

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 E Winstanley**

Clerk/Clerc: J Murphy

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**DRAFT**

**Minutes of Meeting of Cornelly Community Council  
held at Cornelly Community Centre  
on 6<sup>th</sup> March 2024 at 6.30pm**

**Chair:** Cllr Mrs E Winstanley

**Members:** Cllrs Mr RM Granville (Vice Chair), Mrs S Bennett, Mrs J Granville, Mrs H Kavanagh, Mr D Morgan, Mrs P Page, Mr S Parker, Miss L Pritchard

**Members of the public in attendance:** None

**ITEM**

**1. Apologies for absence**

None

**2. Questions / Observations from the Public**

None

**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**

3.1 Cllr Parker declared a personal interest in Items 9 and 13.

3.2 Cllr Winstanley declared an interest in Item 11.

3.3 Cllr RM Granville declared a pecuniary interest in Item 16 – Afon y Felin Primary School.

**4. To approve as correct record thereof Minutes of Council Meeting held on 24<sup>th</sup> January 2024**

Agreed as a true and accurate record. Proposed by Cllr RM Granville and seconded by Cllr Pritchard to accept minutes. Chair duly signed the minutes.

**5. Matters arising from minutes of Council meeting held on 24<sup>th</sup> January 2024**

No matters arising.

**6. Update from Borough Council Members**

6.1 Cllr RM Granville informed members of the following:

- BCBC have completed the budget process
- Cllr Huw David has announced he is finishing as Leader of BCBC
- Potholes in the area are being filled, with a lot left to do in streets including Heol Degwm, Meadow Street and Heol Fach, Mawdlam. The repairs to the potholes in Hall Drive need to be redone. BCBC are looking at options of charging utility companies after they have completed works on the roads in the area.

6.2 Cllr Winstanley wished to express thanks to Cllr Huw David for his support during his time as Leader. Also that with regard to the budget that has been passed by members, there was only one feasible way option.

**ACTION**

## 7. Accounts Payable & Financial Update

7.1 Members had previously been provided with financial information and accounts payable to date. Proposed by Cllr RM Granville and seconded by Cllr Parker to accept as correct.

7.2 The following accounts were payable:

Payee	Date	Amount £	Payment
Amazon (Community Centre)	23rd January 2024	15.85	DEB
HMRC (Tax & NI)	25th January 2024	3424.51	DD
PJ Landscapes (Footpaths)	25th January 2024	80.00	BACS
Watt Watt Ltd (Public Hall Maintenance)	25th January 2024	200.00	BACS
J Murphy (Clerk's Salary - January 2024)	26th January 2024	xxxx	BACS
Zoom (Office Equipment)	30th January 2024	15.59	DD
Cornelly Luncheon Club (Donation)	31st January 2024	50.00	BACS
Dwr Cymru - Welsh Water (Mawdlam Allotments)	1st February 2024	45.46	DD
Cornelly Songbirds (Donation)	1st February 2024	50.00	BACS
LGPS Pension	1st February 2024	783.57	BACS
True Potential Pension	5th February 2024	94.01	DD
Total Ground Care Ltd (Green Area)	6th February 2024	54.00	BACS
H3G (Clerk's Telephone)	9th February 2024	19.30	DD
Microsoft (Office Supplies)	23rd February 2024	7.99	DD
Propest (Mawdlam Allotments)	26th February 2024	80.00	BACS
J Murphy (Clerk's Salary - January 2024)	28th February 2024	xxxx	BACS
LGPS Pension	1st March 2024	783.57	BACS

7.3 Cllr Parker queried the draft budget for 2024/25, as there would be a larger amount than expected carried over from the 2023/24 budget. Proposed by Cllr RM Granville and seconded by Cllr Bennett to put an additional £34,000 into the green area maintenance for the next stage of works.

## 8. Draft lease for Long Term Community Asset Transfer of the Centre and Cornelly Cross Playground and the Enhancement of Green Area at Cornelly Community Centre

8.1 Clerk advised there was no further update from the solicitor. He has been advised that only the Community Centre lease is to be looked at. Proposed by Cllr RM Granville and seconded by Cllr Parker to write to the solicitor for a detailed report on what work he has done with this lease, to be received by the next meeting on 27<sup>th</sup> March 2024.

8.2 Clerk advised a meeting has been set up with Rachel Morton, BCBC to discuss feasibility and funding options for the park.

8.3 Clerk advised on a contact from the Greenspace Enhancement Officer with regard to possibility of additional tree planting in the Cornelly area. Requested if this scheme was available to residents for their own gardens, and also that it be reported what has been done to trees locally and what has not worked. Clerk will update following meeting.

8.4 Clerk reported that BCBC have been contacted with regard to the parcel of land next to the surgery and about the name change for the park. Awaiting responses for these.

8.5 Contact from Geoff Whittington to say that Gerald Davies Ltd have done more remedial work to the paths and is requesting the retention be released for the paths and the patio. Members agreed that the work done is not acceptable and there are still weeds on the path, plus one of the

cracked patio slabs has not been replaced. Clarification is needed on the retention payments.

## **9. Matters relating to Cornelly Community Centre**

9.1 Finances - Financial information had been provided to members prior to the meeting. Clerk raised a concern about the reducing balance due to the high energy costs this year. Members suggested requesting that the Public Hall Management Committee pay a proportion of the Admin Assistant wages and the waste as services were used by both premises.

9.2 Price increases - Proposed price increases for Community Centre hire have been forwarded to members. Discussion held. Proposed by Cllr RM Granville and seconded by Cllr Kavanagh to implement the price increases and to thank Dorothy Parker for her work in compiling them.

9.3 Cllr Parker raised query if identified savings within the Initial contract had been actioned. Clerk to do this as a priority.

9.4 Waste Recycling – Meeting has been held with Plan B and prices sent for differing sizes. Cllr Parker explained the options available. Proposed by Cllr RM Granville and seconded by Cllr J Granville to have the large containers initially and monitor.

9.5 Boiler Servicing – Clerk advised that the boiler in the Community Centre had been serviced today.

9.6 PAT testing – Required for all items and in process of sourcing a tester.

9.7 Cllr Parker raised concern about the work outstanding to the compartments in the male toilets.

9.8 Defibrillator – Defibrillator at the Community Centre had been used during a recent concert of Kenfig Hill Male Voice Choir, and a new battery was now required. Proposed by Cllr Winstanley and seconded by Cllr RM Granville to purchase new pads with battery.

9.8.1 Kenfig Hill Male Voice Choir have offered to make a donation of £80 towards the cost of the cost of the new pads. Discussion held and vote taken whether to accept this donation. Names recorded as: Voting for – Cllr Parker, Cllr Morgan, Cllr Bennett, Cllr Page and Cllr Kavanagh. Voting against – Cllr J Granville, Cllr RM Granville, Cllr Pritchard. Majority decision to write to the Choir and accept their donation.

9.9 Clerk advised that new padlocks for the Community Centre and bin store area have been purchased and are being used.

## **10. Matters relating to Cornelly Public Hall**

10.1 Finances - Financial information had been provided to members prior to the meeting.

10.2 Prices are being obtained for new Fire Exit doors at the Public Hall. Two already received and also looking at different material for comparison.

10.3 Radiator covers have been purchased with delivery due on 13<sup>th</sup> March 2024.

10.4 Electrical work has been completed and certificate issued. Invoice for £265 received for payment.

## **11. School Governor of Ysgol Ferch o'r Sger**

11.1 Cllr Winstanley advised that Cllr Bennett had reached the end of her term as governor at Ysgol Ferch o'r Sger. Cllr Bennett is happy to continue as governor. Proposed by Cllr RM Granville and seconded by Cllr Pritchard that Cllr Bennett be renominated as a governor.

11.2 Cllr Jane Granville has now been formally nominated as governor of Cornelly Primary School.

11.3 Clerk advised on the protocol for nomination of governors. Proposed by Cllr RM Granville and seconded by Cllr Winstanley to contact the LEA and ensure protocol is followed for the governors of Ysgol y Ferch o'r Sger.

## **12. Review of Regulatory Documents, including Financial Regulations, Grants Policy and Social Media Policy**

12.1 Financial Regulations – Members looked through document and suggestions made to update the wording. Clerk to amend the wording and update document and send to members prior to the next meeting.

12.2 Grants Policy – Members agreed that grants and donations will be considered four times a year or in exceptional circumstances. Clerk to update this policy and change website to reflect this.

12.3 Social Media Policy – Members agreed to no change for this policy.

## **13. Payroll**

13.1 An amended invoice has been received from Sentinel for the payroll services as first one was incorrect.

13.2 Error with payroll for February 2024. This will be corrected in wages for March 2024 for the Admin Assistant.

Proposed by Cllr RM Granville and seconded by Cllr Parker to look for an alternative provider and bring details to next meeting.

#### **14. Environmental Committee**

14.1 Proposed by Cllr RM Granville and seconded by Cllr Winstanley that Cllr Pritchard be nominated onto this committee. Cllr Pritchard accepted this nomination.

14.2 Date set for Environmental Committee meeting for Tuesday 12<sup>th</sup> March at 6pm.

#### **15. VE Day 2024**

Clerk gave details of the official flag for VE Day. Proposed by Cllr RM Granville and seconded by Cllr Parker to purchase the 5ft x 3ft size flag to be displayed in the Community Centre over the VE Day 80<sup>th</sup> anniversary celebration time.

#### **16. Correspondence**

Following correspondence has been received and noted by all members:

##### **16.1 One Voice Wales:**

- Audit Wales Fees for 2024/25
- OVW meeting 29/01/24 agenda
- Report from R Cox re: Cardiff and Vale UHB
- Cost of Living Crisis Survey 2023/24
- Joint Event OVW & Planning Aid Wales – Sustainability and Communities
- Buglife Cymru resources
- Public Appointments vacancies
- Counter Terrorism Policing Wales – Personal Security Briefings 2024
- Pethau bychain meeting 27/02/24
- D-day 80<sup>th</sup> anniversary – Flag of Peace

##### **16.2 BCBC:**

- Proposed Traffic Regulation Order for South Cornelly – *Community Council are in agreement with this and have no comments*
- Response to land ownership query – *Proposed by Cllr J Granville and seconded by Cllr Pritchard that the Clerk writes to Kenfig Corporation Trust and advise that they are responsible for the land outside the church in Mawdlam and the Community Council will no longer be paying for grass cutting there.*
- Energy Efficiency Survey interest
- Details of RePaint scheme
- Response regarding parking outside schools
- Free portrait of HM, The King
- Block insurance renewal cessation – *Insurance needs to be looked into and question if the Public Hall can be bolted on with the Community Centre*
- BBF Networking Breakfast event
- Tree planting in Cornelly
- Agenda for Town & Community Council Forum 11/03/24

**16.3 Kenfig Hill Male Voice Choir** – Invitation for Chair to attend concert on 1<sup>st</sup> March 2024

**16.4 Allotment Holder** – Permission for Shed on Plot 7A

**16.5 G Whittington** – Request for money to be released for works to path

**16.6 Ysgol y Ferch o'r Sger** – School Governor

**16.7 Cllr D Unwin** – Rights of Way Forum and Information

**16.8 HALO Leisure** – Details of session dates for Feel Good for Life

**16.9 Kenfig Hill Male Voice Choir** – Offer to donate towards cost of defibrillator equipment

**16.10 Cllr S Parker** – forwarded letter regarding Saving Cornelly Swifts

##### **16.11 Donation Requests:**

- V Evans – Annual Village Horticultural Show – request to pay for hall hire – *Proposed by Cllr RM Granville and seconded by Cllr Pritchard to agree to this donation. All members in agreement.*

- Afon y Felin Primary School – Donation towards various activities – *Proposed by Cllr Morgan and seconded by Cllr J Granville to pay donation of £1750 and to wish them good luck with their activities.*

### Invoices received

Payee	Amount	Invoice	Proposed	Seconded
Watt Watt Electrical	265.00	EICR Report	Cllr RM Granville	Cllr Winstanley
Kier		Waste Services	Cllr RM Granville	Cllr Winstanley
Sentinel	1080.00	Payroll Invoice 2021-March 2024	Cllr RM Granville	Cllr Winstanley
Scott Waste Ltd	216.00	Remove waste from allotments	Cllr Winstanley	Cllr Parker

Cllr Morgan requested that Standing Orders be amended to allow meeting to continue.

## 17. Members/Clerk's Report

### 17.1 Clerk's Report

17.1.1 Clerk has requested to purchase a lockable cabinet for the office. Members suggested checking the suitability of one already in there and bringing back to next meeting if needed.

17.1.2 Clerk requested purchase of printer paper. Proposed by Cllr Pritchard and seconded by Cllr Winstanley to approve this.

17.1.3 Free portrait of His Majesty, The King has been applied for.

17.1.4 Grounds & Graves are closing their business and unable to continue cutting grass at Ffordd yr Eglwys cemetery. New quotations to be received.

### 17.2 Members Reports

17.2.2 Cllr Kavanagh attended the Climate Discussion for Sustainable Wales. Summary given of this event. Has also signed up to attend the Bee Lives seminar.

17.2.3 Cllr Kavanagh informed that the bus shelter in Heol Las is not in a good condition. Suggested that BAVO be contacted to enquire if there is funding available for a new shelter.

17.2.4 Cllr J Granville enquired when the picnic tables would be put together and go outside. Proposed by Cllr Parker and seconded by Cllr RM Granville to consider paying overtime to the Caretakers for this task.

17.2.5 Cllr Parker reported that on the defibrillator unit in Meadow Street, a free replacement cover for the key pad has been obtained and fitted to the unit.

17.2.6 Cllr Winstanley reported that a meeting is arranged with Welsh Water at the Pantry Box with regard to the sewage that has gone into the sea.

## 18. Highway Matters

Cllr RM Granville reported these in Item 7.1.

## 19. Allotments Update

19.1 Cllr Parker fed back query from the Allotments Committee with regard to more than one member per household have an allotment plot. Discussion held. Proposed by Cllr Parker and seconded by Cllr Pritchard that the policy be amended to allow only one allotment plot per household.

19.2 Clerk advised that the waiting list was being reviewed and all people contacted with details updated. Advised that any non-residents of Cornelly area are not eligible for an allotment plot and should be removed from the list.

19.3 Cllr Parker reported that a polytunnel tent has blown onto one of the plots and this will be removed on the weekend if it is not claimed. This has been put onto social media.

19.4 There are now 5 current vacancies, plus a new one who paid a bond. Cllr Parker has inspected this plot and photos sent to members. Proposed by Cllr Pritchard and seconded by Cllr RM Granville that the bond be refunded to this plot holder.

19.5 Plot 5B has requested that he be allowed to cut back some branches to allow his shed to be moved over. Proposed by Cllr RM Granville and seconded by Cllr Kavanagh that he be informed to cut the minimal number of branches required to allow his shed to be moved.

## **20. Rights of Way and Footpaths Update**

Cllr RM Granville reported SWTRA have cut back some trees on the Heol y Sheet footpath and disposed of some cuttings into a farmer's field. Clerk advised she had spoken to a SWTRA officer and this would be rectified this week.

*Cllr RM Granville left the meeting*

## **21. Planning Applications:**

- P/24/5/APN Land adjacent to Kenfig Pool, Kenfig, Bridgend CF33 4PT - Prior notification for proposed barn for animal feed and farming implements
- P/24/56/FUL 29 Heol Maendy, North Cornelly, Bridgend CF33 4DF - Widen bay window; new porch to front of property
- P/24/71/FUL West Haven, Ton Kenfig, Bridgend CF33 4PT - Alterations to and conversion of existing garage for use as a granny annexe
- P/24/97/FUL 10 Heol Y Cwrt, North Cornelly CF33 4AX – Proposed porch
- Pre-application Consultation - Marlas Yard, Marlas Road, North Cornelly, Bridgend, CF33 4PE - Residential Development Including Conversion of Existing Listed Barns to Residential Use Including Active Travel Route, Access, Car Parking, Landscaping, Drainage and Attenuation

*Cllr RM Granville returned to the meeting*

## **22. Date of Next meeting**

The next meeting will be on 27<sup>th</sup> March 2024 at 6.30pm.

**Meeting closed 9.50pm**

\_\_\_\_\_ Chair's Signature \_\_\_\_\_ Date