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| **CYNGOR CYMUNED TREGOLWYN**  **COLWINSTON COMMUNITY COUNCIL**  **MINUTES of ORDINARY MEETING**  Minutes of the meeting held on Monday 15th July 2024 at 7:00PM in Colwinston Village Hall. | |
| **1.** | **Attendance:** The following members were present: Cllr’s G.Jones (Chairman), H.Thomas (Deputy Chairman), B Morris, C.Hadley, Ed Lewis.  Also present: J.Egan (Clerk), Pam Haines (Chairwoman, Old Ford Volunteers Group).  **Apologies:** PCSO A.Stone, VoGC Cllr C.Cave, Cllr’s C. Nightingale and R.Cronin. |
| **2.** | **Declaration of Members’ Interests** in the business to be discussed: None |
| **3.** | **The minutes of the ordinary meeting** held on 17th June 2024 were received and agreed for accuracy and approved |
| **4.** | **Matters arising** from minutes of meeting on 17thJune 2024.The Council agreed:  That matters in Items 9, 10, 11(2), 12, 13, 15, 16 (2)(5), 18 (1)(2) are all addressed in the agenda.  Item 7: Decision from VoGC regarding Section 106 (Heol Cae Pwll) monies related to drop curbs, north side of St David’s School has not been approved. There is on-going discussion related to benches see Item 8.  Item 11: 1. The debit card is still in process.    Item 14: Cllr.E.Lewis reported that the case officer did not provide a rationale for declining the application for funding under TWIG as there could be no discussion until the General Election was complete. The Council determined not to pursue the matter.  Item 9: Funding of Old Ford Project is on the agenda and also reported from Financial Sub Committee.  Pam Haines attended the July meeting following an invite from the Clerk. |
| **5.** | **Old Ford Project Review**  In the financial years 2021/22 and 2022/23 the Council spent £36,496 developing the Old Ford area of which £19,999 was recovered in grant aid. Nevertheless, the commitment of £16,596 from Council resources is substantial. The Council have committed to £5,500 for year 24/25, with expenditure agreed of £350 for pond clearance, £900 grass cutting, £1600 for 4-days work from Cardiff Volunteers and £3400 for tree removal in the adjacent woodland. This already exceeds the budgeted sum.  The Council were pleased to welcome Pam Haines (Chair of the Old Ford Project Volunteer Group), who was invited to discuss the future maintenance and development of the Old Ford Area.  Cllr G.Jones explained that there were two things that impact the Council position regarding the Old Ford Area:   * Not receiving a TWIG grant * The future merging of CCC with two other councils, with only three representatives on a body of seven members.   It is therefore necessary to get arrangements in place for the Old Ford Project prior to the merger.  Pam Haines expressed her gratitude to the Council for inviting her to discuss this matter. Pam explained that the volunteer group were an incorporated association, with a great range of expertise and experience. The group support local learners etc. They were the beneficiaries of several grants, including £909 from the Local Nature Group, £500 from Welsh Water, £15,000 from the Strong Community Fund.  The grants were being used to provide a range of things in the Old Ford Area, planning includes a bridge (£3,000), benches and the SCGF project costs of £1440 for two hardwood benches and £1895 for bases.  Cllr C.Hadley asked about Council contribution of £5,000 / year and suggested that would pay for paths and benches etc’. A discussion followed about the Clapper Bridge grant, Cllr E.Lewis stated that this was separate funding and related to the bridge only.  The discussion switched to the left-hand side (leaving Colwinston) of the road, which is owned by VoGC Highways. Cllr Jones suggested that the project needed VoGC to give a formal agreement for the project work to be undertaken, but it was agreed with Cllr Lewis that VoGC had already provided written permission to work in that area.  The outcomes from the discussion:  The Old Ford Project Group want agreement from CCC to undertake their work, since CCC are the land owners.  CCC have asked the Project Group to provide ongoing proposals for development with projected costs in the September Ordinary Meeting. |
| **6.** | **Community Police Matters:** PCSO A.Stone reported that there were no crimes in the Colwinston area, during the period of this report. |
| **7.** | **Public Question Time:** One member of the public was present. No matters were raised. |
| **8.** | **Vale of Glamorgan Matters:**  The VoGC Report had been sent to the Council by VoGC Cllr C.Cave and circulated to members prior to the meeting. There were no questions raised about the report, but it was noted that on page 8 of the report:   * Village Hall repairs and transfer of assets * Section 106 monies with request for bench to reflect Colwinston “Thankful Village” status, which is ongoing.   A brief discussion related to the potential to use the Section 106 money for two or possibly three benches within the village. Potential sites included one adjacent to the memorial and another by the School. Cllr E.Lewis said he had looked at various styles of bench and the meeting agreed to details being circulated. |
| **9.** | **Reports of Council’s Representatives on Outside Bodies:** There were no reports to present. |
| **10.** | **Finance:** The following matters were discussed at the meeting:  **a. Change of Chairperson for Finance Sub Committee:** The Council have agreed that Cllr C. Nightingale should be Chairwoman of the Finance Sub Committee, replacing Cllr G.Jones.  The finance records, including Annual Audit Reports, Annual Returns, Bank Statements and invoices, should be kept by the Chairwoman.  **b. Report from Finance Sub Committee Meeting (3/07/24):** The report had been circulated to all members prior to the meeting and Cllr B.Morris provided a verbal report, including:  **Income and Expenditure:** Committee determined Council spending showed an underspend of approximately £1,500 lower than projected.  The precept against planned expenditure provides a project for annual surplus of £1380. The realised figures show income (23/24) is £6620, expenditure is £7942, leaving a deficit of £1322. While Council has a positive bank reconciliation (30/06/24), reflecting the account surplus from year 23/24 of £10,784. The Council still has further income from the precept in 24/25, as such it is expected that the account will remain with a healthy balance.  **The Old Ford Project:** This has been discussed in Item 5 and the projected sums and agreed expenditure is presented in that item, as presented in the minutes.  There was agreement that further expenditure on the Old Ford Project should be reviewed against other potential projects within the village. Prior to agreeing any additional expenditure on the project the Council needs to know how the Old Ford Project Group intend to utilise their grants.  **c. Bank Reconciliation Report (30/06/24):**  The bank reconciliation for June was presented and approved.  Bank Account Balance (30/06/24) report at meeting is £9,412.09. Payments made:   * ICO £35.00 * Property Searches £12.00 * Audit Fees £185.00 * Gemini Printing £184.80 * Total £416.80 * St Johns Ambulance cheque £50 not presented to date.   **d. Payments Authorised and Agreed by Council:** The Council have agreed the following payments:     * To the Clerk for office materials of £21.60 (stamps), £7.80 (paper/envelopes) and £8.95 (postage of Audit Papers) and £57.99 for Microsoft 365 software. Total £96.34 * To Payroll a payment of £60, against an invoice provided for this sum. * To the contractor (Mr. Anstee) the sum of £3400 for felling and removal of trees identified as hazardous in the Old Ford Area woodland. |
| **11.** | **Council Land Assets**  The Council currently have title deeds for Little Hill and the area of the Old Ford Project (including the woodland).  The Council do not have title deeds for the Village Green, deeds were not granted due to a small administrative issue at the time of application. However, in recent documentation the VoGC have recognised ownership by CCC e.g. the erection of the Memorial on the Village Green.    Cllr B.Morris will undertake a search in land registry for ownership of the Village Green, a report will be provided to the Council in September meeting. Subsequent to the report a title application may be made to secure the title deeds. |
| **12.** | **Annual Report (Cllr’s E.Lewis. H.Thomas)**  Cllr H.Thomas reported that there is a draft version of the report and this has now been circulated to members, he thanked Cllr E.Lewis for his help with the foreword. The style of the previous Annual Report has been followed, including project reports and financial data. Some financial information is required to complete the document. |
| **13.** | **Finalise Council Policies Review**  AllCommunity Council current policies were reviewed and discussed. It was agreed that the necessary changes would be made to reflect up dated regulations and Community Council working practices. This proposal was made by Councillor Carl Hadley, seconded by Councillor Brian Morris and unanimously accepted.  The policies in question relate to  Expenses  The Welsh Language  Social Media  Privacy  Bio-Diversity  Training  Equality  Information and Data Protection  Privacy Notice General Public  Public Questions  Standing Orders  Financial Regulations |
| **14.** | **Clerk’s Report:** The Clerk reported:  That Microsoft 365 had now been purchased and installed on the Council laptop.  Cllr C.Hadley also added that he has installed software on the laptop, which will provide a data back-up system for the computer via a secure cloud storage area. |
| **15.** | **Village Maintenance**   * Dog fouling poster campaign: Cllr H.TCllr R.Cronin has now delivered the dog fouling leaflets to all dwellings in Colwinston. Cllr C.Hadley brought the posters for the campaign and these will be delivered to Cllr R.Cronin. The posters are to be erected in suitable places within the village. * Little Hill: Cllr G.Jones reported that a very successful opening event had taken place at Little Hill, thanking Cllr R.Cronin and her children for formally opening the new pathway and thanked village historian (Phil Jones) for his presentation. The opening event was reported in the Glamorgan Star, which included photographs.   Cllr Jones has contacted Marstons Brewery, to give them an understanding about Little Hill and its history and relationship to the Sycamore Inn.   * Bus Shelter (School): It was noted by the meeting that the bus shelter was leaking and in a poor state of repair, unused by the School children. It was decided that the Clerk should write to the VoGC and request the shelter is repaired and maintained to a reasonable standard. * It was noted by Cllr E.Lewis that £1000 was set aside for village maintenance and the path by the church could be considered for maintenance. Also, the car park at the rear the church was in a state of poor maintenance and the surrounding fence was in poor condition and could lead to children falling to the car park below. The car park and fence to be reported to VoGC by Clerk. The Clerk was also asked to request the verges to be cut by VoGC. * Cllr C.Hadley to seek a quote to cut overgrown areas around Spinney Bank. |
| **16.** | **20mph Speed restrictions in the Village**  An email from Ken Skates (Minister for North Wales and Transport) has requested CCC to detail its position about new 20mph zones in Colwinston, as part of a national review. The Clerk was requested by CCC to send an email detailing the Council response, copies were also sent to Jane Hutt, Andrew RT.Davies, Rob Thomas (VoGC). This email was sent and replies were received from the Minister, Jane Hutt, Andrew RT.Davies and Rob Thomas and the submission will be considered when the Senedd reviews the 20mph zones across Wales.  The email asked that two of the five existing 20mph signs in Colwinston should be moved, the details are presented in the minutes of the June Ordinary Meeting. Briefly, the request included one sign at the Colwinston turn off the A48 on Crack Hill, the other on the road which is south of the village towards the Old Ford area. All other signage remains unaltered. |
| **17.** | **National Forest of Wales Status Application:**  Cllr E.Lewis advised that there were circumstances which had meant a revised timetable for the application to National Forest Wales. The application will now be submitted in the autumn. This followed concern about safe access to the woodland area in the Old Ford Area due to trees which need to be removed and undergrowth to clear for pathways. Cllr Lewis has arranged with the contractors engaged by the Council to fell the trees and they will flail the woodland undergrowth to help clear pathways. |
| **18.** | **Correspondence**   1. GVS newsletter (04/07/24) sent to Council, a number of community opportunities. The newsletters offer great interest notifications for broad base of people. 2. OVW letter (02/07/24) Webinar based on Youth Volunteering 3. VoGC Cllr C.Cave report in email (30/06/24) a number of Colwinston matters raised on page 8, under “local matters”, including:  * Village Hall repairs and transfer of assets * Section 106 monies with request for bench to reflect Colwinston “Thankful Village” status, which is ongoing.  1. VoGC Engagement Event related to Corporate Plan 2025 – 2030, on 18th July 2 – 6pm 2. Vale of Glamorgan Council, Service Level Agreement, email sent (25/06/24) by Henry Brown VoGC Legal Services. Requested to put this in correspondence and raise for discussion.   No Cost involved unless we use service.  Costs printed in document  Need to complete application form and return  **It was agreed by the Council that the Service Level Agreement will be signed and returned to VoGC.**   1. Circulated to members: email 02/07/24 related to Art Coast Exhibition. 2. Email with attachments from Deb Jeffreys, reference Planning Aid Wales. Circulated to members. 3. Previously stated that Ken Skates (Minister for North Wales and Transport), Jane Hutt, Andrew RT.Davies and Rob Thomas (VoGC) have replied to 20mph submission from CCC. 4. Cowbridge Civic Sunday (07/07/24), email (28/06/24) from Cathy Kennedy (Chief Executive & Clerk) with details for those attending.   The original invite was circulated to members. Cllr Gareth Jones attended the event.   1. Draft Priorities for Culture 2024 -2030. Email (26/06/24) circulated to members. The email from Tracy Gilmartin was inviting inputs prior to end of consultation on 04/09/24. 2. Cardiff and Vale University Health Board (UHB)  * Email (27/06/24) from Jeanette Haigh (Clerk, Dinas Powys CC), The email reflected concerns about withdrawal of Brest Feeding Support services in some areas of Cardiff and the Vale. We were asked to write to the CEO of Cardiff and Vale University Health Board, to ask that support should be continued. This was completed by the Clerk after request from CCC Chairman. * The UHB are holding their AGM on the 11th September 24 at 11.00, actively seeking questions for the AGM. * The UHB have a consultation period, ending 1st September 24. They are seeking views related to Type 2 Diabetes Services provided across Cardiff and the Vale.  1. Email from Ron Bailey (researcher for Lord Foster) seeking support for legislation (currently going through parliament) to provide greater safeguards for lithium batteries (used with e bikes etc’.). Already has support from Fire Service etc’. Want an email of support, potential notice on website. Safeguards for use, charging, disposal.   **The Council determined that this was not a matter for them to**  **address.** |
| **19.** | **Planning matters-**Update on current planning applications.   * Application No. 2024/00244/FUL Location : Pantiles, Colwinston Proposal : To build a shed faced in natural stone with pantiled roof to replace existing steel framed shed With reference to the above application for planning permission, I can advise that all representations received in respect of this application were considered in the determination of this proposal, and the application was **Approved** on the 4 July 2024. * Application No. 2024/00043/FUL Location : Land at Old Brocastle Quarry, Roman Road, Crack Hill, Bridgend Proposal : An amendment to planning permission ref 2020/00040/FUL to exchange three approved day/utility rooms for each pitch to one larger communal family day/utility room With reference to the above application for planning permission, I can advise that all representations received in respect of this application were considered in the determination of this proposal, and the application was **Approved** on the 25 June 2024..This was presented in January 24.   **Appeal**  Cllr Lewis asked about the appeal related to the field access to the West of Village Farm House, Colwinston. Related Planning Ref  [2023/01029/CAC](https://vogonline.planning-register.co.uk/Planning/Display/2023/01029/CAC)  Proposal: Retention of the existing stone wall, reusing existing stone, and widening of field access with new gate.  The appeal was lost so the landowner will have to replace the stile in the wall and narrow the gateway. Damage to the Conservation area was of concern. |
| **20.** | **Remote Access to Meetings: Equipment**  OVW have stated that remote access to Council meeting must be provided. Cllr C.Hadley has completed a search of equipment to provide remote access to meetings, advising that he has identified some useful equipment that can be purchased at £350, but it would also need a screen and will rely on the microphone of the laptop used.  A discussion then followed with Cllr E.Lewis explaining he had written to Jane Hutt expressing concern about:   1. The cost implication, of this mandatory requirement, on small community councils. 2. The coverage of effective broadband and its impact on the ability to provide and support the necessary service.   Asking if there be any allowances to councils where difficulties exist.  Cllr G.Jones also said he has written to OVW raising similar issues, unfortunately the reply provided only the mandatory requirements.  The Council agreed that Cllr Lewis will put a plan together and present this to the Council in September.  It was also agreed that without such provision for remote access, then the ability to provide a venue for the future merged council meetings may be questioned, particularly since other members of the proposed merged council already have the ability to provide remote access. |
| **21.** | **AOB** No other business. |
| **22.** | **Date & Time of next meeting:** Monday 16thSeptember 2024, at 7pm  The meeting closed at 9.00 pm. |