

PENDOYLAN COMMUNITY COUNCIL
CYNGOR CYMUNED PENDEULWYN

The Annual Meeting of Pendoylan Community Council was held on Thursday 13 April 2017 at 7.30 pm in Pendoylan Church in Wales Primary School

1. PRESENT: Councillor A Chiplen (in the Chair), Councillors S Parnell, H Hanmer, G Thomas, R Rees, P Fox, and J Roberts (Clerk)

2. APOLOGIES: None

3. APPOINTMENT OF CHAIR: S Parnell proposed that A Chiplen be appointed as Chair. This was seconded by H Hanmer and unanimously agreed

4. DECLARATION OF ACCEPTANCE OF OFFICE: This was signed by A Chiplen who then took the Chair. I

5. APPOINTMENT OF VICE CHAIR: H Hanmer proposed that R Rees be appointed as Vice Chair. This was seconded by S Parnell and unanimously agreed

6. APPOINTMENT of Councillors to serve as Council's representative on outside bodies for 2017/18:

Community Liaison Committee: S Parnell

One Voice Wales – H Hanmer

Pendoylan Parish Houses Charity – S Parnell and H Hanmer

Pendoylan/Welsh St Donat's Charity – P Fox and S Parnell

7. DELEGATION of functional responsibilities:

Planning sub-committee: P Fox, A Chiplen, S Parnell and G Thomas. A Chiplen agreed to head this committee

Social Events – H Hanmer

Website – S Parnell

Data Protection Officer – J Roberts

8. MINUTES: The Minutes of the Meeting held on 13 April 2017 were approved and signed.

9. DECLARATIONS OF INTEREST: G Thomas with regard to Item 14(a)(2) below

10. MATTERS ARISING:

(a) Benches: S Parnell confirmed she will provide a report as to their condition at the next meeting **SP**

(b) Pendoylan School: It was noted that a report from Ann Thomas, the Additional Community Governor for Pendoylan and Welsh St Donats, was still awaited but in the meantime Head Teacher Lyn Murray, who will be retiring in July, advised that the new Head will be Mrs Paula Vaughan. Enquiries to be made as to whether Ann Thomas will be available to provide school updates going forward **JR**

(c) Community Mower: The Clerk advised that Mike Edmunds has kindly arranged to obtain a new battery for the mower at an approximate cost of £45 **JR**

(d) Best Kept Village Signs: These still await repair. A Chiplen is looking into this **AC**

(e) Garden Waste Collection: S Parnell advised there have been problems with this collection in Tredodridge but having contacted Emma Reed at the Vale Council it would seem this has now been resolved.

11. REPORT FROM COMMUNITY POLICE OFFICER: No crime figures had been provided and no attendance by a police representative

12. VALE COUNCILLOR MICHAEL MORGAN: Cllr Morgan had advised he will endeavour to attend Community Council Meetings and the Clerk had provided him with this information. He subsequently confirmed he will attend the June meeting

13. MEETINGS: None

14. PLANNING MATTERS:

(a) Applications: Applications had been received (1) to construct a porch at No. 6 Hensol Villas, Hensol and (2) to construct an adventure golf course at Hensol Golf Academy, Clawdd Coch. The Community Council had no objection to these applications. The Clerk will advise the Vale Council accordingly

JR

(b) Caerwigau Update: P Fox will contact the Vale Council for an update in respect of the proposed enforcement action

PF

(c) Publication of application documentation: Cllr Traherne had conveyed the Community Council's concerns that the Vale Council were not making application documentation available on line soon enough. They responded advising that such documents were posted on line as soon as received but P Fox said there is an issue in this respect and S Parnell agreed to monitor future applications

SP

15. CORRESPONDENCE: The following items were discussed

(a) OVW – Request for Motions for their 2017 AGM

(b) Welsh Government – Expert Panel on Assembly Electoral Reform

(c) ICO Newsletter

(d) Welsh Audit Office Report 2016/17

(e) Welsh Government Code of Practice on Workforce Matters

16. FINANCE/CLERK'S REPORT:

(a) Current position as at 11 May 2017:

Current Account	£3,509.80
Precept	2,000.00
VAT refund	<u>284.87</u>
Total:	£5,794.67
Jubilee Account	<u>398.76</u>
Total Current Account + Jubilee Account	£6,193.43

Payments to be made:

Insurance renewal	367.52	
A D Williams -		
Audit and Payroll Fees	250.00	
Grass cutting:		
Church	300.00	
Chapel	150.00	
J Roberts – o/s Xmas Event		
expenses	<u>35.97</u>	<u>1,103.49</u>

Balance in hand:

£5,089.94

The above payments were approved

(b) 2016/17 Final Accounts: The Clerk advised that the internal audit of the 2016/17 Accounts had been completed. She presented the said Accounts to the members and these were duly approved together with the Annual Governance Statement. The Clerk will now submit these, together with other required documentation, to the Welsh Government's Auditors for final signing off by the 30 June next. She confirmed the Notice of Appointment of Date for the Exercise of Electors' rights will be displayed in the parish noticeboards as required by law.

JR

(c) Election expenses: S Parnell had collated members' (nil) applications and these are to be submitted to the Vale Council

JR

(d) Election costs: The Clerk had endeavoured to obtain details of the costs to be levied against the Community Council but was advised these will not be available until after the General Election

(e) Quorate: The Vale Council had requested confirmation that Pendoylan Community Council will be quorate following the election. A Chiplen confirmed that the Community Council's Standing Orders stipulate that "no business shall be transacted at a meeting of the Council unless at least 3 members of the Council are present". The Vale Council have been advised accordingly

(f) Co-option: There are now 2 vacancies on the Council but it was agreed not to pursue co-option at the present time. It was also agreed that it would be desirable to have some young members and someone from the Hensol area

(g) Workplace Pension and Payroll: A D Williams confirmed he will deal with these matters on behalf of the Clerk

(h) Bank Mandates: It was agreed steps must now be taken to update bank signatories for the current Councillors JR

17. SUMMER EVENT: It was agreed to hold a BBQ at the Village Hall on Bank Holiday Monday 28 August 2017.

18. ROAD ISSUES:

(a) WWA manhole in Heol St Cattwg: This has now been repaired

(b) Tree issue in Heol St Cattwg: This has been reported to the Vale Council and a response still awaited JR

(c) Road Signage: The "Road Narrows" sign outside the speed derestriction sign from Pendoylan towards Caerwigau has been repaired

(d) Bollards on J34 slip road: It was agreed to ask Jane to press for a definite start date in view of the dangers regarding the bollards. S Parnell stated that there have been accidents on the slip road at J34/M4 as a result of the continuing presence of the bollards and it was agreed the police be asked if they can provide an incident report which would assist attempts to get the Welsh Government to remove the same JR

(e) Safe Routes in the Community: It was agreed an approach to be made to the School in this respect once the new Head Teacher has settled in JR

(f) Survey re access improvements J34/Sycamore Cross: Vale Council's Emma Reed (Head of Visible Services & Transport) has confirmed she has received a grant from the Welsh Government for a Weltag Stages 1 & 2 assessment of the route from J34/M4 to the A48. However, she has declined an offer to attend a Community Council Meeting at the present time but confirmed that further information on the relevant stages of the Weltag assessment can be found at:

https://consultations.gov.wales/sites/default/files/consultation_doc_files/161208-weltag-consultation-en.pdr. However P Fox advised this comprised 360 pages and it was agreed to ask Emma for details of the relevant page and to ask for her assurance that any community events are held in Pendoylan. JR

(g) Potholes: It has been noted that there is a sunken drain in the road opposite the school which is a danger. This is to be reported to the Vale Council JR

19. TRAINING: New Councillor training dates had been received but none convenient. Further dates awaited

20. JUMBLE TRAIL: H Hanmer advised that a Jumble Trail is like a car boot sale but where neighbours set up stalls outside their houses to sell bric-a-brac, toys, vintage clothes, cakes etc. It was agreed to advertise this in the parish magazine and interested persons to contact H Hanmer JR

21. COUNCILLORS' ISSUES:

(a) Japanese Knotweed: P Fox advised that Japanese Knotweed is currently in the hedge on the road past The Cherries and before the Peterston turnoff. This is to be reported to the Vale Council JR

(b) Litter Bin: The litter bin in Heol St Cattwg adjacent to the culvert is in need of repair. It was suggested that whoever repairs the village green signs might also be able to attend to this

22. ITEMS FOR NEXT AGENDA: Matters arising from these minutes

23. DATE OF NEXT MEETING: Thursday 8 June 2017 at 7.30 pm to be held in Pendoylan Church in Wales Primary School.

The Meeting was closed at 9.55 pm