

Minutes of a Meeting of the Newcastle Higher Community Council held in Tondu Primary School, Aberkenfig on Tuesday 9<sup>th</sup> April 2019 at 7.00 p.m.

Cllr Mal John: Presided

Present (7) Cllrs Heidi Bennett, Dave Fowler, Altaf Hussain, Ann John, Mal John, Alex Marshall & Meryl Wilkins.  
Clerk: John Richfield  
BCBC Member James Radcliffe (Aberkenfig)  
Police Community Support Officer Mark Emery

1. Welcome

Cllr Daryl Gordon was not present for his first meeting of the Council. No word had been received. The Clerk to check with him and ask if there were any procedural or other issues for the Council to be aware of.

2. Apologies

Apologies were received from Cllr Derrick Baker, Cllr Gary Haines and Cllr Joyce Haines

It was noted that Cllr Derrick Baker had been ill, having suffered a small stroke, and then had attended hospital for surgery. The Clerk had send a card with the best wishes of all members.

3. Members Declaration of Interests on Agenda Items

There were no members declarations of interests in any agenda item.

4. Minutes of the Meeting held on 12<sup>th</sup> March 2019

The minutes were approved as a correct record.

5. Matters Arising on the Minutes

Item 5.6 – Matters Arising LDP - Cllr Meryl Wilkins had stated she would write to Carwyn Jones AM about the BCBC's registration of Pandy Park, she reported that she had not yet done this.

6. Police Community Support Officer Mark Emery - PACT

PCSO Mark Emery reported that Cllr Heidi Bennett had put him in contact with the Community Associations at Tondu and Penyfai with a view to his making reports to them, PACT having been disbanded for the time being.

The PCSO reported on the crime numbers, all were seen as within anticipated parameters, and additional patrols were being undertaken in some areas in response to situations and incidents.

Questions were asked by Councillors and comments made:

Regarding the apparent problems of people parking cars on pavements in the evenings in Tondu, and the PCSO would attend and look at the problem.

It was reported that the situation regarding recruitment for a new school crossing officer was not known.

Cllr Meryl Wilkins reported a close call as a pedestrian with a carelessly driven van.

Cllr Mal John reported that he was concerned that some parents drove down the private road to the school gates in Penyfai, then reversed out, which may be unsafe. Cllr Altaf Husain noted parking by the school by parents on many occasions.

The Officer was thanked for his attendance.

#### 7. Tondu and Aberkenfig Community Association Update

Representatives from the Tondu & Aberkenfig Community Association were not present at the meeting. The Clerk reported on their behalf from a message received.

Network Rail would be carrying out maintenance at the Fountain level crossing on 6-7 May.

Traffic survey cameras had been set up by the traffic lights at Tondu Bridge and the retail park had installed security cameras around the car park and loading area.

The Council reaffirmed that this area would be considered for Christmas lights and spring flowers, just as it had been with bulb planting.

#### 8. County Borough Councillors

Cllr Altaf Hussain (Penyfai) gave a report to the Council.

##### Fly tipping

Cllr Baldwin from Wildmill referred to tipping problems on the road between Wildmill and Penyfai on the Wildmill side of the river – Cllr Hussain had sent his concerns to the BCBC also.

##### Heol Penyfai / A 4063 Junction

Cllr Hussain reported that the BCBC was in process of purchasing and installing bollards at this location, to prevent drivers bypassing the red light and turning around at the junction. Highway maintenance would also trim the trees to improve visibility for pedestrians.

##### Hillside development

Cllr Hussain had written to Natural Resources Wales to set out the case for investigation of the site following the clearance work. In particular this concerned quarry safety, drainage, bat habitat and Rights of Way. He would inform the Clerk and residents when a reply was received.

##### Meeting at the School

The Head Teacher was trying to find out who owned the road leading to the school in order to make some changes to it - it was believed not to be an adopted BCBC road and the education department had been consulted. It was discovered that the land was owned by BCBC and was controlled by the Highways Department. Cllr Hussain had asked Highways for their further advice in this matter.

##### Drainage at Angelton Common

Jack Davies, Drainage Officer for BCBC, attended a meeting with residents of Angelton Common and consequently arranged the jettor to attend to clear a blocked drain outside West Winds and to clear the

other culverts in the area. An order had been raised to install an ACO channel to prevent run off from the highway entering the common which would be done when resources were available.

#### BCBC Policy and protocol at Recycling Centres

Councillor Hussain intended to ask the BCBC a question concerning the fact that while commercial vans were asked to obtain a permit, there were problems when this was applied to large vehicles that were owned by private residents. He would ask if this could be reviewed.

Cllr Alex Marshall asked about the replacement to the traffic lights, and if the lights would be modified - Cllr Heidi Bennett reported that they had been ordered and the Highways Manager had informed her that they would look at the budget and the request.

Cllr Mal John noted that he had heard a rumour of the garage closing its shop, though this was not certain. He asked if there was any possibility of a pedestrian crossing at that location.

Cllr Meryl Wilkins asked if there was any news on the recruitment process being carried out by BCBC to find a school crossing patrol in Penyfai. There was no progress to report.

The Council noted Cllr Hussain's report.

#### Cllr James Radcliffe (Aberkenfig)

Cllr Radcliffe was present at the meeting and gave the following report.

#### Responses to Issues

Cllr Radcliffe had received the Clerk's email re the bus consultation, and the proposed letter on the consultation on the Boundaries Commission, and welcomed both.

#### Planning

Cllr Radcliffe had received a copy of the conditions from the BCBC regarding the travellers site which stated no more than 4 caravans on site, and other conditions, Planning Enforcement would ensure the conditions were adhered to.

He had also received updated legal advice regarding the accessibility of the entrance to the park at the top of Coronation Street and St Brides Road – he reported using this advice to request action by the BCBC as soon as possible.

The Council noted the report.

#### 9. Pheasant Field Penyfai Community Association meeting update

The Clerk gave a summary update from Guy Smith, the BCBC Community Asset Transfer Officer on options that existed at present to take on the Field, with the proviso that the BCBC retained an interest in part of it for development. Such a lease could be for up to 35 years but would be dependent on determining the site. An interim management agreement could potentially allow for work to be undertaken and Guy Smith hoped the Senior Development Surveyor would be able to give an indication of the area potentially earmarked for its development potential. Cllr Heidi Bennett indicated that the Penyfai Community Association was willing to hold a meeting at the School one evening after the Easter holidays. The Community Council could pay for the hire of the room. When such a meeting would be held, it was essential to ensure that people were present who could bring evidence of documents, photographs and be ready to sign form to testify to the existence of the land as a potential village green. NB The LDP was to be consulted on later this year, and residents might wish to come and talk to the Community Council before that process took place. Cllrs who had lived in the village a long time were invited to consider potential residents who may wish to contribute.

Possible dates would be discussed by the Community Association initially. Cllr Heidi Bennett declared an interest in this as she was currently a trustee of the Penyfai Community Association, which was noted. The Community Council noted and agreed that a meeting would be very helpful.

10. Response to proposals from Boundaries Commission

The Community Council noted the draft letter that the Clerk had circulated to the Council according to what had been agreed at the last meeting. It was agreed to recirculate it to the two County Borough Councillors and all Community Councillors for a final consideration as the consultation had to be in by 15 April. When any views of any Councillors who wished to further comment had been received, and in any case before 15 April, the Clerk would submit the letter to the Commission.

11. Update from Maintenance Committee on the Community Woodland  
Arborist – safety Inspection

It was reported by Cllr Alex Marshall that Matt Scott, who had done very good work on the woods previously was not back in the country at present. Mr Neil Hinds, the specialist who wrote the original Report on the condition on the Woodland and its drainage had recommended an arborologist, Mr Stephen Lucocq BSC (Hons) Tech Cert (ArborA), M Arbora, a professional member of the Arboricultural association. (Membership number PRO 4338) and former Senior Tree Officer for the City and County of Swansea, to conduct a tree survey and to prepare a tree location plan, a data report and a report including management recommendations, prioritisation of work rating and other arboricultural factors.

The total quotation for the site visit, report writing and expenses including tree identification tags telecommunication base map download, travel ,etc, totalled £830.00, not subject to VAT.

The Council agreed to engage Mr Lucocq to carry out the tree safety survey, at his convenience.

It was also noted that the BCBC had no tree safety officer, and Rob Jones of BCBC had been unable to assist in this matter.

The Council noted that it intended to ensure the site was safe to meet its duty of care for residents and neighbours, and so it was necessary and prudent good practice to have the work carried out.

Work identified would be carried out as necessary when the result of the safety survey was known.

12. Report on Meeting with Tondu School Council 26 March 2019

The Council had met with the Tondu School Council and Teachers on 26 March 2019 and received a copy of the minutes of the meeting. Members of the Council who were present recognised that it was a valuable meeting to link with the local community, and it was noted that the Council would hold some of its future meetings in the School.

13. BCBC Active 4 Life Scheme 2019 - venue

It was reported by Cllr Mal John that following a meeting he had with Mr Street, the Headteacher in Penyfai school, Mr Street stated that if the Council wished to use a room for Council meetings that would be acceptable. Regarding the requirements for Active 4 Life schemes, he required the two weeks to overlap with the caretakers maintenance programme at the school, and he raised concerns about

cleaning. He had consulted with the Chair of Governors and subsequently advised that it would not be possible to use the school this year, due to the caretakers availability.

The Council requested the Clerk to contact Andrew Thomas of BCBC to ask if he would approach Mr Street again, as another senior officer of the BCBC, to ask if any of his concerns could be met or any compromise reached to enable the programme to take place in Penyfai School. It was noted that the alternative was to use the Len Evans Centre, Aberkenfig again.

It was hoped that a report of the outcome of Mr Thomas's approach would be brought to the next meeting.

#### 14. Correspondence

The notes circulated on the incoming correspondence were taken as read by the Council, the correspondence was as follows:

##### 1. Samaritans

Details of Bridgend Samaritans AGM on Thursday 6 June at 7.00 p.m. at Carnegie House and a representative from the Council was invited. Cllr Alex Marshall would attend.

##### 2. Cllr Heidi Bennett

Concerning a General Grants policy – some initial material to be circulated for discussion. Agreed for a small group to look at options initially.

##### 3. BCBC

Invoice for Christmas Lighting 2018/2019 Total £2,832. To be paid.

##### 4. HMRC

Acknowledgement of VAT Claim – Clerk to chase this up as it seemed to take a long time.

##### 5. Sales Dept Westcotec

Confirmation of Council's Order for 2 signs. £4,400 + VAT. Invoice to follow. To wait for invoice and delivery.

##### 6. Claire Raybould Bridgend Town Council

The BTC has been emptying the bins - 10 bins a week since 3 December 2018. Invoice to follow for £13,60 for 17 weeks. Wait for invoice.

##### 7. Cllr Mal John

Advising the Clerk that Cllr Derrick Baker was in hospital – the Clerk had notified all members, sent a card and telephoned Carole Baker.

##### 8. Cllr Heidi Bennett

Advising Members about a Dementia Friendly workshop to change people's perceptions of dementia, run by students at Archbishop McGrath School. Circulated to all - noted.

##### 9. National Assembly for Wales

The Finance Committee of the National Assembly for Wales was to conduct a post legislative scrutiny of the Public Audit (Wales) Act 2013, with particular reference to the fee charging regime. Details were on the Assembly Website, with an invitation to contribute evidence.

##### 10. Cllr Mal John

Following a meeting he had with Mr Street Headteacher in Penyfai school, he advised that if the Council wished to use a room for Council meetings that would be acceptable. Regarding the requirements for Active 4 Life schemes, he wants the two weeks to overlap with the caretakers maintenance programme at the school, and he raised concerns about cleaning. He consulted with the Chair of Governors and subsequently advised that it would not be possible to use the school this year, due to the caretakers availability.

##### 11. BCBC

The letter the Clerk sent requesting the payment under the agency agreement for public rights of way had been checked and a payment would be made for £692.12. Noted.

##### 12. Mr Dave Thomas

Advised that he was commencing the work to install and maintain the hanging baskets this year. Noted.

13. BCBC

Invoice to clean the Bus Shelter at Park Road, Aberkenfig £59.63. To pay.

14. Head Teacher Tondy School

Confirmation of meeting with the School Council on Tuesday 26 March at 2.30 p.m.

15. Public Rights of Way BCBC

Notification of BACA £659.12

16. Justine Stroud Artist

Correspondence regarding provision of a reference for her work at the Square.

17. BCBC Chief Executive's Department

Notice of making a definitive map modification order - addition of a byway open to all traffic from Cwmrisca Cross on Pyle to Tondy Road to Cwmrisca / Cwmbach and upgrading FPI2 Llangynwd lower leading from Cwmrisca to mountain ridgeway Definitive map modification order 4 2019.

18. Cllr Mal John

Report from site meeting regarding road markings at Penyfai School. After discussion and advice agreed (a) that children design posters and leaflets (b) report parking issues to the PCSO, (c) Head Teacher to find out who owns the land and seek permission to put down markings.

19. BDO Auditors

Advice of Intended Audit and requirements. Clerk to action.

20. Parish of Aberkenfig

A request for help with the cost of work to the protected trees in the Church yard in St John's Church Aberkenfig. Noted – to be considered when grants agreed. NB Council had previously agreed to consider this when Cllr Derrick Baker reported it.

21. Sex Shop

Reapplication for licence. Noted.

15. Planning Committee Report

The Council noted that no planning applications had been notified to the council since the last meeting.

16. Other Reports from Councillors

Cllrs Ann John, Altaf Hussain & Heidi Bennett had attended the BAVO facilitated meeting to allocate Suncredit money to appropriate community Groups.

Cllr Altaf Hussain would provide the list of those successful bodies in receipt of funds to the next meeting for information.

It was agreed to be a good idea to send letters of support from the Community Council to encourage their work. The clerk would do so when supplied with the list of contact details.

Cllr Meryl Wilkins noted that the BCBC had cut the grass on the common, but not in front of Protheroe Avenue. It was understood that there was a list of grass cuts per year commencing on 26 March, the dates of intended cuts, subject to weather, were published on the BCBC website.

Cllr David Fowler asked about progress with Llanmoor Homes to repair the drainage on the footpath near Pentrefelin. Cllr Alex Marshall indicated that following his initial request, he had not tried to contact Llanmoor Homes again, having found them unresponsive. Cllr Marshall had walked the route last week, and he would try again with Llanmoor.

17. Forward look – Bulb Planting and Christmas Lighting 2019-2020

It was agreed that the Clerk plan the purchase of daffodil bulbs for planting in the community, as successfully arranged in 2018, for delivery in September / October 2019.

Cllr David Fowler and Claudette Evans of the Tondu & Aberkenfig Community Association would look over the area at Pentrefelin to plan locations for bulbs and hanging baskets.

Christmas lighting would also be added to the agenda to enable the Council to review its current arrangements well before October.

18. Finances

(a) Accounts for payment

The following accounts would be paid:

	£	
BCBC (Bus Shelter Cleaning)	59.63	(201663)
BCBC (Christmas Lighting)	2,832.00	(201664)
Cllr Heidi Bennett (Councillors Payment)	150.00	(201665)

(b) Policy for grants

The Clerk circulated a summary of the Council's present policy – it was agreed to defer review of the policy at this meeting, due to the lack of agenda time. A number of other Community Councils had grants policies on their websites, and it was agreed to look to see if there were other good ideas, while preserving a balanced policy. It was agreed that a small group of Councillors would arrange to meet at a mutually convenient time and consider this and make recommendations to the full Council. The group would comprise the Clerk, Cllrs Heidi Bennett, David Fowler, Mal John and Alex Marshall

19. Any Other Business

1. Defibrillators - in the absence of the resident who had offered to provide this he was too busy owing to pressure of work, the Clerk would ask Heart Start to suggest a solution.
2. Smyrna meetings – the Clerk confirmed that Smyrna Chapel was not always available, and the Council had been let down on a number of occasions recently, however he hoped to have use of it for May. (Subsequently confirmed)

There being no more business, the meeting closed at 8.50p.m. The next meeting would be held in Smyrna Chapel Vestry Penyfai, on 14 May 2019.