

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

Ffôn / Tel: 07882 044798

e-bost / e-mail: Cornellyclerk@gmail.com

gwefan / website: www.cornellycommunitycouncil.co.uk

DRAFT

**Minutes of Meeting of Cornelly Community Council
held remotely on 22nd September 2021 at 6.30pm**

Chair: Cllr Mrs S M Bennett

Members: Mr N Dewar, Mr D Morgan, Mr J Parry & Mr A Williams

Clerk: Ms Dawn Evans

ITEM

1. Apologies for absence.

Cllr Mr J H Tildesley MBE, Mr R M Granville, Ms G Hartnoll & Mr B L Rose

Members of the public in attendance: Mr S Parker

2. Declarations of Interest in accordance with Section 51 of the Local Government Act 2000. Any interests to be declared as items arise throughout the meeting

Cllr Bennett declared an interest in 'Correspondence' item 13(3). Correspondence has family connections.

3. Update from Borough Councillors

There were no Borough Councillors in attendance.

No updates had been provided.

The Chair stated it was disappointing no updates had been provided as advance knowledge of some decisions made by BCBC, such as the recent decrease in the grass cutting regime, would help the decision-making process of this council. The Clerk was asked to make further request to the two Borough members for a short update on BCBC matters for future meetings.

4. To approve as a correct record thereof the Minutes of Council Meeting held on 28th July 2021

The Clerk advised members there was an error in item 12.24 of the minutes. This error will be amended and noted. **Cllr Morgan proposed draft minutes be agreed, with the**

aforementioned amendment. Cllr Dewar Seconded this proposal. The Chair duly agreed to electronic signature of minutes as a true and accurate record.

5. Matters arising from Minutes of 28th July 2021

Clerk's report previously provided to members contained the following update:

5.1 on item 6.1 The Clerk reported that a meeting had been held with the plot holder in this matter and it is hoped that the issues have been resolved.

5.2 on item 12.21 The Clerk reported that further information on the business status of Kenfig Nature Corporation had been provided by a resident of Kenfig. Members discussed this information. It was agreed the information should be noted, but it did not affect the decision to award a one-off grant toward provision of public toilets at Kenfig Nature Reserve.

The Clerk reported that thanks had been received from the Reserve Manager for this grant.

5.3 on item 12.23 The Clerk confirmed that as agreed at the July meeting, keys to the foyer at the community centre have been passed to the PCSOs.

ACTION

5.4 On item 15.1(a) The Clerk was asked to appraise the Heol Fach resident who assists the community council with information relating to highway issues, of the decisions arising from the meeting between members of the community council, officers from BCBCs Traffic & Transportation department and PCSOs, held on 12th August. Cllr Parry asked that the resident be reassured the community council is working to resolve the ongoing highway issues in the village and thank him for his regular updates.

6. Accounts Payable & Financial Update, including Ratification of Recommendations from Finance Meeting held on 15th September 2021

Cllr Williams proposed ratification of Recommendations from Finance Meeting held on 15th September, including adoption of revised Financial Regulations. Cllr Morgan seconded this proposal. All members were in agreement.

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

The following accounts payable were approved:

Payee	Date	Chq No.	Amount
Clerk's Telephone – April to July 2021	23 rd July 2021	BACS	135.66
Zoom	31 st July 2021	DD	14.39
Clerk's Salary – July 2021	2 nd August 2021	BACS	xxxxx
Grounds & Graves – Ffordd yr Eglwys Cemetery	2 nd August 2021	BACS	1,570.00
Kenfig Nature Corporation - Grant	3 rd August 2021	BACS	2,000.00
Countrywide – Grass Cutting	3 rd August 2021	BACS	1,120.13
True Potential - Pension	5 th August 2021	DD	84.25
P J Landscapes – Hanging Baskets	10 th August 2021	BACS	1,200.00
SWWS – Website Hosting	10 th August 2021	BACS	288
HMRC – PAYE & NIC	11 th August 2021	BACS	298.17
Dwr Cymru Welsh Water - Allotments	11 th August 2021	BACS	195.43
Propest Ltd - Allotments	11 th August 2021	BACS	70.00
Google Email Storage	18 th August 2021	BACS	1.59
Plusnet – Broadband Public Hall	26 th August 2021	Debit	27.59
Amazon - Buffer Pads Community Centre	31 st August 2021	Debit	63.00
Zoom – Office Equipment	31 st August 2021	DD	14.39
Clerk's Salary – August 2021	2 nd Sept 2021	BACS	xxxxx
P J Landscapes – Hanging Baskets	3 rd Sept 2021	BACS	1,200.00
Countrywide – Grass Cutting	3 rd Sept 2021	BACS	1,120.13
Grounds & Graves – Ffordd yr Eglwys Cemetery	3 rd Sept 2021	BACS	1,570.00
True Potential - Pension	6 th Sept 2021	DD	84.25
Google Email Storage	18 th Sept 2021	BACS	1.59

Estimated Accounts Payable September 2021

- HMRC Tax & NI - £213.33
- Pension (Sept) - £84
- Clerk's Telephone - £32.00
- North Cornelly Comm Assoc Mtg Room Hire/ Clerk's Room - £127

7. Consideration of Adoption of Revised regulatory documents, including policies

This item to be carried over to the October meeting.

8. Cornelly Community Centre

Members had been provided with financial information relating to the Community Centre. **Cllr Morgan proposed acceptance of financial information. Cllr Dewar seconded this proposal. All members were in agreement.**

Members had been provided with the following information detailed in Clerk's Report:

- a) Installation of patio doors at the Centre was completed on Friday 10th September. The work has been completed to a high standard. The Clerk requested permission to pay BBHS invoice for this work and claim BCBC grant funding toward cost. **Cllr Williams proposed payment of BBHS invoice and application for payment of agreed grant funding be made. Cllr Dewar seconded this proposal. All members were in agreement.**
- b) Cornelly Luncheon Club returned to the Centre on 7th September. Other regular users, such as Cornelly Striders have also returned. Usage at the Centre has increased over the last two months.
- c) Double socket extension has been installed in store room at the community centre. Invoice has been received. **Cllr Williams proposed payment of invoice. Cllr Dewar seconded this proposal. All members were in agreement.**
- e) Cornelly Luncheon Club have thanked the Community Council for the maintenance and improvements that have been carried out during the lockdown. Further request has been made for facility to recycle food, plastic, glass, cardboard/paper at the Centre. The Clerk confirmed request has been made to Kier for information / cost of this service.
- f) Policies relating to the Centre were reviewed. **Cllr Parry proposed acceptance of reviewed policies. Cllr Dewar seconded this proposal. All members were in agreement.**
- g) The Clerk provided update on condensation issues at the Centre. There is no further evidence of condensation in the meeting/room toilets area of the building. Springvale have replaced the majority of the ceiling tiles damaged by condensation in this area and they are due to replace the remaining six on Friday 24th September. Further request has been made to Hurley & Davies for advice on retention monies still owing to Springvale.
- h) Monthly pest control monitoring at the Centre and the grounds immediately around the building, including the bin store is ongoing. No problems have been reported. **Cllr Parry proposed payment of Propest invoice. Cllr Dewar seconded this proposal. All members were in agreement.**
- i) Members discussed ongoing problems with commercial vehicles parking in the car park, restricting space for users of the centre. It was agreed advice notes should be placed on the windscreens of offending vehicles, informing them that the car park is for users of the Centre.
- j) Youth annoyance at the Centre has increased. Balls are being kicked at the windows and doors, including the new patio doors. Members discussed these issues, including suggestions from the Caretaker on ways to resolve them. The Clerk confirmed the PCSOs have been spoken to and they have agreed to increase their monitoring of the area, as operational needs allow, but they have stressed the need to report on 101 when problems occur. They have also suggested CCTV should be considered. Members felt it may be useful for representative of the community council and PCSOs to meet with the young people and ask what activities they would be interested in. Anti-climbing paint to deter the youths from climbing on the building, was discussed. The Clerk was asked to make enquiries with the police regarding the safety of this paint. The Clerk was also asked to provide quotes for CCTV at the October meeting.
- k) There has been an increase in litter around the foyer doors. Members discussed siting of a bin in this area, but it was agreed this should not be done until the patio work at the Centre is completed.
- l) The Clerk reported Saint David's Fire had undertaken the Annual Fire Risk Assessment and associated work. Permission to pay invoice was requested. **Cllr Morgan proposed payment of invoice. Cllr Dewar seconded this proposal. All members were in agreement.**
- m) The Clerk reported Lorne Stewart had attended to service gas boiler. Permission to pay invoice requested. **Cllr Morgan proposed payment of invoice. Cllr Dewar seconded proposal. All members were in agreement.**
- n) The Clerk presented invoices related to rental of the Clerk's room and the meeting room. **Cllr Parry proposed payment of invoices. Cllr Dewar seconded this proposal. All members were in agreement.**

9. Cornelly Public Hall

The Clerk reported that CB3 were scheduled to take forward final round of monitoring at the Hall on 13th September. No further information on this to date.

10. Proposed Community Asset Transfer of Meadow Street Playing Fields

Meeting with Oolong Sports Consultant was held on 25th August. Quote for pitch survey has been received. Members discussed quote. **Cllr Morgan proposed acceptance of quote. Cllr Dewar seconded this proposal. All members were in agreement.**

11. Proposals for enhancement of Green Area and Playground at Cornelly Community Centre, including consideration of tenders relating to development of patio area at the Centre

The following four companies returned Tender Quotations to take forward installation of patio and associated groundwork at the Community Centre / green area:

1. Gerald Davies Ltd.
2. Landcraft Projects Ltd.
3. WM Garden Services Ltd.
4. Horizon Civil Engineering Ltd

Members discussed tender quotes and report received from Whittington Landscape Architecture relating to them. Gerald Davies Ltd, was the preferred contractor. **Cllr Parry proposed acceptance of quote received from Gerald Davies Ltd. Cllr Dewar seconded this proposal. All members were in agreement.**

Members discussed the next phase of the proposals to enhance the green area at the community centre; widening of the paths and entrance. It was agreed this project should be included in the 2022-23 draft budget. **Cllr Williams proposed Whittington Landscape Architecture be instructed to take forward the tender process for this phase. Cllr Dewar seconded this proposal. All members were in agreement.**

12. Highway Issues, including update on meeting held with BCBC Highway Officers and PCSO's on 12th August 2021

A meeting was held with members of the community council, officers from BCBC's Traffic & Transportation department and PCSOs on 12th August. At that meeting BCBC confirmed that when the schools restart in September, they would undertake a survey for a formal crossing at Heol Fach, just north of Greenfield Terrace and investigate the feasibility of changing the traffic light sequence on Heol Fach in an attempt to slow down traffic. Since that meeting the police have confirmed that Go Safe speed monitoring will continue on Heol Fach.

13. Correspondence

13.1 Resident of Kenfig – Kenfig Nature Corporation Limited Company Number 103083955

As discussed at item 5.2 above.

13.2 Kenfig Nature Reserve – Toilets at the Reserve

As discussed at item 5.2 above.

13.3 Resident – Opposition to mobile food outlet at Cornelly Community Centre car park Cllr Bennett Declared an Interest in this matter.

The Clerk gave details of this correspondence, previously passed to members. Members discussed. Cllr Williams asked that council reconsider the decision to grant permission for the mobile food outlet. This request was not supported. The Clerk reported that necessary permission has still not been received from BCBC to allow the food outlet to visit the car park on a weekly basis.

13.4 Cornelly Luncheon Club – Contribution to Waste Provision

As discussed at item 8(f) above.

13.5 CADD – Quote for Newsletter printing and delivery / Invitation to Relaunch

The Clerk gave details of quote for 2 x A4 double sided Newsletter, as opposed to 1 x A4 double sided Newsletter, usually printed. Members discussed the difference in cost and content of the two options. **Cllr Williams proposed acceptance of quote for printing and delivery of 2 x A4 double sided Newsletter. Cllr Parry seconded this proposal. All members were in agreement.**

13.6 Boverton Nursery – Quote for Daffodil Bulbs

The Clerk gave details of this quote for seasonal planting. **Cllr Parry proposed acceptance of quote. Cllr Dewar seconded this proposal. All members were in agreement.**

13.7 BCBC Consultation Engagement and Equalities Manager – Budget Consultation

The Clerk gave details of this correspondence, previously passed to members. The Clerk was asked to invite the BCBC representative to the October meeting.

13.8 Cynffig Comprehensive School – Update on grant for eco-friendly water bottles

The Clerk gave details of this correspondence thanking the community council for their contribution and updating on the success of this initiative.

13.9 KPC – Query regarding funding opportunities

The Clerk gave details of this correspondence, previously passed to members. The clerk was asked to invite KPC to the November meeting.

13.10 Kenfig Sands Lifesaving Club – Request for funding

The Clerk gave details of this request, previously passed to members. Members discussed. **Cllr Bennett proposed £500 be granted toward the purchase of replacement cabin for the Club, as described within the request. Cllr Parry seconded this proposal. All members were in agreement.**

13.11 PCSO Couch / Cllr Parry – Parking on Meadow Street

The Clerk gave details of this correspondence, previously passed to members. Members discussed the ongoing problems with double parking on this street when matches are played at the playing fields. Cllr Parry will continue to educate people regarding the dangers of double parking obstructing the highway.

13.12 Welsh Government – Independent Remuneration Panel for Wales draft consultation

The Clerk gave details of this correspondence, previously passed to members.

13.13 Monmouthshire Building Society – Donations to local charities, community groups & initiatives

The Clerk gave details of this correspondence, previously passed to members.

13.14 Resident of North Cornelly - various

The Clerk gave details of this correspondence, previously passed to members. Members discussed the matters raised and expressed thanks to the resident for continuing to ensure issues within Cornelly are addressed.

13.15 Grounds & Graves – invoice & concerns re BCBC maintenance

The Clerk gave details of this correspondence stating that Grounds & Graves have expressed concern that BCBC have not been undertaking their usual ground maintenance at Ffordd yr Eglwys cemetery. The concern is that if BCBC do not undertake ground maintenance in September, the grass will be very long when Ground & Graves undertake the October cut, on behalf of the community council. The Clerk has spoken to BCBC Parks department and they have confirmed BCBC will carry out ground maintenance in September.

13.16 Resident of South Cornelly – Overgrown grass on Hawthorne Drive, South Cornelly

The Clerk gave details of this correspondence, previously passed to members and confirmed that the issues have been addressed.

13.17 Welsh Government – Zero Carbon Goal

The Clerk gave details of this correspondence, previously passed to members.

13.18 Utility Aid - Energy

The Clerk gave details of this correspondence, previously passed to members.

13.19 Welsh Government – Consultation on draft Local Elections (Principal Areas) Wales 2021

The Clerk gave details of this consultation, previously passed to members.

13.20 Neath Port Talbot Council - LDP

The Clerk gave details of this correspondence, previously passed to members.

13.21 One Voice Wales – various

The Clerk gave details of the following correspondence, previously passed to members:

- Briefing Note – Multi-location Meetings. **The Clerk was asked to provide a report and quotes for audio and visual equipment at the October meeting.**
- Local Places for Nature Funding
- The Queen’s Platinum Jubilee Beacons – 2nd June 2022
- Training Schedule

14. Footpaths & Allotments Report, including adoption of revised Rules & Regulations relating to Mawdlam Allotments

Footpaths: BCBC Rights of Way department have requested the community council arrange maintenance at the footpath running alongside the road from Kenfig Nature Reserve, on their behalf, with reimbursement of the invoice payment from BCBC. Invoice from G A Howells & Son relating to this work was presented. **Cllr Dewar proposed payment of invoice. Cllr Morgan second this proposal. All members were in agreement.**

The Clerk reported there had been an issue with the footpath at South Cornelly Quarry which has now been resolved.

Allotments:

The Clerk presented draft Rules & Regulations arising from consultation with plot holders. **Cllr Dewar proposed acceptance of revised Rules & Regulations. Cllr Parry seconded this proposal. All members were in agreement.**

The Clerk reported that there had been a problem with the lock chain on the main gate to the Allotments. This problem has been resolved.

The Clerk reported there are currently three plots awaiting allocation. The Clerk will allocate these plots from the waiting list.

The Clerk presented invoice from Propest, relating to pest control at the Allotment site. **Cllr Parry proposed payment of invoice. Cllr Morgan seconded this proposal. All members were in agreement.**

15. Remembrance Day 2021

Arrangements for Remembrance Day Service are as in previous years. Service at Mawdlam Church on 14th November, 9.30am. The Clerk requested permission to purchase wreath. **Cllr Parry proposed purchase of two wreaths, one for Mawdlam Church and one for the War Memorial at Pyle. Cllr Morgan seconded this proposal. All members were in agreement.**

16. Arrangements for Christmas 2021

The Clerk confirmed that request has been made to BCBC to switch on Festive lighting on Friday 26th November 2021, the solar powered hanging baskets will also be illuminated from this date.

17.1 Clerk's Report

The Clerk reported that Pyle Community Council had proposed a joint event to thank volunteers for their work during the 2020 Lockdown. The event is to be held at Kenfig Hill Rugby Football Club on 22nd October. Members discussed this proposal. **Cllr Parry proposed acceptance of the proposal. Cllr Morgan seconded this proposal. All members were in agreement.**

The Clerk reported that she had been contacted by a resident of Hall Drive, regarding problems with deliveries made to Filco Store by HGVs during particularly busy times such as school opening and closing, blocking the highway. Members discussed this issue. Cllr Parry will visit the Filco store in his capacity as an emergency worker, and request that deliveries be staggered and carried out during less busy times, especially avoiding the clash with school opening and closing times.

17.2 Members Reports

- Cllr Parry reported on pothole issues at Meadow Street.
- Cllr Bennett reported on issues relating to problems at the village pharmacy. Members discussed. The Clerk was asked to write to Lloyds Pharmacy Head Office expressing concern about the service provided and the difficult circumstances, including short staffing, the staff at the pharmacy are expected to work under.

18. Planning Applications:

- **Application No. P/21/806/BCB** – Change of use from poor semi-improved grassland to provide burial grounds with an access road and limited parking area for 9 spaces – Land adjoining Cornelly Cemetery, Ffordd yr Eglwys, North Cornelly CF33 4HL – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/21/811/FUL** – Single storey rear extension and rear dormer extension (Juliet balcony) – 69 Heol Onnen, North Cornelly CF33 4DT – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/21/780/OUT** – New build of two dwellings in garden – 5 Railway Terrace, South Cornelly CF33 4RW – **(previously passed to members by email)**
There were no comments/observations on this application

- **Application No. P/21/771/FUL** – Reprofile sand dunes at Kenfig National Nature Reserve to create w notches in the frontal dunes – the work will help restore dune mobility to address the over-stabilisation of dunes, working with natural processes – Kenfig National Nature Reserve, Kenfig CF33 4PT – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/21/718/LIS** – Listed building consent for the erection of scaffolding around ruined end of house – Sker House, West Road Nottage to Heol Drewi Ton Kenfig, Nottage, Porthcawl CF36 3PJ – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/21/615/FUL** – Conservatory to the rear elevation – 44 Cilgant y Lein, North Cornelly CF33 4AJ – **(previously passed to members by email)**
There were no comments/observations on this application
- **Application No. P/21/607/FUL** – Two storey rear extension – 2 Railway Terrace, South Cornelly CF33 4RW – **(previously passed to members by email)**
There were no comments/observations on this application

19. Date of Next meeting

The date of the next meeting is 27th October 2021 at 6.30pm.

Meeting closed 8.45pm

Chair's Signature