

St Nicholas with Bonvilston Community Council

Minutes of the Full Council Meeting of the St Nicholas with Bonvilston Community Council held remotely via video conferencing on Monday 6th July 2020 at 19:30.

PRESENT:

Cllr E del Torto (Vice Chair)	Cllr K Ward
Cllr A Brown	Cllr J Griffiths
Cllr I Perry	Cllr G Rawson
Cllr C Jones	Cllr S Cockrell

ALSO PRESENT:

N. McGarrigle (Clerk)
County Councillor J. Bird
Resident John Hitchings

[1] APOLOGIES FOR ABSENCE

Cllr S Crockford

[2] DECLARATIONS OF INTEREST

Cllr del Torto declared an interest in planning application 2020/00395/FUL (HW) Twyn Bach, St. Nicholas. Cllr del Torto to sign a declaration of interest form.

[3] TO ELECT A CHAIR & VICE CHAIR TO THE COMMUNITY COUNCIL

Cllr del Torto shared with the Council that after much consideration, she would be stepping down as Vice Chair. The Clerk requested nominations for the position of Chair. Cllr's Cockrell and Perry put themselves forward. Before being placed in the waiting room, Cllr's Cockrell and Perry each voted in favour of themselves. This was proposed by Cllr del Torto and seconded by Cllr Brown. Cllr's Cockrell and Perry were placed in the waiting room area of the remote meeting while the Council held a discussion. Following a detailed discussion, a vote was held:

Cllr Cockrell 4 votes
Cllr Perry 4 votes

Following another discussion between the Council, as per the Standing Orders, a fresh vote was held in an attempt to fill the position of Chair by a clear majority.

Cllr Cockrell 4 votes

Cllr Perry 4 votes

As there was no clear majority, it was agreed that the vote would be deferred to the September meeting when a full Council would be in attendance and 9 votes would be given.

As the current Vice Chair, Cllr del Torto agreed to Chair the meeting.

[4] POLICE MATTERS

The Clerk received confirmation from PCSO Summers that he is still our PCSO and was able to provide the following crime stats for St. Nicholas and Bonvilston, from March – June 2020 (all Covid-19 related calls are logged as ASB):

2/3/20 – Theft – St Nicholas
2/3/20 – Violence against the person – Bonvilston
6/3/20 – Violence against the person – St Nicholas
6/3/20 – Violence against the person – St Nicholas
10/3/20 – Violence against the person – St Nicholas
16/3/20 – Dangerous driving – St Nicholas
16/3/20 – Dangerous driving – St Nicholas
5/4/20 – ASB – St Nicholas
5/4/20 – Damage – Bonvilston
7/4/20 – Suspicious incident – Bonvilston
8/4/20 – ASB – St Nicholas
11/4/20 – ASB – St Nicholas
3/5/20 – Domestic incident – St Nicholas
8/5/20 – ASB – St Nicholas
12/5/20 – ASB – St Nicholas
13/5/20 – ASB – St Nicholas
7/6/20 – Concerns for safety – St Nicholas
10/6/20 – Violence against the person – St Nicholas
14/6/20 – Concerns for safety – St Nicholas
24/06/20 – ASB – St Nicholas

[5] PUBLIC SESSION

Resident John Hitchings introduced himself and confirmed that he had assisted Cllr Perry with the design of the new CC logo. JH offered to re-join the meeting at 16(d) when the discussion of the logo would be held. The Clerk placed JH back in the waiting room.

[6] MATTERS ARISING FROM THE PUBLIC SESSION

None.

[7] THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous Full Council meeting held on Monday 1st June 2020, which had been circulated, were confirmed and are to be signed by Cllr del Torto. **Prop SC Sec AB**

[8] MATTERS ARISING FROM THE MINUTES

Following concerns raised at the June meeting under section 12 in relation to Cllr's submitting responses on planning applications that give the appearance of a representation from the Community Council, clarification was sought from Victoria Robinson at Vale on the matter. VR confirmed that public/neighbour letters are not normally published on the Planning Register and that previous comments submitted by Cllr Perry against 2020/00433/LBC Tinkins Hall, Cowbridge Road, St. Nicholas and 2019/01432/FUL Greenland Farm, Bonvilston had been removed.

Following a short discussion, Cllr del Torto made it clear to that Council that unless Councillors are responding to a planning application with the authority from the Community Council, then no comments are to be submitted and that the issue must not come up again.

[9] TO RECEIVE THE REPORT OF THE COUNTY COUNCILLOR

- Fly tipping is still prevalent throughout the Vale.
- A pre-planning consultation is to be held in relation to the new school proposed for St. Nicholas CiW school.
- New reports have been received in relation to M4 Junction 34 to A48. A public consultation is to be held before a decision is made.

[10] TO RECEIVE THE REPORT OF THE CLERK

Councillors had been circulated with a copy of the Clerk's report prior to the meeting. In addition to the report, the Clerk reported that a letter had been received from resident Tony Harris on Cae Newydd requesting assistance from the Community Council to help resolve the matter of a tall pine tree situated on private land which is causing some distress to residents adjacent to the tree.

RESOLVED that: Cllr Perry offered to liaise with each party in attempt to resolve the matter amicably and will feedback to the Council once this had been done.

[11] INVOICES & PAYMENTS TO APPROVE

• Clerks June Salary	831	£240.11
• ILCA Training for Clerk		£99 +VAT

The Council agreed they were happy with these payments and for the Clerk to be the ILCA course throughout the summer recess.

The Clerk requested to use the CC bank card to renew the McAfee subscription which is due for renewal on 23/07/20. The approx. cost of the renewal will be £25.00 (assuming no increase from 2019). The Council agreed they were happy for the Clerk to make this purchase.

RESOLVED that: Clerk to renew McAfee subscription for 2020/21.

[12] BUDGETARY CONTROL

The Clerk confirmed that the balance of the bank account as of 30/06/20 is £13,311.41.

Receipts

• HMRC 2019/20 VAT Refund	£897.78
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[13] NEW PLANNING APPLICATIONS

• 2020/00476/FUL (HW) Greenway Farm, Greenway Road, Bonvilston	No objection
• 2020/00237/FUL The Coach House, Cowbridge Road, St. Nicholas	No objection

Results of previous Planning Applications

• 202000317/FUL Woodlands, Bonvilston	Approved 16.06.2020
• 2019/01354/FUL Doghill Farm, Dyffryn	Approved 25.06.2020

Extended Planning Applications

• 2020/00395/FUL (HW) Twyn Bach, St. Nicholas (Revised Plans)	No objection
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The Clerk confirmed that she had received a copy of the response submitted by the committee of Bonvilston Reading Room in relation to planning application 2020/00496/FUL. Cllr Rawson requested that the Community Council support the Reading Room Committee with their response to the planning application. Following a short discussion, the Council agreed to support the Reading Room Committee.

RESOLVED that: Cllr Perry to draft a response in relation to planning application 2020/00496/FUL and forward the response to the Clerk for submission to the Vale.

[14] CORRESPONDENCE

Councillors had previously been circulated with a list of all correspondence received in the Clerks report prior to the meeting. In addition to the report, the Clerk added the following correspondence received from Emma Reed at the Vale;

I am writing to update you regarding the above WelTAG project. The Council has recently received the updated WelTAG Stage 2 plus reports from our consultants in respect of improving transport infrastructure from the M4 Junction 34 to the A48. It has been agreed, via the Council's Emergency Powers process which is operating during COVID 19, that a public consultation will be undertaken on the contents of the reports BEFORE any decisions are made on the reports contents. The reports will be released for your consideration and comments at the commencement of the consultation. The exact dates and format for the consultation are still being finalised but I will be in contact shortly with relevant members to brief and seek views on the consultation plans.

[15] OTHER MEETINGS ATTENDED

Cllr del Torto attended the recent Governor meeting at St. Nicholas CiW school on..... Comments to be discussed under 16c.

[16] TABLED BUSINESS

- a) Cllrs had previously been circulated with a copy of Cllr Cockrell's response to the questions put forward to him by Cllr Crockford in relation to the re-design of the Council website as agreed at under 15d of the June 2020 meeting. Following a short discussion, the Council agreed they were happy for Cllr Cockrell to proceed with his proposal to design a new website for the Council. The Clerk requested that Cllr Cockrell attend the SLCC 'Preparing to Meeting Accessibility Guidelines' webinar as this will provide Cllr Cockrell with the knowledge required to create a website compliant with accessibility guidelines. The Clerk confirmed the cost of the training is £120 +VAT. The Council agreed they were happy for Cllr Cockrell to attend the training.

RESOLVED that: Cllr Cockrell to proceed with creating a new website for the Council and to form a working group with Cllr Perry to assist with the development of the website. Clerk to forward Cllr Cockrell available training date for SLCC training and to book a place once Cllr Cockrell has confirmed his availability.

Prop JG Sec IP

- b) Cllrs had previously been circulated with a copy of the recommendations as made by Cllr del Torto in relation to the final amendments to the Old Post Office license to access and suggested termination period. Following a short discussion, the Council agreed to the following;

Amend 5.6. to read;

'The Licensee agrees with the Owner that the Licensee shall keep the Accessway in good repair and maintenance and the Licensee agrees to make good any damage caused as a result of the Licensee's use of the Accessway at the Licensee's own cost'.

Under 7.1. (b) that 8 weeks' notice of termination would be appropriate.

RESOLVED that: Clerk to instruct JCP to make the appropriate changes to the draft license before sending a final draft to Mr. Bennett for consideration. **Prop CJ Sec AB**

- c) Cllrs had previously been circulated with a copy of the specialist consultee issued by Nathan Slater at the Vale and the response sent to the Head Teacher from Matthew Curtis at the Vale in relation to the pre-planning application for St. Nicholas CiW School, St. Nicholas. Cllr del Torto confirmed that the letter had been sent to 46 residents within St. Nicholas. Nathan Slater has offered to hold a meeting with the residents, although the meeting would need to be made accessible to all residents. The closing date for comments on the pre-planning application is 16th July 2020. The Community Council have a duty to canvas and gather responses in order to obtain a balanced opinion. Cllr del Torto offered to put together a proposal on behalf of the Community Council, to circulate hard copies of the planning paperwork received from the Vale around the village while taking feedback from residents. Residents to be provided with a letter confirming contact details for the Community Council.

RESOLVED that: Cllr del Torto to act as the Community Council representative with assistance from Cllr Perry, to meet and inform residents over the weekend of 11th and 12th July 2020.

- d) Cllrs had previously been circulated with a copy of the proposed final design of the new Community Council logo, as developed by Cllr Perry in conjunction with resident John Hitchings. JH joined the meeting to discuss the development of the design. The Council agreed they were satisfied with the design although the logo must read 'St. Nicholas With Bonvilston' as per the resolution made at the January 2020 meeting. The Council further agreed they were satisfied for the new logo to be used on the new website and all future work associated with the Community Council. The Council thanked JH for his assistance.

RESOLVED that: JH to amend logo to read 'St. Nicholas With Bonvilston'. **Prop JG Sec CJ**

- e) Cllrs had previously been circulated with a copy of a footway clearance guidance as prepared by Cllr Perry. The Council agreed to defer this discussion to the September meeting.

RESOLVED that: Footway clearance guidance to be added to the September agenda.

- f) Cllr's had previously been circulated with a proposal as prepared by Cllr Perry to make bio-diversity and public realm enhancements at Pen-Yr-Heol Cross, Bonvilston. A suggestion was made to sow native oxeye daisies on the embankment of Pen-Yr-Heol Cross in the autumn. Following a short discussion, the Council agreed to the purchase and sowing of oxeye daisies as suggested.

RESOLVED that: Cllr Perry to source oxeye daisy seeds and forward the information to the Clerk who will make the purchase in preparation for sowing in the autumn. **Prop JG Sec AB**

- g) Cllr Perry advised the Council that a request had been made by a resident at Duffryn Close to plant cherry trees which they had grown themselves at the open spaces located at Duffryn Close. Following a short discussion, Cllr Perry confirmed that permission had been sought from the Vale Council to proceed with planting the trees.

RESOLVED that: The Council agreed they were happy for the residents to proceed with planting the trees.

- h) Cllrs had previously been circulated with a copy of the agreement made to a public art contribution by Waterstone Homes at Campbell Court. Following a short discussion, Cllr Perry agreed to look into the matter further and that the discussion of the public art contribution will be deferred to the September meeting.

RESOLVED that: Cllr Perry to gather more information and for the discussion to be added to the September agenda.

[17] COUNCILLOR REPORTS & ANNOUNCEMENTS

- Cllr del Torto had received concerns from a resident that Japanese knotweed appeared to be growing in St. Nicholas, in particular on the track leading from Trehill to Peteston Super Ely. Cllr del Torto reported the concerns to County Council Jonathan Bird who alerted the Vale Council. Following an inspection made by the Vale, the vegetation appears to be growing on private land, although it was later confirmed this plant is not Japanese knotweed.

[18] NEXT MEETING

The next meeting of the Community Council will be held on Monday 7th September 2020 at 19:30. Venue tbc in accordance with Government advice at the time. COVID-19 risk assessment to be completed if the meeting is to be held in person to ensure the safety of everyone attending.

This meeting closed at 21:45.

NAOMI McGARRIGLE.

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Chairman

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Date