**CYNGOR CYMUNED TREGOLWYN**

**COLWINSTON COMMUNITY COUNCIL**

MINUTES OF THE MEETING HELD AT COLWINSTON VILLAGE HALL AND VIA ZOOM ON MONDAY 21ST FEBRUARY AT 7:00PM

1. **Attendance**

Cllr E Lewis (Chair)

Cllr B Morris

Cllr C Hadley

Cllr J Lloyd

Cllr G Jones

Also present: Cllr, C Cave, K Protheroe (Clerk), and one member of the public

Apologies: Cllr T Wilson, PCSO Angela Stone

1. **Disclosure and confirmation of Declarations of Interest**

None.

1. **Public Session**

The Chair outlined the works, which will commence shortly, to the highway and footways outside St. David’s School in response to a question from a member of the public.

1. **To receive the minutes of the Ordinary General meeting held on 17th January 2022**

It was proposed by Cllr Lloyd that the minutes of the OGM should be accepted as a true record; this was seconded by Cllr Hadley and agreed by all.

The Chair signed the minutes.

1. **To consider any matters arising from those minutes not covered elsewhere in the agenda**

There were four matters arising:

* Agenda Item 7: June 2021: The Clerk confirmed that there was no update from the VOGC regarding the ‘no fly tipping’ signs following Cllr Cave’s intervention. The Clerk will ask Cllr Cave to make a further enquiry.
* Agenda Item 13: June 2021: The Clerk confirmed the re-varnishing of the village noticeboard was complete.
* Agenda Item 8: January 2022: The Clerk confirmed that the VOGC had been advised of the Precept 2022/23 set by the Community Council.
* Agenda Item 10: January 2022: The Chair advised the Community Council that planting two Welsh Oaks in the area created by the removal of the ash tree to be taken down could prove problematic. The Chair suggested asking the VOGC’s planning team if the trees could be planted at Ty Draw Wood instead. The Community Council agreed.

**Action Point: Clerk to write to VOGC.**

1. **To consider Police matters**

The Clerk advised members that no reports of crime have been received from the Police since the January OGM.

Members expressed concern that the report was not accurate and that a car theft in the village had not been included. Members determined that the Clerk writes to the Chief Constable to complain about the fact inaccurate information was being presented to the public which did not reflect the level of crime in the area.

1. **To consider Vale of Glamorgan Council (VOGC) matters**

The Community Council thanked Cllr Cave for her report and noted its content.

1. **Management Accounts: To Period 10 2021/22**

The Clerk outlined his report on the Management Accounts and advised that he projected deficit for the year is £385 after making the following assumptions:

* VAT due of £1,436.00 will be received before year-end
* The net Stronger Communities Grant of £4,372 due in 2021/22 will be claimed by CCC before year-end
* The only expenditure that will take place between now and year end is the Clerk’s expenses (£50) and One Voice Wales membership (£85)

On the basis of the above the accumulated surplus will reduce from £10,296 to £9,911.

The Clerk outlined the impact the expenditure on the Old Ford Project was having on the Community Council’s accumulated reserves and the need for careful cashflow management of the scheme.

It was proposed by Cllr Morris that the Management Accounts be approved. This was seconded by Cllr Jones and agreed by all.

1. **Draft Budget 2022/23**

The Clerk outlined the second draft of the 2022/23 budget and advised that the Community Council would make a deficit of £1,414 in the financial year based on the following assumptions.

* The Stronger Communities Grant will be fully committed, the Community Council will fully meet its financial commitments to the grant, and the Old Ford Project will not overspend.
* The identified revenue cuts of £6,342, required to support the Old Ford Project in particular will be fully achieved.
* Any budget overspend will increase the projected deficit, unless further grant support, for the Old Ford in particular, was achieved in 2022/23.

The Community Council considered the budget and the financial challenges it presents.

It was proposed by Cllr Jones that the Community Council approve the budget. This was seconded by Cllr Hadley and agreed by all.

1. **Old Ford Project**

The members noted progress since the January 2022 OGM, in particular:

* The Stronger Communities (SC) team had advised the Chair that they view the project as an “exemplar project and are delighted with progress”.
* The next Project Group meeting with the local community will take place in March, date, and agenda to be confirmed shortly.
* Unsafe trees at Ty Draw Wood: The Chair is attempting to arrange to meet with the tree surgeon to establish the additional trees that need to be cleared and the associated cost. The eight trees that were a priority for removal have now been cleared.
* The surface area outside of the woodland is ready for planting.
* The Stone mason has been appointed and will start work in 2/3 weeks.
* 30 trees are to be received from the Woodland Trust as part of the Queen’s Jubilee. The Community Council will offer some of the trees to St. David’s School.
* A VOGC Mayoral Grant of £250 has been awarded to the project.
* The excellent work of the Cardiff Conservation Volunteers has continued. The Community Council will make a financial contribution to support their work.
* A weir has been installed to manage the water flow and level in the revitalised pond. The Chair noted that the success of the weir means that the following works, included in the original SC budget, are no longer required:

|  |  |
| --- | --- |
| Gordon Low Pond Liner | £3,000.00 |
| Underlay for pond liner | £700.00 |

* Reflecting the potential additional tree work and the budget savings noted above, the Chair confirmed that the Clerk has written to SC requesting the following amendments to the budget:

|  |  |  |
| --- | --- | --- |
|  | **Existing budget**  | **Proposed budget**  |
| NEW - Site clearance - paved observation area | NEW | £250.00 |
| NEW - Site clearance - well area | NEW | £250.00 |
| NEW - Decking/ground covering to observation area bench | NEW | £250.00 |
| NEW - General costs associated with groundworks | NEW | £250.00 |
| Estimate cost of removal of unsafe trees | £5,550.00 | £8,250.00 |

1. **Review of progress with other current projects**

The main points of progress since the last meeting included:

* War Memorial: Cllr Jones had received two quotations to refurbish the slate plaque and enamel lettering (a third company declined to tender). It was proposed by Cllr Morris that the lowest tender, submitted by South Wales Monuments Ltd, at £445.74 (excluding VAT) should be accepted. This was seconded by Cllr Roach and agreed by all.

**Action Point: Clerk to appoint the contractor.**

* In accordance with previous agreement the Clerk confirmed that he would submit the land at Little Hill to the HM Land Registry for First Registration In March 2022.
* Coffin-type style: Cllr Cave advised the Community Council that the VOGC had made no progress in this matter but would now contact the landowner as a matter of some urgency.
1. **To consider the Clerk’s report including matters of a financial nature**

The Community Council noted the Clerk’s report.

The Clerk noted that the Community Council’s cash at bank as of 27th January 2022 = £12,306.35. The bank statement reconciled to the Community Council’s cashbook of that date.

The Clerk confirmed that the Quarter 3 2021/22 bank reconciliation had been completed and approved by Cllr Morris.

It was proposed by Cllr Hadley that the following payment should be approved:

|  |  |  |  |
| --- | --- | --- | --- |
| 27/01/2021 | Anstee Landscape and Tree Felling Contractors | 254 | 7,200.00 |
| 21/02/2022 | Clerk’s expenses: April 2021 to Feb 2022 | FPO | 50.13 |
| 27/01/2021 | Skip Hire - Old Ford Project | FPO | 246.00 |
| 27/01/2021 | Grant Smith  | 253 | 240.00 |
| 27/01/2021 | Handy Fox - revarnishing noticeboard | FPO | 240.00 |

FPO = Faster Payment

This was seconded by Cllr Jones and agreed by all.

The Clerk confirmed that the following receipt has been received by the Community Council since the January meeting:

|  |  |  |
| --- | --- | --- |
| 31/12/2021 | VOGC Precept 3 of 3 | 4366.00 |

1. **To consider any planning matters**

Since the last OGM the Community Council has received two new applications upon which Members were asked to comment via email between meetings and raised no objections:

Planning Application No. 2021/01800/FUL (SFL)

Location: 5, Maes Y Bryn, Colwinston

Proposal: Removal of existing single storey side and rear extensions and replacement with new two storey side extension and single storey rear extension. Addition of driveway to provide off street parking and reinstatement of original pathway to relocated front door

Planning Application No. 2021/01750/FUL (TH)

Location: Bell House, Adjacent to Stone Cottage, Colwinston Village, Colwinston

Proposal: Conversion of existing garage to lounge space and new build garage extension

The Community Council was also advised that the following application had been approved:

Planning Application No. 2021/01748/FUL (MST)

Location: The Paddocks, Colwinston

Proposal: Alterations / improvements to dwelling

1. **Community Council elections 2022**

The Community Council noted the arrangements in respect of the forthcoming elections, which will take place on the 5th May 2022.

1. **To consider any correspondence and associated replies required**

 The Clerk advised that no correspondence report was required for this meeting. The Clerk explained that correspondence received is either referred to in the relevant reports or has been copied to members in the period prior to the meeting.

1. **To receive any announcements from the Community Council’s representatives**

There were no new announcements.

1. **To receive any announcements from Councillors**
* Cllr Lloyd to discuss possible village event to celebrate the Queen’s Jubilee.
* It was noted that Twmpath Track has been blocked by boulders and it had been suggested that a local landowner now owned the road.

**Action Point: Clerk to clarify ownership of the road with the VOGC and if the track is part of the public highway why it has been blocked.**

1. **Date of next meeting**

The next meeting of the Community Council will be on Monday 21st March 2022at 7:00pm, at Colwinston Village Hall and via Zoom.

The meeting closed at 9:21PM.

SIGNED…………………………………………………………………

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE…………………………………………………………………….

SIGNED…………………………………………………………………

CLERK, COLWINSTON COMMUNITY COUNCIL

DATE……………………………………………………………………..