

St Nicholas with Bonvilston Community Council

Minutes of a Meeting of the St Nicholas with Bonvilston Community Council held on Monday 4th November at The Reading Room, Bonvilston, at 19:30.

PRESENT: Cllr T Harris (Meeting Chair) Cllr E del Torto (Acting Chair)
 Cllr K Ward Cllr G Rawson
 Cllr C Jones Cllr I Perry
 Cllr S Crockford

ALSO PRESENT: N. McGarrigle (Clerk)
 Resident Samuel Cockrell
 Mrs. Patricia Hallett, member of the Vale of Glamorgan Council Standards Committee
 PCSO Sion Summers

Before starting the meeting, the Clerk made a resolution to close 17i of the agenda 'To consider applications received for the Bonvilston casual vacancy' to the public. The Council agreed to this request. **Prop EdT Sec SC**

[1] TO RECEIVE APOLOGIES FOR ABSENCE:

County Councillor Jonathan Bird and Cllr Andrew Brown.

[2] TO RECEIVE DECLARATIONS OF INTEREST: None

[3] TO ELECT A CHAIR FOR THE MEETING: Cllr Harris nominated himself. There were no further nominations.

RESOLVED that: Councillor Harris to Chair the meeting. **Prop JG Sec SC**

[4] TO CONSIDER POLICE MATTERS: PCSO Sion Summers was in attendance and provided a verbal report:

- 2 RTC's
- Reported problems with parking at the pumpkin picking event in St. Nicholas along the A48. Cones were used to control the parking during the second weekend of the event which resolved the problem of people parking dangerously. Equipment and pumpkins were also stolen. SS

to forward full details on the Clerk.

PSCO Sion Summers left the meeting. The Council thanked him for attending.

[5] PUBLIC SESSION: PH introduced herself to the Council and explained that she was from the Vale of Glamorgan Standard Committee. The Council welcomed her to the meeting.

- a) Cllr Perry explained the current status of the Maes y Ffynnon village green application and asked the Council if they would consider taking over the maintenance of the grass cutting on the green from the Vale of Glamorgan Council should the application be successful. Cllr del Torto agreed that the Community Council should provide consistent treatment between St. Nicholas and Bonvilston and therefore the Council should take on this responsibility. The Council unanimously agreed to this decision.

- b) Cllr Perry queried what the Community Council's intentions are to ensure it is complying with the Accessibility Legislation which came into effect in September 2018. The Clerk confirmed that information had been disseminated to her by SLCC following their recent branch meeting which will be used to ensure the necessary changes are made. Following a short discussion, it was agreed that the Council should look into creating a new website due to the limitations of the current provider. It was suggested that the Clerk should begin to make changes to existing documents, website text and font. Cllr Crockford agreed to draw up a cost analysis on the re-design of a new website in preparation for the December meeting.

[6] MATTERS ARISING FROM THE PUBLIC SESSION: None.

[7] THE MINUTES of the previous Full Council meeting of Monday 7th October 2019, which had been circulated, were confirmed and signed.

Prop TC Sec SC

Additional comments were made following the confirmation of the minutes:

Cllr's Rawson and Jones queried why a copy of the Bonvilston vacancy advert was not displayed as requested in the Old Village Shop and Red Lion. The Clerk confirmed that copies would be out now that the Council can co-

opt.

Cllr Perry question the abbreviation of 'CB Councillor' as residents may not understand this abbreviation and whether the title 'County Borough' was correct. The Clerk agreed she would seek advice on this and make amendments if necessary.

[8] MATTERS ARISING FROM THE MINUTES: Councillors had previously been circulated with a copy of the Clerk's report confirming outcomes of the actions from the October meeting.

[9] TO RECEIVE AN UPDATE FROM THE COUNTY COUNCILLOR:

County Councillor, Jonathan Bird, was unable to attend the meeting but was able to provide the Clerk with the following updates:

- a) County Councillor Bird has attended meetings in relation to the new recycling scheme. The Vale have agreed to improve operative training. County Councillor Bird has relayed any issues from the new collection scheme directly to the Head of Cleansing in order to resolve problems more quickly.
- b) There have been many flooding issues raised including the lower section of the 5 Mile Lane. This is currently being investigated by contractors who are already repairing the issues found by the Vale. Improvements will continue to be made.

[10] CLERKS REPORT: Councillors had previously been circulated with a copy of the Clerk's report. In addition to the report, the following items were discussed:

- a) Councillors Crockford and Harris offered to assist with setting up the Reading Room for the Planning Training on Monday 18th November at 18:00.
- b) The Clerk requested that a Councillor nominate themselves to write the December Community Council newsletter. Cllr Perry nominated himself. All were in favour.

RESOLVED that: Cllr Perry would draft the December newsletter in preparation for approval at the December meeting.

- c) Councillors were happy for Cllr Crockford to attend the next Reading Room Committee meeting on 25.11.19 to introduce himself to the committee.
- d) Following a short discussion, Cllr Harris suggested that the Clerk make enquiries with a company such as 'Shred It' now that the Vale Council no longer accept shredded paper under the new recycling scheme.

[11] INVOICES & PAYMENTS TO APPROVE:

Invoices

- Royal British Legion **799** **£50.00**

Payments to Approve

- Clerks October payment **796** **£272.82**
- Refreshments for training on 18.11.19 **£10.00 (maximum spend)**
- July 2020 meeting at Amelia Trust Farm **£32.00 (To come out of 20/21 budget)**
- December newsletter (500 A4 colour copies, double sided):

Cllrs had previously been circulated with quotes received from Barry Advertiser, £155.00, and Peterston Super Ely PCC, £85.00. Cllr Perry confirmed that he knew of a company who could provide a cheaper quote.

RESOLVED that: Cllr Perry to forward company link to the Clerk.

- Contribution towards St. Nicholas Social Event on 12.12.19:

Cllr del Torto confirmed that Ruth Evans of the St. Nicholas Social Events Committee is happy for the Community Council to join them at their event on Thursday 12th December 2019 at 18:30. The Council unanimously agreed to make a contribution to assist with the ingredients for mulled wine.

Cllr Crockford has designed a flyer for the event. The Council unanimously agreed to print 250 copies using the printing company suggested by Cllr Perry.

RESOLVED that: The Clerk to liaise with RE about the contribution towards the mulled wine and order flyers for the event. Money to be taken out of 'Events' budget (maximum amount £100).

- Remembrance Sunday:

The Clerk confirmed that all arrangements had been made for Remembrance Sunday. The Council unanimously agreed to pay the minister and organist £35.00 each.

Rev. D Smith	797	£35.00
L. Grey (Organist)	798	£35.00

- The Clerk confirmed that the following payments had been made using the Council bank card:
 1. Waitrose: Chocolates for Bugler **£5.00**
 2. Tesco: Ink Cartridge and White Card **£16.50**
 3. WHSmiths: White Card **£4.99**

Receipts

2018/19 VAT Refund	£214.46
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[12] BUDGETARY CONTROL: The Clerk confirmed that the balance of bank Account is £14,993.50.

Councillors had previously been circulated with a copy of the Q2 budget analysis and bank reconciliation. The quarter ending 30/09/2019 budget analysis and bank reconciliation had been completed by the Clerk and Cllr del Torto confirmed she had reviewed these and signed the reconciliation and September bank statement.

The Clerk confirmed there is currently an overspend of £18.00 in 'Accountants and Audits' and an over spend of £19.00 in 'Equipment and Resources' although these should balance when the portion of budget for quarter ending 31/12/19 is in place. Clerk to monitor closely and review during Q3.

Prop EdT Sec SC

[13] NEW PLANNING APPLICATIONS:

- **Bolston House, pre planning application:** Erection of 17 dwellings. **Response prepared and submitted by Cllr Perry.**
- **2019/001104/ FUL (PDJT) Field Cottage:** Demolition of existing dwelling and garden outbuilding and erection of 3 new detached dwellings and garages. **Response prepared and submitted by Cllr Perry.**
- **2019/01151/LBC (PDJT) Tinkins Hall, St. Nicholas:** Listed building consent for the inclusion of secondary windows behind (internally) the existing windows. **No objection**
- **2019/01125/RG 10 Duffryn Close, St. Nicholas:** Cladding walls with external wall insulation to improve energy efficiency (including 2,4,12 and 13 Duffryn Close).

RESOLVED that: Cllr Crockford to prepare response and submit to the Vale. **Prop JG Sec EdT**

- **Maes y Ffynnon Village Green Application:** Cllr Perry advised he is preparing a response to submit to JBird before the planning application goes to planning committee.

[14] CORRESPONDENCE: Councillors had previously been circulated with a copy of all correspondence received throughout October.

[15] UPDATES FROM OTHER MEETINGS ATTENDED: None.

[16] ACTION PLAN UPDATES: None

[17] TABLED BUSINESS:

- a) Concerns over parking arrangements at the recent pumpkin picking event had been discussed under Item 4 'Police Matters'.

On another matter, Cllr Perry added that the verge in front of the Church needed to be improved; a grass protection grid was suggested.

Cllr Perry suggested he would look into the process of un-adopting the grass verge in front of the Church, and then find 3 quotes for grass protection grids. Cllr Perry feedback to the Council once information has been sought.

- b) Cllr del Torto confirmed that the company which the Council chose to

provide the defibrillator and training had failed to make contact with the Clerk and suggested that the Council agree to another quote to ensure the defib is fitted and training provided before Christmas.

Following a short discussion, the Council unanimously agreed to additional quote obtained by Cllr del Torto as this had the smallest difference in cost and included training.

The Council agreed that the defib should be fitted in the school entrance although the location will need to be well published to ensure people know where the defibrillator is. The defibrillator can easily be moved when the new school is built.

RESOLVED that: Cllr del Torto to order defibrillator and forward invoice to the Clerk. **Prop JG Sec KW**

- c) Councillors had previously been circulated with information on the Environmental Wales Act 2016. Under section 6, the Community Council is required to prepare and publish a plan setting out what it proposes to do to comply with the duty to maintain and enhance biodiversity within their current work areas.

RESOLVED that: Cllr Perry to draft a plan in preparation for discussion at the December meeting. **Prop EdT Sec JG**

- d) Cllr del Torto thanked Cllrs Perry and Harris for their efforts in assisting residents during the transition to the new recycling scheme, in particular providing residents with supplementary information. Cllr Perry shared that he has arranged assistance for a number of residents under the assisted collection scheme and has been able to obtain quad sacks for some residents. Cllr Perry is currently assisting with missed collections.

It was agreed that the assisted collection scheme, terra cycle scheme and quad sacks are mentioned in the next Community Council newsletter.

- e) Councillors had previously been circulated with a copy of the Terms of Reference as prepared by Cllr Perry for the 'Travel, Highways and Public Realm Working Group'. The Clerk added that the Terms of Reference must not give the impression that the Working Group is functioning as a Committee. Councillors Perry, Brown, Harris and

Crockford will form the Working Group.

Following a short discussion, the Council unanimously agreed to allocate £1,679.00 from Community Projects on the budget from each ward towards the Working Group to assist with achieving targets on the Action Plans during 2019/21. **The total amount allocated is £3,358.00. All final decisions are to be agreed at full council meetings.**

RESOLVED that: Working Group to meet and produce a formal report in preparation for the January meeting.

Prop JG Sec CJ

- f) Councillors had previously been circulated with information presented by Cllr Perry on Active Travel Maps in the Vale of Glamorgan. Cllr Perry would like St. Nicholas and Bonvilston to added to the Vale of Glamorgan's Active Travel Maps which would improve pavements in the area.

RESOLVED that: Following a short discussion, the Council unanimously agreed this would be incorporated with the Travel, Highways and Public Realm Working Group. **Prop EdT Sec JG**

- g) Councillors had previously been circulated with information presented by Cllr Perry on Active Travel compliance and H&S concerns related to the new A4226 road.

RESOLVED that: Following a short discussion, the Council unanimously agreed this would be assigned to the Travel, Highways and Public Realm Working Group as they too have concerns over the new design of the road. **Prop CJ Sec GR**

- h) Councillors had previously been circulated with a copy of a Community Council Charter which had been drafted by Cllr Perry. Cllr Perry further explained that the draft Charter proceeds the St. Nicholas with Bonvilston Vision and Principles, written by Cllr Perry and presented to the Council in September 2018. The Council unanimously agreed that they were happy were happy with the draft Charter. Cllr del Torto requested a copy of the SNBCC Vision and Principles.

RESOLVED that: The Clerk to send everyone a copy of the September

2018 SNBCC Vision and Principles document. Further discussion of the draft Charter to be deferred to the December meeting once Councillors have had time to read the Vision and Principles document.

- i) Following the advertisement of a casual vacancy in Bonvilston, the Electoral Registration Deputy at the Vale confirmed that no signatures had been received for the vacancy. During the advertisement period, the Clerk received one letter of interest from Samuel Cockrell of St. Nicholas. Councillors had previously been circulated with a copy SC's application.

SC was taken to a separate room while the Council discussed his application.

PH left the meeting, the Council thanked her for attending.

Cllr's Rawson and Jones confirmed they knew of other Bonvilston residents who were interested in applying for the vacancy and that they felt they should be given the chance to apply and attend the December meeting before a decision is made at the meeting tonight.

RESOLVED that: Following a short discussion, the majority of the Council agreed that co-option should be deferred until the December. The Clerk will advertise the vacancy on the Council website and place adverts in the Old Village Shop and Red Lion as requested by Cllr's Rawson and Jones.

SC was brought back into the meeting and made aware of this information. SC was happy to attend the December meeting.

[18] COUNCILLOR REPORTS & ANNOUNCEMENTS:

- a) Cllr Jones expressed the need for more bins in Bonvilston.
- b) Cllr Perry confirmed that the pathway to the West of Bonvilston has now been cleared by the Vale of Glamorgan Council although further work is still required.
- c) Cllr Ward confirmed that the footpath adjacent to his property, leading from the A48 to Duffryn Lane, is owned by the Vale of Glamorgan Council.

[19] NEXT MEETING will be held at **7:30** on Monday 2nd December 2019 at

the Reading Room, Bonvilston.

This meeting closed at 21:30pm.

NAOMI McGARRIGLE

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Chairman

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Date