

# COLWINSTON COMMUNITY COUNCIL

## CONGER CYMUNED TREGOLWYN

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN  
COLWINSTON ON Monday 17<sup>th</sup> December 2018 at 7pm

### 1. Attendance

Cllrs: Cllr P Graham-Woollard (Chairman)  
Cllr E Lewis (Deputy Chairman)  
Cllr C Roach  
Cllr G Jones  
Cllr B Morris  
Joanna Howell - Temporary Consultant Finance Officer

**Apologies:** Cllr J Savery, PCSO A Stone, VoGC CC Cave

The Chairman opened the meeting at 7pm and received no declarations of interest. The Chairman also informed members that due to our Clerk's extended leave, he sourced advice from the VoGC Monitoring Officer – Debbie Marles. The Chairman sort and received clarification on the process of appointing honorary members to specific roles in the Council.

### 2. To receive the Minutes of the Ordinary Meeting held on 19<sup>th</sup> November 2018.

The minutes were signed off as a true and accurate record. Cllr Lewis to attach signed minutes to Colwinston Community Council website.

#### 2.1 Honorary Roles

It was approved by the council that Cllr Morris be appointed as Honorary Treasurer, Jo Howell as Temporary Consultant Finance Officer and Cllr Roach to continue as Temporary Honorary Clerk until further notice. These arrangements to be reviewed at the March 2019 meeting and again at the AGM in April 2019. These appointments were proposed by Cllr Lewis, seconded by Cllr Jones and agreed by all.

### 3. To consider any matters arising from those minutes not covered elsewhere in the agenda

#### Matters arising:

- Clerk to receive up to date details of members.  
**Action:** Clerk to email members for up to date email addresses and contact numbers.
- Vines adoption – Cllr Lewis informed members that residents from the Vines had been in touch with Persimmon. Persimmon confirmed that they had not received any correspondence from the VoGC in relation to the highway adoption.  
**Action:** Chairman to contact senior officer at the VoGC.

- Heol Cae Pwll – The Chairman informed members that highway adoption of this site will be completed once all S106 matters have been completed.
- Cllr Lewis requested confirmation of the formal change of house name from 'Golygfa' to 'Seasons'.  
**Action:** Chairman to raise at the VoGC meeting with officers in February 2019.
- Mrs Pat Haines resident of the Old School House phoned the Chairman to discuss damaged cobbles at the front of her house.  
**Action:** Chairman to contact VoGC.
- Salt Bins – Chairman informed members that he had contacted the VoGC in relation to refilling the salt bins (5) around the village. The VoGC informed the Chairman that an officer will visit the village and restock bins. This procedure normally happens bi-annually.
- Tree Planting Programme – Cllr Lewis raised concerns about the number of recent tree felling's in the village and indeed over the last few years. Cllr Lewis to investigate with the Woodlands Trust and report back to Council at the next meeting.
- OVW Training for Cllr Jones; Module 6 Government Finance, 24<sup>th</sup> Jan, Cowbridge Town Hall, 6.30-9pm. Clerk waiting for confirmation.

#### **4. Public Session**

No members of the public present. However, the Chairman confirmed that a payment of £120.00 under section 137 will be paid to Mrs. Pat Johnson/Knitting Club. Mrs. Johnson was present at a previous meeting and had asked the Council for support.

#### **5. School update**

This was a closed session. The Chairman and Cllr Jones to attend a meeting at St David's Church in Wales School on Tuesday 15<sup>th</sup> January and update the council at the next meeting.

#### **6. To consider Police matters**

PCSO Stone reported that there were no crimes for the Colwinston area. However, PCSO Stone informed the Clerk of a number of cold callers around the small villages in the Vale of Glamorgan.

#### **7. To consider County Council matters**

CC Cave had previously submitted a comprehensive report and there were no questions in relation to this. CC Cave to hold a 'public surgery' at the Sycamore Tree Inn on Saturday 19<sup>th</sup> January 2019 between 11am -12pm.

#### **8. Abandoned Vehicle – Church Car Park**

This matter to be deferred to next meeting. Awaiting response from PCSO Stone on:

- White Vauxhall Astra, 2.0TDi Estate Reg: LT53 FZD, No Tax or MOT (up on 15<sup>th</sup> Oct 2018.)



**Action:** Chairman to write/email South Wales Police for update and next steps.

#### **9. Defibrillator Maintenance**

Following on from the previous meeting, a verbal report has been received on the current defibrillator at the Sycamore Tree Inn. The report highlighted that the equipment requires a new box (heated). The Clerk has obtained quotes. It was proposed by Cllr Lewis that we purchase the box, this was seconded by Cllr Morris and agreed by all. **Action:** Clerk to order Defibrillator Box/Battery

#### **10. Colwinston Community Council Website / Facebook**

A discussion took place about our Council's website and Facebook pages. In relation to our Clerks extended leave of absence, Cllr Lewis confirmed he would be willing to keep both media updated and will report to Council any updates/amendments and continuously audit these pages. This was proposed by Cllr Roach, seconded by Cllr Jones and agreed by all.

**Action:** Clerk to forward Cllr Lewis minutes of November meeting and most up to date contact details of members. Cllr Lewis to update member details onto website once received from the Clerk. Cllr Lewis to add Agenda to Council Website 3 days prior to Council Meeting as per protocol.

#### **11. Waste Management/Disposal**

It has been agreed that Colwinston litter pickers will use 'White' refuse bags for items collected around the village. These white bags are to be placed outside the village hall for collection by the VoGC on the allocated day (Monday) for the village. It is also understood by Cllr Lewis that the village hall will receive a different colour bag to collate their refuse from the Hall bookings/events.

#### **12. Constitution of Financial Beneficiaries**

Youth Club – Mr. Conway Hawkins is in the process of constituting the Colwinston Youth Club. Mr. Hawkins to update Chairman of his progress.

#### **13. Council Finances/VoGC**

The Chairman discussed the email received from the VoGC in relation to the precept. This does include the formula used by the County Council. Councillors to submit any questions to the Clerk for clarification. It was confirmed that 2018-2019 precept was £9000.

**Action:** Chairman to circulate email from VoGC to Councillors.

A discussion took place about the projected budget 2019-2020.

**Action:** Clerk to email details/amounts to Cllr Morris/Jo Howell. Ratification will take place at the January 2019 meeting.

The following financial payments were made by cheque:

Pat Johnson	£120.00
Xmas Trees	£170.00
Colwinston Community Council Noticeboard	£600.00
Calico UK – domain name	£24.00
Remembrance Sunday Bugler/Wreath	£32.00
DM Payroll Services	£34.00

**Action:** Clerk to inform DM Payroll Services (Diane Malley) of the Clerks extended leave of absence.

#### **14. Planning Matters**

**2018/01293/FUL**

**Rose Cottage, Colwinston**

To replace existing wooden fence at front perimeter of garden with a stone wall, to replace existing garden shed with a summer house and tool store to provide a new garden shed

The Council had 'No Observations'.

**201/01239/FUL**

**Land off Ridgebrook, Colwinston**

Provide tracked access to field, consisting of hardcore base/crushed stone topping, finished level with existing field

The Chairman asked members to view the current planning application and submit comments/observations to the Clerk.

#### **15. Electricity Sub Station / Green Box**

Cllr Lewis raised a serious concern in relation to the sub station and stated it was a fatality waiting to happen.

**Action:** Cllr Lewis to forward a report the Clerk in readiness for the meeting with the Senior officers of the VoGC in February. Cllr Jones will also raise the issue with the school when they meet on 15<sup>th</sup> January 2019.

#### **16. Chair's report on the meeting with senior representatives of the Vale of Glamorgan Council**

The Chairman briefed the Council on the next meeting confirmed with senior members of the VoGC. Items for discussion.

- Options for the redevelopment of Colwinston School
- Outstanding Section 106 funding relating to the school and Colwinston
- Pedestrian signage to improve road safety
- The Vines and St. David's Close attenuation basin and adoption matters
- Brown tourism signs to support the Sycamore Tree Inn
- Highway improvements
- Additional litter bins
- Public Orders – Dog Fouling
- Youth Services

#### **17. To consider any correspondence and associated replies required**

The Clerk confirmed that all correspondence received has been actioned as required.

## 18. Councillors' reports

Members of the Council:

- Chairman to investigate the Welsh Government's highspeed broadband grant scheme and report at next meeting.
- Chairman to submit monthly report for the Newsletter.
- Noted the continuing issue with the electrical substation near the school, but did not feel it can be resolved until clarity concerning the redevelopment of the school is achieved
- Cllr Morris raised a concern about the empty council house in the village. " , Maes Y Bryn has been empty for more than 12 months. **Action:** Clerk to contact the VOGC
- Cllr Morris requested Dog Fouling be deferred to next meeting in relation to Public Orders. The Chairman to discuss with Senior Officers at the VoGC in February.
- Cllr Roach updated council on the completion of the new Notice Board.
- An interview to take place on Monday 7<sup>th</sup> January 2019 in relation to our vacancy.

## DATE OF NEXT MEETING

The next meeting of the Community Council will be on Monday 21<sup>st</sup> January 2019 at 7pm in The Sycamore Tree Inn.

The meeting was closed at 9.45pm.

Date 21/01/2019

Cllr Peter Graham-Woollard/Chairman 

Cllr Christine Roach/Temporary Honorary Clerk 

**COLWINSTON COMMUNITY COUNCIL**