

Minutes of a Meeting of the Newcastle Higher Community Council held by telephone conference via Zoom on Tuesday 9<sup>th</sup> March 2021 at 7.00 p.m.

Cllr Meryl Wilkins: Presided

Present (10)

Councillors Marged Griffiths, Dave Fowler, Mal John, Ann John, Phillip Lathey, Alex Marshall, Meryl Wilkins, James Radcliffe, Byron Jones and Heidi Bennett Member of the public Jane Gabbie and Claudette Evens

Clerk, John Richfield, Clerk appointed from October 2020, Adam Davies

1. Apologies

Apologies were received from Cllrs Altaf Hussian and Cllr Derrick Baker

The Clerk John received a call from Cllr Baker notifying him that he is unwell and intends on resigning from the Council due to ill health. The Clerk awaits a letter of resignation from him.

John added that Cllr Derik Baker has been a diligent and dedicated member of the Council with 34 years of service since 1987. The Council wished him well.

2. Written Declaration of Interest in Agenda items

Before the start of the meeting Council members made declarations of interest in agenda items on the form provided, as follows:

Cllr Meryl Wilkins made a declaration relating to her personal interest in the following subject; Parc Tondu street Names. Cllr Meryl Wilkins' full list of declarations of interests can be found on the Councils website.

3. Minutes of the Meeting held on the 9<sup>th</sup> February 2021

The Council received the following amendments:

Point 3: Minutes of the Meeting.

The meeting held on the 9th February 2021

Point 6. Maintenance committee should be stated as the Maintenance Group.

The Minutes of the Meeting held on the 9th February 2021 were confirmed and signed.

4. Matters Arising on the Minutes

Point 3:V2C garages:

An email was received from Valleys to Coast regarding the garages in Pen Y Fai. Valleys to Coast noted that a site meeting can take place once restrictions allow to discuss the dilapidated issue.

Point 5a: Active Travel:

Cllr Mal John updated the Council regarding Active Travel Route. Cllrs was not provided the link to the meeting so was unable to attend. A further meeting is to be arranged to discuss the concerns with the route between Pen Y Fai and Cefn Glas as it is deemed not a safe route.

Point 13. Correspondence:

Mr Phil Beaman has emailed the Council confirming that he has had a response from BCBC's legal department but has not provided this to the Council.

#### Public session

Although not on the Agenda, as stated within the Council's Standing Orders the public was invited to speak:

Claudette Evens, Cllr for Ynysawdre Community Council and member of the Tondu and Aberkenfig Community Association.

Claudette updated the Council regarding the Community Association's effort to arrange a safe crossing along Maesteg Road. Further concerns were raised regarding water runoff from Lidl in Tondu and the retail park. The Association has attempted to contact the management company but had no response.

Claudette thanked the Council for the bulbs that were planted.

The Council still awaits information regarding the defibrillator that has been arranged to be placed within the retail park. Suggested by Cllr Bennet that the Council look into further suppliers for the defibrillator.

Cllr Griffiths thanked those who are involved with the litter picking efforts and commended their efforts for keeping the Council wards clean and tidy.

#### 5. Reports from BCBC Members

##### a. Cllr Altaf Hussain

Cllr Altaf Hussain was unable to attend.

##### b. Cllr James Radcliffe

##### i. Aberkenfig Bowels Hall

It was reported a number of months ago that the gate near the Bowels Hall in Aberkenfig was locked during occasions. Cllr Radcliffe has received an unhelpful report noting that BCBC does not own the land and is unaware who does. Further investigation is needed.

##### ii. Gypsy and Traveller Accommodation assessment

Cllr Radcliffe had checked the assessment and informed the Council that there are no plans for additional travelers site within the wards but will inform the Council if anything further develops. A private site has been identified within Pen Y Fai but nothing further is currently being decided.

iii. Platform Mental Health

Cllr Radcliffe informs the Council that he now works as the head of public affairs at Platform a mental health charity. Councillors congratulated him on his appointment.

iv. The Rocks Pen Y Fai

Cllr Mal John requested Cllr Radcliffe with the absence of, Cllr Hussain, he was asked to attend a meeting at the Rocks to speak to Mr Beaman from BCBC regarding the Council's concerns that the owner is removing part of the wall and created access across the common to the back of the properties. The Chair, Cllr Wilkins was offered to attend the meeting.

v. Mount Pleasant

Cllr Marshall informed the Council that BCBC have contacted the owner of Munro's Mini busses located at Mount Pleasant to inform them that he is parking his vehicles illegally along the road. Cllr Radcliffe informed the Council that he is breaking planning regulations.

vi. Referrals.

Cllr Radcliffe offered to send referrals to BCBC while Borough Cllr Altaf Hussain is not available.

6. Report from Maintenance Group

Cllr Marshall followed on from his earlier comments regarding Munro's Mini busses located at Mount Pleasant noting that they are currently hearing up the road due to its steep incline, the Council is awaiting a response to this issue.

Following on from the previous comments regarding the active travel route. Cllr Marshall informed the Council that the route through Aberkenfig, Pen Y Fai to Cefn Glas due to the railway bridge it is a rat run making it very difficult for the route to be deemed as a safe route. A meeting will be arranged and other Councillors were invited to attend and voice their concerns.

It was reported by Cllr Mal John that the current CAT (Community Asset Transfer) is currently underway. Quotes have been provided to the Maintenance Group with the following figure being at the best value for the Council and recommended by the Group.

Contractor Mat Scott Quotes

13 grass cutting per year including litter picking at £2470 (£190 per visit)

Hedge cutting at £350

Totalling £2820

Nothing further has been done for Park Cavendish due to nothing being progressed at this time with BCBC.

The Council questioned why 3 quotes were not obtained and was informed that under the Councils Standing Orders, the Council should when considering contracts under £3,000 strive to get the best value for money. It was reported that 3 quotes were strived for but with no further companies able to quote for the full service or respond to the request.

Cllr Griffiths questioned if legal advice has been sought for the Councils contract from BCBC. The Clerk notified the Council that 3 quotes were attempted but only one received from King Davies with a Fee of £350 plus VAT.

It was decided that for the Council to agree this funding the quotes should be made available to the Council before a decision is made. The Council decided to defer this matter to the next Council Meeting. Proposed by Cllr Bennett and seconded by Cllr Radcliffe

Cllr Mal John provided the Council with an alternative costing £10,000 with the option of placing a container within the Pheasant Field with further costs to the Council for equipment.

#### 7. Christmas Lighting Update

No response has been received from BCBC regarding a quote for the Christmas lighting within the Pen Y Fai ward. A like for like quote has been requested from BCBC. The Clerk awaits a further response.

Councillors have been provided with a Christmas lighting brochure which shows the options available to the Council.

#### 8. Street Names (Parc Tondu)

Cllr Mal John requested the Clerk to get in touch with Llanmoor Homes requesting if the Council could suggest any street names. The working group met on Tuesday 2nd March and has come up with the following suggestions:

Pwll y glo  
Rhes Gas Gwent  
Clos Gâtiau wyn  
Llidiart wen  
pont coed / Pont Gwyn  
Olwyn Ddŵr  
Heol Parc Tondu / Heol Parc slip  
Clos Barics Clos gweryll.

It was suggested by Cllr Marged Griffiths that we post on Social Media requesting any suggestions from the Community, no further information was received from this effort.

Cllr Mal John passed on his thanks to those who were able to attend the Sub meeting. Further names were suggested from Claudette Evens for consideration.

It was proposed by Cllr Griffiths that we send the names to Llanmoor Homes seconded by Cllr Ann John.

#### 9. Summer Play Scheme

An email was received from BCBC enquiring if the Council would be happy to participate with funding a summer plan scheme 2021. No costings or obligations were suggested with the email. The Council discussed the Council does have the funds if it chooses to go into its reserve funds that may be used to pay for this scheme. The Council noted that it is happy to participate with the scheme depending on costs.

#### 10. Clerk Contact

The Clerk confirmed to the Council that the Clerks contract is now awaiting the Chair to be well for it to be signed. Councillors were informed that this payment is classed as income and should be placed on their self assessment tax returns.

#### 11. Finance

##### a. Remuneration payments

Unless provided in writing Councillors were provided their remuneration payments of £150.

##### b. Accounts for payment

		£	
RHAG other half of Mal John's Chairs allowance	(Rhieni dros Addysg Gymraeg)	300	201777
Planning Aid Wales	(Clerk's Training)	30	201778
One Voice Wales	(Training HB MG)	60	201779
Centregreat	(Christmas Lights)	60	201779
Floodlighting and electrical LTD	(Christmas Lights takedown)	528	201796
Councillors Allowances	(Remunerations)	150 each	
Clerk reimbursements for the last quarter			
Adam		62.76	
John		189.54	

It was reported to the Council by our guest Jane Gebbie that Clerk salaries must not be visible to the public and should be provided to the Council separately from the publicly available minutes.

## 12. Correspondence

### 1. One Voice Wales - Bridgend/Cardiff/Vale Area Committee

Email received from One Voice Wales noting that the next meeting will take place remotely at 7pm on Monday 19th April 2021

### 2. Consultation on future use of Glanrhyd Church

Email received from Cllr Bennett referring to the change of use for Glanrhyd Church and a subsequent meeting for the community to attend.

### 3. Centregreat

An invoice received from Centregreat for Christmas lighting, to the value of £3,306.00.

### 4. Suspicious Vehicle

Email from Cllr Lathey informing the Council that this email is recorded for future reference.

### 5. Clerk's induction and training

Cllr Griffiths provided the chair and clerk with suggestions which included email contacts, lone worker policy and pre employment checks.

### 6. Clerk's Contract

The Clerk provided Cllr Hussain the final version of the new Clerks contract.

### 7. One Voice Wales

Invoice totaling £60 for Cllr Heidi Bennett attending The Council as an Employer Module 3 and Cllr Marged Griffiths attendance Code of Conduct Module 9

### 8. Clerk

An email was sent to Cllr Hussain and Cllr Griffiths with the Clerks passport image proving the clerks right to work in the UK.

### 9. One Voice Wales

Forward email from Independent Remuneration Panel for Wales requesting individual councillors to provide feedback on undertaking a review of the framework for the remuneration of community and town councils.

### 10. Clerk

A lone working guide was provided to the clerk for reference

### 11. Aberkenfig allotment association

A letter was sent via email to a number of allotment holders to make payment for their annual rent payment. Further letters were sent to the members unable to be contacted via email.

### 12. Clear Data

Clear Data provided a quote of £495 excluding VAT for Scanning the Councils documents into a digital format. The quote was per box and is subject to what it includes.

### 13. BCBC

BCBC is seeking to indicate interest or intent in supporting the Summer 2021 potential activity programme.

### 14. Active Travel route in Pen y Fai area

Cllr Alex Marshall copied the Council into a conversation with Cllr Hussain and Cllr John regarding his concerns regarding the Active Travel Route within Pen Y Fai.

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15. Mountpleasant Aberkenfig

Cllr Alex Marshall informed the Council that a resident of Mountpleasant raised her concerns about the people living at The Moulders Aberkenfig, who run a taxi firm from their property. Cllr James Radcliffe and the Council contacted BCBC making them aware of the concerns

16. BCBC

An email from BCBC noting that a Code of Conduct training course is set for anyone to attend on the 30 March 2021

17. Llanmoor Homes

In response to the Council request to suggest street names at Parc Tondu. Mr Tim Gray for any progress. He was notified that a meeting is taking place on the 2nd March with the Council responding a week later.

18. Playground Inspections Sheets

The Clerk of Milton Parish Council provided the clerk with a playground inspection sheet that we may want to adapt for our Councils use.

19. Safety concern

It was reported to the Clerk that the clips holding up the old school signs along Bridgend road look brittle and as such may fall on a bypasser. This information was passed onto BCBC.

20. Penyfai Rock Cottage

Mr Beaman informed the Council that BCBC have had the relevant information from my BCBC's colleagues in the Legal Section. Mr Beaman has arranged to visit the common week commencing 8th March 2021. The clerk has requested information regarding the outcome and not had a response.

21. Clerk (John)

An email was sent to cariad asking if it has agreed funds to enable supply of a defibrillator in Tondu

22. Planning Aid Wales

An invoice was received to the value of £30 for the Clerk to attend training called Planning Applications - Advanced workshop for the 01/03/21.

23. Parc Tondu Names

Cllr John provided suggestions brought up during the working group meeting.

24. Pen-Y-Fai Scout and Guide Hall

A response was received from Pen-Y-Fai Scout and Guide Hall informing the Council that they have every intention that the hall is available for community use once covid 19 restrictions allow.

25. Westcotec

A conversation with Westcotec confirmed that the Council speed lights within Pen Y Fai are under warranty for 6 years upto the 19th June 2025. The Clerk has contacted Centregreat and they have offered to look at the lights to check if it is a wiring problem or a unit problem and I await a response.

Point 2: The Clerk, Cllr John, Cllr Griffiths and Cllr Bennett attended a meeting regarding Glanrhyd Church. This meeting informed the Council and other interesting parties the prospect of opening up the Church and allowing outside organizations utilize its facilities for community and mental health usage.

The Clerk informed the Council that letters via email and post have been sent to allotment holders in readiness to pay their allotment rent for 2021 - 2022 financial year. Some cheques have already been received by the Clerk and further payments were offered by bank transfer.

Pen Y Fai Scott Hall has been in touch with the Council confirming its commitment to be available for all within the community but awaits Covid regulation to allow it to reopen. Cllr Mal John acquired a copy of the deed and welcome councillors to look at the document if they wish.

### 13. Planning Applications

There were none.

### 14. Reports from Councillors

The Council discussed its concerns regarding the road system at the junction going up to Maesteg Road. The Council was made aware that this issue has already been raised with BCBC at the planning stage. Claudette informed the Council that the new link road is under construction but has information that it will not be complete until 135 houses are built. Cllr Radcliffe was requested to look into how many properties were to be built prior to the new road being completed, he confirmed that a request has been put in.

Cllr Wilkins reported that a sign has been illegally placed at Heol Tyn-Y-Garn and Pen Y Heol. Cllr Bennett suggested that these be reported immediately to BCBC for removal.

Cllr Mal John reported that Ynysawdre Community Council has recently procured and placed new name signs. It was reported on social media that our Council may want to look into this option for our wards.

Cllr Fowler enquired if any further update has been received regarding larger dog bin in Pentre Felin due to it overflowing often. The maintenance group is awaiting an invoice from the previous company prior to arranging the procurement of further bins. The Clerk suggested that any further issues with overflowing bins please inform the Clerk and he will pass the details on.

Cllr Bennett informed the Council that the grit bin at Sandra's Shop is for the community and is not the responsibility of the shop owners. Cllr Bennett has been in contact with BCBC regarding a fence at Cavendish Park that is falling down as it is considered dangerous.

Cllr Griffiths informed the Council that along Pen Y Fai road under motorway a no access sign is rotten. Cllr Griffiths agreed to send a photo to the Clerk to report to BCBC for repair.

### 15. Reports from Community Associations

Cllr Griffiths as part of Pen Y Fai Community Association informed the Council that the Association is intending on arranging a survey for the community and also arranging similar arrangements as Aberkenfig and Tondu Association regarding litter picking perversions.



16. Any Other Business

The Council would like to thank the outgoing Clerk John for his support and years of service to the Council. We all wish him the best of luck in his future endeavors.

John the clerk wishes the Council well in its future.

There being no more business, the meeting closed at 20:59 p.m. The next meeting would be via video link, on Tuesday 13th April 2021.