**COLWINSTON COMMUNITY COUNCIL**

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN COLWINSTON ON TUESDAY JUNE 10TH 2014 AT 7.30PM

1. **ATTENDANCE**

Councillors:

G. Bates Chairman

E.H. Lewis Vice Chairman

Mrs H Maclehose

Mrs. C. Roach

B. Kennard

Mrs J. Horton

County Councillor Ray Thomas

Clerk: Jane Motte

1. **APOLOGIES**: apologies were received from Councillor W Bellin
2. **DECLARATIONS OF INTEREST:**

Councillor Kennard declared a personal and prejudicial interest in Agenda item 6.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting, which took place on Wednesday 14th May 2014 had been previously circulated by the Clerk and were accepted unanimously as true and accurate records. It was proposed by Councillor Roach 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.

The Minutes of the Annual General Meeting for 2014, which also took place on Wednesday 14th May 2014 had also been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Councillor Kennard and seconded by Councillor Roach 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**
* The Clerk explained that there had been both a new version of the Model Standing Orders and the Financial Regulations circulated by OVW recently. She had discussed the Financial Regulations with Paul Griffiths, Internal Auditor to the Community Council, and his advice was that the ones the CC adopted last year remained adequate for the purposes of a small council such as Colwinston. The main amendment in the new Regulations covers the removal of the need for 2 cheque signatories and as the Council does not intend to do that, the existing Financial Regulations continue to be sufficient. The new Standing Orders are being cross referenced with the existing ones now and the Clerk will report further at the September meeting.
* Hospital Services Review: nothing further has been received since the last meeting and there has as yet been no further mention of the setting up of regular meetings as suggested by Maria Battle. The Clerk is still pursuing this matter.
* Abandoned Vehicle: the vehicles are still in the Car Park. Councillor Thomas will mention it to the PCSO when he sees her at another meeting later in the week and the Clerk will again speak to the Vale Council about the matter.
* Brown Signs: Councillor Kennard had contacted Miles Punter again and had then received copies of the exchange of letters that Jane Hutt AM had also had with him. His final letter makes it very clear that the Vale will not agree to the request for Brown Signs for The Sycamore Tree. The propose Interactive Map idea will be passed on to the Landlord of the Sycamore Tree. It was suggested that one of the small brown signs that just has a knife and fork symbol on it might be a possible alternative, as these appear to be less of an issue for The Vale
1. **PLANNING MATTERS**
* **Land at the rear of St David’s School**

COUNCILLOR KENNARD WITHDREW FROM THE MEETING AT THIS POINT

It appears that there will be a delay in the hearing of the Redrow Planning Application as a number of the bodies consulted formally have yet to respond to the Vale as they have issues that they are pursuing. This is particularly the case with Welsh Water/ Natural Resources Wales who have investigated the pumping station, as a result of contact from the Vice Chairman and Jane Hutt AM and have issued a Notice to Welsh Water, which must be complied with by August 1st 2014. They have been instructed to carry out the following :

1.      Install a recording system that will enable you to record the frequency and duration of overflow events. It was highlighted in the report that DCWW will address this under DCWW’s pollution reduction strategy program of work; however a date has not been confirmed as yet.

2.      Please clarify total storage capacity of the sewer/wet well and demonstrate your compliance with Schedule 1 Condition 5 and Schedule 2 Condition 4 (Volume), which requires: “Storage capacity, equivalent to a total of at least 6 hours of dry weather flow*(average daily flow as measured in the sewer immediately upstream of the pumping station during seven consecutive days without rain following seven days following which the rainfall did not exceed 0.25mm on any 1 day),*shall be provided in the pumping station, above the wet well design top water level.” In addition, please also demonstrate ability to maintain thresholds (i.e. capacity) following the development of 62 new houses connecting to the network.

3.      Complete investigations on the network and submit a report detailing works to be carried out to address infrastructure issues including infiltration. I understand investigations are underway and include CCTV work to assess the condition of the system and flow surveys of the sewerage system.

4.      Please provide reason for the large discrepancy between predicted spill frequency (i.e. 1 in 10 year storm design, less than 1 per annum) and actual spill frequency which is on average 1 per calendar month.”

(copied from the Compliance Assessment Report)

There had been a meeting with Welsh Water as suggested at the previous meeting, which had been useful. The reports submitted by the Community Council as part of the objection to the planning application from Redrow had been shared with Welsh Water but they had declined to allow the Community Council to see the reports that Redrow themselves had sent to Welsh Water. The Clerk will enquire if it is possible to submit a Freedom of Information request to Welsh Water that would force them to disclose these. There was a feeling that Welsh Water are not challenging assertions from Redrow sufficiently. Natural resources Wales had declined to meet representatives from the Community Council at this time but may do so in the future.

A member of the public had advised the Community Council by email that he had met with 2 Directors of Redrow recently and had circulated a note of the content of the meeting. The Community Council itself, as the elected representatives, will request such a meeting.

One meeting of the Action group established by residents of Ystradowen, had been held and attended by Councillors Kennard and Roach and a report of it circulated with details of their next meeting.

Councillor Kennard rejoined the meeting at this point.

**Application to erect 3 Wind Turbines at Ty Maen farm**

Nothing further has yet been heard re this application

 **Other Applications:**

* 2014/00374/FUL re Highfield Farm (to convert a barn into a tea room and village shop: This application has been approved, with conditions covering car parking and that this must be a conversion, rather than a rebuild.
* 2014/00543/LBC re The Sages: There were no comments on this application-to rebuild a boundary wall and the Clerk had responded accordingly.
* 2014/00651/FUL re Pentre Belli: this application to install a wood burner and a chimney had been circulated to Councillors previously. Councillor Horton declared a personal interest in the application and took no part in the discussion. There were no objections to the application and the Clerk will respond accordingly.

 **Local Development Plan:**

There had been no further developments as yet.

1. **WORLD WAR ONE COMMEMORATIONS**
* Plug plants are now being grown by various village residents for the planters and seeds will also be sown on Twmpath Lane and by the village sign on Twyn yr Eglwys. The YF have not as yet delivered the planters. Councillor Roach had spoken to their Chair, John Thomas who said that 2 were now ready and promised delivery of those by the end of the week. The remaining ones still need to be made. The Clerk has not had the Licence from the Vale as yet.
* The Clerk had sent Darren Lewis a copy of the plans and other information about the proposed memorial and he has since said that he thinks that a lease is not necessary as the small area of land is Adopted Highway. The Clerk had put him in touch with the Legal Officer at Hafod so that this issue can be resolved directly. Notice of the proposed Planning Application needs to be given to the land owner, so this needs to be clarified before the Notice is issued. It was agreed that the required Statutory Notice should be sent to Hafod immediately.
* The actual application is almost complete and the Clerk asked for a cheque for £166 payable to The Vale of Glamorgan to be signed to cover the fee.
* The Chair reported that the costs of the plaque will be around £1000 +VAT. He will obtain send the agreed wording (including the Welsh equivalent supplied by Councillor Bellin) to the masons and ask them for a revised formal quote. It was agreed unanimously that this should be accepted.
* The Inauguration of the new memorial was discussed and it was agreed that Sunday August 3rd would be the most appropriate date. It was agreed that the MP and AMs should be invited along with remaining family members of those killed in the Second World War. Invitations should also go to those who had helped with the project, including the Housing Association and the Quarry. There should be a brief service. It was hoped that the Exhibition of photographs and memorabilia should also be held that weekend. Representatives of the Press should also be invited.
1. **CLERK’S REPORT**

The Clerk reported that she had received the following correspondence:

* Report from PCSO Carys Griffiths that there had been no crimes in the village in the previous month.
* Details of various posts on Public Bodies which had been circulated to Councillors
* Letter from Alun Cairns MP with details of a Community Surgery that he is holding in the Westhouse Hotel in Llantwit Major on June 12th
* Invitation for the Chairman and Guest to attend the Civic Service being held in Barry on Sunday July 6th by the new Mayor of the Vale of Glamorgan
* Copies of the Spring edition of The Voice magazine from OVW
* Agenda and papers for the Annual Meeting of the Vale of Glamorgan Council on Wednesday May 14th.
* Invitation to the Vale of Glamorgan LBAP Whole Partnership Nature Day on 10th July
* Details from Democratic Services of training sessions on the Code of Conduct and Ethics being held in Barry on 10/7 and 17/7. If anyone wishes to attend, please let the Clerk know as soon as possible.
* Details of a meeting of the Inter Village Group which will take place in Bonvilston on Thursday 12th June. The Chairman and Councillors Kennard and Roach will attend.
* Details of various training courses run by OVW taking place over the next couple of months.
* An email drawing attention to the recent Public Health White Paper and specifically to the proposals for the Provision of Public Toilets. A questionnaire on toilet facilities is being circulated to Clerks shortly.
* Natural Resource Management Bulletin May 2014, passed to Councillor Maclehose
* Information from One Voice Wales about the Welsh Government Nature Fund
* A Survey from the Independent Remuneration Panel for Wales circulated to the Chairman and Vice Chairman.
* Copy of the VOG Cabinet Report on the Review of Library Services.
* Details of a Consultation on the access to information about Town and Community Councils in Wales
1. **Finance Report:**

Balances of the Council’s accounts as at May 31st were:

Current Account: £ 1840.72 credit

Deposit Account: £ 3183.10 credit

Invoices for Payment: £166.00 to the Vale of Glamorgan Council in respect of the Planning Application for the War Memorial. This was approved unanimously and the cheque signed accordingly.

£100 to Grant Smith for strimming etc. This was approved unanimously and the cheque signed accordingly.

Audit of Accounts for the year Ended 31st March 2014: The Clerk reported that, as the Responsible Financial Officer, she had completed the Annual Return as required. This had been examined by the Internal Auditor to the Community Council, Paul Griffiths, who had been satisfied with the figures and records presented and had signed page 5 of the Return to that effect. Copies of the Return were presented to the Council and it was agreed that the Chairman and the Clerk should sign the Council Confirmation Prior to Audit on page 1. The Clerk, as the Responsible Financial Officer also signed the certificate on Page 1. A copy of the Return will now be sent to Mazars, the External Auditors, for them to complete their audit and the notice of the appointment of the date for the exercise of electors’ rights will be exhibited on the Village Notice Board as required. The Return, books and associated papers will be available for inspection upon request between June 23rd and July 18th.

1. **TRAINING COURSES**
* Councillor Roach had registered to attend a Course on Planning which was cancelled and then rearranged for a date she could not attend.
* Details of other courses had been circulated by the Clerk.
1. **ANY OTHER BUSINESS**
* Councillor Lewis said that he is pursuing the question of the ownership of Little Hill.
* The Cardiff Conservation Volunteers are scheduled to visit the village shortly as agreed. They need a brief of the work to be undertaken and we need to know if any materials need to be purchased.
* The Chairman reported that he had been asked by Kath Jones if the Community Council could supply someone to read a lesson at the Church Service being held on June 29th, the weekend of the Fete. Councillor Horton volunteered to do this.
1. **DATE OF NEXT MEETING**
* The next meeting of the Community Council will take place on Tuesday July 8th 2014 at 19.30pm in the Sycamore Tree

SIGNED…………………………………………………………………

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE…………………………………………………………………….

SIGNED…………………………………………………………………

CLERK, COLWINSTON COMMUNTY COUNCIL

 DATE……………………………………………………………………