COLWINSTON COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN PUBLIC HOUSE ON

TUESDAY MARCH 12TH 2013

1. ATTENDANCE

COUNCILLORS: G.W.BATES – CHAIRMAN

E.LEWIS- VICE CHAIR –BY SKYPE

A. AUSTIN

MRS J HORTON

B.KENNARD

W.BELLIN

DISTRICT COUNCILLOR R. THOMAS

CLERK: JANE CORWIN

APOLOGIES: COUNCILLOR MRS MACLEHOSE

1. Apologies were received from Councillor Mrs Maclehose
2. Declarations of Interest: none
3. Minutes of the previous meeting held on February 12th 2013 had been circulated prior to the meeting and it was proposed by Councillor Kennard and seconded by Councillor Austin that they be accepted. This was carried unanimously and the records signed as a true and accurate record by the Chairman and Clerk.
4. Matters arising:

5.1 The Clerk is completing the relevant forms concerning the removal of the ash tree at the bottom of Little Hill and obtaining further quotations for the work

5.2 Councillor Lewis has spoken to Maria Battle, Chair of Cardiff and Vale University Health Board about the review of specialist hospital services and she has offered to meet with representatives of Community Councils in the Western Vale. This will improve the validity of the consultation process on the proposals and give an opportunity to make the concerns of residents more fully known. The Clerk will write formally and ask for a meeting as soon as possible and will also contact other CCs in the Western Vale to ask if they would like to take part in the meeting.

5.4 Councillor Bellin will report the dangerous manhole cover.

5.5 The Chair of Governors at the School has heard that a representative for Llandow Community Council will be taking up the vacant post of Governor.

5.6 The Parish Church Council have told the Chairman that funds are available to install an electricity supply to the restored lantern – subject only to final approval at the next PCC meeting. Gareth Jones is organising a working party to dig a trench for the cables.

5.7 A quotation for the proposed new signs is in hand from Mike Toozer. He has made it clear that it is unlikely that there would be any form of funding from the Vale for this, however worthy the cause.

5.9 Councillor Lewis is having difficulty getting a response from the County Treasures people concerning wither the stile or the bridge but will pursue this further. The Royal Commission for Ancient Monuments were interested in the unusual construction of the bridge and would like to see the paperwork in due course from the County Treasures department.

Councillor Lewis has looked at the records concerning the well and believes that it may well belong to the Community Council. It is thought to be medieval in origin. The predecessors of the Community Council appear to have spent funds in the past on the maintenance of the surrounding area. The expenditure goes back at least as far as the 19th century and the Parish Council continued to maintain it after the 1920s. If it does indeed belong to the Community Council, there will be both on going maintenance and insurance issues and the ownership of the land should be registered with the Land Registry. Alternatively, it may belong to the Church or to the Vale of Glamorgan, who are the owners of a similar well. Enquiries will continue.

5.10 Councillor Austin reported that the making of the plaque is now in hand.

5.11 Definitive Footpath Plans: the Clerk will attempt to get hold of a printed hard copy of the footpath and rights of way maps for Colwinston and the immediate surrounding area.

6.1 Councillor Mrs Maclehose will attend one of the training Courses for new Councillors when a suitable date and location becomes available

9.5 CASH Grants: see Clerks’ report. The Chairman has made enquiries with Phil Beaman (Highways Dept) about the MUGA plans. It is possible that the Vale might do the transactions on behalf of the MUGA group and that VAT would not be payable if it was handled in that way. This has not been resolved yet and there remains a difficult issue concerning the actual ownership of the area on which the MUGA would be sited.

10.0 Councillor Thomas will remind Cliff P re the provision of a skip.

10.3 Councillor Lewis needs statements from users of the footpath across the field adjacent to Hen Cartref, going back 20 years. Known users will be contacted.

10.4 The Chairman has circulated a draft of proposed Standing Orders based on the One Voice Wales Model documents. These will be discussed at the April meeting of the Community Council.

1. CLERK’S REPORT

The clerk reported that she ahd received the following correspondence:

* Copy of the Clerk’s and Council’s Newsletter for March
* Welcome pack from the Society of Local Council Clerks
* Agenda for the Vale of Glamorgan Council Meeting to be held on March 6th, together with the Minutes of the Council meeting held on Janaury 23rd
* Reminder from HMRC re Tax/NI payments. Both the Clerk and the Treasurer have spoken to them and confirmed that a payment has been sent.
* An email from Diane Malley, Clerk to Bishop’s Castle Council in Shropshire. She is offering a payroll bureau/processing service to Community Councils. The annual fee for a council of the size of Colwinston would be £45.00, less a 10% discount for the first year. The service would process payments to the Clerk and produce the necessary forms to be sent to HMRC both during the year and at the end of the tax year. It is fully compliant with the new Real Time system for employers, being introduced with effect from April 6th 2013. In view of the additional time burden which will be involved in the new system, it was felt that use of the bureau would be an effective use of a relatively small sum of money. The Clerk was asked to obtain references for Ms Malley which could then be scrutinised by our internal auditor. It was proposed by Councillor Bellin and seconded by Councillor Lewis that, subject to satisfactory references, the Clerk should arrange for the Council to subscribe to the bureau system.
* A reminder from One Voice Wales about training courses. The Clerk had signed up for a course taking place in Barry on Financial management of Community Councils but this was cancelled due to lack of participants.She will look out for similar courses. Emails re other training courses have been circulated to Councillors.
* The winter newsletter from Wales Air Ambulance
* A copy of the Bridgend Local Development Plan: Amended Sites Public Consultation document.
* A report from Steve Thomas, PCSO for the area, confirming that there had been no reported crimes in the previous month.
* An email from Alun Cairns MP re developments at St Athan, which had been circulated to members
* Notification from Clive Teague, Head of Financial Services at the Vale Council, of a series of Money Advice days taking place, focussing on changes to Welfare benefits. The Clerk placed a copy of the details with details of the dates in the Notice Board.
* Blessed Village: further details as discussed had been passed on to Mike Toozer in Visible Services to obtain a quotation for the cost of the proposed signs.
* An email from the Wales Audit Office attaching a copy of the report on the Procurement and Management of Consultancy Services. Any Councillor who would like a copy of the report should let the Clerk know.
* Copies of the Vale of Glamorgan Young Persons Substance Misuse Consultation Report from 2008, which had been circulated to members as requested.
* An email from the Vale of Glamorgan re CASH grants. The allocation has been reduced to £30,000 and it is suggested that applications should be submitted as soon as possible.
* Information from the Ombudsman for Wales on how to complain about a public body, which will be placed on the Notice Board.
* Planning Application no. 2013/00183/FUL re the installation of a chimney for a wood burning stove at Holly Cottage, 4 The Vines. All Councillors were happy with the application and had no comments to make.

1. TREASURER’S REPORT

Balances at the bank on 11/3/2013 were as follows:

Current Account: £1430.83 credit

Deposit Account: £8176.12 credit

* A cheque for £73.48, covering Tax and National Insurance Contributions was sent to HMRC after the meeting in February.
* The forms relating to the end of year Audit have not yet been received from Mazars. The Clerk will chase them and then join the meeting with the Treasurer and Paul Griffiths, internal Auditor to the Community Council, when they complete the annual return.
* Bank Mandates: The treasurer will obtain the necessary forms to add the Clerk to the list of authorised signatories for the accounts.

1. ANY OTHER BUSINESS

* Councillor Kennard has had a copy of a letter sent to Phil Jones from the Vale Neighbourhood Watch Scheme. This does not seem to have functioned in the area for some years and Councillor Kennard wondered if it was something that the Community Council would want to take on? Signs for windows and posts are available if wanted. This was not felt to be a significant issue for the village but Councillor Kennard has no objection to his name being the point of contact for anyone with concerns, He will arrange for this to be put in the next Newsletter.
* Councillor Mrs Horton raised the issue of the possible move of the Playgroup from the Village Hall to the School, where there are unused classroom spaces that the School will make available to them at a much reduced rent. After some discussion, it was felt that while such a move might be regrettable in that it would see the end of a long standing tradition, it was nonetheless a decision belonging solely to the Playgroup Management Committee.
* Councillor Austin said that the new style ‘white’ light that had been fitted to the pole outside his house recently had too bright a light. Not only was it disturbing the sleep of his family but it was also dazzling drivers rounding the nearby corner. It was suggested that a ‘shroud’ should be fitted which would direct the beam of light downwards. The Clerk will contact the Vale about this.
* The Chairman, on behalf of Councillor Mrs Maclehose, put forward a suggestion that one or more trees should be planted on the Village Green. This was discussed but it was felt that as the green is used as a meeting place for villagers and that growth would block neighbouring windows and impact on the mowing and upkeep of the green, this was not a project that the Council would wish to pursue.

9 DATE OF NEXT MEETING

The date of the next meeting of the Council will be 7.30pm on April 9th.