

LLANTWIT FARDRE COMMUNITY COUNCIL CYNGOR CYMUNED LLANILLTUD FAERDREF



Minutes of a meeting of the Llantwit Fardre Community Council held on Tuesday 26 March 2019 at the Council Office, at the rear of the Carnegie Parish Hall, Main Road, Church Village, Pontypridd CF38 1PY.

Present: Councillors J. James (Chairperson), R. Butler, M. Diamond, B. James, C. Johnson, A. Raines, G. Stacey, N. Tizard-Lee, L. Walker and A. Watts.

In attendance: Mrs. J. Stuckey - Clerk and Executive Officer.

1. Apologies

Noted

- 1.1 Apologies for their absence from this meeting were received from Councillors S. Bristo (work commitment) and A. Handley (family commitment).

2. Declarations of Interest

Noted

- 2.1 None declared.

3. Public Break

Noted

Defibrillator

- 3.1 The President of the Carnegie Girls W. I. thanked the Council for their contribution to the purchase of the defibrillator. A request was made for assistance with the fitting and wording of signs to be displayed on the phone box where the device will be housed.
- 3.2 Training on the use of the device will be held in the Carnegie Parish Hall on 23rd June at 7.00pm. This session will be open to the community. Leaflets detailing the session have been distributed. There are broken panes of glass in the phone box, these need to be replaced. The advice that the box in which the

device is stored is weatherproof so the broken panes will not affect the defibrillator. The Carnegie Girls W. I. were congratulated and thanked for getting the defibrillator in place.

4. Minutes

The minutes of the following meeting were received and approved:

- Council – 26th February 2019

Subject to it being noted that the purchase of a bus shelter will be funded from the CIL allocation.

5. Report from the Police

Noted

- 5.1 The Clerk informed the meeting that several attempts had been made to contact the designated police officer but without success.

Resolved

- 5.2 That this matter be brought to the attention of the Chief Superintendent.

6. Report of the Clerk/Executive Officer

Independent Remuneration Panel for Wales (IRP)

Noted

- 6.1 Members have received a copy of the final report of the IRP.

Members are reminded of the need for them to comply with Determination 40 of the report namely:

All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses. The payment is mandated for every member unless they advise, in writing, that they do not want to take it.

- 6.2 It was suggested that a pro forma letter be drafted for Members to indicate their choice in this matter. This suggestion was not accepted.

Parks Working Group

Noted

- 6.3 The motion put by Councillor Tizard-Lee was considered. It was proposed that the group becomes a Standing Committee. The need for this group to meet as soon as possible and on a regular basis in order to move forward on this project was agreed. It was agreed that CBC L. Hooper and Mr. R. Jones will continue to be included on this project.

Resolved

- 6.4 That the group becomes a Standing Committee. That CBC L. Hooper and Mr. R. Jones remain part of the group. That Councillor J. James is the convenor for the Committee.

The Committee will meet at the Council Officer on Monday 15th April at 5.30 pm.

Allotments

Noted

- 6.5 Members had received a revised draft agreement for consideration. A member pointed out that the receipt of the document was not in line with the required timescales (as an aside reference was also made as to Clerk's working hours, holidays and the running of the office). The document was felt by some members to be too long and complicated.

The Clerk advised that in drawing up the document research of agreements in use in other Councils, including the County Borough Council, had been undertaken and the draft document aligned with them. Some members expressed the view that a simpler document is needed.

- 6.6 The point was made, by a Member, that there are two items to consider that of the agreement and that of the rent increase. Further, that the Council is legally liable for everything on the allotments and the document presented will probably cover the Council in respect of any legal action that may arise, a simple tenancy agreement will not.
- 6.7 The view of a Member that the percentage increase may be high however, the current rate is a small amount and has not change in a very long time. The new charge will still be a small amount, in context it amounts to thirty pence per week.

A resolution was put:

That the increase is agreed and charged and that the revised draft agreement be accepted.

Resolved

- 6.8 That the increase is agreed. That the agreement is not accepted. That the agreement be given to the Allotment Association for their consideration and their views to be made known to the Council.

Planning Notices

Noted

- 6.9 Members had received notice of the following applications received from RCT CBC:

113 Queens Drive, Llantwit Fardre; 8 Dyffryn Terrace, Church Village; 2 Ffordd y Capel; Unit 1C Newtown Industrial Estate, Llantwit Fardre; 55 Heol Dyhewydd, Llantwit Fardre; 46 St Illtyds Rd., Llantwit Fardre; 21 Brookdale Court, Church Village List including 40 Woodlands View, Church Village and 10 Heol Brynmor John, Church Village.

Kiosk

Noted

- 6.10 The Carnegie Girls W. I. no longer wish to paint the kiosk red. Signage will need to be bi-lingual.

Resolved

- 6.11 That the broken panes be replaced with Perspex.

Ty Illtyd

Noted

- 6.12 Councillor Raines appraised the meeting of reports made to him by members of the public who wish to return to using Ty Illtyd as a hire venue.

The building is owned by the Community Council. There is a covenant on the building, this can be altered for a fee.

The view that this building should be available for community use.

The users of Ty Illtyd, with one exception, are now hiring the Carnegie Parish Hall. There have not been any objections to this move by the hall hirers. Even with the move of users from Ty Illtyd to the hall it is not fully utilised.

There was a loss of £11,600 against Ty Illtyd prior to it being closed. This money could have been put to use elsewhere in the community.

A local organisation has expressed an interest in leasing the building for training sessions. This will generate a regular income. There is a need for the building to be refurbished.

A motion to close Ty Illtyd was put to the meeting

The vote being four for and six against, the motion was not carried.

Resolved

- 6.13 That Ty Illtyd will not be closed.

Kruf Walk 2019

Noted

- 6.14 This year's walk, which will be held on Sunday 2nd June, will start from the Carnegie Parish Hall at 10.00 am. It will follow a new route of approximately one and three-quarter miles and end back at the Carnegie Parish Hall where all participants will be provided with refreshments.

The route will be inspected between 7.30 – 8.30 am on the morning of the walk. As a precaution, four of the Marshalls will carry first aid kits.

KRUF will supply T shirts, posters, leaflets and medals. The leaflets and posters will be distributed/displayed in May.

On the day the event will be administered from the Carnegie Parish Hall it is hoped that this duty will be undertaken by two members of the Council.

Finance

Noted

- 6.15 The receipt of an updated financial report.

The question as to why the sum of £20k allocated to Ty Illtyd had not yet been spent.

The money was meant for refurbishment which could not be undertaken whilst it was in use. Since users have moved to the Carnegie Parish Hall the front doors have been replaced but there has not been time to get other work done.

Chairman's Report/Announcements

Noted

- 6.16 The Welsh Government have called-in the planning application made on Fletchers Farm.

There were no other announcements.

At this point the members of the public left the meeting.

Confidential Report of the Clerk

Grass Cutting Tenders

Noted

- 6.17 In line with the decision taken at the meeting of the full Council held on 26th February 2019 tenders were issued on Friday 8th March 2019.

Ten companies received notice:

B. M. James Grounds and Grave Digging Services
VOJ Maintenance
Anthony Garden Service
Master Maintenance
Tr33
Terrafirma Maintenance
J. S. Lee
Crown Garden services
Capital Landscape Wales
S. Owen – RCT CBC

Of these the following four returned submissions:

B. M. James Grounds and Grave Digging Services
VOJ Maintenance
J. S. Lee
Crown Garden Services

All the submissions were opened in line with the terms of the tender with the Clerk/Executive Officer overseeing the proceedings along with Cllrs. M. Diamond and L. Walker.

B. M. James Grounds and Grave Digging Services

Grass cutting total - £36,160 pa
Rate for staff cover - £190 per day
No rate given for additional cuts

VOJ Maintenance

Grass cutting total - £7,840 pa
Rate for staff cover - £120 per day (labour only)
No rate given for additional cuts

S. Lee

Grass cutting total - £6,918.80 pa
Rate for staff cover - £144.00 per day (£18.00 per hour)
No rate given for additional cuts

Crown Garden Services

Grass cutting total - £3,563 pa
Rate for staff cover - £18.00 per hour
Rates for additional cuts - £346 per additional cut (includes all specified areas)

6.18 Questions were raised in respect of the tender process. The process was the same as last year. The view of a member that the decision should not go ahead due to the question raised in respect of the process used.

6.19 The differences between the tenders are similar to last year. The current provider has given the most competitive quote. This provider has given good service in the past year and also undertakes work in local schools.

Resolved

6.20 By a majority decision, that Crown Garden Services be awarded the tender. Cllrs. Butler, Stacey and Watts voted against.

Staff Salaries

6.21 Members have received a copy of the National Joint Council (NJC) for Local Government Services 2019 Pay-scales and Allowances. These Pay-scales and Allowances have been agreed by the NJC and the relevant Trades Unions.

Resolved

6.22 That the pay increase be approved in line with staff pay/conditions of service.

Trees

6.23 An email has been received, from a resident, outlining concerns relating to trees and a stream on Council owned land which it is alleged are causing damage to property.

The stream is regularly inspected by the Council's Outside Operatives. The tree question has been inspected several times and found to be in good order. Some routine work has been carried out on the tree in the recent past.

As the Council has addressed this issue and received assurances that there is nothing wrong with the tree and no evidence of the tree impacting on the property has been furnished, the Council are not in a position to take any action on this matter.

6.24 Advice has been sought from RCT CBC regarding the process of tendering for a review of trees in the area. Before issuing any information RCT CBC need to know the actual purpose of the review. The full remit of the review must be made known to the CBC prior to any action being taken.

If, on inspection, any tree is seen as being a health and safety hazard the Community Council must authorise the necessary work to be undertaken immediately. The manpower must be in place and ready to commence.

The programme of work and evidence of the monies being available will need to be confirmed/forwarded to RCT CBC prior to any work being considered/started.

The view of a member that there needs to be a Service Level Agreement in place between this Council and RCT CBC for this matter to be dealt with.

Resolved

6.25 That replanting be added to the review of the trees in the area.

7. Conclusion

The meeting ended at 8.50pm.

Signature _____ Chairperson

Date _____