

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: Mr R M Granville

Clerk/Clerc: D Evans

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DRAFT

**Minutes of Meeting of Cornelly Community Council
held remotely on 22nd June 2022 at 6.30pm**

Chair: Cllr Mr R M Granville

Members: Mrs J Granville, Mr A Kavanagh, Mrs H Kavanagh, Ms P Page (part), Mr S Parker,
Mr D Morgan & Mrs E Winstanley

Clerk: Ms Dawn Evans

ITEM

1. Apologies for absence

Cllr S M Bennett

Members of the public in attendance: Ms L Pritchard

2. Questions / Observations from the Public (10 mins)

There were no questions / observations from the public.

3. 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 Granville declared an interest in all matters relating to Rights of Way and Planning.

Cllr E Winstanley declared an interest in all matters relating to planning.

4. Update from Borough Councillors

Cllr Granville reported BCBC have re-commenced the provision of dropped kerbs programme initiated by the community council some years ago.

5. Presentation from Mr A Jones – Provision of Rehabilitation/Mental Health Services

Mr Jones spoke about the need for addiction support in Cornelly and gave information on addiction drop-in centres he runs in Port Talbot. He said there is currently nowhere in Cornelly for people with alcoholism, drug addiction or mental health problems to go as a first port of call, from where they can then be directed to professional help. Somewhere that could be open on regular days to support people by having a chat and a cup of tea, as well as signposting them to the help professional organisations can give. Mr Jones provided details of the 'Bulldogs' initiative, a community development programme in the Baglan area, for people with problems related to alcoholism, drug addiction and/or mental health problems. Cllr J Granville said she works for Sarah Murphy AM, and it has been acknowledged there is an issue within the village and attempts are being made to identify professional groups that could come to the village and provide support. The first step toward this is the Samaritans coming to the Scouts Hall on Friday afternoon, to talk to anyone who wants to come along. Cllr J Granville gave an overview of the assistance she hopes to be able to provide and invited Mr Jones to come along to the Scouts Hall on Friday afternoon. Mr Jones agreed to work with Cllr J Granville in her efforts to address the problems being seen in Cornelly. The Chair thanked Mr Jones for speaking to the community council and Mr Jones thanked the council for allowing him to put forward his proposals.

Mr Jones left the meeting.

ACTION

Ms Pritchard left the meeting while members discussed Mr Jones's proposals. Members felt it is important a coordinated approach is taken, with any proposed projects to ensure appropriate help and support is given. It was agreed Cllr J Granville would take Mr Jones's proposals forward as part of the work she is undertaking with Sarah Murphy AM.

6.To approve as a correct record thereof the Minutes of Council Meeting held on 25th May 2022

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

7. Matters arising from minutes of Council meeting held on 25th May 2022

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

7.1 Item 6.3 Purchase of Platinum Jubilee Mugs for Primary School Children in Cornelly –

Complaints had been received from 2 x parents regarding the gift of a Jubilee celebration mug for pupils. Members discussed the complaints received. One of the complaints related to the mugs not being printed in Welsh as well as English. Advice had been sought from One Voice Wales regarding the legislation in relation to community councils and it has been confirmed that the standards laid down by the Welsh Language Commissioner apply to County Councils and not to community councils. Therefore, there would be no statutory requirement for the Council to have produced the mugs in a bilingual format, but it is unfortunate that they were only produced in English, as the Welsh Language Act does place an expectation on public bodies to treat both languages equally. Members agreed this oversight fell short of expected standards and it must be ensured in all future projects a bilingual format is adhered to. The Clerk was asked to apologise to the complainant, thank them for bringing this to the attention of the community council and assure them that in future a bilingual format will be adhered to. Members discussed the other element of the complaints relating to Net Zero Wales, the Wellbeing of Future Generations, Respect for Children's Rights and Value for Money. The Clerk was asked to draft a response and pass to members for agreement.

7.2 Item 6.4 Evaluation by One Voice Wales role of Clerk/RFO to Cornelly Community Council –

The Clerk reported role evaluation being taken forward.

7.3 Item 6.5 Tree Planting Projects –

The reported projects are being taken forward by the Environmental Working Group.

7.4 Item 6.7 Proposals to organise meeting between V2C, the community council and representatives of V2C residents in Cornelly –

The Clerk to liaise with V2C to set up a meeting.

7.5 Item 6.8 Bumblebee Conservation Trust – 'Natur am Byth' project –

Cllr Parker spoke about the agreement made at the last meeting, that this request be passed to the Warden at Kenfig Nature Reserve. The Clerk confirmed the Trust had been advised of this. Cllr H Kavanagh proposed the letter be noted. Cllr A Kavanagh seconded this proposal.

7.6 Item 11 Purchase of Community Council Noticeboard –

The Clerk reported a query had been received regarding the accessibility of the proposed noticeboard. Members discussed the need to ensure the noticeboard is accessible to all. The Clerk to investigate a lower noticeboard. Members discussed the need to ensure any information on the board is accessible to the visually impaired. The use of QR codes was discussed.

7.7 Item 13 Purchase of Defibrillator for Meadow Street Playing Fields –

the Clerk taking forward.

7.8 Item 17 Highway Issues –

The Clerk reported that the police were unable to attend remote meetings as their IT system will not facilitate Zoom. The PCSOs have confirmed they will attend with updates when hybrid meetings begin. Cllrs J Granville, E Winstanley and H Kavanagh attended a recent PACT meeting at Pyle Life Centre. Report was provided on this meeting.

7.9 Item 18.1 Grant funding Marlas Green Space –

The Clerk reported 'Thank You' has been received from this organisation.

7.10 Item 18.2 Grant funding Universal Academy of the Arts (UAA) –

The Clerk reported 'Thank You' has been received from this organisation.

7.11 Item 18.5 Render at Community Centre Patio –

The Clerk reported meetings are being held with Whittington Landscape Architecture and Gerald Davies Ltd., to discuss this issue. Cllr Granville asked that enquiries be made regarding replacing the bark in the area with something more appropriate.

7.12 Item 18.11 Code of Conduct Training – The Clerk reminded all members of the value and importance of attending training sessions.

7.13 Item 20.1 Proposal to provide ‘zig zag’ path leading from Broadlands and Fairways – The Clerk reported request made to BCBC.

7.14 Item 20.1 Concerns relating to heavy vehicles at Heol Ton – The Clerk reported concerns had been passed to BCBC. No update has been received. The Clerk was asked to request that BCBC ensure the next time heavy vehicles are likely to use this highway the community council’s comments be noted and acted upon.

7.15 Item 20.1 Cessation of 63B Bus through Kenfig – Cllr Parker reported that he has spoken to staff at Kenfig Nature Reserve about this matter and been advised that the petition was instigated by the local MP Jamie Wallis and request has been made to him to provide further information on it. Cllr R Granville informed members that the Welsh Assembly are looking at provision of bus services throughout Wales and said he will ask Cabinet Members of BCBC what the current situation is regarding this bus route.

7.16 Item 20.1 Provision of School Transport – Cllr J Granville reported no further information on this matter.

8. Ratification of Recommendations arising from Environmental Committee meeting held on 1st June 2022

Cllr A Kavanagh proposed ratification of recommendations arising from meeting of the Environmental Committee held on 1st June 2022. Cllr E Winstanley seconded this proposal. All members were in agreement.

9. Accounts Payable & Financial Update, including approval of Annual Return for Year End Accounts to 31.03.22 and Ratification of Recommendations arising from Finance Committee meeting held on 15th June

Members had previously been provided with financial information and accounts payable to date. Members discussed. **Cllr D Morgan Proposed acceptance of financial information and payment of all accounts. Cllr E Winstanley Seconded this proposal. All members agreed.** The following accounts payable were approved:

Payee	Date	Chq No.	Amount
Microsoft	23 rd May 2022	DD	7.99
LDP Printing – The 8Ate Buildings	23 rd May 2022	BACS	327.00
Total Groundcare – Grass Cutting	23 rd May 2022	BACS	726.00
Clerk’s Telephone	26 th May 2022	DD	23.26
Propest – Mawdlam Allotments	30 th May 2022	BACS	70.00
Zoom	3 rd May 2022	DD	14.39
CADDT – Pantry Grant	31 st May 2022	BACS	125.00
Clerk’s Salary – May 2022	3 rd June 2022	BACS	xxxxx
True Potential - Pension	6 th June 2022	DD	75.39
True Potential - Pension	6 th June 2022	DD	75.39
Marlas Green Space - Grant	13 th June 2022	BACS	2,594.00
N Horton – First Training Comm Centre	14 th June 2022	BACS	150.00
Propest – Mawdlam Allotments	14 th June 2022	BACS	70.00
P J Landscapes – Footpath Maintenance	15 th June 2022	BACS	1,900.00
P J Landscapes – Hanging Baskets	15 th June 2022	BACS	520.00

Estimated Accounts Payable May 2022

- a) HMRC Tax & NI - £650
- b) Pension (May) - £84
- c) Clerk’s Telephone - £21.00

9.1 Approval of Annual Return Year End Accounts 31.03.22

Members had previously been provided with Annual Return for Year Ended 31.03.22, audited by internal auditors – Sentinel. Cllr D Morgan Proposed approval of Annual Return Year End Accounts. Cllr E Winstanley Seconded this proposal. All members agreed.

Members had been provided with invoice received from Sentinel related to internal audit of Annual Return. Payment of invoice was agreed.

9.2 Ratification of Recommendations arising from Finance Committee meeting held on 15th June 2022

Cllr D Morgan proposed ratification of recommendations arising from Finance Committee meeting held on 15th June 2022. Cllr Winstanley seconded this proposal. All members were in agreement.

10. Ratification of Recommendations arising from meeting of Cornelly Community Centre Management Committee, held on 15th June 2022

Cllr S Parker proposed ratification of recommendations arising from meeting of Cornelly Community Centre Management Committee, held on 15th June. Cllr D Morgan seconded this proposal. All members were in agreement.

The Clerk requested approval of purchase of heavy-duty parasols for the tables at the patio. Cllr Granville proposed purchase of parasols with a limit of £1,000 cost. Cllr Morgan seconded this proposal. All members were in agreement.

Members had previously been provided with quote for roof maintenance contract at the Centre, received from Springvale Weatherproofing. Cllr Winstanley proposed acceptance of quote. Cllr Parker seconded this proposal. All members were in agreement.

11. Review of Terms of Reference and Membership of Committees and Working Groups

Cllr A Kavanagh proposed the Chair and Vice Chair of the Community Council should become Chair and Vice Chair of all Committees, except Planning & Rights of Way and asked that a Vice Chair of the Community Council be elected to undertake these roles. Cllr A Kavanagh was informed that he is the Vice Chair of the community council, as resolved at the Annual General Meeting of the community council, held in May. Cllr A Kavanagh apologised for his mistake. Cllr H Kavanagh seconded Cllr A Kavanagh's proposal. Cllr Parker asked how this would affect the decision of the committees that had met prior to this meeting with the office of Chairs/Vice Chairs being agreed. Members discussed.

Cllr R Granville proposed that committees/working groups be revised to include the following new committees:

1. Planning, Rights of Way and Highways – Vice Chair to take the Chair of this Committee.
2. Allotments & Environmental Committee
3. Finance, HR, Fund Raising and Health & Safety Committee
4. Management Committee of the Community Centre
5. Playing Fields Committee – Cllr Parker asked that it be noted the Terms of Reference for this Committee state that members of the public should be invited to sit on the committee. Cllr R Granville reported that he had been invited by the Football Club to meet and discuss the condition of the playing fields. Cllr Granville has been in liaison with BCBC officers to ensure maintenance of the playing fields is taken forward. The pavilion at the playing fields only has one sink, food cannot therefore be prepared there, as this regulations require two sinks. V2C have been approached to request funding to provide two sinks at the pavilion.

Cllr A Kavanagh proposed acceptance of the revised committee/working groups. Cllr J Granville seconded this proposal.

The Clerk will revise members of committees/working groups and update Terms of Reference accordingly. The revised committees/working groups and Terms of Reference will be passed to members for approval. Cllr Granville asked that the existing committees reflect meetings already held and it be assured Cllrs Parker and Morgan retain any offices they have been given.

12. Matters relating to Cornelly Public Hall

All members agreed to act as members of the Public Hall Management Committee, outside of their remit as community council members. The Public Hall Management Committee is separate to community council business. However, the community council is custodian of the Public Hall and responsible for maintenance and decoration at the Hall. The Clerk was asked to arrange a meeting of the Public Hall Management Committee on 30th June.

13. Consideration of Proposal to explore Youth Provision/Summer Playscheme Project

Cllr Granville asked that the community council explore youth provision for young people of Cornelly throughout the school summer holidays. Cllr Winstanley said BCBC are organising play schemes across the borough throughout the school holidays, but with the short timescale until the holidays it would not really be feasible for the community council to put any plans in place within the next few weeks. Cllr H Kavanagh proposed that all members of the community council explore what could be done to provide youth provision throughout the school summer holidays. Cllr J Granville seconded this proposal. All members were in agreement.

14. Consideration of quotes for equipment to facilitate multi-location meetings

The Clerk reported on demonstration of equipment provided by Drake AV Video Ltd., on 17th June. Members had previously been provided with quote for purchase and installation of equipment to facilitate multi-location meetings at the community centre. Members discussed quote and demonstration. Cllr S Parker said he was disappointed with the response to some questions he raised during the demonstration. Cllr R Granville proposed acceptance of quote. Cllr S Parker seconded this proposal but wished it to be noted that he felt the demonstration of the equipment could have been better. However, he has done separate research of the equipment contained within the quote and it is fit for purpose. All members were in agreement with purchase and installation of equipment.

15. Proposed Community Asset Transfer of Meadow Street Playing Fields

Cllr R Granville reported on discussions with Mr G Smith, BCBC Community Asset Transfer Officer, about the lack of toilet facilities for young players at the fields. The Clerk to contact Mr Smith regarding this matter.

16. Enhancement of Green Area at Cornelly Community Centre (Phase 2)

The Clerk reported that Whittington Landscape Architecture has said the tender process has not yet been completed. The Clerk to request update from Whittington Landscape Architecture, including timescale for return of tenders.

17. Remembrance Day Memorial

Members discussed proposals received from Whittington Landscape Architecture for a memorial. Members discussed other options for a memorial. The clerk to arrange a meeting with the Sculptor and Whittington Landscape Architecture about proposals for a memorial. The Clerk was asked to contact South Cornelly Quarry and request consideration of donation of a suitable stone for a memorial. Cllr Page said it would need to be ensured any memorial is multi-faith.

18. Christmas 2022 – Consideration of Festive Event

Members discussed proposals for Christmas event. Cllr Parker proposed a Christmas Grotto at the Community Centre. Cllr J Granville said she is concerned that the Community Councillors should all be involved in any event. Cllr Parker proposed the patio be used to stage the event, with a Christmas Tree and Lights being turned on from there. Cllr J Granville seconded this proposal. All members were in agreement. The Clerk to liaise with CADDT regarding proposals for the event.

19. Highway Issues

Cllr Granville reported on two new crossings being installed opposite Broadlands, as part of the Safer Routes to School initiative. Members were disappointed that a crossing was not being installed at Afon y Felin School.

20. Correspondence

20.1 Resident of Cornelly – issues with tall trees to the rear of property at Clos yr Eos, South Cornelly

Cllr Granville is dealing with this matter.

20.2 2 x parents at local primary school – complaint regarding purchase of Platinum Jubilee Mugs also advice received from One Voice Wales

As discussed at item 7.1 above.

20.3 Age Friendly Wales – Webinar 29 June at 11am

Members had previously been provided with this correspondence.

20.4 BCBC – Town & Community Council Forum Meetings

Cllr S Parker will represent the community council at this Forum.

20.5 BAVO – Update

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

20.6 Springvale Weatherproofing Ltd., - Community Centre Roof Maintenance Programme Quote

Members had previously been provided with details of quote. Cllr Morgan proposed acceptance of quote. Cllr J Granville seconded this proposal. All members were in agreement.

20.7 PCSO Jo Robey – PACT Meeting

Members had previously been provided with report from PCSO Robey.

20.8 Universal Academy of the Arts (UAA) – Thank you for grant

Members had previously been provided with this correspondence.

20.9 Resident of Cornelly – Copy letter re Pension Credit

The Clerk gave details of this correspondence.

20.10 Resident of Cornelly x 2 – issues with maintenance at footpath and fly tipping & query relating to highway works at Heol Fach

The Clerk gave details of action taken relating to this correspondence.

20.11 Bumblebee Conservation Organisation – Natur A Byth

As discussed at item 7.5 above.

20.12 BCBC EDSU x 2 – Proposal to make regulated alterations at Heronsbridge School & Proposal to open provision at Ysgol Cynwyd Sant

Members had previously been provided with this correspondence.

20.13 Resident of Heol Broom – Overgrowth of footpaths

The Clerk gave details of this correspondence and action taken.

20.14 Welsh Government – Finance & Governance Toolkit for Community & Town Councils

Members had previously been provided with correspondence.

20.15 Mrs E J Granville – Thank you for grant toward Jubilee Celebrations

Members had previously been provided with correspondence.

20.16 Cornelly & District Luncheon Club – Thank you for grant toward Jubilee Celebrations

Members had previously been provided with correspondence.

20.17 CADDT – Update on Yellow Building at Gibbons Way

Members had previously been provided with this update.

20.18 Maesteg Town Council – Civic Service

Members discussed this request to establish whether community councils in the borough intend to reintroduce Civic Service events. Members discussed. All members agreed Cornelly Community Council will not reintroduce Civic Service events as it was felt the money could be better spent on community projects.

20.19 One Voice Wales – various including details on Bridgend Cardiff & Vale Area Committee

Correspondence had been previously passed to members. Members noted.

It was agreed Cllr Parker will represent the community council on the Bridgend Cardiff & Vale Area Committee.

21.1 Clerk's Report

The Clerk requested permission to pay the following invoices:

- Springvale Weatherproofing Ltd – Community Centre Roof repair to vent damaged by youths. Cllr Winstanley proposed payment of invoice. Cllr S Parker seconded this proposal. All members were in agreement.
- Total Groundcare – Cllr E Winstanley proposed payment of invoice. Cllr H Kavanagh seconded this proposal. All members were in agreement.
- BCBC – Christmas Lighting 2021 – Cllr Morgan proposed payment of invoice. Cllr S Parker seconded this proposal. All members were in agreement.
- Watt Watt – Community Centre work – Cllr Morgan proposed payment of invoice. Cllr H Kavanagh seconded this proposal. All members were in agreement.
- Propest – Mawdlam Allotments – Cllr D Morgan proposed payment of invoice. Cllr S Parker seconded. All members were in agreement.
- P J Landscapes – Rights of Way – Cllr S Parker proposed payment of invoice. Cllr E Winstanley seconded. All members were in agreement.

- G Howells – BCBC recharge footpath at Kenfig – Cllr Morgan proposed payment of invoice. Cllr Parker seconded. All members were in agreement.

21.2 Members Reports

- Cllr J Granville proposed that a Funding Committee be set up. Cllr S Parker said it is important to establish a vision of what the committee is intended to achieve. Members discussed. Cllr R Granville seconded this proposal.
- Cllr R Granville proposed enquiries be made into sites and costing for wildflowers at the Marlas Estate. Cllr S Parker seconded this proposal. The Clerk to obtain information on this.

Cllr Morgan moved Standing Orders.

- Cllr E Winstanley reported on issues with fly tipping. This matter was discussed. It was agreed the Borough Council should be asked to consider the cost of bulky waste collection as it is prohibitive for many residents.

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22. Allotments Update

- The Clerk reported no issues at the allotments.
- All plots have now been allocated.
- Members of the Allotments Committee undertook an inspection of the site on 8th June. One plot was identified as requiring a warning letter and two plots had sirens on them, contravening Rules & Regulations.
- Pest Control - Propest continue to make monthly visits to the Allotment site. **Cllr Morgan proposed payment of invoice. Cllr Bennett seconded this proposal. All members were in agreement.**

23. Rights of Way Update

- The Clerk reported complaint received regarding overgrowth at footpath on Heol Broom. P J Landscapes was contracted to undertake work at this footpath.
- G Howells was contracted to undertake footpath maintenance at Kenfig, as requested by BCB Rights of Way Manager, and discussed at the May meeting.

Cllr Granville left the meeting

21. Planning Applications:

- **Application No. P/22/371/FUL** – Earth banked nutrient store – Ty Tanglwst Farm, Heol y Sheet, Stormy Down, CF33 4SA – **(previously passed to members by email)**
Members discussed this application. There were no comments/observations.
- **Application No. P/22/338/FUL** – Vary condition 1 of P/19/912/FUL to refer to revised plans – 52 Heol Fach, North Cornelly CF33 4LN – **(previously passed to members by email)**
Members discussed this application. There were no comments/observations.
- **Application No. P/22/303/FUL** – Single Storey Rear Extension and porch extension to front – 21 Heol y Sheet, North Cornelly CF33 4PH – **(previously passed to members by email)**
Cllr Page declared an interest in this application.
Members discussed this application. There were no comments/observations.
- **Application No. P/22/325/FUL** – Siting of container for use as shop (Pay as you feel), container for storage and raised beds – Cornelly Primary School, Greenfield Terrace, North Cornelly CF33 4LW – **(previously passed to members by email)**
Members discussed this application. There were no comments/observations.

22. Date of Next meeting

The date of the next meeting is 27th July 2022 at 6.30pm.

Meeting closed 9.20pm

Chair's Signature