

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 Meeting of Cornelly Community Council  
held remotely on 28<sup>th</sup> July 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 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 15(10)(F) request to site Fish & Chip van at Cornelly Community Centre car park one evening a week. Cllr Bennett has a family member who owns a Fish & Chip Shop in the village.

#### **3. Update from South Wales Police**

PCSO Matthews had contacted the Clerk today and offered apologies that police representation could not be at the meeting, but asked that details of concerns raised be forwarded to him. He also offered to meet informally with representatives of the council to discuss any concerns raised. Members asked that the following issues be raised:

- HGV's and speeding traffic in Cornelly
- Youth Annoyance and vandalism to brickwork at the car parks of the Community Centre and the Public Hall
- Complaint received from resident regarding youth annoyance at the road bridge in North Cornelly

#### **4. Update from Borough Councillors**

There were no Borough Councillors in attendance.

The Clerk reported that as detailed at the June meeting, request had been made to the two Borough Cllrs for a written update in their absence. Cllr Granville had stated that he had ongoing family issues that prevented him from preparing a written report. This response was accepted. Cllr Tildesley had provided an email report of recent local events in the village, that had been passed to the members prior to the meeting.

#### **5. To approve as a correct record thereof the Minutes of Council Meeting held on 23<sup>rd</sup> June 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**

## 6. Matters arising from Minutes of 23<sup>rd</sup> June 2021

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

**6.1 on item 5.3** Complaint from plot holder regarding use of shuttering on neighbouring plot.

Meeting to be arranged with plot holder, the Chair and the Clerk.

**6.2 on item 11** The Clerk provided quote for notice board, as requested. Members discussed proposed areas for the notice board and agreed that the matter should be reconsidered when the plans for the green area around the community centre are complete.

**6.3 On item 12.22** The Clerk provided information on how volunteers can support the community council:

*Under Section 102 (3) of the Local Government Act 1972 a local council has statutory powers to appoint non-councillors to most committees and sub-committees. A Council cannot appoint non-members to a committee that regulates and controls the council's finances.*

*A person cannot be appointed as a non-councillor member of a committee if he would be disqualified from being elected or being a councillor.*

*Generally, a non-councillor member does not have voting rights. Only in extremely limited situations do they enjoy voting rights. They may vote at meetings which concern the following: -*

- *The management of land owned or occupied by the council*
- *The functions of the council as a harbour authority*
- *Functions of the Council relating to the management of tourism*
- *Advising the council in respect of the discharge of any of its functions*

*The term management does not include making decisions about the total amount of money which may be spent by the council in a financial year in respect of land or a festival.*

*When a non-councillor has voting rights, he is also subject to the Code of Conduct adopted by the Council.*

*Non councillors may be appointed because they represent a particular section of the local community, or because they have expertise in or enthusiasm for the work of the committee.*

## 7. Accounts Payable & Financial Update

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
HMRC – PAYE & NIC	19 <sup>th</sup> June 2021	BACS	200.53
Countrywide Grounds Maintenance	21 <sup>st</sup> June 2021	BACS	1,120.13
Sentinel – Payroll Services – 2019-21	21 <sup>st</sup> June 2021	BACS	201.60
LDP Services Ltd - Newsletter	21 <sup>st</sup> June 2021	BACS	283.50
Viking Stationary / computer consumables	24 <sup>th</sup> June 2021	BACS	164.98
Viking – PPE Face Masks (Comm Centre)	24 <sup>th</sup> June 2021	BACS	47.04
Zurich Municipal – Insurance 2021-22	24 <sup>th</sup> June 2021	BACS	2,564.91
Boverton Nurseries – Hanging Baskets	24 <sup>th</sup> June 2021	BACS	3,523.20
G A Howells – Footpath BCBC Recharge	24 <sup>th</sup> June 2021	BACS	240.00
Sentinel – Year End Audit 2020-21	24 <sup>th</sup> June 2021	BACS	336.00
P J Landscapes - Footpaths	29 <sup>th</sup> June 2021	BACS	1,800.00
Grounds & Graves- Ffordd y Eglwys Cemetery	30 <sup>th</sup> June 2021	BACS	1,570.00
Zoom – Office Equipment	30 <sup>th</sup> June 2021	BACS	14.39
Ysgol y Ferch O'r Sger - Grant	1 <sup>st</sup> July 2021	BACS	1,000.00
Bridgend Blue Bulls - Grant	1 <sup>st</sup> July 2021	BACS	500.00
Clerk's Salary – June 2021	2 <sup>nd</sup> July 2021	BACS	1,265.67
P J Landscapes – Hanging Baskets	2 <sup>nd</sup> July 2021	BACS	1,200.00
True Potential - Pension	5 <sup>th</sup> July 2021	BACS	90.53
HMRC – PAYE & NIC	7 <sup>th</sup> July 2021	BACS	292.77
Bracey's – Comm Centre Repairs	8 <sup>th</sup> July 2021	BACS	10.79
Curry's – Public Hall Fridge	8 <sup>th</sup> July 2021	BACS	114.00
The Sign Shed – Comm Centre	8 <sup>th</sup> July 2021	BACS	38.04
Propest Ltd - Allotments	9 <sup>th</sup> July 2021	BACS	70.00

Grounds & Graves – Ffordd yr Eglwys Cemetery	9 <sup>th</sup> July 2021	BACS	1,570.00
Google Mail – Office Equipment	19 <sup>th</sup> July 2021	BACS	1.59
Cynffig Comprehensive School - Grant	21 <sup>st</sup> July 2021	BACS	400.00

**Estimated Accounts Payable July 2021**

- Clerk’s Salary (July) - £1,265
- HMRC Tax & NI - £213.33
- Pension (July) - £67
- Clerk’s Telephone - £32.00
- North Cornelly Comm Assoc Mtg Room Hire - £0

**8. Cornelly Community Centre**

Members had been provided with financial information relating to the Community Centre. Cllr Morgan proposed acceptance of financial information. Cllr Bennett seconded this proposal. All members were in agreement with this proposal. Members agreed that at this time there is no requirement to transfer funds into the community centre account.

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

- BHHS attended at the Centre on Thursday 24<sup>th</sup> June, to undertake radiator and plumbing work associated with installation of patio doors. The work appears to have been done to a high standard. The company have said the delay in installation of the patio doors is due to ‘wait time’ on supply of aluminium. However, they hope to be able to give us a date to commence work by the end of this month.
- As reported at the June meeting, installation of extra ventilation in the roof of the meeting room/toilets section of the Centre has been undertaken by Springvale Roofing contractors. This ventilation does not appear to have resolved the condensation issue in this area of the building. The condensation in the main hall has been reduced by the installation of extra ventilation but it does not appear to have been completely resolved. Springvale have confirmed that they feel they have done all they can in their attempts to rectify the issues and they now feel the manufacturer of the materials used – Garland, need to provide their expertise to assist with identifying effective ways to address the problems still being seen. Hurley & Davies have been written to requesting an update on any progress that has been made with Garland. Hurley & Davies have not yet confirmed that payment of Springvale’s retention invoice should be made.
- Propest have commenced monthly pest control monitoring at the Community Centre and the grounds immediately around the building. Bait boxes and insect monitor traps have been placed in the Centre and the bin store area. The report from Propest states the Centre and surrounding area are clean and tidy, with nothing to attract vermin. The Clerk requested permission to pay Propest monthly invoice for July - £35. Cllr Parry proposed payment of invoice. Cllr Morgan seconded this proposal. All members were in agreement.
- Customer parking signs have been placed at the Community Centre and the Public Hall. The Clerk requested permission to purchase three further signs for the car park area. Cllr proposed three further signs be purchased. Cllr Morgan seconded this proposal. All members were in agreement.

**9. Cornelly Public Hall**

- Request has been made to CB3 to take forward final round of monitoring at the Hall, as detailed in email dated 9<sup>th</sup> June, and agreed at Council meeting held on 23<sup>rd</sup> June.
- New fridge has been delivered to the Public Hall, as agreed by members via email.
- Propest continue to take forward pest control at the hall and the surrounding grounds on a monthly basis. Report confirms there has been no take on bait boxes in place and the hall and surrounding area are clean and tidy, with nothing to attract vermin. Permission to pay monthly invoice requested. Cllr Parry proposed payment of invoice. Cllr Morgan seconded this proposal. All members were in agreement.
- Health & Safety Questionnaire and Risk Assessments completed and forwarded to the Department for Work & Pensions, related to hire of Hall to deliver Communities for Work programme on a weekly basis.

**10. Proposed Community Asset Transfer of Meadow Street Playing Fields**

The Clerk stated there is nothing further to report on this matter.

## **11. Green Area at Cornelly Community Centre**

The Clerk reported as follows:

- Further to the information given by Whittington Landscape Architecture at the June meeting, confirming that the tender would be put out by 1<sup>st</sup> July, with a return date of 1<sup>st</sup> August. The company have now said the return date is 21<sup>st</sup> August. The following contractors have been invited to tender:
  1. Gerald Davies Ltd.
  2. Landcraft Projects Ltd.
  3. Horizon Civil Engineering
  4. WM Garden Services Ltd.

Geoff Whittington - Whittington Landscape Architecture, has said he has experience of each of the contractors as he has worked with them, and they are all on Cardiff Council's and Bridgend Council's approved list of contractors.

## **12. Correspondence**

### **12.1 BCBC – information relating to Bridgend Replacement Local Development Plan**

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

### **12.2 Wales Co-operative Centre – Free ipad loan scheme for carers**

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

### **12.3 BCBC – Latest News Updates**

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

### **12.4 BCBC – Objections Report and Decision Notice re Proposal to discontinue Corneli Primary School and Afon y Felin Primary School and establish a new school with effect from September 2023 and to make a regulated alteration to Ysgol y Ferch O'r Sger in the form of an enlargement with effect from 2 September 2024**

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

### **12.5 Media Blue Bulls – Thank you for Grant**

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

### **12.6 Keep Wales Safe – Test, Trace and Protect Campaign**

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

### **12.7 Ms L Pritchard – Quality of Website**

The Clerk gave details of this correspondence, previously passed to members. Members discussed arrangements for the new website which will be launched in the next few weeks.

### **12.8 Mr S Parker – Request for information related to Community Council meetings**

The Clerk gave details of this correspondence and confirmed the information requested had been provided.

### **12.9 Mrs C Edwards, Cynffig Comprehensive School – Thank you for Grant**

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

### **12.10 Transport for Wales – Annual Report**

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

### **12.11 Mr D Thomas – Footpath Maintenance / Dumped Food Waste**

The Clerk gave details of this correspondence, previously passed to members and confirmed the action taken.

### **12.12 Kenfig Nature Trust – Grant toward Kenfig Nature Reserve Community Toilets**

The Clerk gave details of this correspondence relating to grant made by Cornelly Community Council toward public toilet provision at Kenfig Nature Reserve, which had been previously passed to members.

### **12.13 Cornelly Luncheon Club – Request to site new fixed cabinets in Store Room at the Community Centre**

Members discussed this request. Cllr Williams proposed agreement to the request. Cllr Parry seconded this proposal. All members were in agreement.

### **12.14 Bridgend Public Services Board – Annual Report**

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

### **12.15 Cwm Taff Morgannwg University Health Board – Annual General Meeting 29<sup>th</sup> July**

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

### **12.16 One Voice Wales – Operation London**

Members discussed this correspondence relating to the passing of H M Queen Elizabeth the Second. Cllr Dewar proposed purchase of Condolences Book, purple filter for external lights at the Community Centre and photograph, as described within the correspondence. Cllr Bennett seconded this proposal. All members were in agreement.

### **12.17 BAVO - Newsletter**

The Clerk gave details of this correspondence, previously passed to members, and confirmed the action taken.

### **12.18 Mr D Pow – information relating to Hanging Baskets**

The Clerk gave details of this correspondence and confirmed the information requested had been provided.

### **12.19 BCBC – Temporary Closure of Marlas Road Rail Bridge, Pyle**

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

### **12.20 South Wales Web Solutions – Annual Hosting Invoice**

The Clerk gave details of this invoice, previously passed to members. Cllr Morgan proposed payment of invoice. Cllr Williams seconded this proposal. All members were in agreement.

### **12.21 Mr S Parker – Donation to Kenfig Nature Corporation Ltd**

The Clerk gave details of this correspondence, previously passed to members. Members discussed the correspondence. Cllr Williams spoke about the history and pride Cornelly and the surrounding area have for Kenfig National Nature Reserve and said this is one of the reasons he feels it is extremely important that the community council support facilities for users of the Reserve. The points raised in Mr Parker's correspondence were discussed in detail. The Chair asked for a further vote on the one-off grant toward toilet provision at Kenfig Nature Reserve, as agreed at a meeting of Cornelly Community Council held on 23<sup>rd</sup> June. All members were in agreement with the resolution passed to provide one-off grant toward toilet provision at Kenfig National Nature Reserve, as agreed at the meeting held on 23<sup>rd</sup> June 2021.

### **12.22 Grounds & Graves – Maintenance at Ffordd yr Eglwys Cemetery**

The Clerk gave details of this invoice, previously passed to members. Cllr Parry proposed payment of invoice. Cllr Morgan seconded this proposal. All members were in agreement.

### **12.23 South Wales Police – request for accommodation at the community centre**

The Clerk gave details of this request, previously passed to members. Members discussed the request and the benefits of having a prolonged police presence at the community centre, especially with the recent increase in incidents of youth annoyance at the grounds of the centre and the public hall. The most appropriate space within the Centre was discussed. Cllr Parry proposed agreement to the request. Cllr Morgan seconded this proposal. All members were in agreement.

### **12.24 Macmillan Cancer Support – Thank you for donation**

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

### **12.25 BCBC – Improvements planned for active travel plans for Pencoed**

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

### **12.26 M Beaton/CDH (Congenital Diaphragmatic Hernia) UK – donation request**

The Clerk gave details of this request, previously passed to members. Members discussed. Cllr Parry proposed £100 be donated to this cause. Cllr Williams seconded this proposal. All members were in agreement.

### **12.27 Live Well with Hearing Loss Project – Befriending Volunteers**

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

### **12.28 KPC – Annual General Meeting 11<sup>th</sup> August 6pm**

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

### **12.29 One Voice Wales – various**

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

- UK Forestry Standard Consultation
- Consultation on Qualifications of Clerks in Wales Regulations
- New networking group to discuss Environmental Issues
- One Voice Wales' Innovative Practice Conference 22<sup>nd</sup> September – Cllr Williams will attend this conference on behalf of Cornelly Community Council.
- Local Places for Nature Webinar

### **12.30 Mrs A Martin – Anti social behaviour at road bridge, North Cornelly**

This correspondence was discussed at item 3 above.

### 13. Footpaths & Allotments

**Footpaths:** There has been an issue with footpath at Llwyn Onn running across field from Mawdlam. The reported issue has been addressed.

#### **Allotments:**

- (a) The Clerk reported on update from BCBC regarding Welsh Government grant funding application to improve paths at Mawdlam allotments. BCBC have not yet received decision from Welsh Government on applications made.
- (b) The plot holder at 2A, requests permission to erect small wooden fence to support his produce. Members discussed this request. Members were not able to agree whether permission should be granted or not. Members agreed that the Rules & Regulations relating to Mawdlam Allotments need to be revisited and erection of fencing could be part of this review, it would not therefore be sensible to grant this request until after the Rules have been revised. Cllr Dewar proposed permission be granted to erect the fencing. Cllr Parry seconded this proposal. Cllr Bennett proposed the request be refused in order to provide clarity to plot holders on the Rules & Regulations. Cllr Williams seconded this proposal. Members were asked to vote on the two proposals. Cllr Morgan voted FOR Cllr Bennett's proposal to refuse the request. It was therefore resolved that the requested should be refused and the plot holder informed that the Rules & Regulations are to be revised and this matter will be included in these discussions.
- (c) There was a recent issue with plot holders not maintaining a communal path between plots. This issue was reported to the Clerk by one of the plot holders. The Clerk visited the site and subsequently spoke to the plot holders involved. The issue was resolved to the satisfaction of the plot holders involved.
- (d) Pest Control - Propest continue to make monthly visits to the Allotment site. There has been recent sighting of rats by plot holders, which has meant Propest have made one extra visit during the month and placed extra bait boxes at the front and back of the site. Since the contract started in October 2020 five bait boxes have gone missing and had to be replaced by Propest. Advice to plot holders on safe use of the allotment site, including pest control issues, was passed to plot holders on 15<sup>th</sup> July. Queries have been made about compost boxes without coverings. Propest have said it is preferable to leave boxes without coverings, as opposed to putting ad hoc covering on them, as if the boxes are not completely vermin proof, vermin can get into them and find an even more attractive place to harbour from the elements than an uncovered box would provide. The cost of buying up to date vermin proof plastic compost bins would be very high. Propest stressed that the nature of an allotment site means that the presence of vermin can never be completely eradicated, but it can be ensured that it is kept at a manageable level. The Clerk requested permission to pay Propest Ltd months invoice. Cllr Morgan proposed payment of invoice. Cllr Parry seconded this proposal. All members were in agreement.

### 14. Arrangements for Christmas 2021

Members agreed that Christmas arrangements should remain as previous years. Request should be made to BCBC to switch on Festive lighting on Friday 26<sup>th</sup> November 2021.

#### 15.1 Clerk's Report

- (a) Mr Bill Kelly continues to provide the community council with updates relating to traffic issues, including heavy vehicles travelling through Cornelly. There are lorries from many different companies travelling through the village. Cllr Morgan has also been keeping details and photographs of heavy vehicles travelling through Cornelly. These concerns are to be passed to the police as at item (3) above. The Clerk was asked to contact BCBC Highways department to request a site meeting to address the serious concerns the community council and residents have related to traffic issues throughout the village.
- (b) Smashed Glass at play parks at Heol Las and Heol Onnen, passed to BCBC for action.
- (c) Request from resident for consideration of siting litter bin litter bin at Heol y Sheet, on the lane leading to Ballas, under the motorway bridge. This request has been passed to BCBC for consideration.
- (d) Report of rubbish dumped at footpath on Heol y Sheet. Complaint passed to BCBC.
- (e) Complaint received from resident re overgrown hedge at Bryn Amlwg. Complaint passed to BCBC.
- (f) Request from 'Chips Ahoy', to site mobile fish and chip van at the Community Centre car park on a Wednesday evening. **Cllr Bennett declared an interest in this item, as detailed above** Members discussed this request. Cllr Williams proposed refusal of the request. There was not

seconded for this proposal. Cllr Parry proposed acceptance of the request with the following provisos:

- The car park be left clean and tidy after each session. All litter associated with the chip van to be picked up after each session.
- The van must be parked in such a way that it does not prevent users of the Centre from using the car park.
- All relevant insurances must be provided by the proprietor of the mobile food outlet.

Cllr Dewar seconded this proposal. Cllr Morgan, as the only member present with the right to vote on this matter, agreed with Cllr Parry's proposal. It was resolved permission should be granted to the mobile food outlet with the proviso's detailed above. The Clerk to ensure all necessary permissions are gained for BCBC.

## 15.2 Members Reports

- Cllr Parry updated members on a recent road traffic accident involving an elderly lady crossing the road outside the surgery when a van reversed into her. The lady sustained injuries and was taken to hospital. Members discussed difficulties with crossing the road in this area.
- Cllr Parry reported on difficulties associated with double parking on Meadow Street, when the playing fields are in use. This has been a longstanding problem. Members discussed. The Clerk was asked to contact the local PCSO's about this issue and write to BCBC asking them to look at ways to address the problem. Cllr Parry will forward photographs of the double parking to the Clerk.
- Cllr Williams reported on overgrowth at Heol Drewi road. The Clerk to take forward necessary arrangements to get maintenance at this road carried out.
- Cllr Bennett reported on spread of Japanese Knotweed as a result of an area being cut back on Long Acre to erect shed that is being used to store wood. The Clerk to report this to BCBC.

## 16. Planning Applications:

- **Application No. P/21/586/LIS** – Listed Building Consent for the demolition of a detrimental 1980s extension within the central courtyard at Marlas House, comprising demolition by hand and considered repair works to safeguard the surrounding dilapidated historic fabric – Marlas House, Marlas Road, Pyle CF33 4PE – **(previously passed to members by email)**  
*There were no comments/observations on this application*
- **Application No. P/21/567/FUL** – Replace and enlarge rear conservatory – 49 Greenacres, South Cornelly CF33 4SF – **(previously passed to members by email)**  
*There were no comments/observations on this application*
- **Application No. P/21/573/FUL** – First Floor Terrace, together with access walkway to upper garden – Barn 2, The Old Barn, Mawdlam CF33 4PH – **(previously passed to members by email)**  
*There were no comments/observations on this application*

## 17. Date of Next meeting

The date of the next meeting is 22<sup>nd</sup> September 2021 at 6.30pm.

**Meeting closed 8.45pm**

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Chair's Signature