

Newcastle Higher Community Council
Cyngor Cymuned Castellnewydd Uwch
DRAFT

MINUTES OF THE ORDINARY MEETING OF THE FULL COUNCIL
HYBRID/HELD AT PEN-Y-FAI CIW SCHOOL ON THE 10TH OF JULY 2023 AT 6.30PM

Presiding: CLLR M FLANAGAN
Present: CLLR S BARKER CLLR H BENNETT
 CLLR S BOTTERILL CLLR G BROWN
 CLLR J GEBBIE CLLR M GRIFFITHS
 CLLR D HOPKINS CLLR R HUGHES
 CLLR J KEMBLE CLLR B MORGAN

In attendance: MS J PORTER (CLERK)

Four members of the public were present.

The Chair welcomed Ms J Porter to the meeting, and in her role as Clerk to the Council.

49/24 Apologies for absence

Cllr G.Hewitt

50/24 Questions and observations from the public (10 mins)

- A Member of the public addressed the council regarding the frequency of PCSO patrols in Pen-y-fai. Councillors confirmed that PCSOs regularly patrol the area and reminded everyone that NHCC has no control over police activity.
- A concern was raised regarding removal of rocks on Pen-y-fai common. The concern was noted but was not an NHCC matter
- A concern was raised regarding the lack of bus service in Pen-y-fai. Cllr Bennett confirmed that the bus service had ended in July 2022 due retirement and the closure of the bus company that had provided the service. As yet, no other company want to take on the route despite significant efforts by Cllr Bennett and BCBC to find an alternative. However, Bridgend Community Transport can pick up residents, using their bus pass. This service needs to be pre booked by individuals.

51/24 Declarations of interest in accordance with section 51 of the local government act 2000.

Cllr Bennett as a member of BCBC Development Control Committee and PVCA
Cllr Gebbie in matters pertaining to BCBC policy as Deputy Leader BCBC.
Cllrs Griffiths and Kemble advised an interest in relation to the PVCA.

52/24 Approval of minutes of the AGM held on the 9th of May 2023.

The Clerk advised Members that the Minutes had not been circulated with the

Agenda as part of the handover with the Locum Clerk and the matter was deferred until next meeting

53/24 Approval of minutes of Full Council held on 9th May 2023

The Clerk advised Members that the Minutes had not been circulated with the Agenda as part of the handover with the Locum Clerk and the matter was deferred until next meeting

54/24 Approval of Minutes of Full Council held on 13th June 2023

The Clerk advised Members that the Minutes had not been circulated with the Agenda as part of the handover with the Locum clerk and the matter was deferred until next meeting

55/24 To consider matters arising from the Full Council Meeting held on the 13th June 2023

It was noted that the minutes of the AGM and Full Council Meetings of 9th May and of 13th June 2023 had not been circulated to members within the required timescale and so Items 4, 5 and 6 were deferred until the next full council meeting.

56/24 Reports from Community Association representatives.

(i) Tondu and Aberkenfig Community Association:

A verbal report was provided which was noted. The Residents via the Association had requested information on:

- The provision of dog bins - Cllr Gebbie confirmed that the request had been added to BCBC work list for action.
- Additional Christmas lights at Pentre Felin for Christmas 2023 – Clerk confirmed that additional lights would be built into the schedule
- How to report a concern about barking dogs. It was suggested to contact the RSPCA if there were concerns about the dog's welfare but that, where possible, the usual protocol would be to speak to the neighbour directly before reporting.

(ii) PVCA (Pen-y-fai Village Community Association):

A verbal update on current activities was provided. Following a successful application to the Suncredit Solar grant, funding had been approved for general running costs and activities, including a further 6 sessions of the Babis Bach Babies group at Pen-y-fai school. The Warm Welcome group will recommence in September at the Primary school. An 'Open Garden Scheme' is being planned for Summer 2024 in Penyfa, flyers will shortly be distributed to all households in the village to gauge interest.

57/24 Allotments update and review.

It was confirmed that the removal of asbestos, along with an overall review of the allotments, are on the Maintenance Committee's ongoing worklist. Some quotes had

been received for removal of asbestos from the site and it was resolved to approve the cheapest quote so that action could be taken.

It was resolved and Proposed: Cllr Bennett, Seconded: Cllr Gebbie to proceed with asbestos removal.

Cllr Morgan had recently met with the chair of the allotment society and informed council members that an open invitation for all councillors to attend the summer barbecue in August.

Cllr Bennett noted the road leading to the allotments required work, but was not a BCBC adopted road, and therefore would not be improved by BCBC. Cllr Bennett had also reported encroaching Japanese knotweed from the highway.

Action Point: review of the allotments pitches, costs and membership lists will be actioned by end of the financial year by Maintenance Committee.

58/24 To note bank reconciliation summary

It was noted that Whilst mandates were being completed for the new Clerk, access to the system is limited and his item would be deferred until next meeting as no bank reconciliation had been provided.

59/24 (a) Items Paid: List of payments made were Approved.

Cllr remuneration (May) for 22/23	To be listed on 22/23 stat return	£150.00
Clerk Pay	Redacted	-----

(b) Items To Pay:

Crown Garden Services	As per Contract	£108.80
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It was proposed Cllr Gebbie, seconded Cllr Morgan and RESOLVED to approve the list of payments above.

(c) To approve a list of receipts received

There were no receipts received for approval.

(d) Annual Audit

The Clerk confirmed that she is awaiting an update from the auditor. It was noted that the accounts will need to be posted on NHCC website and is out of compliance, as a result of challenges experienced with recruitment.

60/24 Maintenance Committee Report

- Cllr Hopkins provided an overview and update on the Maintenance Committee's current worklist. A quote of £190 had been received to install the new noticeboard at the Pheasant Field site. The quote was approved and it was agreed that the work should proceed with urgency.
- Three quotes had been received to cut overhanging branches from trees at Pleasant View in Aberkenfig . Council approved the lowest quote as the most cost-effective option, with work to commence as soon as possible (taking in to account environmental factors).

It was proposed: Cllr Bennett. Seconded: Cllr Gebbie and RESOLVED to accept the quotes and proceed with work

- Due to the large amount of Bindweed at Aberkenfig Square the whole area could not be completely dug out as planned. A temporary fix had therefore been undertaken on the ground but unfortunately, the offer of donated plants from a local business had been withdrawn until the bindweed could be properly eradicated. Cllrs Bennett, Kemble and Griffiths offered to purchase some plants and to plant-up the square in the meantime. Maintenance Committee will source quotes to fully dig out, remove bindweed and treat the site, aiming for work to commence during the winter (and after the Remembrance Service in November).
- Cllr Hopkins confirmed that the hanging baskets had gone up in June, and there were 5 baskets for Pentrefelin -but brackets had been difficult to source. Brackla CC said they would try and locate brackets for loan, and Cllr Hopkins was chasing. As a result of NHCC having to reuse existing baskets, these could not be provided to the shops and schools as previously anticipated.
- Members were informed that Grit bins and Christmas Lights are on the agenda for discussion at the August meeting of the Maintenance Committee.

Action Point: Clerk to develop a seasonal workplan for the Maintenance Committee

Councillors thanked Cllr Hopkins for his substantial efforts and personal time taken to resolve some long standing maintenance issues..

61/24 To receive Members' reports.

- Cllr Morgan reported concerns from residents about the footpath from Pentre Felin to Meadow St (a shortcut to Tondu school) – the concern was noted and referred to the maintenance committee for investigation/repair. Cllr Morgan asked for an update on the Welsh flag at Aberkenfig Square – Cllr Brown reported that the current flag needs to be replaced due to wear and tear.

It was proposed Cllr Bennett, seconded Cllr Gebbie and RESOLVED that a new Welsh flag be purchased by the council.

- Residents had also asked Cllr Morgan about provision of a summer play scheme – Cllr Brown confirmed there would be free Summer play sessions at Pandy Park, funded by Ynysawdre Community Council. Cllr Bennett noted Penyfai play scheme has not been run for a number of years due to lack of venue availability. Cllr Flanagan agreed to contact Head of Penyfai Primary in preparation for next year.
- Cllr Gebbie thanked the chair of the Tondu and Aberkenfig Community Association for referring residents directly to her, in her capacity as a Cabinet Member at BCBC. Cllr Gebbie has been walking around the Aberkenfig area and made several referrals to BCBC in relation to pavements and street furniture that need repair. Cllr Gebbie raised the ongoing issue of cars speeding along Bridgend Rd, Aberkenfig, police have been reluctant to investigate as 20mph zones are being introduced in September.
- Cllr Griffiths thanked Cllr Gebbie for her help in reporting a Kier refuse truck that had been speeding through the no access part of Pen-y-fai Rd. An email response had been received from BCBC stating that the matter had been dealt with and that operatives would no longer use that route. Cllr Griffiths raised concerns about the increased number of vehicles using the no access route as a shortcut, and general speeding issues around the Pen-y-fai Rd and Tondu Rd area. It was suggested that the Maintenance Committee should discuss the forthcoming introduction of 20mph limits in areas and make representation to BCBC on behalf of NHCC.

Action Point: Add to agenda for August meeting of Maintenance Committee

- Cllr Brown advised that defibrillator training had been sourced and that finding a venue was the next step for the programme. The Clerk has been in touch via email to arrange training. Cllr Bennett reminded council that on offering Aberkenfig Welfare Hall the defibrillator there was a condition that they provide a space for training. Aberkenfig Welfare has not responded to the offer. Cllr Brown raised concerns about the state of the bus shelter outside Simla Restaurant in Aberkenfig – concern noted and to be reviewed by Maintenance Committee.
- Cllr Hughes provided information about potential grant funding opportunity for community and green space development. Funding application deadline is end of August 2023.

It was proposed by Cllr Griffiths and seconded by Cllr Barker and RESOLVED that Cllr Hughes should draft a generic application for NHCC and that councillors should contact Cllr Hughes with suggestions for projects.

Cllr Hughes suggested that to aid the maintenance committee, NHCC should set up a preferred supplier list to simplify future procurement.

62/24 To receive updates from Borough Councillors

Cllr Gebbie left the meeting due to prejudicial interest in accordance with section 51 of the local government act 2000.

Cllr Bennett provided an update on Borough Council matters, informing the meeting that BCBC are extremely busy with the planning work prior to the introduction of

20mph speed limits in the borough. Cllr Bennett also reminded Council of the issue of Gateway signs that may be provided by BCBC as part of the 20mph zones and that NHCC would be in a better position to consider the options in due course. Issue to be passed to maintenance committee. It was noted that the existing 30mph flashing signs owned by NHCC at both ends of Pen-y-fai will need to be altered or adapted to reflect the new 20mph speed limit.

Action Point: Clerk to contact the sign company to enquire what needs to be done (Westacott?)

Cllr Bennett shared information on the Town and Community Council review currently taking place. The Terms of Reference have been circulated to councillors. She will send an update to members following Town and Community Council forum. Community Ownership Fund could be an option for NHCC to apply for in relation to protecting local amenities (such as Aberkenfig toilets).

Action Point: Cllr Bennett will contact Guy Smith at BCBC to arrange a site visit

63/24 To consider correspondence.

Items of correspondence were noted by Members and actioned in the meeting where applicable.

FOI request

Audit Wales information was noted specifically.

One Voice Wales training schedule was circulated and Members were encouraged to book onto Code of Conduct as a standard requirement and to consider the approved training plan for committee members. Cllr Brown noted he had attended 15 courses and was disappointed not to have received any certificates and would not attend any further training until this was rectified.

Action Point: Clerk to write to One Voice Wales to chase certificates for those who had attended training.

64/24 Planning

Cllr Bennett left the meeting in accordance with section 51 of the local government act 2000.

RESOLVED: To make no observations.

65/24 To receive South Wales Police report (for information)

Members noted the Police report that was obtained from data online.

66/24 To consider the date of the next Committee meetings.

The Maintenance Committee plan to hold their next meeting on the 1st August 2023. A timetable for other committee meetings will be arranged in due course by the Clerk.

67/24 To confirm the date of the next meeting.

It was noted there would be a need to call an extraordinary meeting to approve the annual report, accounts, internal audit prior to the next Full Council of Tuesday the 12th September 2023 at 6.30pm. Venue to be confirmed.

The meeting closed at 8.30pm