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| **CYNGOR CYMUNED TREGOLWYN**  **COLWINSTON COMMUNITY COUNCIL**  **MINUTES of ORDINARY MEETING**  Minutes of the meeting held on Monday 27th January 2025 at 7:00PM in Colwinston Village Hall. | | |
|  | | **Action** |
| **1.** | **Attendance:** The following members were present: Cllr’s G.Jones (Chairman), H.Thomas (Deputy Chairman), C. Nightingale, K.Jacobs, E.Lewis, B Morris, C.Hadley,  Also present: J.Egan (Clerk) and two members of the public.  **Apologies:** VoGC Cllr C.Cave, PCSO A.Stone; |  |
| **2.** | **Declaration of Members’ Interests** in the business to be discussed: None |  |
| **3.** | **The minutes of the ordinary meeting** held on 16th December 2024 were received and agreed for accuracy, proposed by Cllr B.Morris and seconded by Cllr K.Jacobs and agreed by all. |  |
| **4.** | **Matters arising** from minutes of meeting on 16th December 2024.The Council agreed:   * The matters in Items 9 (E), 10, 11, 12 are addressed in the agenda. * Item 4 (5): The Van parking at the junction of Coed Masarnen was covered in the November 24 minutes under Item 4. The matter is now being handled by the police, alongside PCSO A.Stone. In recent days it appears the van now parks in the owners grounds and it is understood that the parking problem has been resolved. * Item 4 (15): The Clerk has circulated the details related to ownership of the Village Green, provided by VoGC Legal Services. The details included the VG15 document and the associated map which identifies the area within the Village Green (Formerly School Green), which completes the Certificate of Ownership for the Village Green. These documents together with the original email from VoGC have been secured in the Cardiff Archive as required by CCC. * Item 7. The Clerk has organised with the Chairman of the Village Hall Group for a meeting with a CCC sub-group (Cllr’s G.Jones, C.Hadley and E.Lewis). The Village Hall Group will also have three members at the meeting on the 10thFebruary at 7pm in the Village Hall. The meeting is primarily to agree a position on best outcomes for the hall including the roof repairs and the future ownership of the hall. Prior to organising a joint meeting with the VoGC to discuss the roof and future proposals for the hall. |  |
| **5.** | **Village Newsletter**  Rhian Clever was invited to the meeting to discuss potential financial support from CCC towards the printing of the Village Newsletter.  Cllr Nightingale, gave some background explaining that following the recent printing of the Village Newsletter, there had been very strong supporting feedback from the Colwinston community, the feedback on facebook represented a range of ages.  Rhian Clever explained that the Newsletter was trying to engage all groups within the village, including young families, new members of the village etc’. There was also a wish to involve the farming community and dog walkers etc’.  Cllr Jacobs was in support of the printed version of the Newsletter but also asked if there would be digital versions available, as preferred by some people. Cllr Jacobs was also mindful of the environmental and sustainability issues associated with the use of paper. Rhian said yes, the digital version would be available as it was in the past and she was conscious of the environmental issues.  Cllr Jones explained that the Newsletter was pushing against an open door when seeking help. Then Rhian explained that there were 220 copies per month and printing was 5p per sheet, with 10 productions per year. The estimated cost of printing would be £350 per year.  At this point support to fund the cost of printing was discussed. It was then proposed by Cllr Hadley and seconded by Cllr Morris that the Council would set aside £600 to allow for any increased costs as time progresses, this was agreed by the Council. |  |
| **6.** | **Community Police Matters:** PCSO A.Stone was unable to attend but sent a written report, as follows:  There was 1 crime to report since the last meeting in December 2024.    **JANUARY, 2025:**    Damage to Vehicles – Colwinston area |  |
| **7.** | **Public Question Time:** There was one member of public present at this time in the meeting, and two matters was raised:   * It was noted that a rubbish bin had been removed from outside the School, leaving only one bin in that area, this was considered a problem given the level of rubbish normally left in the two bins. Cllr Jones agreed, but explained that the VoGC had stated in writing that the number bins in the area would be reduced, as a resource saving measure. * The Council was asked if there had been reports related to the speed of the village internet and also some buzzing on telephone receivers. It was agreed that others had noted that the internet was slow in responding at times. A report had been made to Openreach about the subject. |  |
| **8.** | **Vale of Glamorgan Matters:**  **The VoGC January 2025 Report** had been sent to the Council by VoGC Cllr C.Cave and circulated to members prior to the meeting. Member were asked to note the following matters on page 2 of the report, there were no questions raised.   * Colwinston/Llangan/Llandow – Local Democracy Boundary Commission review of Town and Community Councils– letter of objection sent – press briefed on issue – response from the minister has not yet been received – ongoing * Colwinston – Adoption of The Vines– ongoing * Colwinston – Village Hall roof repairs and possible transfer of assets – questions around costings raised at full council – see: <https://www.youtube.com/watch?v=yC1iea5tSdk> questions section. - ongoing * Colwinston – Speed limit requested in the area of the Old Ford – VoG rejected request - ongoing * Colwinston – Old ford – signage – request made to VoG for advice - ongoing * Colwinston – Coffin Stile – appeal dismissed, and applicant required to reinstate - ongoing * Colwinston – Section 106 money – “Thankful Village” Benches – completed * Colwinston – Request for VoG to clean the pond – ongoing. * Colwinston – Matters raised regarding the LDP, the Planning webpage contains a link to the RLDP and the relevant documents/stages so far, and it contains this statement. *The inclusion of a site in the Candidate Site Register does not infer that it will be allocated within the emerging RLDP, nor does it imply any preference of the Local Planning Authority regarding its merits. This register is not a public consultation document; merely a statement of fact of all the candidate sites which have been submitted at this stage.* Link below: <https://www.valeofglamorgan.gov.uk/en/living/planning_and_building_control/Planning/planning_policy/RLDP/Candidate-Sites.aspx> * Colwinston – Drainage issue – raised with VoG - ongoing * Llangan/Colwinston/Llandow issues raised with Rob Thomas regarding the re-banding of homes in the ward – ongoing * Llangan/Colwinston/Llandow – Issues raised by members of the public in Treoes regarding GreenLinks Service – ongoing   **Therapeutic Wellbeing:** The subject was not discussed, it was agreed to wait until Cllr Cave was available to give more details at the next meeting.  **Car Park (Back of St Micheal’s Church)** The car that is covered still remains on site. This is an action for VoGC.  At the December 24 meeting, Cllr C,Cave reported that the Village Hall had been raised in questions at VoGC meetings. The questions related to an over-estimate for repair of the Village Hall roof. This matter is on-going. | **CC**  **CC** |
| **9.** | **Reports of Council’s Representatives on Outside Bodies:** None |  |
| **10.** | **Finance:** The following matters were discussed at the meeting:   * **Precept 2025/26**   Email (30.12.24) from Andrew Saunders Exchequer Manager / Financial Services VoGC, advising that a budget increase sets the Colwinston levy at £53.64 for the 25/26 financial year which (because of the increase in the Council Tax Base) would provide a 2.08% increase on the levy itself. It is expected that the planned 4% increase as requested will be provided for 25/26. The meeting agreed to wait for the outcome which is expected on 14.02.25.     * **Appointment of New Auditor**   Following the retirement of the CCC Auditor, Mr.Hywel Davies it was agreed in the December 24 meeting that a new auditor should be appointed prior to the 24/25 Audit, and a report would be provided for this meeting. The report is presented as a proposal after research by the Council Chairman and Clerk and following discussions with other Town and Community Councils regarding potential candidates.  One of the recommended auditors was Mr Robin Charlton, who is the current Auditor to Landow Community Council.  Mr Robin Charlton attended a meeting with the Cllr’s G.Jones and B.Morris (CCC Chairman and RFO respectively) and it was noted that he has appropriate qualifications and experience and was recommended by Llandow Community Council.  Following discussions in the CCC meeting, Mr Charlton was proposed by Cllr B.Morris and seconded by Cllr G.Jones and agreed by all. The Clerk will contact Mr Charlton and advise him of his successful appointment.  The fee for the 24/25 audit has been agreed at £100, with an agreement that if an extra fee for additional work was required that would be considered.     * **The bank reconciliation** at 31.12.24 was presented and approved.  |  |  |  | | --- | --- | --- | | **Bank Reconciliation for December 2024** |  |  | |  |  |  | | **Bank Balance as at 1st December 2024** |  | **3,200.78** | | **Income Received** |  |  | | Vale of Glamorgan |  | **6621.00** | | **Total** | | **9,821.78** | |  |  |  | | **Payments Made** |  |  | | 2nd December British Legion | 50.00 |  | | 6th December Church grounds | 500.00 |  | | 10th December Training one voice wales | 40.00 |  | | 17th December Ann. Allowance C Nightingal | e 156.00 |  | | 17th December Ann. Allowance E Lewis | 156.00 |  | | 17th December Defibb4life | 252.00 |  | | 17th December Ann. Allowance G B Morris | 156.00 |  | | 17th December Ann. Allowance C Hadley | 156.00 |  | | 17th December Ann. Allowance G Jones | 156.00 |  | | 17th December Allowance R Cronin | 78.00 |  | | Total Payments |  | **1,700.00** | |  |  |  | | Bank Balance as at 31st December 2024 |  | **8,121.78** | |  |  |  | | Certified Accurate |  |  | | Signature |  |  | | Position |  |  | | **Date** |  |  |   **C. Payments Authorised and Agreed by Council:** The Council have agreed the following payments:   * Email (27.01.25) Via Cllr C.Hadley. Two invoices were presented for two pieces of work by Richard Morgan. The work in Colwinston Woodland.in January 2025, involved 2 men x 2 days on both occasions. * 8th and 9th January 25: Cost £560.00 * 21st and 22nd January 25: Cost £560.00 Total due = £1120.00      * Invoice for payroll services for October 24 to March 25: Total: £60.00. Previously agreed in November 24 but was unpaid. * £40 was agreed to provide a software back-up system for the laptop used by the Clerk. * £533.77 was agreed to be paid to VoGC to complete the installation of slabs in front of benches by the Old Ford (see Item 13).   **Donations via Section 137:**   * The Council have agreed to support the printing of the Village Newsletter, setting aside £600 and the figure will be reviewed on a regular basis (see Item 5). Payments to be made against invoices from the printers. * £50 donation was agreed to provide a charitable gift to a person from the village for their services to the community | **Clk** |
| **11.** | **Council Matters**   * For Note and Record: The Review of Senedd Constituencies was covered in an exchange of emails between members. All members were invited to contribute to a formal view on the Senedd proposals, before a shared Council view was formalised. This formal view has been submitted to the Senedd on behalf of the Council. * Insurance Cover and Contractor Appointment   Following the discussion in November 24, the Clerk explained that communications with other local community and town councils were on going. The Clerk wishes to assess what similar councils have in place regarding procurement of contractor services. It was felt that the pre-information requested from contractors before they are accepted as a Council contractor should be appropriate. The Clerk explained that by examining other councils procedures, then the balance could be achieved between the need of contractors and ensuring due diligence for the Council. It was agreed to keep the matter open until the next meeting. Cllr Jones suggested LLandow Community Council may be helpful, the Clerk will report back in February.   * OVW Survey of Member Councils and engagement with Area Committees. The survey was circulated to members prior to the meeting. It was agreed that anyone wishing detailed information can contact the Clerk by email. * Local Policy and Innovation Partnership (LPIP) for Rural Wales. Aberystwyth University Email (15.01.25) via OVW. The Clerk raised this for information and invited members to contribute if they wished. | **Clk** |
| **12.** | **Village Maintenance Reports**  **Village Memorial:**  The council had agreed (see November 24 minutes) to clean the memorial stone and replace the large plaque, both actions are required to refurbish the Village Memorial. Two quotes have been received:   1. South Wales Monuments 2. Mossfords of Porthcawl   **Cleaning of Memorial Stone:** Both companies offered the same solution to clean the stone, they would both employ a steam cleaner (The Doff System), they felt pressure cleaning or chemicals were inappropriate.  South Wales Monuments: £2,086.49 + VAT  Mossfords: £1,445.94 + VAT  **Removing the Plaque and Replacing with Black Granite Plaque**  South Wales Monuments: £1,011.53 + VAT  Mossfords: £2,679.12 + VAT  **Removing and Replacing Small Plaque with Black Granite Plaque**  South Wales Monuments: £389.72 + VAT  The Council agreed that the Clerk will seek the most cost effective solution , either the two tasks are undertaken separately according to lowest quote or South Wales Monuments should complete the work and they would agree the figure at £3,717.63 inclusive of VAT. It was also agreed that the small plaque (A Thankful Village) would not be replaced.  The Council agreed that the plaque wording would be replaced on a like-for-like basis.  The Clerk will organise this work and finalise with Cllr G.Jones.  **Sunnybank work up date**:   1. The work is still to be completed, Cllr Jones asked Cllr Hadley to ask Richard Morgan for a quote for the work.   **Refurbishment of Old Bench from Village Green**  It was agreed in November 24 meeting that a bench from the Village Green would be refurbished, the contractor selected is unable to complete the work and agreeing a new contractor is on-going. |  |
|  | **Clk**  **CH**  **EL** |
| **13.** | **Old Ford Project**  The woodland adjacent to the Old Ford area has some projects to complete:   1. **Pathways and New Play Area**   Cllr E.Lewis reported that the removal of further large trees in the woodland area is an on-going part of the development. In Email’s (07.01.25 & 12.01.25) and in the meeting, Cllr Lewis also reported that Cardiff Conservation Volunteers (CCV) were working in the woodland on the 12th January. They cleared an area of woodland, removing small trees and low branches, stacking these ready for chipping, to be used on paths and the play area. The Old Ford Project Group also require chips for the wild flower area. A second CCV visit was planned for the 26thJanuary but had to be cancelled because of poor weather. Another CCV visit is planned for the 2nd February and then they will return in October 25.  Previous waste branches etc’ had been chipped for the footpaths and classroom area in early January by Richard Morgan, as agreed in November meeting. Richard Morgan also cleared the CCV materials on 21st and 22nd January.   1. **Benches in the Old Ford Area**:   Cllr Lewis reported that the slabs to be installed in front of the benches had been discussed with VoGC who would supply and install the slabs at a total cost of £1054.18. The Section 106 funds has a remaining balance of £520.41, leavinga shortfall of £533.77 to be met by CCC.  The meeting discussed the funding of the remaining work and it was proposed by Cllr G.Jones, that the Council should meet the shortfall (£533.77), this was seconded by Cllr B.Morris and agreed by all members.  Cllr Lewis also reported that the VoGC had kindly cleared the pond and that the Project Group (Pam Haines) said that the Bridge across the stream is due for installation at the end of the month.   1. **Signs for the woodland area:**  * **NFW Signs in the woodland:**   The NFW status provides some free signs for the woodland but the CC has to erect them. Cllr Lewis was in consultation with a company, Matrix Social Firms, appointed and funded by NFW to produce all signs for the woodland area. The signs would contain information provided by The National Forest of Wales. The signs are still being developed and would have no impact on drivers passing on the road. Cllr Lewis will keep the Council informed and he will pass the Clerks details to both bodies involved with the signs, so the Clerk would be a point of contact.  .   * **Other works (Discussed previously in December 24 meeting):**     In the December 24 meeting, The Council considered providing signs in the woodland area and near waterways. In response to a request from CCC, an Email (13.01.25) from VoGC Cllr C.Cave stated that VoGC were not supportive of CCC erecting its own road signs concerning children in the area. The Vale had concerns about the signs not meeting regulations and potential distraction of drivers.  In the December meeting CCC also discussed closing off ends of pipes/culverts in Old Ford Area. In discussion with VoGC Cllr C.Cave it was agreed that pipes running parallel with the road and under the road in the Old Ford area, were to be investigated by VoGC to prevent entry by children/pets. In response, Email (13.01.25) as above, the VoGC said they were not in a position to consider fitting such grills at present and named resources as an issue.    The Council in discussion agreed that they will not install traffic signs and they were not in a position to undertake the installation of any grills, as they have no responsibility for this work. | **EL**  **EL** |
| **14.** | **Correspondence**  All relevant correspondence received by the Clerk has been forwarded to members during the period covered by this report. All members may request a discussion on related issues. The points raised included:  No points were raised. |  |
| **15.** | **Planning Matters – Update on Current Applications**  **Town and Country Planning Act, 1990 (as amended) or**  **Historic Environment (Wales) Act 2023**  **Planning Application No. 2024/01110/FUL (DE)**  **Location : Penlan Cottage, Church Lane, Colwinston**  **Proposal :** Re-render chimney in similar colour to current render. Section of roof to the North and East of the chimney (1/6 of roof area) in need of repair. This section of roof is to be felted. the removed slates are to be reapplied, and any loss made up with matching reclaimed Welsh slate, like for like. Propose inserting two more Velux centre-hinged roof lights, situated on the roof section NE of chimney. The windows are to be inserted into the NE section of roof. The windows, if permitted, will be retrospectively frosted with adhesive film, to enhance privacy for the benefit of ourselves, and overviewing neighbour.  Members were circulated with the planning application prior to the meeting, and no objections raised. The Clerk will report this to the VoGC.  The meeting also briefly discussed the RDLP Review Document It was agreed that while there were sites listed and shown in the document, the January 25 Report from VoGC Cllr C.Cave had explained the basis of the listing (see Item 8). Cllr Hadley also said he had talks with Cllr Cave, who was taking the matter forward in the VoGC and will report any changes. | **CLK** |
| **16.** | **AOB:** None was raised. |  |
| **17.** | **Date & Time of next meeting:** Monday 17th February 2025, at 7pm  The meeting closed at 8.45 pm. |  |