To note external Audit outcome for 2020 / 2021 and note that the audit actions have been actioned.

It was noted that the Council accepts the external audit outcome and recommendations. Proposed by Cllr Flanagan and seconded by Cllr Griffiths.

69/23 Remembrance Day Memorial

The Council discussed the provisions put in place for Aberkenfig's Remembrance Day service. It was noted that the Clergy of St John's Church are unable to organize an event this year due to no permanent Reverend in post for Aberkenfig.

The Clerk noted that Cllr Brown and Rev Waggett are supporting the Aberkenfig Service on Sunday 13<sup>th</sup> November.

The Council agreed that a small service should take place on Sunday with the Council taking a more active role in its organization for next year, which could include the hiring of a local hall and road closure during the event.

It was noted that a service in Pen Y Fai's All Saints Church is also taking place on Sunday 13<sup>th</sup> November.

70/23 To ratify the following

a. Website Developer

It was agreed to ratify the decision to appoint South Wales Web Solutions to update and host the new Newcastle Higher Community Councils website, which would include 13 new email addresses for councillors and clerks use.

b. Noticeboard purchase

It was agreed to approve the purchase of a new notice board to the value of £1,879.00 excluding VAT.

71/23 To put forward a Community Governor to Tondu Primary School

It was approved to allow Cllr Morgan to be appointed as a Community Governor to Tondu Primary School.

It was noted that Cllr Flanigan has been asked to be a Community Governor for Pen Y Fai Church in Wales School which will be attached on the next Council's Agenda.

72/23 Christmas 2022

Councillors were invited to attend a meeting with Floodlighting and Electrical for a walk around Aberkenfig and Pen Y Fai.

The Council was presented with costing for installation and infrastructure of Christmas lights at Pen Y Fai, Aberkenfig and Pentre Felin.

**Resolved:**

The Council unanimously agreed to accept the quotations provided. To ensure Christmas Lights are tendered and implemented by March 2023.

It was noted that a new fast-growing tree was suggested to be planted at the corner to Court Colman Road. Item to be added to the Wellbeing Committee for future approval.

73/23 Hanging Baskets 2023

The Council noted that a Maintenance Committee meeting is needed as soon as possible to confirm upgrades to the Council's Hanging Baskets and improvements to the Pheasant Field.

74/23 To appoint a working group to support with the website development and implementation.

Cllrs Bennett, Morgan and Gebbie was selected to become a part of the website working group.

The Working Group will advise the Full Council in the design and implementation of the Council's new website.

75/23 Social Media, Including review of Social Media Policy

It was noted that this should be placed on the next agenda.

76/23 To consider an amendment to the Council's Financial Regulations allowing the clerk to have authority for a £500 spend to be approved with the Chair and Deputy Chairs consultations.

It was unanimously agreed to amend the Financial Regulations allowing the clerk to have authority to spend £500 for works to be completed on behalf of the council.

Proposed by Cllr Bennett and seconded by Cllr Hopkins.

77/23 Review of Terms of Reference for Committee's

It was noted that the clerk should circulate the terms of reference for next meeting to review its terminology.

78/23 Highway Issues

Nothing was noted

79/23 Correspondence

1. BCBC

A request was sent to Guy at BCBC regarding the outstanding Grants Funding for the Pheasant Field. He confirmed that "Funding under the Town and Community Council Capital grant scheme is capital rather than revenue so can be transferred between financial years. There is therefore no set deadline".

2. Royal British Legion

A Wreath a been ordered for Aberkenfig and Pen Y Fai.

3. Bridgend Town Council

An invite was received from BTC Remembrance Service

4. Ynysawdre Community Council

The Clerk from Ynysawdre has confirmed that they are happy to share Zoom with NHCC

5. Ynysawdre has declined the offer to share the Council's Virtual Meeting Device.
6. A reminder for the Audit Finance and Policy committee was sent out in preparation for the Committee meeting set for the 22<sup>nd</sup> November 2022.

Correspondence were noted by the Council.

80/23 South Wales Police Report (For information)

It was agreed to move this item to the start of the meeting.

The Council thanked local PCSO for attending our meeting.

PCSO Craig read out the local crime figures with 9 incidents reported in Aberkenfig for October and 5 noted in Pen Y Fai wards.

Councillors discussed speeding in and around Bridgend Road in Aberkenfig and Heol Eglwys in Pen Y Fai.

81/23 Members / Clerk Reports

It was noted that Pen Y Fai Community Association are planning a Christmas Fate on the 10<sup>th</sup> December 2022 in Pen y Fai Church in Wales School with Carol Singin taking place around the village on the 20<sup>th</sup> December.

82/23 Allotment Update

There were no updates.

83/23 Rights of Way update

The Council agreed to submit the following comment regarding P/22/484/FUL.

The Council would like to ensure that the footpath should have a clear boundary ensuring the area is left in a good state of repair.

It was noted that Cllr Bennett was to arrange a meeting with public right of way.

84/23 Planning Applications

**Cllr Bennett left the meeting.**

**Cllr Flanigan took over the chair.**

The Following Applications were noted with no comments made.

1. Planning Application No.: T/22/34/TPO  
Location: 1 Ysbryd y Coed Pen y Fai CF31 4GF  
Proposal: Crown reduction to cherry tree to reduce height and thin out; thin out dead branches of pink hawthorn
2. Planning Application No.: T/22/25/TPO  
Location: 26 Ysbryd y Coed Penyfai CF31 4GF  
Proposal: Crown thinning / reduction of no more than 30% of the existing canopy taken at each phase to trees B and D (2 Sycamores) on an annual basis for the next 5 years; Remove tree E (Lime) to reduce competition to encourage greater tree canopy, increase stem diameter and make the remaining trees more resistant to threats such as windthrow; and removal of internal branches from the canopies of trees adjacent to Tree E (Limes) to encourage more even canopy development and for ongoing stabilisation.
3. Planning Application No.: P/22/543/RLX  
Location: West Barn Penyfai CF31 4LL  
Proposal: Remove condition 2 (drainage) and variation of condition 1 (approved plans) of P/20/939/FUL by the submission of details [amended description and plans received 1-11-22]
4. Planning Application No.: P/22/703/FUL  
Location: Lidl Store Ffordd Antwn Tondu CF32 9GD  
Proposal: Extension of retail foodstore, enclosure of entrance canopy, and associated external engineering and landscaping works
5. Planning Application No.: P/22/543/RLX  
Location: West Barn Penyfai CF31 4LL  
Proposal: Remove condition 2 (drainage) and variation of condition 1 (approved plans) of P/20/939/FUL by the submission of details [amended description and plans received 1-11-22]

The Council reiterated its points noted on 84/23

6. Planning Application No.: P/22/484/FUL  
Location: Land at Primrose Stables Old Coachmans Lane Court Colman Bridgend CF31 4NG  
Proposal: Use of land as a travelling show persons accommodation yard for family members to include three mobile lodges/caravans and two communal day rooms (affecting Footpath with route code NEW 8/2)

85/23 To confirm the date of next meeting

It was confirmed that the next meeting will take place on the 13<sup>th</sup> December 2022 at Pen Y Fai, Church in Wales Primary School.

Cllr Flanigan noted his apologize.

There being no more business, the meeting closed at 20:23.

Signed .....  
Chair of Newcastle Higher Community Council

Date .....