

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

**Minutes of the remote Ordinary Meeting held at 7.30pm on 12<sup>th</sup> July, 2021 held on Zoom**

**Present:** Councillors: David Moody-Jones, David Field, Kate Hurley, Abigail Phillips, Diana Powell, John Drysdale & Huw Potter

**Also Present:** C Cllr Michael Morgan & Tor Trundle (Clerk to the Council)

**Apologies:** Cllr David Jaques

### **62 Declarations of interest**

There were no declaration of interests.

### **63 Police Matters**

A report had been received for June with no incidents in relation to Peterston Super Ely.

### **64 County Council Matters**

C Cllr Morgan raised the following points:

**Community Liaison Meeting, 5<sup>th</sup> July, 2021** – C Cllr Morgan confirmed that many of the Town and Community Councils were not receiving incident reports. The Clerk confirmed that the Community Council's reports were received in the spam folder which may be the case for many Councils.

**20's Plenty** – All Community Council members were pleased to note that C Cllr King had presented a report to Cabinet outlining a trial for 20-mph speed limit in Peterston, which all members were delighted had been accepted. It was also noted the Welsh Government had recently announced that 20-mph would be the default speed limit in all residential areas. C Cllr Morgan would determine if this extended to all rural villages.

**Democratic Services meeting** – Discussions have been ongoing on how meetings will be held in the future, allowing a combination of physical and remote (hybrid) meetings. C Cllr Morgan confirmed that One Voice Wales would be issuing guidance on these types of meetings. It was generally accepted that this could not be achieved at the current time due to the expensive set up costs of required equipment. Cllr Moody-Jones confirmed that this topic had been discussed at the recent OVW meeting and it was recognised that this would not be an easy way forward for many Community Councils due to the technical equipment required, the expertise and cost involved.

Cllr Field pointed out that such an outlay seemed excessive when comparing the number of public that had attended meetings since the Community Council had moved to remote meetings. Cllr Drysdale agreed that it was difficult to run hybrid meetings and it was not that viable for the smaller Community Councils to offer such a facility.

**Retirement housing** – C Cllr Morgan had requested that the Planning Committee review a recent planning application where a retirement dwelling had been submitted, for which he hoped would start the basis for a new Rural Retirement Housing policy.

**Filming in the village** – Cllr Potter wondered if C Cllr Morgan had received any notice prior to the recent filming in the village. The Community Council nor C Cllr Morgan had

received any such communication. Considering the filming had impacted on the traffic, it was felt that the village should be made aware, especially where any filming would require any form of traffic management. The Clerk would contact the Vale Council and ask for clarification.

**Action:** *Clerk to contact Vale Council and request prior notification of any filming in the village.*

C Cllr Morgan had previously asked if any local residents have any matters to raise, they can contact him by phone on 07771-803639 or email [mjmorgan@valeofglamorgan.gov.uk](mailto:mjmorgan@valeofglamorgan.gov.uk)

## **65 Public Session and Matters arising from Public Session**

There were no members of public present.

## **66 To receive the minutes of the Ordinary Council Meeting held on 12<sup>th</sup> July, 2021**

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 Moody-Jones and Cllr Drysdale that the minutes be accepted.

## **67 To consider matters arising from these minutes.**

Cllr Moody-Jones reviewed the minutes and it was noted that most items would be covered in the current agenda. The Clerk confirmed that most action points were underway or completed.

## **68 To receive an update from Cllr Drysdale on the MUGA management arrangement.**

Cllr Drysdale confirmed that an agreement with TaSC was finalised but that there had not been any progress in relation to signing by TaSC. It seemed that TaSC was inquorate which meant they were unable to sign until trustees had been appointed. Cllr Drysdale had requested the Clerk contact Came & Co, our insurers, to determine if our public liability was sufficient whilst the agreement remained unsigned. A discussion was held and the Community Council wondered if it would be a help if they assisted TaSC in talking to individuals to see if there was any interest in becoming a trustee. It was agreed that the holding of a Sub-Committee would be beneficial and the Clerk would arrange shortly.

Work had been undertaken at the MUGA and the playing fields over the weekend to ensure that all weeds had been removed prior to the visit by SWSG on 12<sup>th</sup> July to undergo carpet maintenance. The Clerk had spoken to SWSG who had carried out the work that day, who had reported positively that the carpet was in good condition.

**Action:** *Clerk to contact Came & Co and ensure insurance cover was adequate in light of the Management Agreement not being signed. Clerk to contact TasC and organized Sub-Committee meeting.*

## **69 To review the quarterly budget for 2021/22**

The Clerk had circulated the budget prior to the meeting. Three receipts were increased including MUGA, VAT and inscription fees.

Four lines of expenditure were reviewed VAT, MUGA costs, Cllr Allowances and request to add in a line for administration line in relation to expenses such as stamps, postage and ink.

All requested increases and decreases were agreed by the Community Council and the Clerk would amend the budget accordingly.

***Action: Clerk to amend the 2021/22 budget with the increases agreed. All Community.***

**70 To receive an update from Cllr Moody-Jones in relation to the One Voice Wales Area Committee meeting on 5<sup>th</sup> July, 2021**

Cllr Moody-Jones confirmed that there were two points which was of particular interest, in relation to hybrid meetings as discussed at point 64 and the work that would be undertaken to try and engage 16- to 18-year-old and encourage them to vote in the next election. He felt that these points were the only ones that were of relevance to the Community Council.

**71 To receive an update from Cllr Phillips in relation to the Community Liaison Committee on 5<sup>th</sup> July, 2021.**

Cllr Phillips further confirmed the point raised by C Cllr Morgan in relation to the Chief Inspector and the feedback from Community Councils who were still not receiving regular crime reports. The Fire Service had reported that there had been an increase in the number of fires due to people burning non regulation items in their gardens. Project zero had also been discussed and there was a general consensus that the report was rather high level. Cllr Phillips wondered if it would be beneficial to contact the cluster group at Pendoylan and look at ways we could work with that group. Cllr Phillips would contact Hilary Hamer. It had been noted that items could be raised and placed on the agenda for future meetings and it was mooted that the issues of rural flooding should be forwarded.

***Action: Cllr Phillips to contact Hilary Hamner & request that flooding in rural villages be a future agenda item at Community Liaison.***

**72 To receive an update from Cllr Field in relation to the VOGC PSB n 21<sup>st</sup> June, 2021.**

The Public Service Board meeting had been held by Neil Moore, LEADER of the Vale of Glamorgan Council. Cllr Field had confirmed several items were discussed which included the plan to reduce the amount of plastic and pollution in the area. Cllr Field felt that the Vale Council needed to operate a top-down approach and to lead by example. He suggested that the running of electric recycling lorries would be a good start.

**73 To receive an update from Cllr Field on the 20mph prospective project.**

Cllr Field had observed the Cabinet meeting in which Cllr King had presented a report, requesting the trialing of 20-mph speed limit in Peterston Super Ely. Cllr Field had previously reported to the Community Council that the Cabinet had agreed to the measure. He had written to Cllr King thanking him for his support and Cllr King had agreed to keep the Community Council informed of progress.

Cllr Field had circulated Welsh Government consultation documents on the introduction of 20-mph, which had been announced on 9<sup>th</sup> July, 2021.

[https://gov.wales/sites/default/files/consultations/2021-07/consultation-document\\_0.pdf](https://gov.wales/sites/default/files/consultations/2021-07/consultation-document_0.pdf)

It was agreed that the Clerk would place on website and Face Book. Cllr Moody-Jones commended Cllr Field on the tremendous progress that had been made on this project.

***Action: Clerk to place link to Welsh Government consultation on Face book and website***

**74 To review the grant applications in respect of the Stronger Communities Grant.**

Cllr Phillips, Rebecca Haves, TaSC and the Clerk had met on Thursday, 24<sup>th</sup> June, 2021 to discuss potential projects to submit. The group felt that it would be good to submit a project that helped with the Community Council's climate action plan and supported bio-diversity. There were several aspects to the application which included the planting of a hedge around the existing playground fence. It was hoped that this hedge in the long-term would replace the fence and would encourage bio-diversity. A further suggestion was made to remove the litter bin from the playground and replace with an eco-friendly station which encouraged users to bag up their rubbish and take home with them to preferably recycle. It was also felt that interpretation boards would be a good addition to demonstrate how the Community Council were hoping to encourage bio-diversity on the field and what they were trying to achieve by growing the hedge. Some of the Councillors thought that it would be appropriate to contact Dai Lewis and ask for advice as he had experience of this type of project.

Alongside this application, an email had been received from Keep Wales Tidy in relation to the Development grant packages. The Community Council discussed the possibility of applying for this fund and to create a wildflower garden on certain sections of the memorial field. This would then link in with the Stronger Community Grant project. Cllr Potter mentioned that the local Flower Show had talked about a similar project and the Community Council wondered if they could work with this group.

It was recognised that these projects would have to be maintained in the long term. A Finance Committee was being scheduled for the coming weeks and it was agreed that ongoing landscaping contracts would be reviewed together with mowing commitments. It was hoped that reduction in some cutting costs would help to cover any additional maintenance required for both projects.

**Action:** *Clerk to send completed application to Council prior to submission. Clerk to contact Dai Lewis to discuss the project. Clerk to contact representative of the Flower Show and discuss the Wildflower Garden project.*

## **75 To discuss the Climate Action plan and declare Climate Emergency.**

All Community Council members agreed that there was a need for a local Climate Action plan which looked at the current climate issues on a local level. The Council acknowledged that there was a global climate emergency and would begin to formulate their own plan. The Clerk confirmed that she would begin to draft and this would be forwarded for all Councillors to contribute. Cllr Moody-Jones confirmed that Chris Powell had written a great article in the Parish News on composting which the Community Council felt would be good to disseminate. Cllr Field felt that it would be beneficial to place a note on social media informing residents of the requirement to formulate an action plan and request for volunteers who may be happy to contribute or even lead.

**Action:** *Cllr Powell to forward article on composting. Clerk will publish on website and Face Book. Clerk to publish note on social media regarding the action plan and request for resident volunteers to contribute on its content.*

## **76 To consider the Clerk's report including matters of a financial nature.**

The bank balance at the end of June 2021 was £26010 and the cash book balance was £26119.00. The bank reconciliation had been forwarded to Cllr Field for review and authorisation.

All cheques for the preceding month had been passed to the bank signatories for signing. The Clerk had again been in contact with HMRC and the outstanding VAT reclaim had now been sorted.

The Clerk's hours had been authorised at the higher amount of 34 hours by the Chair and Vice Chair for the month of June and there was an amount of £92.40 included in the expenses for the application fee to Welsh Water for allotment application.

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

#### **RECEIPTS**

**Churchyard Inscription fee (additional subscription) £ 100.00**

### **Payments and Authority for expenditure needed**

The following expenditure needs authorising by the Council: -

|   |                    |                 |
|---|--------------------|-----------------|
| <b>Payment of Allotment Skip &amp; Permit</b> | <b>Cheque 1155</b> | <b>£ 327.06</b> |
| <b>Playing Field Cut</b>                      | <b>Cheque 1156</b> | <b>£ 204.00</b> |
| <b>Village Flowers</b>                        | <b>Cheque 1157</b> | <b>£ 98.40</b>  |
| <b>SWSG (MUGA Carpet maintenance)</b>         | <b>Cheque 1158</b> | <b>£1704.00</b> |
| <b>Clerk Pay (June)</b>                       | <b>Cheque 1159</b> | <b>£ 473.65</b> |
| <b>HMRC PAYE (June)</b>                       | <b>Cheque 1160</b> | <b>£ 86.60</b>  |
| <b>Strimming of playing fields</b>            | <b>Cheque 1161</b> | <b>£ 165.00</b> |
| <b>Churchyard cutting June 2021</b>           | <b>Cheque 1162</b> | <b>£ 843.33</b> |
| <b>Field in Trust Membership</b>              | <b>Cheque 1163</b> | <b>£ 65.00</b>  |

### **Vale of Glamorgan Council –**

- Cllr Phillips to attend the VOGC Community Liaison Committee meeting on 5<sup>th</sup> July, 2021
- War Memorial Grant Scheme application underway – photographs and quotes for work received.
- Community Council emailed chasing response in relation to the allotment grant.
- Neil Moore - Chair PSB/Leader VOGC – Cllr Field attended at remote meeting on 21/06/21
- Stronger Community Grant Fund – applications need to be submitted by 20<sup>th</sup> July, 2021. Cllr Phillips, Rebecca Haves and Clerk met on Thursday, 24th June, 2021 to discuss.

### **MUGA-**

- Management Agreement covered under full Council meeting.
- Contact with Lynn Finch regarding sourcing sign for MUGA that points users to the defib at the hall.
- Maintenance of carpet scheduled for 12th July, 2021.
- Strimming and tree removal quote received for £165 – request that this be considered prior to scheduled maintenance.
- Electrical works now completed by TaSC in clubhouse.

### **OVW**

- National Access Forum – UKFS consultation live (Forestry Standard)
- Consultation launches 28<sup>th</sup> June – Consultation on qualification of Clerks in Wales Regulations for eligible CC's
- Email regarding Local places for nature grant.

- Email sent to Rachel Carter the Local places for Nature Officer - no response yet received.
- OVW/Planning Aid Wales event – Regenerating Welsh Towns and Communities Post COVID 19 – 23<sup>rd</sup> June – cost £45-£50

### **Playing Fields**

- Message received from Darren Meir regarding illegal parking at the field and confrontation with a resident. Suggested a new sign to show clearly that the area by the gates is to be kept clear,
- Request from Andrea Harvie regarding wish to plant tree in the memorial field and erect plaque as a memorial for her daughter. Council agreed but asked the Clerk to determine type of tree, location of planting and size of plaque.
- Clerk had contact Gill Jones to request submission of paperwork prior to the upcoming Chapel event.

### **Climate Action Plan**

- Discussed under main agenda.

### **Churchyard**

- Email in respect of the work required on the lych gate to support the war memorial grant application
- Ongoing communication with Pigeons in relation to a burial on 15<sup>th</sup> July, 2021
- Correspondence from a resident requesting work on the hedge on the churchyard boundary which has now been undertaken. Message of thanks received on the good work undertaken by Priory Landscapes.

### **Audit**

- Annual Return posted prior to the end of June together with requested documentation.

### **Cllr Allowances**

- Confirmation received from all Councillors except one.

### **Other**

- Website – My Parish Council have been communicating after the site did not go live. This is ongoing and we hope to rectify this shortly
- Communication with BT in relation to the dilapidated condition of the GPO building.
- No response still received from Jerry Widdas in relation to the playground repairs.
- Cllr Drysdale has sent around register of interests for Cllrs to complete. Please can everyone send back to the Clerk to upload onto the new website.

### **77 To consider any planning matters**

There were no new planning application received only two amendments to previous applications:

**Amendment/further details: 2021/00577/FUL (HW) - : Glenholme Farm, Pont Sarn Lane, Peterston Super Ely** - Demolition of existing substandard agricultural barn and replacement with new agricultural barn in new position. Demolition and reconstruction of rear collapsed section of garage/workshop and alterations to roof space to create games/hobby room to first floor, raising existing roof ridge height by approximately 1.0m all ancillary to main dwelling. Original application - **1.6.21**

**Amendment/further details: 15/6/21 - 2021/00316/FUL (HW) - Garden of the The Villa, Trehedyn Lane, Peterston Super Ely** - Proposed new retirement dwelling – 9.4.21

And three approvals:

**2020/00670/FUL (GH) – Morlanga Farm, Peterston Super Ely** – Two storey rear extension, porch and alterations including Juliet balcony to first floor side elevation – **7.7.20 -approved 17.6.21**

**2021/00631/FUL (SDB) – Ty Ar Y Bryn, Trehedyn Lane, Peterston Super Ely** – Rear Single storey extension – **19.5.21 -approved 15.6.21**

**2021/00668/FUL (SDB) – Llanrest, Pont Sarn Lane, Peterston Super Ely** – Demolish existing single garage and replace with a double garage. **19.5.21 – approved 29.6.21**

**78 To consider any correspondence.**

The clerk had previously circulated the list of correspondence over the month. Any emails which had required Community Council attention had been forwarded accordingly.

**79 To consider any reports of Councillors**

The Clerk confirmed there were three reports of Councillors for this period. One in relation to the trees in the churchyard which required attention, one in relation to the hedge in the churchyard and the last in relation to the state of the GPO building in the village.

**80 To consider any Health & Safety matters, to include playground maintenance/checking & village flooding.**

Jerry Widdas had been contacted to undertake the list of repairs required in the playground a number of weeks ago but the work was still outstanding. Wyndham Hughes had confirmed in the annual external inspection that no items required urgent attention and would provide quotes for the work shortly.

Welsh Water had contacted the Clerk in relation to the installation of water at the allotment and a number of conditions had been raised in respect of the work. Cllr Drysdale wondered if any of the Community Council members had any knowledge or contacts in relation to this type of work. No one could provide any assistance and the Clerk suggested contacting a plumber that she had used previously for advice.

***Action: Clerk to contact plumber in relation to advice in relation to the Welsh Water conditions.***

There being no further business the meeting closed at 9:15pm. The next ordinary meeting will be held on Monday, September, 13th, 2021 at 7.30pm, remotely.

Chair \_\_\_\_\_  
Date \_\_\_\_\_