**COLWINSTON COMMUNITY COUNCIL**

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN COLWINSTON ON TUESDAY SEPTEMBER 9TH 2014 AT 7.30PM

1. **ATTENDANCE**

Councillors:

G. Bates Chairman

E.H. Lewis Vice Chairman

Mrs H Maclehose

Mrs. C. Roach

B. Kennard

W. Bellin

Mrs J Horton

Clerk: Jane Motte

Two members of the public were present.

1. **APOLOGIES**: apologies were received from County Councillor Ray Thomas
2. **DECLARATIONS OF INTEREST:**

See Item 6

The Clerk circulated new declarations of Interest forms for Councillors to complete and return at the next meeting.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting, which took place on Tuesday 7th July 2014 had been previously circulated by the Clerk and were accepted unanimously as true and accurate records. It was proposed by Councillor Maclehose 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**

* Defibrillator: the Clerk had contacted Marc Allen following the July meeting and explained the decision taken by the Community Council. He had expressed disappointment at this and had pointed out firstly that the defibrillator currently being held in the Sycamore Tree will have to be returned to Barry in due course and also that, whilst it will be good to have Councillor Mrs Roach trained as a First Responder, with access to a defibrillator, she will not be available in the village whilst at work and that the defibrillator will be in her possession. This is not the same as a Public Access Defibrillator. He had also said that he may be able to access funding to cover the cost of the cabinets that are needed to house the machines. The Clerk will contact Marc Allen again to ask him if he has any further news about this.
* Ownership of Little Hill: As agreed in July, Grant Smith had cleared the Little Hill Area and Spinney Bank. The Clerk is making enquiries from Brains Brewery about the notional annual payment (£2.00 pa) that is a condition of the agreement that gives access from the car park to the Sycamore Tree. There is no sign of any payment being received in recent years. The Chairman said that he thought that the previous landlord of the pub had actually paid a one off sum of £1000 to buy that right in perpetuity. The Clerk will check the records to try to trace this.

- The Chair reported that following the email forwarded by Peter Graham Woolard, asking for support for a change in the law to allow Town and Community Councils to benefit from the profits of the sale of electricity generated by community projects that they have funded, he had contacted Alun Cairns MP who had replied that this measure would only apply in England and not in Wales.

1. **PLANNING MATTERS**

* **Land at the rear of St David’s School**

Councillors Bellin and Kennard declared personal interests in this matter and withdrew from the meeting.

No date has yet been set for the hearing of the Redrow Application. It appears that not all of the consultees have responded and Planners have said that the application is unlikely to be heard in October. It is thought that Welsh Water has not yet responded as they still have concerns about the frequent sewage overflows. As soon as the hearing date is known, the Chairman has letters ready to go to the Cahir of the Planning Committee.

Councillors Bellin and Kennard re-joined the meeting at this point.

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

This application has been withdrawn.

**Other Applications:**

* 2014/00651/FUL re Pentre Beili- application to install a chimney had been approved by the Vale Council.
* 2014/00688/FUL re Pwll Y Wrach Farm – application for an extension to staff accommodation had been approved by the Vale Council
* 2014/00698/FUL re The Spinney- application for a garage conversion had been approved by the Vale Council

**Local Development Plan:**

There have been no further developments re the LDP

* **Bridleways**

Councillor Maclehose reported that she had obtained copies of the maps showing the proposed extensions of the Penllyn bridleways. These are all on the Penllyn Estate and do not affect Colwinston Village at all, however the Clerk will email the Vale and let them know that the Community Council has considered the proposals and is happy to support them.

1. **WORLD WAR ONE COMMEMORATIONS**

Following the July Meeting, a small working party of Councillors, together with Mrs Madge, was formed to review the plans for the War Memorial. A further meeting was held with the Vale Highways Department. On re-inspecting the village green site, the officer attending said that providing the memorial was no more than 4-5ft high, Highways would not have an objection to it being placed there. In the light of this decision – which overturns the one given earlier in the summer- the Working Party recommend that the memorial be erected there. The occupants of Old School Cottage have said they have no objection to that but the exact placing will need to take into account the location of the footings for their extension. The stone will be placed in line with the post that holds the power point, providing that that does not interfere with any drainage pipes below the green. It will be sighted with the side bearing the plaques facing up the High Street. The stone will now need to be cut to size. If Mr. Clive Edwards cannot do this or if the stone were to shatter whilst being cut, the Chairman will revisit the quarry at Corntown to ask for another stone. Both **plaques a**re now ready to be installed on the stone.

The Planning Application to the Vale will need to be revised and the plans that accompany it redrawn. The Clerk has drawn up the Design and Access Statement that needs to submitted with the application and has obtained new maps from the Vale Drawing Office

* The Clerk will let both Darren Lewis and Hafod Housing know that the St Michael’s Close site will no longer be required.
* Poppies/Planters: Councillor Lewis said he had been contacted by the Vale asking for a large scale map to be annotated to show where the planters have been installed. In fact, the planters have not yet been obtained and plants were put directly in the ground as agreed at the July meeting. The planters were deferred to next year. The Clerk will contact the CASH grants section at the Vale to try to finalise the grant that was obtained from them towards the World War one Commemorations.
* The Inauguration of the new memorial was discussed and it was recognised that it was not yet clear when this might take place, although it would ideally be on November 11th.
* Photographic Exhibition: this has not yet taken place. Councillor Lewis had circulated an email from the National Museum of Wales about village history /commemoration projects. They recommended that at least 12 months should be allowed to organise an exhibition properly. Councillor Lewis said that it might be possible to make the exhibition more wide ranging than previously planned so that it could include artefacts from the archaeological finds at Twmpath. These are in the British Museum but either replicas or high quality photographs might be available. It was agreed that this proposal should be looked into further and Councillors Bellin and Lewis will work together on proposals.
* At the conclusion of this discussion, the Chairman expressed his disappointment at the tone of the article in the recent village newsletter, which had not recognised the work done by the Community Council in connection with the memorial project.

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 since the last meeting. The Clerk has contacted the PCSO about the untaxed vehicles which have reappeared in the church car park.
* Details of various posts on Public Bodies which had been circulated to Councillors
* Details of various training courses run by OVW taking place over the autumn.
* Agenda and papers for an Extraordinary Community Liaison Committee meeting being held on September 17th 2014. The purpose of the meeting is to consider and provide an opportunity for consultation in respect of 2 reports from the Vale of Glamorgan on Reshaping Services and the Medium Term Plan 2014/15 -2017/18. The financial challenges facing the Council in this period are considerable. The Clerk is unable to attend the Meeting and so is Councillor Bellin, so Councillor Roach said that she would do her best to attend.
* Request for funding from The Dogs Trust, which was not responded to.
* Guidance from the Public Services Ombudsman for Wales for Members of Community Councils, specifically drawing attention to whether a member of a Community Council, who is also a member of a County Council, can discuss the same matter at both councils.
* The Clerk reported that she had approached One Voice Wales for their view on situations where a particular matter was of such concern to the whole Community that all Councillors might be said to have a Personal Interest. The provisions for applying for an exemption from declaring a Personal (and possibly Prejudicial) Interest do not allow sufficient time for this to be done in the case of planning matters. The response from OVW had been to suggest that the question be redirected to The Vale of Glamorgan Council, from whom the Clerk has already had a reply that does not really address the concern. The Clerk will raise this at a meeting she is attending in October for Clerks in The Vale and it was also suggested that the Community Council could put this issue forward for discussion at the next One Voice Wales AGM
* The Clerk had chased OVW for a response to her question about the storage of Community Council records and has now received a paper on this subject which she will circulate. Councillor Lewis said that the Glamorgan Archives have no records for the Community Council in its current incarnation. The Clerk has hard copies of Minutes from January 2009 and rather sporadic electronic copies from before that date but no bound copies of earlier Minutes. The Chairman said he would ask Peter Graham Woolard if he had any knowledge of older records. It was agreed that what the Council has in the way of records should be identified and deposited with the Glamorgan Archive. There may be a cost involved in binding the records in due course.
* Letter from the Head of Democratic Services at The Vale Council, asking for confirmation that the Community Council has a Website, funded by the £500 grant from the Welsh Government and also to confirm how many long term vacant seats there are on the Council, if any.
* Guidance topic notes from the Information Commissioner’s website re members responsibilities under the Data Protection Legislation
* Minutes of the Cardiff and Vale Stakeholder Reference Group
* Homes for Wales Update re the Housing (Wales) Bill
* Information re the Welsh Government’s strategic Policy Framework to identify and supply land for allotment use
* Copy of e-bulletin describing the introduction of the Well Being for Future Generations (Wales) Bill
* Details of the user friendly Summary of the Integrated Medium term Plan from Cardiff and Vale University Health Board
* July/August issue of Funding Update from Natural resources Wales
* Copy of BBC Audience Council Wales Annual Review Statement
* Details of the One Voice Wales Annual Conference
* Details of the Vale of Glamorgan Council consultation on civil parking enforcement measures.
* Information re the development of the Welsh National Marine Plan draft Strategic Scoping Exercise
* Invitation to A Sense of Energy Exhibition being held in the Senedd September 30th-October 2nd
* Email introducing the Change Step per mentoring project to help military veterans
* Natural Resources Management Bulletin
* Copy of the latest version of the Ombudsman’s Casebook
* Details of the Peoples Postcode Lottery Trust Small Grants Scheme.
* Notice of review of Polling Stations in the Vale
* OVW NATO Summit briefing
* Information re the Vale Co creating Healthy Change Forum taking place on September 17th
* Email from Elisa Faulkner, Affordable Housing Enable for the Vale Council, asking to meet the Community Council. It has been arranged that she will attend the October meeting.
* Invitation to attend the Cardiff and Vale UHB AGM on September 24th at 6.30pm.
* Agenda and papers for the VoG Council meeting on September 2nd.

1. **Finance Report:**

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

Current Account: £ 1644.31 credit

Deposit Account: £ 3184.07 credit

Invoices for Payment:

£82.68 to J. Motte re Clerk’s Expenses, including location map copies.

£240.00 to Grant Smith re strimming and tidying of Little Hill and Spinney Bank

These payments were approved unanimously.

The Clerk reported that she had received a letter from the Wales Audit Office, informing the Council that a decision has been taken to redistribute reserves held at 31/3/14 to Local Government Bodies. As a result of this £30.00 will be paid to the Community Council on receipt of a completed Payment details form.

The Clerk said that she had received one question from Mazars re the Annual Return – they had asked for a copy of the Asset Register, which had then been sent to them. She had then received a letter from Mazars dated August 1st, confirming that they had completed the audit work and had not identified any issues or misstatements. Therefore, the Clerk, as responsible Financial Officer, had certified Section 3 of the return. Councillor Kennard proposed that the Annual return should be approved. This was seconded by Councillor Roach. The Chairman signed the Confirmation of Approval in Section 3. The Clerk will now send the Return back to Mazars who will complete their External Audit Certificate and return it to the Clerk who will then display it in the Notice Board. The Clerk will let the Council’s Internal Auditor, Paul Griffiths, know that the Audit has been completed.

1. **TRAINING COURSES**

* Details of upcoming courses had been circulated by the Clerk. Councillors Bellin and Kennard are attending a session on the Code of Conduct with the Monitoring Officer from the Vale shortly and will raise the issue of overriding Community Interests again.

1. **ANY OTHER BUSINESS**

* Councillor Roach will pass the registration numbers of the untaxed vehicles discussed earlier to the PCSO
* Councillor Horton enquired as to when the next Community Council Elections would take place? These would be in May 2016 and Councillor Horton then said that it would be her intention to resign from the Community Council in May 2015 for family reasons.
* The Chairman circulated copies of a paper from the Vale Villages Together Group about the housing in the Vale. Particular concern is expressed in it about the proposal to abolish the minor settlement boundaries, which currently protect villages such as Colwinston from the spread development on the fringes of the settlement. A meeting is to take place in Ystradowen on September 21st to discuss this. The Chairman expressed concern at the personal nature of the comments made about the Vale Planning Officers and felt that it might not be in the interests of the village to join in that criticism while the planning application from Redrow is awaiting a decision. The Chairman is not able to attend the meeting on September 21st so will email the organisers, supporting opposition to the LDP plans and the development of Llandow Newydd but stating that he cannot go beyond that at this stage in view of the pending application.
* Councillor Lewis raised the question of allotments in the village, following an approach from Rob Ryder. It was felt that most people in the village would have sufficient land/gardens to be able to grow their own fruit and vegetables without the need for formal allotments. Also, it was not clear whether if sufficient interest was shown, the Community Council would be under an obligation to actually buy or lease land to facilitate this. The Clerk will investigate this and Councillor Lewis will talk to Rob Ryder again to see if he thinks there is interest in such a scheme.
* Councillor Lewis proposed that he should ask the Vale to reduce the extent of the Conservation Zone from the 30 MPH sign on Crack Hill to the village sign at the entrance to the village so that more poppies can go in there.
* The Clerk had received a Copy of the Welsh Government White paper entitled Reorganisation of Local Government. One Voice Wales invite comments by October 1st. Councillor Lewis had drafted a response to this, which he had discussed with Paul Griffiths and circulated to Councillors. He will revise and recirculate his draft and then send it off with the approval of and on behalf of the Council.
* Councillor Kennard confirmed that he would be away for an extended period of time over the winter and will miss several meetings but will continue to access papers and contribute by email or Skype.

1. **DATE OF NEXT MEETING**

* The next meeting of the Community Council will take place on Tuesday October 14th 2014 at 19.30pm in the Sycamore Tree

SIGNED…………………………………………………………………

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE…………………………………………………………………….

SIGNED…………………………………………………………………

CLERK, COLWINSTON COMMUNTY COUNCIL

DATE……………………………………………………………………