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| **CYNGOR CYMUNED TREGOLWYN**  **COLWINSTON COMMUNITY COUNCIL**  **MINUTES of ORDINARY MEETING**  Minutes of the meeting held on Monday 16th December 2024 at 7:00PM in Colwinston Village Hall. | | |
|  | | **Action** |
| **1.** | **Attendance:** The following members were present: Cllr’s G.Jones (Chairman), B Morris, C.Hadley, C. Nightingale, K.Jacobs.  Also present: J.Egan (Clerk), VoGC Cllr C.Cave, and one member of the public.  **Apologies:** Cllr’s H.Thomas (Deputy Chairman), E.Lewis, PCSO A.Stone; |  |
| **2.** | **Declaration of Members’ Interests** in the business to be discussed: None |  |
| **3.** | **The minutes of the ordinary meeting** held on 18th November 2024 were received and agreed for accuracy, proposed by Cllr B.Morris and seconded by Cllr K.Jacobs and agreed by all. |  |
| **4.** | **Matters arising** from minutes of meeting on 18th November 2024.The Council agreed:   * The matters in Items 10, 11, 12 are addressed in the agenda. * Item 5: The Van parking at the junction of Coed Masarnen was covered in the November 24 minutes under Item 4. The police have now attended, and it is understood that the parking problem has been resolved. * Item 15: The Clerk has circulated the details related to ownership of the Village Green, provided by VoGC Legal Services. The details included the VG15 document and the associated map which identifies the area within the Village Green (Formerly School Green), which completes the Certificate of Ownership for the Village Green. These documents will be taken to the Cardiff Archive and notified in the minutes of January 25 meeting, when completed. * The Vale of Glamorgan MP (Mr Kanishka Narayan) has not sent any further correspondence related to the changes in Lloyds Banking arrangements or the concerns related to home telephone number changes when installing broadband fibre systems, This will be reported when received. * The abandoned vehicle in the car park to the rear of St Michaels church remains in the park, with a notice of removal from VoGC. * War Memorial is on-going with a note in Item 10 of this report. | **CLK** |
| **5.** | **Community Police Matters:** PCSO A.Stone was unable to attend but sent a written report, as follows:  There are 2 crimes to report since the last meeting:    **November, 2024**    Damage to Crops – Colwinston area    **December, 2024**    Damage to gates – Colwinston area. |  |
| **6.** | **Public Question Time:** There was one member of public present, and one matter was raised:  The village sign on the approach from A48 (Crack Hill), was originally identified as being damaged in the recent storm. This has been corrected as it was noted as down prior to the storm and has since disappeared. Cllr G.Jones said that the sign has been reported to the VoGC by Cllr E.Lewis and CCC await information from the Vale Council. |  |
| **7.** | **Vale of Glamorgan Matters:**  **The VoGC December 24 Report** had been sent to the Council by VoGC Cllr C.Cave and circulated to members prior to the meeting. Member were asked to note the following matters on pages 6/7 of the report, there were no questions raised.  Colwinston/Llangan/Llandow – Local Democracy Boundary Commission review of Town and Community Councils– letter of objection sent – press briefed on issue – response from the minister has not yet been received – ongoing   Colwinston – Adoption of the vines– ongoing   Colwinston – Village Hall roof repairs and possible transfer of assets – questions around costings raised at full council – ongoing   Colwinston – Speed limit requested in the area of the Old Ford – VoG rejected request - ongoing   Colwinston – Clarification of the VoG C’s public Space Protection Order – dog fouling in public open spaces – information provided and consultation likely in coming months - ongoing   Colwinston – Planning matter raised with enforcement team - completed   Colwinston – Coffin Sile – appeal dismissed, and applicant required to reinstate   Colwinston – Community Centre EV charging bays – ongoing   Cowlinston – Remembrance Sunday Wreath – matter raised with RBL - completed   Colwinston – Section 106 money – “Thankful Village” Benches – completed   Colwinston – Request for VoG to clean the pond – ongoing.   Colwinston – Matters raised regarding the LDP, the Planning webpage contains a link to the RLDP and the relevant documents/stages so far, and it contains this statement. The inclusion of a site in the Candidate Site Register does not infer that it will be allocated within the emerging RLDP, nor does it imply any preference of the Local Planning Authority regarding its merits. This register is not a public consultation document; merely a statement of fact of all the candidate sites which have been submitted at this stage. Link below:  <https://www.valeofglamorgan.gov.uk/en/living/planning_and_building_control/Planning/planning_policy/RLDP/Candidate-Sites.aspx>  VoGC Cllr C,Cave reported that the Village Hall had been raised in questions at the recent VoGC full Council meeting. In particular it was disappointing to note that there was an over estimate to the cost to repair damage to the hall roof. The £170, 000 cost may be an overestimate of £30,000 to £40,000, and it is not clear why this happened. The VoGC committee with responsibility for the hall has been asked to look at the funding stream for this project, it is unclear if the original grant for repairs that was placed through the office of Mr Gove is still available.  In following discussions, it was agreed that CCC would write to the Village Hall Group and request a meeting to support the group in their work to have the hall roof repaired. The meeting could be used to help determine if the VoGC can be invited to discuss a strategy for the repair of the roof and the long term future of the hall. | **CLK** |
| **8.** | **Reports of Council’s Representatives on Outside Bodies:**  Cllr C.Hadley explained that St Davids School will be opening a new web site in the New Year, and he had the privilege of taking photographs of the pupils for the site. |  |
| **9.** | **Finance:** The following matters were discussed at the meeting:   1. **The bank reconciliation** at 30.11.24 was presented and approved.  |  |  |  |  | | --- | --- | --- | --- | | **Cyngor Cymuned Tregolwyn**  **Colwinston Community Council** | | | | |  |  |  |  | | **Bank Reconciliation November 2024** |  |  |  | |  |  | *£* |  | | **Bank Balance as at 1st November 2024** |  | **6,291.38** |  | | **Income Received** |  | 0 |  | | **Total 17404.33** | | **6,291.38** |  | | 19th Nov. K. Jacobs |  |  |  | | **Payments Made** |  |  |  | | 19th Nov. Mrs K Jacobs | 78.00 |  |  | | 19th Nov. Logsmart LTD | 1330.00 |  |  | | 19th Nov. Cardiff Volenteers | 200.00 |  |  | | 19th Nov.1092 Bridgend Squad. | 50.00 |  |  | | 19th Nov. A Walker | 565.00 |  |  | | 21st Nov.. Mr J Egan | 307.60 |  |  | | 25th Nov Richard Morgan | 560.00 |  |  | | **Total Payments 1202.68** | | **3090.60** |  | |  |  |  |  | | bank Balance as 30th Nov. |  | **3,200.78** |  | | Certified as Accurate |  |  |  | | Signature |  |  |  | | Position |  |  |  | | Date |  |  |  |  1. **Proposed Budget 2025/26 brought from November meeting for a Council decision.**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Financial Budget 1/4/2025 to 31/3/2026** |  |  |  |  | |  |  |  | £ |  | | **Income** |  |  |  |  | | **Annual Precept** |  |  | 20650.00 |  | |  |  |  |  |  | | **Total Income** |  |  | **20650.00** |  | | **Expenditure** |  |  |  |  | | Salaries & HMRC |  | 4950.00 |  |  | | Assets |  |  |  |  | | Administration Costs |  | 1200.00 |  |  | | Audit |  | 600.00 |  |  | | Environment |  | 3500.00 |  |  | | Grants |  | 600.00 |  |  | | Members' Allowance |  | 1092.00 |  |  | | Old Ford Project |  | 5860.00 |  |  | |  |  |  |  |  | | **Total Expenditure** |  |  | **17802.00** |  | |  |  |  |  |  | | **Budgeted Year End Surplus** |  |  | **2848.00** |  |   The draft budget for 2025/26 had been circulated to all members and discussed in the November 24 meeting. Members were asked to consider the budget prior to the December 24 meeting, where the budget was proposed by Cllr B.Morris and seconded by Cllr C.Hadley and then agreed by all.  **C. Payments Authorised and Agreed by Council:** The Council have agreed the following payments:   * Email (11.12.24) Cllr G.Jones noted need to change defibrillator battery, cost of new battery is £210 + VAT. The Council wished to thank Catherine Theron for checking the defibrillator over the period of its installation, this was a real help for the village.   **D. Report from Finance Committee, December 2024**  **Cyngor Cymuned Tregolwyn**  **Colwinston Community Council**  Report of the Finance Committee to all Members of the Community Council for presentation at the ordinary meeting of the Council December 16th 2024.  A summary of the financial position of the Council as at November 30th shows an excess of income for the 8 months, taking into account an opening bank balance of £10784.33, of £3200.78.  Assessing the anticipated income and expenditure for the period 1st December 2024 to 31st March 2025 the bank balance at year end will be slightly in excess of £6000.  A claim for vat recovery, currently £1256.72, will be made on April 1 st 2025 and will be available as additional income to the precept in the year 1/4/2025 to 31/3/2026.  This allows the Council to consider other project spend and additional project spend on existing projects during the current financial year.  Currently the only proposed new project work relates to replacement stone on the war memorial but the Finance Committee recommends that an acceleration of the work on the Old Ford would be beneficial to the progress of the Project and a suitable use of funds.  The Finance Committee holds the view that the financial position of the Council is satisfactory and that the financial management/controls applied are also satisfactory.  Community Councillor Caroline Nightingale Chairman  Community Councillors Brian Morris and Gareth Jones.  December 9th 2024.  **E. Appointment of an Auditor**  The previous Internal Auditor was Hywel Alexander Davies who has now retired. Some assistance from other community councils has helped to identify potential candidates for the position, the person needs to be in post prior to the 2024/25 Audit. A report will be provided for the January meeting. |  |
| **10.** | **Council Matters**   * Cllr G.Jones stated that the Remembrance Sunday Memorial Service had been reported in the Glamorgan Star. * The Clerk reported on CCC insurance and employment of contractors. Further correspondence from Zurich Insurance had shown that cover is provided for all Council activities, but it is not an open-ended cover. The emails (14.11.24 and 20.11.24) have been circulated all members.   There is no expectation that CCC will risk assess the work contractors are doing – it is expected that third party contractors will have undertaken their own assessment and have insurance to cover their safety and health risks together with further cover for public liability in their work.    The Council also has public liability insurance as stated above to protect against claims against CCC for injury/ ill health and property damage that has happened as a result of the Community Councils activities.    In the event of such a claim against CCC, Zurich Insurance would investigate to identify whether or not CCC have taken appropriate measures to mitigate risks – i.e. if risks have been identified and there is no action to try to prevent them, then Zurich are unlikely to cover a claim of this type.    If it is clear CCC have appropriate measures to reduce risks then the claims process will cover and legal costs, payouts, etc up to limit of indemnity of £10,000,000.  The meeting all agreed that CCC are expected to make appropriate checks to ensure that contractors have:   1. Insurance for personal injury/ill health and against third party issues as above. 2. An understanding and application of current health and safety legislation.   The Clerk will develop a pro-forma, so that when contractors tender for work with CCC, they need to provide information to identify their insurance cover and undertake to apply appropriate levels of health and safety legislation.  **Memorial Plaque**  The Clerk has asked the British Legion about support for remedial work at Memorial plaque in the Village Green, they said it is not something that they do. Currently, the Clerk is looking at appropriate people to undertake the work required and this is on-going. | **CLK**  **CLK** |
| **11.** | **Village Maintenance Reports**  **Refurbishment of Old Bench from Village Green**  It was reported at the meeting that the VoGC believe there is sufficient Section 106 funding to complete the additional works to position flagstones along the front of the new bench at the Old Ford. The VoGC are seeking contractors to undertake this work. Also, one of the old benches from the Village Green is to be refurbished and outline arrangements have been made with Grant Smith to undertake the work.  A report on these activities will be made in the January 2025 meeting. |  |
|  | **EL** |
| **12.** | **Old Ford Project**  The woodland adjacent to the Old Ford area has some projects to complete:   1. Investigate the removal of further trees in the woodland area. 2. Extend access through the woodland with suitable access for large machinery. These matters (A & B) will be reported on in the January 2025 meeting. 3. The Clerk reported that Richard Morgan is expected to mulch the remnant tree branches and foliage left from earlier work in the woodlands, the work is to be completed prior to Christmas.   The meeting agreed that the Council will provide signs in the woodland area:   1. To warn road users of the potential for children in the area. 2. To advise of dangers related to the waterways in the Old Ford area. The design and content of the signs will need to be agreed, and the signs will need to be produced, this will be taken forward in January 2025.   In discussion with VoGC Cllr C.Cave it was agreed that there are pipes running parallel with the road and under the road in the Old Ford area. The pipes need to be investigated by VoGC to ensure they prevent entry, in keeping with similar pipes alongside the churchyard.  **National Forest of Wales Application**  The Chairman thanked both Cllr H.Thomas and Cllr E.Lewis for their work in producing a press release about the acceptance of the woodland into the National Forest of Wales. The press release has been circulated to media outlets and will be published in the Glamorgan Star, next issue. | **EL**  **EL**  **CC** |
| **13.** | **Correspondence**  All relevant correspondence received by the Clerk has been forwarded to members during the period covered by this report. All members may request a discussion on related issues. The points raised included:  No points were raised. |  |
| **14.** | **Planning Matters – Update on Current Applications**   |  |  |  |  | | --- | --- | --- | --- | | **2024/00645/FUL**  **Land to the west of Ty Draw Farm, Colwinston** Construction of a small pedestrian footbridge alongside  existing cross, which is now unusable to allow access  between pond area and meadow area without need to  return to highway. the foot bridge will enable local  school children to use the area for outdoor classes  and extended use for visitors, villagers and wild life groups. | Mrs Pamela Haines  Approved 21.11.24 | Approved | 21/11/2024 |   There was no new planning or appeal matters during the period of this report. |  |
| **15.** | **Council Land Assets:**  The Chairman has sent a copy of Council Assets to the Clerk via Email (20.11.24). The list now includes recent assets, the “Tree Inspection Equipment with value £243” and “Speaker for Remote Meeting Access with value £49”. |  |
| **16.** | **AOB:** None was raised. |  |
| **17.** | **Date & Time of next meeting:** Monday 27th January 2025, at 7pm  The meeting closed at 8.30 pm. |  |