

Peterston-super-Ely Community Council
Cyngor Cymuned a Llanbedr-y-Fro

Minutes of the Ordinary Meeting held at 7.30pm on 10th February 2020 at the Church & Community Hall, Peterston-super-Ely

Present: Councillors: Ian Pearson, Pat Cadwalladr, Hywel Thomas, David Field, Abigail Phillips & Diana Powell.

Also Present: Tor Trundle (Clerk to the Council), and two members of the public.

Apologies: Councillors: David Moody-Jones, Kate Hurley, C Cllr Michael Morgan & PCSO Angela Stone

The Chair welcomed everyone to the meeting.

184 Declarations of interest

No declarations of interest reported.

185 Police Matters

PCSO Angela Stone had sent an email confirming she had taken over from PCSO Summers and was unable to attend the meeting. Crime reports had been received for January and February in which reports had been made including drug related incidents, burglary, theft and malicious communications.

Action: Clerk to ask for further information on the drug related incidents and malicious communications.

186 County Council Matters

C Cllr Morgan had provided apologies for the meeting and confirmed he would let the Clerk have a report to circulate.

187 Public Session and Matters arising from Public Session

Two members of the public were present on this occasion.

The first matter brought to the Community Council was that the Vale Council had now started to issue fines in relation of notices placed on trees and other places. The member of the public thought that it would be good to have a number of notice boards around the village, possibly by the Memorial field and one in the lay-by on the main road. Other suggestions included opposite the Three Horseshoes on the ground next to the telegraph post. The Community Council had already felt the need to consider new or further notice boards within the village and the location of these needs to be discussed, One suggestion was to upgrade the notice board at the shop. Cllr Thomas would approach the shop and ask if they were happy for this to be undertaken.

The second member of public was asking for help in relation to a flood consequences assessment (FCA). General concerns were raised in relation to the possibility of more problems with flooding once plans were progressed for the M4/A48 project and that the impact of flooding could worsen. After receiving advice from NRW, they had suggested a request should be made to the Vale Council for a Flood Consequence report. The member of public confirmed that after he had sought this information, nothing had been forthcoming.

Cllr Phillips confirmed that an FCA would usually be undertaken at planning stage and the parties in question had not reached this point. There was not even a detailed design currently outlining any particular proposal. As there had not yet been any route alignment an FCA would be meaningless at this time.

Further discussion was held in relation to the use of holding ponds where water would be held which ran off the road surfaces until it dissipates. Cllr Phillips further confirmed that there had been a change in law and where there is any development, surface water cannot now drain into sewers.

The member of public re-confirmed that he would welcome any feedback from the Community Council. Cllr Phillips was happy to agree that once stage 2 work was completed in the next few months that any information would be disseminated to the community.

Action: Cllr Thomas to approach the shop and ask if they are happy for the notice board to be re-furbished and obtain quotes for three signs and corresponding metal-work.

188 To receive the minutes of the Ordinary Council Meeting held on 13th January, 2020

The minutes of the Ordinary Council meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Cadwalladr and Cllr Thomas that the minutes be accepted.

189 To consider matters arising from these minutes.

It was noted that any outstanding issues would be raised in this meeting and as such there was no discussion around matters arising.

190 To discuss progress in relation to the consultation on parking and next steps.

Cllr Phillips was aware that it was key to look at all possible scenarios to the problems surrounding parking within the village. It was felt that Helen Blackmore would be a useful contact at the Vale Council as Helen had experience in working in other areas looking at car parking solutions. It was clear that a working party needs to be established to look at options and fully explore all avenues. At the previous meeting, Cllr Phillips and Cllr Pearson had been suggested as members of this group and Cllr Pearson suggested there should be a third member. Cllr Cadwalladr confirmed she was happy to become part of this group.

The Community Council also thought that it would be good to include a member of the public on the working group and after a discussion Cllr Phillips agreed to write a notice that the Clerk could then post on the website and on social media.

Action: Cllr Phillips to write a notice for the Clerk to post on the website and social media asking a member of public to be part of the parking solution.

191 To receive an update on the MUGA lease.

Cllr Phillips had been communicating with one of the trustees to finalise the signing of the lease. It was confirmed that this seemed imminent.

Action: Cllr Phillips to email trustees, Cllr Thomas and Clerk and confirm signing of the lease.

192 To review the Community Action Plan and adopt updates.

A meeting had been held on Thursday, 16th January, 2020 where the Community Action planning group and the Clerk had reviewed the CAP in light of recent consultation work. The Clerk had circulated the plan prior to the meeting. Cllr Pearson suggested that page numbers could be added and it was generally thought that a summary A4 version could be placed on the village, hall and CC notice boards alongside the minutes. The updated CAP was agreed and ratified by Cllr Thomas and seconded by Cllr Cadwalladr.

Action: Cllr Field to produce CAP summary for publication on the notice boards and Clerk to add page numbers to the full report.

193 To receive an update on the meeting with Mike Clogg and Cllr Thomas and Cllr Field -10.2.20

Cllr Thomas had circulated a report from the meeting with Mike Clogg. A number of issues had been discussed including speed monitoring, road subsidence at Glanafon House, drainage on Station Road, road surface erosion at Three Horseshoes and a manhole cover at Croes Y Parc Chapel. In relation to the speed problems, Mike Clogg confirmed he would investigate suitable equipment for permanent installation with an indication of costs. Moving forward once these costs have been established there is a line in the budget for speed and a discussion can be held regarding any allocation from the reserves to cover these costs.

194 To discuss the requirements of the Environment Wales Act, 2016 and Council's duty.

The Clerk had already circulated the draft report and was looking for Community Council's input on its content. A discussion was held and it was decided that it would be useful to add a bio-diversity element to the Community Council's Terms of Reference and Cllr Powell confirmed that she would ask Chris Powell to look at both the Plan and the report and see if there was anything that he felt needed to be added. Further linkage could be made to the Community Action Plan and the Community Council address bio-diversity within this plan.

Action: Clerk to forward plan and report to Chris Powell for input and once final draft re-circulated to the Community Council.

195 To discuss the process to be adopted in respect of third party's use of Community Council assets.

The Clerk had approached Zurich to gain some clarification on coverage and Llantwit Major Town Council to ascertain processes that they have in place. In relation to the memorial field it was decided to adapt the forms supplied by Llantwit Major Town Council, and in the future ensure that risk assessments are undertaken and copies of hirer's public liability insurance obtained. Cllr Thomas suggested contacting the Church to look at their process on hiring the church to organisations. Cllr Pearson asked the Clerk to contact Zurich again and clarify whether the Council was covered when visitors are in the churchyard for weddings, funerals and other churchyard business.

Action: Clerk to adapt the forms supplied by Llantwit Major Town Council; contact the Church to ascertain their hiring processes and Zurich in relation to the general use of the Churchyard by visitors.

196 To consider the Clerk's report including matters of a financial nature.

Currently the bank balance is £24,606 at the end of January and the cash book balance stands at £24,875. The bank reconciliation for January has been completed and will be sent to Cllr Field for review.

Payments/Receipts since last meeting (incl cheques raised but not yet signed)

RECEIPTS

Boom Cymru	£ 200.00
St Georges Wind Turbine Grant	£1250.00
Donation request from Football Club	£ 50.00

Payments and Authority for expenditure needed

The following expenditure needs authorising by the Council: -

Huw Moody-Jones	Cheque 1053	£ 59.00
Clerk Salary January 2020	Cheque 1054	£ 313.99
PAYE for clerk salary	Cheque 1055	£ 69.20
Wales Audit Office	Cheque 1056	£ 488.35
Kersh Grinnell	Cheque 1057	£ 693.33

MUGA

The final progress report is still outstanding at the time of writing the report. The Clerk has written to Gill Jones and Vanessa Adams to ask current position and informed Sports Wales of the delay. Vanessa has confirmed that the LTA registration is almost completed

Churchyard

The Clerk has been chasing Simon Harris to ensure that the wall repairs are completed. Phone calls have not been returned.

Correspondence has been received from CRC's Film Officer, Maddy Sims who wishes to talk to the Community Council and the Church in relation to filming. Cllr Moody-Jones has confirmed that he is happy to talk to her but Cllr Pearson has asked for one other volunteer. The clerk has contacted Delyth Hurley and Father Martyn to ask about passing on their contact details but no response has yet been received.

Mrs Atkins has contacted the Clerk by phone to confirm that she is in contact with a stonemason. The clerk has yet to receive any communication from the company to arrange placing of the memorial.

A further burial has taken place on Wednesday, 5th February and the Clerk has been liaising with the funeral directors in relation to the same.

VOGC

Katherine Partridge, Rural Housing Enabler has a session on 14th February at the Council offices to discuss local strategy housing planning. The Clerk has sent the reply to confirm that Cllr Phillips and Cllr Field will attend.

An email was sent asking for Community Council's agreement to the Charter but the Clerk requires everyone's consent. This was agreed by all present.

The precept was requested for £21,000.

VE 75 Celebration

Cllr Moody- Jones has confirmed that the Church Social Committee is organising a vintage tea in the hall on that weekend and it is felt that this is a commemorative event. VE 75 will also be mentioned in prayers

Playing Fields

Fields in Trust have been contacted to chase the delivery of the memorial field plaque.

Allotments

The invoices have been sent out by email in the first instance. If no response is received then a letter will be sent in the next few days.

PROW meeting

A meeting has been scheduled for 18th February, 2020 at 2:30pm at Pendoylan School Hall.

General matters to bring to Council attention

Email received regarding the possibility of Youth Offenders being tasked with working on community projects. Good to note for future reference.

Defibrillator

Cllr Moody-Jones will consider organising new sessions on how to use the equipment. An article was published in the GEM this week but the defibrillator in Peterston was not mentioned in the list of current defibrillators. It is thought the source of the article was Llantwit Major Town Council so the Clerk will write and ask for clarification.

Local Housing Strategy

Cllr Phillips to report once attendance at the meeting on 14th February at the Council offices.

Great British Spring Clean

Decision was made to sign up as a supporting Community Council to host a clean-up in our area.

Rights of Way

Continue discussions in relation to the issues surrounding the pathway at the back of the hall. Cllr Field to possibly raise at the PROW meeting on 18th February.

Xmas Even 2020

Cllr Pearson asked for a decision on the date of this year's xmas event. It was confirmed as being 5th December 2020 and the Clerk would contact Tonia to book the hall.

Village maintenance

Cllr Pearson had noted that there was a flower container missing on the lower bus stop. Cllr Thomas thought that Mr Shapland had moved it and he would check. After a discussion agreement was reached that the Clerk would organise for the bus stop shelters to be painted.

OVW

An email has been received regarding renewal of subscription is due in April 2020. The Community Council agreed to continue subscription

197 To consider any planning matters

One new planning applications since the last meeting: **2019/01413/FUL (HW): Brook House, Main Avenue, Peterston Super Ely:** Demolition of existing outhouse to side of house and construction of a single storey kitchen and corridor extension with small single storey infill on front elevation (14/01/20)

One approved applications - **2019/01242/FUL (JK): Y Berllan, Peterston Super Ely:** Proposed extension to side and rear extension of roof space. (19/11/19) **Approved: 30th January 2020.**

198 To consider any correspondence.

These were reviewed and acknowledged.

199 To consider any reports of Councillors

One report had been made to Vale Council in relation to a damaged sign at Ael Y Bryn.

200 To consider any Health & Safety matters, to include playground maintenance/checking

Cllr Thomas confirmed that he would be receiving quotes for the outstanding playground work including the mound. Cllr Pearson had undertaken a playground inspection earlier in the week and he noted there was a lot of mud around the entrance. It was felt that it would be difficult to stop the mud coming into the playground from the lane but possibly think about this over the coming months. It was also noted that a lock was needed on the memorial gate.

There being no further business the meeting closed at 9:25pm. The next ordinary meeting will be held on Monday, 9th, March, 2020 at 7.30pm in the Church and Community Hall.

Chair _____
Date _____