



Minutes of the Newcastle Higher Community Council meeting held by telephone conference via Zoom on Tuesday 8th June 2021 at 7.00 p.m.

Cllr Meryl Wilkins: Presided

Present (4)

Councillors, Marged Griffiths, Meryl Wilkins, Heidi Bennett, James Radcliffe (at 07:30pm)
Members of the public Jane Gabbie, Geoff Bushell and Stuart Baldwin (BCBC Cabinet Member for Communities).

Clerk, Adam Davies

Under the Councils Standing Orders

“3.Q If a meeting is or becomes inquorate (fewer than 3 members present) no business shall be transacted. The business on the agenda for the meeting may be discussed and recommendations taken to the next meeting for ratification”.

Due to not being quorum at the start of the meeting the Council continued to discuss items that had no decisions to be made.

The following items were discussed: point 8, 14

1. To Receive Apologies for Absence
Apologies were received from Cllrs Altaf Hussian and Cllr Phillip Lathey.
2. To Receive Declarations of Interests (if any) of Members in respect of the business to be transacted.

Cllr Meryl Wilkins made a declaration relating to her personal interest in the following subject; Street Naming of the Ilanmoor homes development Parc Tondu, Merthyr Mawr Estate land. PenY Fai Common. Cllr Meryl Wilkins' full list of declarations of interests can be found on the Councils website.

3. To Confirm and Sign Minutes of the Extraordinary Council Meeting held on 09th May 2021

Resolved:

The Minutes of the Meeting held on the 9th May 2021 were confirmed and signed.
Proposed by Cllr Heidi Bennett, seconded by Cllr Marged Griffiths.

4. To Consider Matters Arising from the Council Meeting on 09th May 2021

The Clerk informed the Council that a number of attempts have been made to contact the bank with the Chair but they have requested everything to be placed in writing.

The Clerk updated the Council that information was sent to Barry Smith in Bridgend requesting if they would provide us with further legal advice but noted they are unable to help due to the speciality of the advice.

Resolved:

The Council accepted the recommendation that no further advice should be sought regarding the Audit Wales report.

The Council agreed that the Clerk sends all information necessary to the bank.

5. To Confirm and Sign Minutes of the Council Annual Meeting Meeting held on 11th May 2021

Resolved:

The Minutes of the Meeting held on the 11th May 2021 were confirmed and signed

6. To Confirm and Sign Minutes of the Council Meeting held on 11th May 2021

Resolved:

The Minutes of the Meeting held on the 11th May 2021 were confirmed and signed

7. To Consider Matters Arising from the Council Meeting on 11th May 2021

There were no matters arising from the minutes

8. To receive Reports from Community Associations

Member of the public Geoff Bushell informed the Council that the Aberkenfig and Tondu Community Association are in favour of the 5g mast that is to be placed in Pentre Felin. 5g mast at pentre felin.

9. To receive questions or comments from Members of the Public

There were no questions from members of the public.

10. To receive BCBC Members Reports

(a) Cllr Altaf Hussain

Cllr Altaf Hussain was unable to attend.

(b) Cllr James Radcliffe

Cllr James Radcliffe requested that Councillor have a look at the current LDP plan for Bridgend.

Resolved:

LDP to be placed on next month's agenda.

11. To receive Maintenance Group Report

Resolved:

The Clerk to clarify the following: what responsibilities the Council has, what the Council has done in the past, how much it has cost the Council previously.

12. To Review Standing Orders

The Council agreed to continue to update its Standing Orders with a reduced Councillor numbers. Stuart Baldwin kindly offered his support to update this Council's Standing Orders as a member of the public.

Resolved:

It was agreed that a working group is to be created to update the Standing Orders.

13. To Confirm a Casual Councillor Vacancy for the Pen Y Fai and Aberkenfig Ward.

The Clerk informed the Council that resignations had been received from Councillor Cllr Anne John, Cllr Malcolm John, Cllr Alex Marshall, Cllr Byron Jones, David Fowler.

Resolved:

A Casual Vacancy request has been sent to BCBC, once received a notice of vacancy will be advertised online and within the Council's notice board.

14. To receive report on the Pheasant Field

The Clerk provided the draft lease to King Davies. The Council awaits their report.

15. To Consider an Internal Auditor for 2020 - 21

The Clerk provided quotes from 2 internal auditors.

Kerry-Leigh Grabham
£450.00

SENTINEL
£410 plus VAT

Resolved:

The Council unanimously agreed to contract Kerry-Leigh Grabham to act as our internal Auditor for 2020 - 2021

16. Finance

(a) To receive an update regarding Audit preparations for Financial year 2020 - 2021

The Clerk informed the Council that he believed that all the necessary items are available for the Internal Auditors review.

(b) Accounts for payment

	£	Cheque Number
BHIB		
Public Liability Insurance 1st June 21 - 31 May 22	379.62	201812
Quarterly Reimbursements Clerk	99.60	201815
Quarterly Salary Clerk Salary	****	201813
Clerk Tax Contributions (Information sent to Chair and Assistant Chair)	****	201814

The Clerk noted that the Council only has one sitting Councillor who can now sign cheques. Due to information sourced from OneVoice Wales, the Council is unable to request previous Councillors to sign. The Council must wait until the Bank account mandate is updated before making any more payments. Due to this the Clerk noted that he is happy to wait until the bank mandate is updated to receive outstanding payments.

Resolved:

The Clerk noted that he is happy to wait until the bank mandate is updated to receive any outstanding payments due to him.

The Council unanimously agreed to pay the Clerk monthly as per his contract.

It was agreed that Cllr Marged Griffiths also be placed on the Councils bank account as a signatory.

(c) For decision - Pension Provider for NHCC

The Council discussed NEST and The Local Government Pension scheme. NEST required the Council to set up a direct debit to pay into a pension scheme. The Local Government Pension Scheme required a higher contribution than the Council agreed.

Resolved:

The Council agreed to use NEST as its pension provider and ensure a backdated pension contributions are provided to the start of the Clerks contract.

17. Correspondence

Japanese knotweed

A resident has raised her concerns regarding Japanese Knotweed at the woods. Email sent to full Council.

Cllr James Radcliffe

Proposed Traffic Regulation Order - A4063

Community Councillor

An interested member of the public emailed regarding current Councillor vacancy

Bridgend C.B.C Remittance Advice

£659.12 received for footpath maintenance

SLCC

Invoices for Books (£174.90), Membership (£154) Paid

Calon Hearts

Defibrillator (£1,300.00) Paid

Alex Marshall

Alex Marshall Attempted to contact the Bank to no avail.

Audit Solutions LTD

Unable to provide us with Audit quote.

Bridgend Town Council

Notified Bridgend Town Council that further dog bins are expected to be placed in the near future and requested they provide us an updated price.

Kerry Grabham

Audit Quote Provided.

Elections Bridgend

Election office notified the Clerk that the further vacancies must be noted with the next Council meeting and then the vacancies shall be advertised.

Graham Paul

Nathalie Morris requested NHCC information to process the Clerks quarterly salary. (Agreed May 21)

Mal John

Resignation

RCT Pension Fund

Information Stated above

Berry Smith

Information was sent to Barry Smith as they deal with employee disputes and they noted that they would look at the documents to see if they are able to advise. They have subsequently come back and stated they do not have the knowledge to help us with this matter.

18. To Consider Planning Applications

The Council noted the following applications made, with no objections:

P/21/310/FUL 38 Parkfields Penyfai Bridgend CF31 4NQ

Proposed first floor extension above existing garage and proposed porch

P/21/385/TPN Land next to Farm Foods Pentre Felin Retail Park Tondu CF32 9GP

Prior notification for proposed 20.0m Phase 8 Monopole with wraparound cabinet at base and associated ancillary works.

P/21/300/FUL Hillsboro Fountain Road Aberkenfig Bridgend CF32 0EW

Change of use from C3 to C2 young person's residential care home

19. To receive Reports from Councillors

Resolved

It was agreed that the Clerk follow up with Valleys to Coast regarding grounds maintenance at Protheroe Avenue.

The Clerk to retrieve an ordnance survey of the Rocks in Pen Y Fai and write to the Dunraven Estate.

Clerk to contact the local PCSO and ask if they would attend our meetings and or provide a report.

20. Any Other Business

There were no other business

There being no more business, the meeting closed at 20:53 p.m. The next meeting would be via video link, on Tuesday 13th July 2021.