

Minutes of a Meeting of the Newcastle Higher Community Council held in Smyrna Chapel, Penyfai, on Tuesday 4<sup>th</sup> September 2018 at 7.00 p.m.

Cllr Gary Haines: Presided

Present (7) Cllrs Derrick Baker, Gary Haines, Dave Fowler, Ann John, Malcolm John, Alex Marshall & Meryl Wilkins.

Clerk: John Richfield

Before the meeting, Cllr Alex Marshall signed his Declaration of Acceptance of Office and received a copy of the Code of Conduct.

1. Apologies

Apologies were received from Cllrs. Heidi Bennett, Joyce Haines, Altaf Hussain, Byron Jones and Lee Robson.

2. Members Declaration of Interests in any items on the Agenda

Forms for members to make public Declaration of Interests had been circulated, for members to complete and return to the Clerk. The Clerk reported that he intended to set down a standing Agenda item, to provide an opportunity for members of the Council to declare any conflicts of interest in any items on the Agenda, stating the reason. No additional declarations were made.

3. Minutes of the Meeting held on 10<sup>th</sup> July 2018

The draft minutes of 10<sup>th</sup> July 2018 were approved, noting that on Page7 AOB, Cllr Wilkins stated that she had declared her interests to Andrew Jolley, BCBC Monitoring Officer.

4. Matters Arising on the July Minutes

It was reported that Matt Scott had been in hospital, which had delayed the scheme of work. Cllr Derrick Baker reported that he was concerned about the raised bed on the Square.

5. Report on PACT Meeting

The next meeting of the PACT would be next Tuesday 11 September. PCSO Chris Bowen was to be present as it was his last meeting prior to retirement.

It was agreed that Councillors Gary Haines and Derrick Baker would take a card and suitable gift from the Council to mark Chris Bowen's retirement.

6. County Borough Councillors

Cllr Altaf Hussain (Penyfai)

Cllr Hussain was not present and had given his apologies.

On Cllr Hussain's behalf, Cllr Alex Marshall reported he had advised on a technical problem in the spacing between the houses on the proposed development at Clos Smyrna to Ms Hayley Kemp of the BCBC Planning Department. The nature of the problem related to light for the properties.

Cllr James Radcliffe (Aberkenfig)

Cllr James Radcliffe, County Borough Councillor for Aberkenfig, had also sent apologies as he was unable to attend the meeting.

7. Update from Committees

(i) Community Development Project

There was no report as Cllr Lee Robson, who led on this project, was absent and had given his apologies.

(ii) Maintenance Committee

It was reported that work was progressing on the plan to maintain and improve the Aberkenfig Community Woodlands. This was welcomed by the Council.

(iii) Bins

Cllr Alex Marshall gave an update report on options for bins for dog waste, and their installation and emptying.

The Council had previously agreed on Roadware as the supplier. The Council had also previously agreed to use the services of Bridgend Town Council to maintain the bins once in use. (£40 per week for 5) An amended plan for their intended location, approved last month had been submitted by the Clerk and he had now secured consent to install. It was agreed to use the Services of Matt Scott landscapes to install the bins. Following final clarification with Bridgend County Borough Council, Clerk was authorised to place the order.

Aberkenfig Square

Work in tidying and cleaning the square was to resume shortly, and the area would be cleaned as close as possible to Remembrance.

Aberkenfig Community Woodland

It was reported that Matt Scott had completed the work on the drainage issues, and that Mr Neil Hinds (consultant on woodland drainage) had reviewed progress and finalised his report. the process of Knotweed reduction was also to start at the right time in the season. The community awareness stage of the work was to take place next.

Quotes had been sought for dealing with the Japanese knotweed, which need to be treated and eradicated before the start of the winter season, to be finalised by reference to the Chair and Deputy Chair in order to progress as soon as possible once contractors had quoted.

The report recommended Himalayan balsam treatment / removal.

It was agreed to pass on the information about the scheme of treatment for the knotweed to an interested neighbour who was selling his aunt's flat nearby, in order to reassure his buyers.

It was reported that Cllr Mal John had met with Jack Davies of BCBC – Matt Scott and Neil Hinds were also present, to review progress on water problems, and review where the water had damaged the land.

The Council welcomed that Matt Scott had carried out works of drainage so that no water was going into houses. Cllr Derrick Baker asked for confirmation that the water was the responsibility of the Council, as Dwr Cymru carried out the drainage on the land leased to NHCC and there were lots of springs present.

Cllr Mal John responded that the survey had been carried out which identified the sources of water the current work was the resulting plan put in place to mitigate the effects.

#### 8. Centenary of the Armistice 1918-2018

The Ceramic Artist engaged by the Council to create the children's artwork, Justine Stroud, was continuing the design of the mosaic art working with the schools. The boards had been delivered to Justine Stroud to create the artwork, prior to installation at the Square in the week before 11 November.

The Clerk had reminded the headteachers of the schools, Penyfai, St Robert's and Tondu Primary, before the end of term, that they were invited to send four children per school to the Square on Sunday 11 November to represent their schools.

The Clerk would also send out the usual invitations to local organisations and other Community Councils as a general invitation to attend the event on 11 November. He would also arrange to purchase the wreaths with the British Legion, which a member of the Council would collect from Bridgend. The Clerk would also contact the clergy to arrange for Councillors to be involved with the services in Aberkenfig and Penyfai. The Council also offered to pay the costs to the parish to print up orders of service for use at the Square. The Clerk would advise the Parish

While contacting the British Legion, their recommendation would be sought on a bugler for the day. Cllr Derrick Baker had spoken with Ynysawdre Community Council re sitting silhouette figures to be placed on the square for the day.

#### 9. Penyfai items – Speed, Defibrillator and Pheasant Field

##### Speed

The Council considered an email received that day from Cllr Heidi Bennett, in her absence, which asked the Council to decide on the type of signs it would like. It was agreed, noting that she had looked in to the options carefully, to back Cllr Bennett's recommendations and progress this with the BCBC to find what they would allow to be installed, and to find out what additional engineering costs would be necessary. Cllr Bennett would be advised that her recommendation was endorsed.

##### Defibrillator

Agreed that this item be brought to the next Agenda – Cllr Alex Marshall would report on protocol for correct siting – and seek advice from the Ambulance Service before proceeding.

##### Pheasant Field

The outcome of the Clerk's request for the background to the BBC registration of the Pheasant Field would be circulated when it was available.

#### 10. Preparation for Christmas Lights 2018-2019

It was agreed that the lighting arrangements in Aberkenfig had been satisfactory last year, so there would be no need to change. It was agreed to concentrate on options in Penyfai, and to consider what might be done in Pentrefelin. It was felt that the way to determine this was to hold a site meeting with Darren

Brearley of floodlighting Services, the existing suppliers. The Clerk has asked Floodlighting to send their price list as they had long promised.

## 11. Initial Recommendations of the Town and Community Council Review Panel

The Clerk gave an oral report on the initial recommendations of the Town and Community Council Review Panel. Their final report would be published in October. When it was, it would be circulated to all members of the Council.

## 12. Correspondence

### 1. Tondu Primary School

Undertaking to put the date in the diary in response to the Clerk's invitation to all the schools to send children to lay a wreath and to share in the Remembrance event on the Square on 11 November.

### 2. Cllr Mal John

Having spoken with Cllr Beth Lowden of Ynysawdre Community Council, Cllr Lowden noted the NHCC invitation to her Council to join together at the Aberkenfig memorial and lay a wreath.

### 3. Penyfai School

A letter of thanks for the cheque (Chair's allowance) which would be used, at her request, for the outdoor Garden project.

### 4. Justine Stroud, Mosaics

Message to Cllr Derick Baker updating on the art project with the schools – pictures had been received from Penyfai School and St Roberts, however she had experienced great difficulties in communication with Tondu School, and the drawings received did not relate to the end of World War one.

### 5. Cllr Heidi Bennett

Copy of letter setting out some of the outstanding issues relating to P/17/ 1073/ FUL – the Clerk used this information when he wrote to the members of the Planning Committee before their rearranged meeting.

### 6. Gerald Davies Ltd

Agreement to meet with Councillors on site to progress the boards for the school artwork project.

Subsequently receipt of revised quotation in the sum of £3,311.25 excluding VAT for works:

Remove 2 slabs, break out reposition and replace pavings

Supply and fix sign board frame overall size 1.2 x 1.2 . frame, 1.5 m from floor level as previously supplied, hot dip galvanised and painted black,

Paint existing frames with black gloss

Install new concrete base at new location for bin move existing and replace damaged slabs.

Relay loose slab adjacent to planter

Revisit site to fix completed boards Friday 9 November. Agreed.

### 7. Gerald Davies Ltd

Separate quotations for work on the Square to remove shrubbery behind Christmas tree and replace with blue pennant stone, or grey concrete blocks, either £7,065.14 or £4,385.41. Agreed to consider this net year.

### 8. Ynysawdre Community Council

As reported to Cllr Mal John, Ynysawdre CC cancelled their Sumer Fete scheduled for 28 July, then 11 August. This may be rearranged for next year. Their proposed World War I centenary event is also under reconsideration owing to the unavailability of venues. – now to take the form of a lunch at Tondu Cricket Club at 1.00 p,m on Sunday 11 November, to which the NHCC members are invited. Owing to the Councils own commitments for remembrance, members felt that it was not possible to accept this invitation.

### 9. BCBC

Communications with BCBC regarding any other options for the location of the Playscheme in a safe and suitable location. The Clerk exchanged a number of messages on this, including verifying that the Scout Hall was not available as they operated their own playscheme. The Clerk reported that he had established communications with the school and that the request was to be considered for next year.

10. BCBC

Advice of BACS for the Community grant from the County Brough member for the speed signs Received in the sum of £5000.

11. Cllr Heidi Bennett

Forwarded message from Shan Bowden One Voice Wales Development Officer, on the subject of the Independent Remuneration Panels report.

Some of the Report refers to payments to members and the IRP says that tax matters are a matter between each Council and the HMRC. There are also publicity requirements.

12. Teenage Cancer Trust

Letter of thanks for grant.

13. Ms Nicola Thomas

Invitation to James Radcliffe and others to consider having a silhouette soldier for the Remembrance events. Information circulated to all members in early August.

14. Matt Scott Ground Maintenance

Invoice for Woodland drainage Works in the sum of £3,900.

Invoice for Woodland Strim, Square tidy up and footpath work in the sum of £810.

15. People First Bridgend

Letter of thanks for grant.

16. All Saints' Church Penyfai

Letter of thanks for grant to the Remembrance Commemorations

17. Review of Community and Town Councils in Wales

Coy of August newsletter. Recommendations are emerging, it is nearly complete.

18. Wales Air Ambulance

Letter of thanks for the grant

19. Bridgend Carers centre

Letter of thanks for the grant.

20. BCBC

Copy of the grass cutting schedule for both villages – forwarded to Cllr Altaf Hussain.

21. Neil Hinds (Bee Wild Conservation and Education)

Site work and consultation at Community Woodlands and report on woodlands £827.57.

22. Cllr Heidi Bennett

Message of concern about the BCBC Playscheme not being in Penyfai again this year. This was investigated, and the reasons given by the BCBC were circulated to all members of the Council. (Briefly that they could not get a suitable venue in Penyfai). Noted for next year that the venue needs to be sought at an early stage. See item 9 above for possible solution.

23. LDP Bridgend

Documents relating to consultations on Bridgend Replacement Local Development Plan (LDP Draft Sustainability Appraisal Scoping Report, Draft Initial Habitats Regulations Appraisal and Draft Candidate site Assessment Questionnaire. Forwarded to all members so they were appraised of the latest information.

24. Cllr Alex Marshall

Letter on behalf of Cllr Alta Hussain providing Hayley Kemp of planning with information that Penyfai residents did not think were properly considered by the Planning Committee at the Morganstone development by Clos Smyrna. This had been acknowledged.

25. PCSO Chris Bowen

There will be a PACT Meeting on 10 September at 7.00 at Smyrna Chapel NB Chris Bowen's last shift is in 13 September and would retire on 20 September. Cllrs to attend and take card and gift.

12. Planning Applications – Report from Planning Committee

The Council noted the following applications made, with no comments.

P/18/553/FUL 17 Hillcrest Penyfai

P/18/496/FUL 21 Hillcrest Penyfai

A/18/13/ADV Apollo Business Services , Apollo Business Village, Heol Persondy, Aberkenfig.

### 13. Other Reports from Councillors

Cllr Gary Haines reported on enhanced communications. He and the Maintenance Committee would consider a notice board at the top of the village, along the lines of the one on the Square. The Clerk would ask Gerald Davies Ltd for a quotation to supply and install.

Cllr Gary Haines attended the meeting of the Tondu Community Association in the Cricket Club, and welcomed their efforts to get people involved. It was felt to be helpful to hold community engagement meetings from time to time to supplement the Community Development questionnaires. It was agreed to hold community engagement meetings separately from Council meetings, in order to deal with business in a timely manner.

Details of all Councillors were already published on the website, together with dates of meetings. It was noted that the next good opportunity for Councillors to meet with members of the public was Remembrance.

### 14. Finances

#### (a) Accounts for payment

The following accounts would be paid:

	£	
Matt Scott Landscaping (woodland drainage)	3,900.00	(201615)
Clerk (quarterly salary)	1,365.84	(201616)
Clerk (reimbursements for quarter)	234.49	(201617)
HMRC (tax)	341.40	(201618)
Matt Scott (Square and footpaths)	810.00	(201619)
Neil Hinds (woodlands work)	827.57	(201620)

#### (b) Quarterly Budget Progress review

The Council received a review of payments and income compared with the agreed budget for the year, and noted the contents.

### 15. Any Other Business

1. Cllr Mal John reported that he and Cllrs Ann John and Heidi Bennett had delivered the remainder of the leaflets for Cllr Lee Robson's Community Development project.
2. Cllr Derrick Baker reminded the members that he held in safe custody the foundation stone for the former Jerusalem Chapel in order to replace it at a suitable location locally. He asked for this subject to be placed on the agenda.
3. Cllr David Fowler asked if it was possible to find the rules for dogs in parks, as he was aware that there was legislation to cover this the Clerk would approach the BCBC to ask.

4. Cllr Meryl Wilkins reported on a recent motor accident at the right turn to the Lidl Shop. The Clerk was asked to write to the BCBC asking for the rights of way for cars be checked on this road to ensure clarity and consequently safety to be copied to Cllr J Radcliffe.
5. Cllr Meryl Wilkins also reported on the ongoing lack of public toilets in Tondu and in Aberkenfig, following the BCBC decision to close the toilets. The Clerk was asked to write again to enquire as to when the BCBC intended to rectify this situation.

Meeting ended

The next meeting would be held in St John's Church Aberkenfig, on Tuesday 9 October 2018.