**COLWINSTON COMMUNITY COUNCIL**

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN COLWINSTON ON TUESDAY NOVEMBER 11TH 2014 AT 7.30PM

1. **ATTENDANCE**

Councillors:

G. Bates Chairman

E.H. Lewis Vice Chairman

Mrs H Maclehose

Mrs. C. Roach

Kennard

Bellin

County Councillor Ray Thomas

Clerk: Jane Motte

One member of the public was present.

1. **APOLOGIES**: Apologies were received from Councillor Horton.
2. **DECLARATIONS OF INTEREST:**

Register of Members’ Interests Forms were returned to the Clerk by Councillors Maclehose and Bates.

As discussed at the October meeting, Councillor Lewis had sought a Dispensation from the Standards Officer at the Vale of Glamorgan in connection with the Redrow Planning Application. He had received a dispensation that enables him to speak on the matter but not to vote, which is the same as the dispensations given to Councillors Bellin and Kennard. The implication of this is that if the remaining members of the Community Council were to apply for Dispensations, they too would be told they could speak but not vote, which would leave the Community Council in an impossible position. The whole point of applying was that the Council felt that everyone in the village had an interest in the application because of the size and potential impact on the village and that this included them as Councillors, even if they did not have properties that directly adjoined the field behind St David’s School. It was agreed that the Clerk should write to the Monitoring Officer (Debbie Marls), copied to the Chief Executive of the Vale Council and to One Voice Wales and ask for an explanation of why the dispensation was given in this way and pointing out that the Community Council has been placed in an impossible position as a result.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting, which took place on Tuesday 14th October 2014 had been previously circulated by the Clerk and were accepted unanimously as true and accurate records. It was proposed by Councillor Lewis and seconded by Councillor Bellin 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 heard from Marc Allen shortly after the last meeting. He has been able to source a towards free cabinet for the defibrillator which would reduce the cost to the Community Council of the defibrillator to £300, as a grant from the British Heart Foundation would also be available. The defibrillator cannot be sited in the telephone kiosk as there is other equipment in there that needs to be protected which means that it is kept locked. The most sensible alternative seems to be to mount it on the outside wall of The Sycamore Tree. The Clerk had asked the landlord if that would be acceptable to him and Brains as the owners of the property and he will check with Brains. Councillors agreed unanimously that the Community Council should fund the purchase of the AED at a cost of £300 and thanked Marc Allen for all the research and work that he has put into this valuable project.
* The Clerk said that the PCSO had reported that an officer form the Vale had attended the untaxed vehicles in the Car Park to attach the statutory notices requiring their removal but had been unable to do that as it was raining and the notices would not adhere to the windscreen. A further attempt will be made in drier weather.
* The weed removal and clearance work has been carried out by the Highways Dept.
1. **PLANNING MATTERS**

Councillors Lewis, Kennard and Bellin all declared an Interest in this matter. It was noted that their Dispensations allow them to speak on the issue but not to vote.

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

There has been no further action re this application in the last month. Councillor Kennard had phoned the Planning Department and been told that the application will not be heard in November but may be listed for the meeting on December 18th, although that is also felt to be unlikely in view of reports that are still outstanding. Paul Griffiths is logging the sewage outflow pipe activity, following the recent rain, to see if the lining of the drainage pipes by Welsh Water has been successful.

 **Other Applications:**

* None

**Local Development Plan:**

There has been no further action re this since last month

The Ystradowen Village Action Group is continuing to concentrate on promoting the Llandow Newydd plan and resisting the proposed abolition of village boundaries/envelopes.

1. **WORLD WAR ONE COMMEMORATIONS**

The Clerk reported that she had had to pay a further application fee of £83.00 for the resubmitted Planning Application as the memorial was to be sited on a different site from the one originally proposed and that this therefore counted as a new application rather than an amendment. The installation of the memorial had taken place in time for it to be unveiled on Remembrance Sunday but a further revision of the Planning Application had been necessary as the stone had to be installed in a different place on the Green from that indicated on the plans and at a 90 degree angle to that intended because the contractors discovered sewage pipes running under the Green which meant that the footings for the stone could not be put where it had been intended. It was agreed that some sandstone flags in front of the Memorial would finish it off nicely and the Chairman will get a quote for doing that work and possible also dropping the kerb.

The unveiling ceremony had been well attended and appeared on ITV Wales News. The Chairman thanked Reverend Alan Kettle for conducting the service. The order of service was felt to have been excellent and one that could be used in the future. It was suggested that the full names of the men who served in the First World War should be read out next year. Councillor Lewis asked if a gift should be given to the young bugler who had attended the service. The Chairman said that he had done this in a personal capacity.

One Voice Wales would like an article for their newsletter and Councillor Lewis will do this. Councillor Bellin has had some further display material put together and will bring the invoice for this to the next meeting. It was felt that a permanent home for the display should be found and it was suggested that this might perhaps be in the Village Hall.

Having heard that part of the Poppy display from the Tower of London is to go ‘on tour’ soon, the Chairman wondered if it might be possible for at least part of it to come to the village. The Clerk will make enquiries.

As this phase of the Commemoration Project is now almost at an end, the Clerk recorded the Community Council’s thanks to all those involved in it, including the two quarries who provided stones, Deryck Evans, Sheila Madge, Clive Edwards- who installed the Memorial- the stone masons, and all those who attended the ceremony on November 9th. The grant contribution from the Vale of Glamorgan which helped to pay for the new road signs was also recognised.

The Vice Chairman thanked the Chairman for all the work he had done on this project

1. **CLERK’S REPORT**

The Clerk reported that she had received the following correspondence:

* The PCSO reported that there had been no crimes in the village in the last month.
* 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.
* Details of the next meeting of the Cardiff and Vale University Health Board Stakeholder Reference Group on October 14th, followed by the Minutes of the meeting.
* Details of the Community Liaison Committee Meeting on October 21st., focussing on the Reshaping Services Programme
* Information concerning the Library Strategy Consultation
* Dates for further Code of Conduct training for Councillors
* Notification of the Vale Local Service Board meeting on December 9th which will also focus on the challenges of the budget cuts that will be coming shortly.
* Copy of the PowerPoint slides shown at a Fraud Awareness Seminar arranged by SLCC South Wales Branch
* Copy of a presentation on Local Housing Market Assessments given to the Community Liaison Committee meeting on October 21st, accompanied by copies of a sample lettings policy.
* Notification of a Special Community Liaison Committee meeting taking place on November 19th concerning further information about the Reshaping Services Agenda. The Chairman expressed the view that the Community Council should develop a response to this as it might indeed be possible to carry out some of the services currently provided by the Vale within the village. If the Vale were to provide extra funding to the Council, matter such as hedge/verge cutting etc. could be organised by the Council, thus saving on Management Charges currently incurred by the Vale. Extra insurance costs could be a big issue for small Councils and an opt out clause might be necessary to protect Councils against unexpected developments in the future. The Clerk is attending the seminar and will report back at the next meeting.
* Copy of the South Wales Fire and Rescue Service Stage 2 Improvement Plan
* Details of the Welsh Assembly Government Consultations on Gypsy and Traveller Site Accommodation Guidance
* Details from One Voice Wales of a Badger Found Dead Survey being carried out by the Office of the Chief Veterinary Officer for Wales
* Information about a meeting of the Consumer Council for Water taking place in public in Newport on November 18th
* Details and Application Process for the Christmas Cash Grant Scheme from the Vale of Glamorgan. The Clerk confirmed that she had applied for the Grant, which is £475.00 this year. The Chairman asked for approval to organise the purchase of two larger trees than in previous years and for the purchase of additional lights. This was agreed and it was also agreed that a donation should be made to the Seniors’ Christmas Lunch.
1. **Finance Report:**

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

Current Account: £ 2118.77 credit

Deposit Account: £ 3184.63 credit

Invoices for Payment:

£158.79 to J. Motte re expenses, including payment of an additional Planning Application Fee and the renewal of the Antivirus Software for the laptop.

£30.00 to One Voice Wales for a training course for Councillor Roach.

£140.00 to Cardiff Conservation Volunteers for the work done recently around the bridge and the Well.

£55.00 as a donation to the Royal British Legion Poppy Appeal to cover the cost of the wreath that was laid at the new Memorial on Remembrance Sunday.

£1086.60 to South Wales Monuments to cover the cost of the engraving and installation of two commemorative plaques for the War Memorial.

These payments were approved unanimously.

The Clerk said that she would begin to prepare a draft budget for the next financial year for discussion at the December meeting of the Community Council, in advance of the need to set the precept for 2015-16 in January

1. **TRAINING COURSES**
* The Clerk has asked Democratic Services at the Vale to amend their records to show that Councillors Kennard, Bellin and Roach have all attended Code of Conduct Training.
1. **ANY OTHER BUSINESS**
* Postal Services: The continuing absence of a Post Office in Cowbridge is causing problems for residents and Councillor Lewis felt that the Council should write to the Post Office about this. It could be suggested that the sorting office at Llandow could provide an actual counter service until a normal service resumed in Cowbridge. This would be particularly helpful as Christmas approaches.
* Councillor Lewis reported that he had been in contact with Erica Dixon, Ecology Officer at The Vale who had agreed that native poppies should be sown in the verges.
* Retention of Council Records: The Clerk reported that she had been through the records she holds and that there are minutes going back to 1984. These are mostly on a memory stick, inherited from the previous Clerk. Some of the earlier years are not complete but that may be because meetings were not necessarily held every month. There are no records between 1974 and 1984 i.e. the first 10 years of the Community Council’s existence when it took over from the previous Parish Council. It may be that these were accidentally destroyed.
* The Chairman said that the 200th edition of the Village Newsletter will be coming up shortly. The Editor does have copies of all of these. Councillor Bellin added that the National Library of Wales has an Archive Project for community matters which is digitising material. They might be interested in having copies of the Newsletter.
* County Councillor Ray Thomas said that there had been a Special Meeting of the Vale Council recently at which it had been agreed to work with both Cardiff and Bridgend on providing joint services such as Environmental Health and Trading Standards.
1. **DATE OF NEXT MEETING**
* The next meeting of the Community Council will take place on Tuesday December 9th 2014 at 19.30pm in the Sycamore Tree

SIGNED…………………………………………………………………

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE…………………………………………………………………….

SIGNED…………………………………………………………………

CLERK, COLWINSTON COMMUNTY COUNCIL

 DATE……………………………………………………………………