**COLWINSTON COMMUNITY COUNCIL**

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE PUBLIC HOUSE COLWINSTON ON TUESDAY JANUARY 14TH2014 AT 7.30PM

1. **ATTENDANCE**

Councillors:

G.W. Bates Chairman

E.H. Lewis Deputy Chairman

Mrs H. Maclehose

W. Bellin

B. Kennard

Mrs. J. Horton

R. Thomas County Councillor

Clerk: Jane Motte

One member of the public was present.

1. **APOLOGIES:**

None

1. **DECLARATIONS OF INTEREST:**

 None

Register of Interest Forms were circulated to Councillors at the December Meeting for completion and 4 were now returned. The Clerk will circulate the forms again in May for updating where appropriate.

1. **MINUTES OF THE PREVIOUS MEETING**
* The minutes of the December meeting, which took place on Tuesday December 10th 2013 had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Councillor Bellin and seconded by Councillor Lewis that they be accepted. The Minutes were then signed as a true and accurate record by the Chairman and the Clerk. These will be placed on the website in due course. A hard copy will be available if requested.
1. **MATTERS ARISING**
* Defibrillator: Nothing further has been heard from Mark Allen and it is assumed that he is awaiting a delivery date for the equipment.
* Little Hill: The ash tree has now been removed but the stumps have not yet been ground out. The Clerk is still pursuing this further.
* Stile: nothing further has been heard yet about this matter. Councillor Lewis will pursue this.
* Footpath at Hen Cartref: no time has yet been given for when a decision about the application will be made. Councillor Lewis will pursue this.
* Footpath: The Clerk had asked Highways if it is possible to have a copy of the definitive plan of adopted Highways areas within the village and has received an emailed version of the map, which she will attempt to enlarge.
* Resignation of Councillor: the Notices advising the public that there is a vacancy on the Community Council which can now be filled by co-option rather than by an election were exhibited for 10 days as required. The Clerk has been contacted by one interested resident, who had written a letter outlining her interest and relevant experience. The Chairman and Councillor Kennard will arrange to meet with her shortly, with a view to co-opting her to the Council at the next meeting.
* Salt Bins: The salt bins proved not to need refilling at the moment. However, The Vale were clear that they were only responsible for the bin on the Green and that they would charge to refill the others if/when that becomes necessary
* Standing Orders: the Chair and the Vice Chairman had reviewed the amended Standing Orders for Community Councils. A copy has also been passed to Paul Griffiths, internal auditor to the Council, for him to consider, along with a copy of the Financial Regulations that have also been received recently from One Voice Wales.
* As agreed, the Clerk had sent the letter drafted by Councillor Lewis to the Local Democracy and Boundary Commission Wales Review body on the Council’s behalf. The reply that had been received was read out to the meeting and passed to Councillor Lewis for further consideration. Copies had also been sent to the local AMs and to Alun Cairns who had responded in a neutral way to the points put forward. The responses have been passed to Councillor Lewis, who will keep this item under review. The Western Mail and The Gem have both become interested in the issue.
* No request for a donation to the Shoebox Appeal had been received. The Chairman has mentioned this to Julie Lloyd, along with the need to submit an invoice for the costs of copying and circulating the village newsletter.
* No response has yet been received from the Cardiff Conservation Volunteers about their possible involvement with projects within the village.
1. **PLANNING MATTERS**

**Waterton Lodge:**

The planning application that was in abeyance, pending responses from consultees has now been formally withdrawn.

**Other Applications:**

The Clerk had received details of a planning application within the village from the Vale as follows:

2013/01234/LAW Cynma House – change of orchard into garden

Details were circulated to Councillors who had no comments/objections to make.

**Local Development Plan:**

The Clerk confirmed that she had submitted the Community Council’s response to the LDP to the Vale of Glamorgan, both by post and electronically and had received an acknowledgement from the Council that they had received it. A copy of the response has been attached to the Minutes of the December meeting of the Community Council and also placed on the Village website.

Apparently, the Welsh Assembly have criticised the LDP as not fit for purpose, citing- amongst other things- the lack of consideration for infrastructure such as public transport and schools in rural areas where housing development sites have been identified.

1. **World War One Commemorations**
* Thankful Village signs: The Clerk advised that the application for the CASH grant towards the cost of the signs will be put to the Vale Committee on the 27th of January. It was agreed unanimously that the Clerk should now place the official order for the new signs with Vale Highways, as previously determined.
* Planters etc. - Councillor Thomas will contact the Wick Young Farmers again to see if they are still interested in helping with the planters. Councillor Lewis is meeting someone from The Vale next week about the planters, to discuss sites for them and the licence that will be necessary. This will also cover the planting of poppies along the verges. He will get a copy of the licence, so the Clerk can pass this to Zurich Insurance. She had contacted Zurich who will be confirm that our Public Liability insurance is in place and is adequate, subject to the completion of a Risk Assessment.
* War Memorial: A mention of the plans for a memorial in the newsletter had produced only one new suggestion. The Chairman had sent an email to Councillors about what needs to be done and the possible options for a memorial. The responses were in favour of a block of stone as a ‘proper’ memorial. He had then visited Edwards, the monumental masons, at their main site in Caerphilly, for a discussion. The local stone would be limestone and one flat side would be needed for engraving. It would be set in concrete and would weather over time. The plaque presented to the village by the Bike Ride which visited all the Blessed villages earlier in the year would also need to be affixed, preferably flush with the stone. Something similar could be done with the names of those killed in the Second World War, perhaps on a slate or granite tablet. This would be better than engraving letters into the stone itself as it would be more durable. Edwards would carry out the work in Caerphilly and then transport the stone to Colwinston and install it in bed of reinforced concrete, with the stone pinned into the concrete. A preliminary sketch was produced and a rough estimate of the cost would be around £2250 for the whole project, excluding the cost of the stone itself and its transportation to Caerphilly. In addition, a square flagstone surround for the stone would be advisable, so a total estimated cost of £3000 seems likely. The Chairman will visit the quarry at Corntown to talk to them about the stone they have already said they are happy to donate. It may be that they would be willing to transport it to Caerphilly. The masons will now be asked to draw up more definite plans, as these will be needed as part of a planning application. The Clerk will contact the Vale Planning Department to talk to them about the proposals and the time frame.
* The Clerk will also write to the surviving family members of those who were killed in the Second World War to explain the plans that the Community Council has for the memorial. It may be that the Council could apply for a grant from a newly formed trust which supports community projects. In due course, when things are a little further forward, an article will also be put in the Newsletter, so that the village is aware of the plans.
* Location of the Memorial: Wherever the memorial is to be sited, it is likely that Planning permission will be needed and the Clerk will contact the Vale Planning Department to talk to them about the proposals and the time frame. Detailed drawings etc. will be needed and the masons can produce these, along with the technical specifications. It was felt that the Village Green was already too crowded to make a satisfactory location for the memorial. It was suggested that the best spot might be near the Churchyard- but not in it-on the small patch of grass at the entrance to St Michael’s Close. The Clerk will ask Phil Beamon in Highways who owns the area, as it may be adopted highway or still be in the ownership of the Housing Association. Residents whose properties are close to the site will need to be consulted.
* Councillor Bellin said that he had met with members of the Family History Society and various local history groups in both Bridgend and Cowbridge. The Cowbridge Historical Society has said that they will incorporate some extra research on the subject of Colwinston as a Blessed Village, as part of an ongoing project on the Rural Vale and the First World War. Phil Jones and Councillor Bellin felt that it might be better to wait until the work of all these groups is clearer, to avoid treading on anyone’s toes and so do not want to put an article in The Gem as yet. They already have enough photos and memorabilia for an exhibition, perhaps at the Village Fete later in the Year.
* An opening event needs to be considered, along with someone to ‘open’ the memorial, preferably in August and consideration will be given to this as plans firm up.
* Councillor Thomas reported that a resident of Wick, Phil Davis- has published a book about the Glamorgan Infantry recently and may have some additional information to offer. He will pass on the contact details to Councillor Bellin, along with those for Heather March in Llantwit Major who is involved with the Historical Society there.
1. **CLERK’S REPORT**The Clerk reported that she had received the following correspondence:
* Report from PCSO Steve Thomas that there were no crimes/incidents in the village during December. He is still investigating the abandoned vehicle in the car park.
* Details of various training courses available to Councillors, which were circulated to Councillors
* Details of various posts on Public Bodies which had been circulated to Councillors.
* Agenda and Minutes for the Bridgend/Vale/ Cardiff Area Committee meeting on January 13th in Cowbridge from OVW. The guest speaker will talk about Fracking
* A report from the Cardiff and the Vale Local Services Board
* A Press release on the Memorandum of Understanding between OVW and the Welsh Local Government Association
* Initial proposals from the leader of the Vale of Glamorgan Council for the 2014-15 Budget, highlighting the likely reduction in central government support.
* Updates on the Hospital Services Review
* An invitation to nominate people to attend a Buckingham Palace Garden Party in the summer, which was passed to the Chairman
* A calendar of surgeries to be held in 2014 by Jane Hutt AM
* Information about a review of the future of Library Services in the Vale, with the aim of creating a sustainable plan. The Clerk had completed the questionnaire that accompanied the letter.
* A letter from Bridgend CBC re the supplementary planning guidance to their LDP on Biodiversity and similar matters
1. **FINANCE REPORT**

Balances at the Bank as at 31/12/13

Current AC: £3625.25 CR

Deposit Ac: £8181.67 CR

The Christmas CASH grant was being paid to the Council on December 6th and the final instalment of the precept was received on December 31st.

Invoices for payment:

The Clerk’s timesheet for the 3 months to the end of December had been approved by the Chairman and Vice Chairman. The total amount claimed was £498.56 and it was agreed unanimously that a cheque for this amount should be signed. There was no payment to be made to HMRC on this occasion due to a new tax code having been received.

The Chairman passed on an invoice from Grant Smith for £250.00 for tree planting and the purchase and installation of Christmas trees in the village. Payment of the invoice was agreed unanimously.

Paul Griffiths, who is the Internal Auditor to the Council, is considering the Guidance on Revised Model Financial Regulations from One Voice Wales.

1. **BUDGET 2014**
* The Clerk had further amended the draft budget, reinstating the costs of filling two of the Salt Bins. The notification from the Vale of the sum that the Precept would raise had been received. The sum required to be raised form the Precept was calculated as being £4608.00, which is the equivalent of a Precept of 17p in the £. To achieve a balanced budget, it will be necessary to take £119.00 from reserves. A copy of the approved budget will be attached to the Minutes of the Meeting.
* Consideration of capital expenditure from Reserves for the Commemoration of the Outbreak of the First World War was deferred until the costs of the proposed memorial have been firmed up and the outcome of the application for a CASH grant from the Vale towards the cost of the new road signs is known.
1. **TRAINING COURSES**

The Clerk had circulated details of the new training schedule from OVW for 2014

1. **ANY OTHER BUSINESS**

Councillor Maclehose had attended the recent meeting of One Voice Wales and reported that a copy of the Charter between Cardiff and The Vale will be circulated to Community Council Clerks shortly.

The LDP was also discussed at the meeting, from which it emerged that Llanmaes/St. Athan had used the services of a Planning Consultant in their response to the Plan at a reasonable cost. Finally, the guest at the meeting spoke on the topic of Fracking. He stated that the main issue will be the amount of water needed for the process and the disposal of it afterwards from the well head, as this carries the possibility of contamination. He felt there was uncertainty over the outcomes in this area, which may mean that it will not be an economically viable activity.

Councillor Maclehose asked that Highways be contacted about the edging stones on the Ty Draw Road which are invisible as they are covered in grass etc. and are therefore a hazard for drivers and pedestrians. The Clerk will report this.

Councillor Bellin, who is a member of the Working Group on the Charter between the Vale and Cardiff, said that the Action Plan for the operation of the Charter had been received today (January 14th) and that he will report on this further next month.

Councillor Lewis said that CADW had sent an inspector to look at the bridge in the wetland area. He had stated that, whilst interesting/unusual, they will not formally List the structure. A report from the County Treasures Department is still awaited.

Councillor Lewis reported, in his capacity as a member of the Community Health Council, that the report on the South Wales Services Review has been delayed again and is unlikely to be available for a few more weeks.

1. **DATE OFNEXT MEETING**

 Wednesday February 12th 2014 at 7.30pm

SIGNED…………………………………………………………………

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE…………………………………………………………………….

SIGNED…………………………………………………………………

CLERK, COLWINSTON COMMUNTY COUNCIL

 DATE……………………………………………………………………