

COLWINSTON COMMUNITY COUNCIL

CYNGOR CYMUNED TREGOLWYN

MINUTES OF THE MEETING HELD IN THE SYCAMORE TREE INN,
COLWINSTON ON MONDAY 17TH JUNE 2019 AT 7:00PM

1. Attendance

Cllrs: Cllr P Graham-Woollard (Chairman)
Cllr C Roach (Deputy Clerk)
Cllr J Lloyd
Cllr J Savery
Cllr C Cave (item 7 onwards)

Also Present: Kevin Protheroe (Clerk)

Apologies: Cllr E Lewis, Cllr B Morris, Cllr C Cave (for late arrival), PCSO A Stone

2. Disclosure and confirmation of Declarations of Interest

None.

3. Public session

There were no members of the public present.

4. To receive the Minutes of the Ordinary Meeting held on 20th May 2019.

It was proposed by Cllr Roach to accept the minutes of the OGM as a true record; this was seconded by Cllr Savery and agreed by all.

The Chairman signed the minutes.

5. To consider any matters arising from those minutes not covered elsewhere in the agenda

There were no matters arising not on the agenda.

6. To consider Police matters

PCSO Stone had advised the meeting, via email, that no crimes had been reported since the last meeting.

7. To consider County Council matters

Cllr Cave joined the meeting at 19:28 and was present from item 8 onwards.

Cllr Cave updated members on the change of administration at the Vale of Glamorgan Council (VOG).

Cllr Cave noted the issues regarding grass-cutting (below) and outlined a possible consortium of four local community councils who may be interested in working together to deliver this service. The Council asked to be kept advised of developments.

Cllr Cave understood the concerns over the highways' issue and road conditions and noted that the VOG's re-surfacing programme is continuing.

Cllr Cave drew members' attention to the 'Mayoral Foundation', which awards grants of up to £250 to community projects.

The Chairman noted Colwinston Community Council's (CCC) frustration with several matters which are the responsibility of VOG (see item 8) but noted that the VOG has recently dealt with incidents of fly-tipping promptly and removed the redundant telegraph pole from the verge opposite the school.

8. Review of progress with current projects

The Council discussed the forthcoming meeting with VOG's senior officers on the 3rd July 2019. Whilst officers will attempt to raise all current areas of concern with VOG, if time is limited it was agreed that the priorities will be:

- Heol Cae Pwll attenuation basin and other outstanding adoption issues, such as the Vines, which affect about a third of the village population
- Various highway and footpath issues, notably the footpath outside the old schoolhouse
- The poor quality of grass-cutting services

Cllr Roach reported progress in respect of:

- Abandoned cars: the last one, after repeated efforts, has finally been removed
- Defibrillators: the new unit has been installed at the Sycamore Tree Inn and plans are underway to install the refurbished unit at the community centre. Cllr Roach explained that the Council needs to decide how the defibrillators are to be managed e.g. how are they to be accessed and serviced and she will report back as soon as possible

Action points:

- **Cllr Roach to review servicing options for defibrillators**
- **The Clerk to consult with insurers regarding defibrillators**

Whilst work continues on the broadband project, there was no further progress to report at this meeting.

Discussions concerning the access way to the former chapel-baptismal pool and the tree-plating proposal were deferred until the July meeting.

9. Internal Audit report 2018/19 and annual return to Wales Audit Office

Internal Audit report: All members of the Council confirmed they had seen the internal auditor's report and were happy with the conclusions. They noted that the report made no recommendations; there were no further questions.

The Chair explained why the Council did not think a switch to digital banking was advisable at this stage as the current system remains fit for purpose.

Cllr Savery proposed that the internal audit report be accepted by the Council; this was seconded by Cllr Roach and agreed by all.

Wales Audit Office Annual Return: The Chair referred all members to the previously circulated Wales Audit Office draft year-end report. The Council confirmed their compliance with the control questions on the annual return.

Cllr Roach proposed that the annual return was accepted by the Council; this was seconded by Cllr Savery and agreed by all.

The annual return was signed by the Clerk as Responsible Finance Officer and the Chairman.

Action point: Clerk to send all annual return documents to external auditors

10. Draft Budget 2019/20

The Clerk outlined the main elements of the proposed budget, notably in respect of the maintenance and improvement of public open spaces in the village, works to various footpaths, the upgrade of the broadband service in the village, and the installation of a new defibrillator. The expenditure of the Council would see it make a small projected surplus of £3.3k.

Cllr Roach requested the addition of a budget line to allow for regular servicing of the defibrillators and the purchase of a Council laptop to improve data access and security.

It was proposed by Cllr Roach that the 2019/20 budget be approved by the Council, subject to the additional cost of defibrillator servicing and the cost of a laptop up to £500. This was seconded by Cllr Savery and agreed by all.

Action point: Clerk to amend the budget and source a suitable laptop

11. To consider the Clerk's report including matters of a financial nature

11.1 The Council noted the Clerk's activities in the last month and the correspondence received and actioned in the last month.

- 11.2 Finance: The Clerk reported that the Council's funds as of 11th June 2019 equalled £15,955 (cashbook - including payments to be approved).

The cashbook reconciled to the HSBC bank statement as of 29th May 2019. He explained that the quarterly reconciliation of the cashbook and bank statement would be presented to the Council at its July meeting. The Council was asked to approve the following payments:

Information Commissioner = £40.00. It was proposed by Cllr Lloyd that the payment should be approved. This was seconded by Cllr Savery and agreed by all.

Grant Smith: mowing, strimming and weeding of public spaces = £140. It was proposed by Cllr Roach that the payment should be approved. This was seconded by Cllr Lloyd and agreed by all.

Internal audit services (A Davies) = £100. It was proposed by Cllr Lloyd that the payment should be approved. This was seconded by Cllr Savery and agreed by all.

- 11.3 The Council agreed that the Clerk's salary should remain at scale point 9 (£19,819, pro-rata) for 2019/20.

12. To consider any planning matters

The Clerk advised the Council that there were no new planning applications for members to consider.

13. To consider any correspondence and associated replies required

The Clerk noted the report and advised the Council that no correspondence required their attention.

14. To consider any reports of Councillors

- 14.1 Cllr Lloyd requested a review of the Council's previous decision not to financially support the new Colwinston playground. Cllr Lloyd proposed a contribution of £1,000. In the absence of a seconder the motion was lost and the proposal did not proceed.

- 14.2 Cllr Lloyd raised the condition of benches in the village, previously discussed by the Council. It was proposed by Cllr Lloyd that the benches at Village Hill and Village Farmhouse be replaced and the bench at Village Green be refurbished. This was seconded by Cllr Roach and agreed by all.

- 14.3 The Chair raised the traffic survey, which appeared to be taking place at the entrance to the village. Neither the Police nor VOG are carrying out the survey. It is possible that Go-safe are responsible and he asked the Clerk to make enquiries.

Action point: Clerk to contact Go-safe

15. Any other business

None.

DATE OF NEXT MEETING

The next meeting of the Community Council will be on Monday July 15th, 2019 at 7pm at the Sycamore Tree Inn, Colwinston.

The meeting closed at 09:08pm

SIGNED.....

CHAIRMAN, COLWINSTON COMMUNITY COUNCIL

DATE.....

SIGNED.....

CLERK, COLWINSTON COMMUNITY COUNCIL

DATE.....