**MINUTES OF THE ORDINARY MEETING OF THE FULL COUNCIL**

**HELD AT ABERKENFIG WELFARE HALL ON THE 13TH OF JUNE 2023**

**PRESIDING: CLLR M FLANAGAN**

**PRESENT: CLLR H BENNET CLLR J GEBBIE**

**CLLR S BARKER CLLR S BOTTERILL**

**CLLR G HEWITT CLLR G BROWN**

**CLLR B MORGAN CLLR D HOPKINS**

**IN ATTENDANCE: MX C WILLCOX (LOCUM CLERK)**

**FIVE MEMBERS OF THE PUBLIC**

**33/24 To receive apologies for absence**

Apologies were received from Cllrs Kemble and Griffiths.

**34/24 To receive questions and observations from the public (10 mins)**

Members of the public addressed the council on concerns regarding police or PCSO attendance at Council meetings. The Chair advised that the police had an open invitation to meetings and that attendance depended on workload. It was noted that schemes such as ‘cuppa with a copper’ had been successful in other areas.

**35/24 Declarations of interest in accordance with section 51 of the local government act 2000. Any interests to be declared as items arise through the meeting**

Cllr Bennet advised Members of a declaration of interest in matters pertaining to planning applications and the PVCA. Cllr Gebbie advised Members of a declaration of interest in matters pertaining to BCBC policy.

**36/24 To approve as a correct record thereof minutes of the AGM held on the 9th of May 2023**

**37/24 To approve as a correct record thereof Minutes of the Full Council Meeting held on the 9th of May 2023**

The locum Clerk advised Members that the Minutes had not been circulated with the Agenda as they had previously thought and that due to some confusion with email addresses and access, these hadn’t been sent to Members for consideration. These items would be deferred until the next Full Council meeting.

**38/24 To consider matters arising from the Full Council Meeting held on the 9th of May 2023**

The Clerk advised that the Minutes had not been seen by Councillors for this meeting but that there did not appear to be any matters arising from the Full Council meeting held in May. This item could be brought back to the agenda for July 2023.

**39/24 To receive reports from Community Association representatives**

A verbal update was provided by Association representatives regarding Tondu and Aberkenfig. It was reported that there was strong interest in the progress of hanging baskets in the area, and there was interest in the maintenance of the grounds of The Square. Suggestions were made as to the collaboration between the community council, BCBC, and the community. Concerns were raised regarding the conditions of paved walking areas in Aberkenfig and surrounding areas. Cllr Gebbie requested that the representatives contact her via BCBC so that she could escalate the issues with the teams there.

Members were also advised that a letter had been written to Lan Mor regarding concerns with dust, noise, and discharged water. The representative was advised that the planning team had been contacted.

Cllr Bennet noted that a lot of contact had been received via social media regarding councillor availability and reminded all present that Members and members of the public could contact Cllr Bennet and Cllr Gebbie as both members of NHCC and BCBC.

PVCA advised that warm hubs had understandably closed for the summer season.

**40/24 To consider allotments update and review**

Members were advised that a meeting would be held for this item in due course and good communications were open between members. The two issues that were of most concern presently were instances of knotweed growth and the existence of asbestos.

**ACTION:** To investigate BCBC plan regarding knotweed growth

**ACTION:** To seek quotes for the removal of asbestos and to bring it back for July 2023 meeting.

**ACTION:** To add an agenda item to the September Full Council meeting to conduct an allotment review.

**41/24 Approval of accounts payable and financial update**

1. **To note bank reconciliation summary**

There was no bank reconciliation summary

1. **To approve a list of payments made and to be made**

**Items Paid:**

|  |  |  |
| --- | --- | --- |
| **BHIB** | **Council Insurance** | **£495.05** |
| **Scribe** | **Account Software** | **£414.72** |
| **AABC** |  | **£204.00** |
| **Clerk Expenses** | **DBS Check** | **£18.00** |

**Items To Pay:**

|  |  |  |
| --- | --- | --- |
| **ICO** | **Membership Fee** | **£35.00** |
| **Crown Garden Services** | **As per Contract** | **£108.80** |

It was proposed, seconded and **RESOLVED** to approve the list of payments above.

**ACTION:** To send Members the contract for Crown Garden Services.

1. **To approve a list of receipts received**

There were no receipts received for approval.

1. **To review and approve if necessary Audit Papers including Annual Return (AGAR)**

The Clerk advised that the Internal Auditor was expecting bank statements to confirm the data matched the AGAR data from the accounts package. These would be supplied to the Internal Auditor in due course.

**42/24 Consideration of planning applications for response to BCBC**

1. **Planning Application No.: P/23/192/ FUL Applicant: Mr E Evans Location: 4 New Cottages Pen-y-fai Bridgend CF31 4LX Proposal: Detached 2 bedroom house [amended proposal and application type]**

There were no observations.

**43/24 To receive Members’ reports**

Cllr Gebbie updated Members on matters regarding SRS concerns dealt with. She asked that reports of speeding and parking concerns be raised with the police.

Cllr. Bennet advised that new model Standing Orders had been received and suggested a Finance and Audit Committee meeting to start processing.

Cllr Brown advised that defib training had been sourced and that funding a venue was the next step for the programme. He had also sourced a donor for flowers and plants at Aberkenfig Square and it was agreed to move the item to the Maintenance Committee along with a delegated spend. Cllr Brown relayed strong concerns that the money for the hanging baskets had been allocated but that the project wasn’t being progressed.

It was proposed, seconded and **RESOLVED** that the Community Council fund a venue and refreshments at a cost of no more than £100.

It was proposed, seconded and **RESOLVED** that the Maintenance Committee be delegated a budget of £500 to spend on Aberkenfig Square works.

Cllr Hopkins responded to concerns regarding the hanging baskets with an update on the progress to date and the installation date of the coming week.

Cllr Hopkins advised Members on cutting practices at the Pheasant Field and was currently trying to obtain costs and options for dealing with cuttings. Maintenance options for the trees at Pleasant View were discussed along with a quote. The locum Clerk advised that the quotes should now go to the recently employed Clerk to be progressed.

Cllr Hopkins also advised Members that the noticeboard needed to be installed and that the Clerk would be contacted when secure in position.

**44/24 To receive updates from Borough Councillors**

Cllr Bennet provided a verbal update regarding the new website and the task of now transferring information over. The new Clerk would be passed the login details and would start working with this new website shortly.

Cllr Gebbie raised awareness of sewerage release into riverways for information and noted by the council. She explained that some delays in planning applications would be expected as staff were covering the new 20 mph speed limit conversions.

Cllr Gebbie also encouraged all present to engage with any opportunities to contribute to the survey and feedback procedures of the local health board.

Cllr Gebbie wished to thank Cllr Bennet for her hard work during the Council’s period without a Clerk. This was echoed by other Members.

**45/24 To consider correspondence**

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

Cllr Brown raised concerns that certificates hadn’t been received from the One Voice Wales training that had been attended. The locum Clerk advised that this would be taken up with One Voice Wales on their behalf.

**ACTION:** Write to One Voice Wales to enquire as to certification.

**46/24 To receive South Wales Police report (for information)**

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

**47/24 To consider the date of the next Committee meetings**

The Maintenance Committee hoped to hold their next meeting on the 4th of July 2023. Other meetings would be called in due course by the incoming Clerk.

**48/24 To confirm the date of the next meeting**

The date of the next Full Council meeting was confirmed as Tuesday the 11th of July 2023.