

Cornelly Community Council

Cornelly Community Centre
North Cornelly
Bridgend
CF33 4AS



Cyngor Cymunedol Corneli

Canolfan Gymunedol Corneli
Gogledd Corneli
Pen y Bont
CF33 4AS

Chairperson / Cadeirydd: Mrs S M Bennett

Clerk/Clerc: D Evans

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DRAFT

**Minutes of Remote Meeting of Cornelly Community Council
held on 27th January 2021 at 6.30pm**

Chair: Cllr Mrs S M Bennett

Members: Mr N Dewar, Ms G Hartnoll, Mr R M Granville, Mr D Morgan, Mr J Parry, Mr B L Rose
(by telephone) & Mr A Williams

Clerk: Ms Dawn Evans

ITEM

1. Apologies for absence.

Cllrs Mr J Tildesley MBE

Members of the public in attendance: Mr S Parker

The Chair welcomed Mr Parker to the meeting.

2. Declarations of Interests in accordance with Section 51 of the Local Government Act 2000.

Any interests to be declared as items arise throughout the meeting

Cllr Granville declared an interest in all matters relating to Planning.

3. Revisit approval of Minutes of Council meeting held on 30th September 2020

Members had received copy of correspondence received from Mr M Baker, regarding error in approval of minutes of 30th September 2020. At the October Council meeting, Cllr Dewar had seconded the proposal to approve the minutes of 30th September, when in fact he was not in attendance at the meeting of 30th September. The Clerk confirmed that apologies had been passed to Mr Baker for the mistake and assurances given that every effort would be made to ensure mistakes of this type are not made in the future. The Clerk asked that the proposal to approve the minutes of 30th September, be seconded by a member that had been at that meeting. Cllr Williams seconded the proposal to approve the minutes of 30th September. All members were in agreement.

To approve as a correct record thereof the Minutes of Extraordinary Council Meeting held on 6th January 2021

Cllr Williams proposed draft minutes be agreed. Cllr Morgan Seconded this proposal. The Chair duly agreed to electronic signature of minutes as a true and accurate record.

Matters arising from Minutes of 6th January 2021

Item 5.4 Quote for light above Community Centre sign on the exterior of the building. The Clerk gave details of quote received for this work. Cllr Dewar proposed acceptance of quote. Cllr Williams seconded this proposal. All members were in agreement.

To approve as a correct record thereof the Minutes of Council Meeting held on 29th November 2021

Cllr Morgan proposed draft minutes be agreed. Cllr Williams Seconded this proposal. The Chair duly agreed to electronic signature of minutes as a true and accurate record.

ACTION

Matters arising from Minutes of 29th November 2020

3.1 On item 4.1 – Kenfig Corporation Trust

Members discussed email received from Kenfig Corporation Trust on 15th December 2020. Within this email 'continued support in the provision of toilet cleaning facilities' is stated. Members felt the wording of this was ambiguous, as it must be noted that there has been no agreement by this Council to recommence the financial support given to the provision of toilet cleaning facilities at the Reserve Centre. Clarification had been requested on the extent of provision required to allow consideration of the request. Previous funding granted had been for weekend use only. This clarification had not been given in the email of 15th December. Members discussed this matter and it was noted that some members were aware that the Trust had now formed a limited company to manage the Nature Reserve. Members discussed the effect this change of status would have on the application for funding. The Clerk was instructed to write further to the Trust confirming that the request for financial support for toilet cleaning had not been agreed and asking for clarification on the status of the future management of the Reserve.

The email from the Trust also contained thanks to Cllr Granville for his "long-standing role serving the public at the Trust and the Council." The Chair said it must be noted that Cllr Granville had not been representing the Community Council whilst undertaking his role as a Trustee of Kenfig Corporation Trust, but this Council seconds the thanks.

The Clerk reported on arrangements made with Mrs H Protheroe to install external defibrillator at Kenfig Nature Reserve building. The defibrillator donated by this Council to the Reserve some years ago had been sited inside the Reserve building when the building was open to the public, but since it has been closed it has not been accessible. Mrs Protheroe has been involved with a group raising funds for the Reserve and it has been agreed that some of the funds raised will be used to purchase and install an external cabinet to house the defibrillator at the exterior of the reserve building. The Clerk is liaising with Mrs Protheroe to have the defibrillator sited as soon as possible. Members discussed the need for an accessible defibrillator at Kenfig Nature Reserve. The Clerk was asked to write to the fund-raising group and thank them on behalf of this Council, for providing an external cabinet.

3.2 On item 4.2:

Youth Annoyance at Meadow Street Playing Fields

The Clerk reported that further complaints of youth annoyance at the playing fields have been received by this Council and Borough Cllrs Tildesley and Granville. The Clerk has written to BCBC and South Wales Police about this issue. Various correspondence has been received from South Wales Police regarding this matter. Residents are advised to ring 101 when there are incidents of youth annoyance and the police have undertaken a letter drop to residences around the fields, providing advice on ways to report incidents. Members discussed the ongoing problems and agreed this is a problem that must be addressed by the Police. There are options, such as fencing off the 'dug out' shelter at the fields, that can be explored and BCBC have been asked for their thoughts on ways this problem can be addressed. The Clerk was asked to invite the local Police Sergeant to the February meeting of this Council to discuss this matter. Cllr Granville will also raise a 'Members Referral' at BCBC in an attempt to identify ways to address this problem.

Maintenance at Prince Lane, Kenfig

The Clerk reported that BCBC have said they have cleaned this lane, but the volume of heavy traffic using it churns up the earth and the lane is muddy again very quickly after being cleaned. Cllr Williams said he does not think the lane has been cleaned to an acceptable standard as there is not the volume of heavy traffic using the whole of the lane that BCBC describe. Members discussed the problems encountered in this lane and it was thought that the best way forward would be to explore ways in which the water running down the lane could be given some sort of escape route. The Clerk to contact BCBC again regarding this matter. Cllr Granville will also take this issue forward with BCBC.

Damaged fencing on Footpath leading from North Cornelly to South Cornelly

The Clerk confirmed that BCBC has been contacted regarding overgrown vegetation that has pushed over the fencing along this footpath, and reported on correspondence received from Mr D Thomas, regarding this issue, including copies of correspondence Mr Thomas has sent to BCBC. This issue is to be chased with BCBC as a matter of urgency.

3.3 On item 7 – Cornelly Community Centre

Problems with drains at the car park: The clerk reported that Redwood Environmental had attended at the Centre and attempted to resolve the problems. Unfortunately, the problems have not been resolved. Invoice has been received relating to the attendance, but payment will not be made until Redwood visit again to make further attempts to address the problem.

Use of the Centre by Cornelly Surgery: The Clerk reported that Cornelly Surgery are using the surgery to take forward COVID-19 vaccinations.

3.4 On item 8 – Cornelly Public Hall

The Clerk reported that Propest Ltd have commenced the pest control contract and they have visited the Hall on two occasions; November and December 2020.

3.5 On item 14 - Allotments

The Clerk reported that further to Council's acceptance of quote from Peter John to remove plastics and debris from the Allotments, as detailed in the recommendations from Propest Ltd, this work had now been undertaken. Propest asked that the Council be thanked for their efforts to comply with all recommendations made.

4. Accounts Payable & Financial Update, including Wales Audit Office audit of accounts for year ended 31 March 2020

Members had previously been provided with financial information to date. Cllr Morgan Proposed acceptance of financial information and payment of all accounts. Cllr Dewar Seconded this proposal. All members agreed.

The following accounts payable were approved:

Payee	Date	Chq No.	Amount
Cornelly United Junior Football - Grant	13 th November 2020	BACS	1,500.00
Propest Ltd – Pest Control at Allotments	19 th November 2020	BACS	70.00
Parish of Pyle & Kenfig – Donation	19 th November 2020	BACS	150.00
HMRC – PAYE/NIC	19 th November 2020	BACS	351.55
Countrywide – Grass cutting	25 th November 2020	BACS	1087.50
Clerk's Salary – November 2020	2 nd December 2020	BACS	1,263.87
P J Landscapes – Allotments/Footpaths	2 nd December 2020	BACS	180.00
Elite Signs – Comm Centre Signage	2 nd December 2020	BACS	425.60
True Potential - Pension	7 th December 2020	BACS	66.37
Saint David's Fire – Public Hall	8 th December 2020	BACS	367.34
SWWS - Website	8 th December 2020	BACS	720.00
Viking – Printer Ink	11 th December 2020	BACS	248.30
Pyle CC – Poppy Appeal Remembrance Wreath	16 th December 2020	BACS	18.75
Propest Ltd – Pest Control at Allotments	16 th December 2020	BACS	70.00
Plantscape – Solar Christmas Trees	23 rd December 2020	BACS	6,794.40
Clerk's Salary – November 2020	2 nd January 2021	BACS	1,263.87
HMRC – PAYE/NIC	2 nd January 2021	BACS	355.33
True Potential - Pension	5 th January 2021	BACS	121.20
LDP Services – Newsletter	6 th January 2021	BACS	283.50
Glasdon – Grit Bin at Community Centre	7 th January 2021	BACS	234.05
Clerk's Telephone – Sept to December 2020	12 th January 2021	BACS	132.80
McAfee Virus Protection	12 th January 2021	BACS	39.99
Propest Ltd – Pest Control Allotments	20 th January 2021	BACS	70.00

Estimated Accounts Payable January 2021

- Clerk's Salary (January) - £1,265
- Clerk's Tax & NI - £177
- Clerk's Pension (January)- £67
- Clerk's Telephone - £32.00
- North Cornelly Comm Assoc Mtg Room Hire - £0

The Clerk confirmed the audit of accounts to 31.03.2020, undertaken by Wales Audit Office, had been completed and gave details of 'Issues Arising Report'. Details of Wales Audit Office invoice relating to audit were given. Cllr Morgan proposed payment of invoice. Cllr Dewar seconded this proposal. All members were in agreement.

The Clerk reported on Audit Wales schedule relating to future audit arrangements over the next three years. This Council will need to increase the funds budgeted for auditing during the year ending 31.03.23, as the new arrangements will affect the budget relating to that financial year.

5. Cornelly Community Centre

The Clerk reported that BCBC have arranged for a Building Condition Survey to be carried out at the Centre in the next few weeks.

The Clerk reported on some maintenance issues at the Centre. It was agreed a meeting to discuss the Centre should be held in February. Any issues should be discussed at that meeting.

Members had been provided with Community Centre financial information. Members discussed finances at the Centre. Cllr Williams proposed acceptance of financial information. Cllr Morgan seconded this proposal. All members were in agreement.

6. Cornelly Public Hall

The Clerk reported that there was no further update from CB3 on ground monitoring at the Hall. The Clerk will continue to chase this information.

7. Proposed Community Asset Transfer of Meadow Street Playing Fields

The Clerk confirmed that BCBC have been informed of this Council's resolution to progress the Community Asset Transfer of the playing fields. Bridgeside Grounds Maintenance have also been informed that their quote has been accepted for grounds maintenance at the fields when the responsibility for this is passed to the Community Council.

8. Community Asset Transfer of Green Area and Playground at Cornelly Community Centre

The Clerk provided details of revised estimate received from Geoff Whittington relating to Community Centre Gardens & Patio Area. Members discussed. The Clerk was asked to request amended artists impression of the revised proposals to allow further consideration by members.

9. Correspondence

9.1 Kenfig Corporation Trust – various matters

As discussed at item 3.1 above.

9.2 Mr M Baker – Query regarding approval of minutes of meeting held on 30th September 2020

As discussed at item 3 above.

9.3 Sustrans Cymru – Improving Active Travel Bridgend

The Clerk gave details of this correspondence. Cllr Granville asked that members take part in this important consultation.

9.4 Mrs S Davies & Mr R Divetta – Green area at Heol y Cwrt

Members discussed the problems detailed by Mrs Davies and Mr Divetta. The Community Council do not have any powers to address the problems described. Cllr Granville will therefore contact Mrs Davies and Mr Divetta to discuss any help he can provide as a Borough Cllr. The Clerk to inform Mrs Davies and Mr Divetta of this decision.

9.5 Mrs H Hawes – Christmas Tree at Mawdlam

The Clerk gave details of Mrs Hawes's email thanking the community council for the festive lighting provided.

9.6 Mrs L Pugh – Thanks to Cllr Dewar & Maintenance of Footpaths

The Clerk gave details of this correspondence thanking Cllr Dewar for clearing rubbish at Heol Ty Draw during the Christmas period and lack of maintenance at three footpaths. Members discussed the three footpaths identified. The Clerk reported that she had asked P J Landscapes to look at the footpaths and identify any work required, but no maintenance was required. Cllr Dewar said maintenance is needed. The Clerk will make further investigations into what work is required.

9.7 Mr D Thomas - various

The Clerk gave details of this correspondence relating to:

- Footpath in South Cornelly leading from the Quarry to Stormy Road
- Festive Lighting
- Lit Road Signs at Heol y Cwrt

Member discussed the issues described at the footpath at South Cornelly. The Clerk was asked to write to the Quarry informing them of their duty to keep this footpath clear.

Members noted the thanks for festive lighting.

The Clerk reported on action taken in relation to lit road signs at Heol y Cwrt.

9.8 Mr A Mason – Footpath 14

The Clerk gave details of this correspondence relating to footpath 14 at South Cornelly. Members noted.

9.9 Wales Co-operative Cymru

The Clerk gave details of this correspondence. Members noted.

9.10 BCBC – Town & Community Council Fund

The Clerk gave details of this correspondence. Application to this fund will be made for items related to the Community Asset Transfer of Meadow Street Playing Fields.

9.11 BCBC – Maintenance of Highway at Thomas Crescent

The Clerk gave details of this correspondence received from BCBC, as a result of query from the residents of Thomas Crescent regarding the condition of the highway in that area.

9.12 BCBC – Rubbish dumped on Water Street

The Clerk gave details of report of rubbish dumped at Water Street and response received from BCBCs Street Cleaning department. The rubbish was cleared very quickly by BCBC.

9.13 Mr A Morgan, CADDT – Complaint re litter at MUGA

The Clerk gave details of complaint received from a resident over the Christmas period regarding mess and rubbish at the MUGA. The Clerk contacted Mr Morgan – CADDT, and the local police and the area was cleared within 24 hours.

9.14 Resident of Heol Ty Draw/BCBC Kier – Non delivery of blue bags and Food bags

The Clerk reported on a resident of Heol Ty Draw who is having ongoing problem with non-delivery of blue bags and Food bags. The Clerk has contacted BCBC/Kier regarding this problem on numerous occasions in an attempt to resolve this problem.

9.15 KPC – Cuppa & Chat Get Together – Thursday 28th January, 10.30am

The Clerk gave details of this event. Members noted.

9.16 Awen Libraries Family History Service

The Clerk gave details of this correspondence. The Clerk was asked to add information on this project to the Community Council website.

9.17 BCBC – Damage to Bus Shelter at School Road

The Clerk reported on correspondence with BCBC, regarding urgent need for repair of this shelter.

9.18 Golley Slater – Keep Wales Safe Campaign

The Clerk gave details of this correspondence. Members noted.

9.19 BCBC – Town & Community Council Forum – 15th February at 4pm

The Clerk gave details of this correspondence. Cllr Williams will represent this Council at this Forum. The Chair asked Cllr Granville if it would be possible for him to provide relevant information from BCBC to this Council. Cllr Granville said he does pass on any information he is able to, but the Code of Conduct does not allow him to share information that is not yet ratified. Cllr Granville will make enquiries with BCBCs Monitoring Officer regarding the type of information he is able to share with the Community Council.

9.20 PCSO Jo Robey – Vaccine Fraud Information

The Clerk gave details of this correspondence.

9.21 Wales Probation Services – Community Payback Services

The Clerk gave details of this correspondence. Members discussed the services offered and agreed they payback team should be contacted when any suitable work arises.

9.22 National Library of Wales – UK Web Archive

The Clerk gave details of this request to provide public access to archived copies of Cornelly Community Council's website. Cllr Morgan proposed permission be granted. Cllr Bennett seconded this proposal. All members were in agreement.

9.23 Cancer Information & Support Services – Donation Request

The Clerk gave details of this request for donation. Members discussed. Cllr Granville proposed £25 be granted to this organisation. Cllr Williams seconded this proposal. All members were in agreement.

9.24 One Voice Wales various

The Clerk gave details of this correspondence relating to:

- **Your Town, your future!** Members noted.
- **Training Schedule** - The Clerk stressed the importance of training and asked that members peruse the schedule and identify any training they wish to undertake.

- **NHS, Social Care & Frontline Workers Day 5th July 2021** – This item to be discussed at February meeting.
- **HM Land Registry Survey of Community and Town Councils in Wales** – The Clerk confirmed that she has completed this survey on behalf of Council.

10. Footpaths & Allotments

Allotments: The Clerk reported that all plot rental payments for 2021 have been received. Four plots have been vacated. These plots will be allocated during February, Lockdown allowing.

Footpaths: The Clerk reported that complaints had been received about maintenance required to the footpath at Heol Broom. P J Landscapes had been instructed to undertake maintenance work at this footpath.

11.1 Clerk's Report

- The Clerk had nothing to report, apart from that reported above.

11.2 Members Reports

- Cllr Williams reported on meeting of One Voice Wales - Bridgend/Cardiff/Vale Area Committee he had attended on behalf of Council:
 - (i)HM Land Registry project to identify parcels of land that have not been officially registered at the Land Registry. Over the years a lot of land has been misappropriated by people tending land for over 12 years and then making claims on it. Members were asked to consider any parcels of land within Cornelly and the surrounding area they think may fall into the unregistered bracket and pass to the Clerk for collation, with a view to ensuring all parcels of land are accounted for.
 - (ii)Plans for NHS Workers Day on 5th July 2021.
- Cllr Williams reported on the condition of the highway at the lane running through Heol Drewi from the Golf course to South Cornelly. The Clerk to contact BCBC about this issue.
- Cllr Dewar reported on issues related to parking on green verges at Heol Onnen. Members discussed.

Cllr R Granville left the meeting

12. Planning Applications:

- **Application No. P/20/885/FUL** – Formation of a 6m x 20m all weather outdoor horse riding manege (for private use only) – Land south-east of Sandown, Heol Las, Mawdlam to Heol Drew, Ton Kenfig CF33 4PR – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/20/593/FUL** – Proposed Garage – 25 Heol Ty Draw, Pyle CF33 4AL **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/20/795/FUL** – Kitchen extension including garage conversion, loft conversion including dormers and front balcony – 11 Heol Ton, Ton Kenfig CF33 4PS – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/20/857/FUL** – Removal of conservatory to create rear and side single storey extension – 67 Greenacres, South Cornelly CF33 4SF **(previously passed to members by email)**
There were no comments/observations on this application

13. Date of Next meeting

The date of the next meeting is 24th February 2021 at 6.30pm.

Meeting closed 8.45pm

Chair's Signature