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| **CYNGOR CYMUNED TREGOLWYN**  **COLWINSTON COMMUNITY COUNCIL**  **MINUTES of ORDINARY MEETING**  Minutes of the meeting held on Monday 18th November 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, Ed Lewis, C. Nightingale, K.Jacobs.  Also present: J.Egan (Clerk) and one member of the public.  **Apologies:** PCSO A.Stone; VoGC Cllr C.Cave, Cllr H.Thomas (Deputy Chairman) |  |
| **2.** | **Declaration of Members’ Interests** in the business to be discussed: None |  |
| **3.** | **The minutes of the ordinary meeting** held on 21st October 2024 were received and agreed for accuracy with proposal by Cllr E.Lewis and Seconded by Cllr B.Morris and approved by all.. |  |
| **4.** | **Matters arising** from minutes of meeting on 21st October 2024.The Council agreed:   * The matters in Items 4, 7, 11,17 are addressed in the agenda. * Item 4: Andy Thompson was invited by the Clerk to attend the Remembrance Day Ceremony. * Item 5: The police have been contacted regarding the van parking at the Coed Masarnen junction. This matter is now with the police to determine. * Item 6: Cllr H.Thomas removed the photograph used to represent the village church on Facebook and replaced it with a photograph of St Michaels church. * Item 9:   The Clerk wrote to Vale of Glamorgan MP Narayan Kanishka regarding the bank account changes to be imposed by Lloyds Bank and the line requirements when fibre optic systems are introduced. A positive response has been received by CCC and Mr Kanishka is to write to Lloyds and BT regarding the issues raised.  Cllr’s E.Lewis and B.Morris to see Cardiff Volunteers and C.Anstee regarding additional works to be undertaken in woodland adjacent Old Ford. Cllr Lewis has reported that Cardiff Conservation Volunteers have two visits planned for January the 12th and 26th and also for 5th and 19th October next year. Also Richard Morgan will clear the cuttings in the woodland, larger branch sections to be placed along the western edge of the woods. He will also strim an area from the field to the "danger" sign, the cost will be £560. Colin Anstee has not had the opportunity to discuss any further work required in the woodland at the moment.   * Item 10: Cllr G.Jones reported that the offer to support the Village Newsletter was not taken up. * Item 15:   The change to correspondence reporting has been implemented by the Clerk. A number of items of correspondence were circulated to members, during the period of this report, no matters were brought to the meeting.  Cllr H.Thomas placed a note on Facebook asking local residents to place materials out for waste collection on the evening prior to collection and after 7pm.  Cllr G.Jones has made arrangements with Robert Gatis to move January 2025 meeting from 20.01.25 to 27.01.25. This will facilitate the use of the Village Hall for the village pantomime.   * Item 16: The Clerk has written to VoGC Planning Department offering no objections to Applications 2024/00645/FUL (HUD) and 2024/00865/FUL (DE) |  |
| **5.** | **Community Police Matters:** PCSO A.Stone reported in writing that there were three public order offences in the Colwinston area, during the period of this report. |  |
| **6.** | **Public Question Time:** There was one member of public present, and two matters were raised:   1. There are people visiting the village during the night and it is suggested that residents should take care, locking all doors etc’. Gates have been left opened and horses were released in one incident. 2. At the upper junction of Coed Marsanen, a van is parked and a car travelling at speed turned down onto Coed Marsanen endangering the member of the public making this report. |  |
| **7.** | **Vale of Glamorgan Matters:**  **The VoGC November 24 Report** had been sent to the Council by VoGC Cllr C.Cave and circulated to members prior to the meeting, who were asked to note the following matters on pages 4/5 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 – meeting arranged with VoG officer for Monday 4th November – 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 – Parking of vehicle on dangerous bend – information provided to CC – ongoing * Colwinston – Coffin Sile – appeal dismissed, and applicant required to reinstate * Colwinston – Community Centre EV charging bays – will not be disabled because of the size of the car park. * Cowlinston – Carpark fencing repairs taking place - ongoing * Colwinston – Section 106 money – request for bench to reflect Colwinston’s “Thankful Village” status – ongoing * Colwinston – Conformation received from VoG that the Stronger Communities Grant has been spent.   **Car Park at back of St Michaels Church**  The fence around the car park has now been replaced by a new fence which is to a good standard.  The resident vehicles are still present, but VoGC are dealing with this matter and have now placed an “Abandoned Vehicle “ notice on the resident car, which has a weather cover fitted. The vehicle will be removed unless the VoGC are contacted urgently.  **Phase 3 Electric Vehicle Chargers**  Email (28.10.24) from VoGC Cllr C.Cave with a response from Operations Manager, Michael Clogg (Engineering). The email stated that the charging bays by the Village Hall would be standard width as parking space was limited. Hence disabled users will not have additional space. Also, see VoGC November 24 Report notes above. CCC discussed this matter and expressed concern that disabled users were not being offered space.  Cllr E.Lewis reported that VoGC Cllr C.Cave had sent an email (12.11.24) advising that the next local council elections will be in May 2027 and boundary changes for local councils will take place following the elections. |  |
| **8.** | **Reports of Council’s Representatives on Outside Bodies:**  Cllr’s G.Jones and C.Nightingale reported from the AGM of the Village Hall Committee that no news was available about transferring ownership of the Village Hall. It was agreed that the hall had lost significant funds now that the After School Club had moved back into the School, the Committee said there were now opportunities for other groups and activities in the hall. It was noted that the Village Hall Committee was a well organised group with a sound approach to finance and the Chairman was doing an excellent job. |  |
| **9.** | **Finance:** The following matters were discussed at the meeting:  The bank reconciliation at 31.10.24 were presented and approved.   |  |  |  | | --- | --- | --- | |  |  |  | | **Bank Reconciliation October 2024** |  |  | |  |  |  | |  |  | *£* | | **bank Balance as at 1st October 2024** |  | **9,206.78** | | **Income Received** |  | 0 | |  |  |  | | **Total 17404.33** | | **9,206.78** | |  |  |  | | **Payments Made** |  |  | | 11th Oct. Anstee Landscapes | 720.00 |  | | 17th Oct. J Egan Salary | 333.20 |  | | 24th Oct. HMRC | 211.20 |  | | 25th Oct. Anstee Landscapes | 1356.00 |  | | 24th Oct. A Walker | 295.00 |  | |  |  |  | | **Total Payments 1202.68** | | **2915.40** | |  |  |  | | **Bank Balance as at 31st October 2024** |  | **6,291.38** | |  |  |  | | Certified as Accurate |  |  | | Signature |  |  | | Position |  |  | | Date |  |  |   **Proposed Budget 2025/26**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **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 circulated to all members prior to the meeting was presented and explained. The expenditure is based on previous years spend and includes a small increase to cover inflationary elements. The major expenditure item relates to the on-going commitment to the Old Ford Project. To ensure the Council is funded sufficiently to meet the expenditure budget and to have a small financial reserve it is proposed that the precept is increased by 4% on the 2024/25 figure.  Any surplus carried forward from the current year will be available for any new project identified.  After a discussion of the draft budget it was agreed that a decision would be deferred until the December meeting, to allow members more time to consider the detail.  **b. Payments Authorised and Agreed by Council:** The Council have agreed the following payments:   * 22.10.24 Invoice from Cardiff Volunteers for work clearing the woodland adjacent to Old Ford. Total £200.00 * 07.11.24 Invoice from DM Payroll Services Ltd for 2nd half year £60 * Email (15.11.24) CCC received invoice from Logsmart for £1330 to pay for benches and stump seating in woodland. This is an update from October Meeting, following receipt of invoice. * Invoice from Grant Smith and Alex Walker for work clearing shrubs and debris on Little Hill. Sum agreed at £565.00 * Email (16.11.24) sent with quotation from Richard Morgan for work to clear waste materials from woodland area adjacent Old Ford. The cost of £560.00 has been agreed by the Council subject to receipt of an invoice. * Members' Allowances include 6 members at £156 each and two half year allowances for a new member at £78 and £78 for the member who recently resigned. * New Councillor Induction Training has been agreed for new member Cllr K.Jacobs, the cost of £40.00 will be paid on submission of an invoice. * Donations via Section 137 to:   St Michael’s Church for churchyard grass cutting; £500 Royal British Legion to support their out reach work; £50 RAF Cadets to support their work and the poppy appeal; £50 |  |
| **10.** | **Council Matters**   * The Clerk has contacted Zurich Insurance to determine if CCC has adequate insurance cover. The reports back from Zurich make it clear that CCC is covered for all its liabilities, but there is an assumption that all contractors have their own insurances in place, that would include insurance for personal injury/ill health and public liability insurance. The Clerk will make further checks with current contractors and OVW and report in December meeting. * Cllr G.Jones reported that a complaint about the use of public open space in Heol Cae Pwll was being investigated by VoGC. * Cllr G.Jones was pleased to report to the meeting that Remembrance Day had been very well attended and the feedback from the village had been extremely positive about the service. He said that participants had all contributed well and the contribution of the children was very pleasing and had added to the occasion. The Council in discussion all agreed with the Chairman about the success of the service and the manner in which it was conducted. Cllr C.Nightingale offered thanks to Cllr’s, G.Jones and E.Lewis for their work in organising the service, this was agreed by all. * In a follow on discussion, Cllr E.Lewis reported that the memorial plaque would need replacement as it was now showing significant wear due to weathering. It was agreed that a new marble replacement should be considered. The Clerk was asked to contact South Wales Memorials to discuss a replacement. | **CLK**  **CLK** |
| **11.** | **Village Maintenance Reports**  **New Benches**  Cllr E.Lewis reported that the benches at the Village Green, the School and in the area of the Old Ford have all now been installed. Cllr Lewis also said he was pleased with the response of VoGC, following a meeting with two of their officers they had moved very quickly to get the work completed. The rubbish bin outside the School has been moved and the new bench positioned to suit highways guidance.  Additional works included a request to the VoGC to use remaining 106 funding to position flagstones along the front of the bench at the Old Ford. Also, one of the old benches is to be refurbished and outline arrangements have been made with Grant Smith to undertake the work.  Cllr H.Thomas in a written report said he had posted a video showing the new bench in the Old Ford area, this had received 1,091 positive comments.  Cllr G.Jones thanked Cllr Lewis for his hard work in achieving the installation of the new benches and in such short time. It was pleasing that the “Thankful Village” bench, by the memorial, was in place for Remembrance Sunday.  **Little Hill**  The overgrowth around the steps has now been cut back and cleared, making a big difference to the area. The area looks very clean and tidy. |  |
|  | **EL** |
| **12.** | **Old Ford Project**  Cllr C.Hadley described the new furniture installed in the play area of the woodland adjacent the Old Ford, it was noted that the furniture is all Welsh wood and constructed locally. People are already visiting the site. The Council expressed thanks to Cllr Hadley for all the work involved.  Cllr E.Lewis reported that more trees will need to be removed from the woodland, but the individual trees had not been identified precisely. Provisionally trees have been marked with the 1, 2, 3 spot system to identify trees that would need to be removed and the urgency of removal. Cllr Lewis is to meet with the tree surgeon to discuss the matter. Cllr Lewis has talked to the Old Ford Group about replacing the fallen trees.  Cllr Lewis went on to advise that a pathway would be required to provide passage through the woods to allow maintenance of the trees and foliage. It was agreed that the Cardiff Volunteer Group may be asked to clear this route. It is also agreed that a large gateway into the woods should be provided to allow ready access for large machinery when required, this will need to be secure to prevent open access.  Following a long discussion, it was agreed by the Council that signage would be needed in the woodland and visible from the road, to advise motorists of the need to drive carefully as children were in the area. Also, it was agreed that signs would be needed in the Old Ford area to advise about the danger of water in the area, due to the potential proximity of children to the water. The Clerk has been asked to write to VoGC Cllr C.Cave to seek professional advice about the wording of the signs etc’.  **National Forest of Wales Application**  Cllr E.Lewis reported that the application for the woodland adjacent the Old Ford to become part of the National Forest of Wales, has been successful. As such the woodland is now part of the National Forest. Cllr Lewis was congratulated for his hard work in achieving the registration of the woodland.  It is proposed that social media may be used to encourage visitors to the woodland area, this may increase tourism into Colwinston. A description board for the woodland will be needed, this will require professional design etc’. It is understood that the Welsh Government may provide funding for this work.  There is some documentation to be completed and submitted to The National Forest of Wales. | **EL**  **CLK**  **EL**  **EL/**  **CLK** |
| **13.** | **Correspondence**  In the October 24 meeting it was agreed that this Item would in future only contain the following reference to 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:  At the meeting it was agreed that CCC, with limited resources, support local charities and generally do not support national organisations. |  |
| **14.** | **Planning Matters – Update on Current Applications**  There was no new planning or appeal matters during the period of this report. |  |
| **15.** | **Council Land Assets:**  **The Village Green**  In the October 24 Minutes: The Village Green was identified by VoGC Legal Services as the property of CCC and ownership can be traced from The Register of Village Greens and Common Grounds under section VG15, from 18th March 1985.  A further Email (30.10.24) from VoGC (Lucy Butler) has noted:  VoGC Legal Services said that the Village Green, previously known as the School Green has an accompanying plan of the village which was held by Local Land Charges. The plan had been included in the email, which identified the Village Green (VG 15). This now completes the Certificate of Ownership for the Village Green.  Following a discussion, it was agreed by all that this Certificate was sufficient to show legal ownership of the Village Green and the matter would not be referred to Land Registry.  The Clerk agreed to circulate the map referred to above, to all members. Also, the Clerk agreed to take all documents related to the ownership of the Village Green to the Cardiff Archive. | **Clk** |
| **16.** | **AOB** A short discussion here was referred back to Item 6 (2). |  |
| **17.** | **Date & Time of next meeting:** Monday 16th December, at 7pm  The meeting closed at 8.30 pm. |  |