# St Nicholas with Bonvilston Community Council

Minutes of a Meeting of the St Nicholas with Bonvilston Community Council held at the Reading Room, Bonvilston, on Monday 2<sup>nd</sup> December at 19:30.

PRESENT: Cllr T Harris (Chair) Cllr I Perry

Cllr S Crockford Cllr K Ward
Cllr G Rawson Cllr J Griffiths
Cllr A Brown Cllr C Jones

**ALSO PRESENT:** N. McGarrigle (Clerk), County Cllr J. Bird

Residents Samuel Cockrell and Sally Ashdown

### Part 1

[1] APOLOGIES FOR ABSENCE: Cllr del Torto

[2] **DECLARATIONS OF INTEREST**: None

- [3] TO ELECT A CHAIR OF THE COMMUNITY COUNCIL: The Clerk requested nominations for the role of Chair. Councillors Harris and Perry put themselves forward. A vote was held:
  - Councillor Harris 5Councillor Perry 3

Councillor Harris was elected as the Chair of the Community Council.

- **[4] POLICE MATTERS:** PCSO Summers was unable to attend the meeting tonight. The Clerk received the following crime report for November via email:
  - 1900411257 Damage to vehicle St Nicholas
  - 1900432618 Harassment St Nicholas
  - 1900435701 Theft of vehicle St Nicholas 26/11/19
  - 1900435947 Break into vehicle St Nicholas 26/11/19
  - 1900438827 Theft of vehicle St Nicholas 28/11/19

In addition to the crime report receive from PCSO Summers, the Council discussed the recent incidents which took place in Cae Newydd. Following the recent incidents, Councillor Perry suggested assisting residents in setting up Neighbourhood Watch to be run by residents.

- [5] PUBLIC SESSION: Resident Sally Ashdown introduced herself to Community Council. SA was attendance to support Samuel Cockrell who had applied for the Bonvilston vacancy. SA shared she would be happy to join the Neighbourhood Watch should one be set up in Bonvilston.
- [6] MATTERS ARISING FROM THE PUBLIC SESSION: None.
- [7] THE MINUTES of the previous Full Council meeting held on Monday 4<sup>th</sup> November 2019, which had been circulated, were discussed and the following amendments agreed as raised by

### Councillor Perry:

- Font to be amended to Arial, size 14 (to meet accessibility legislation standards)
- Under 'Present', to amend Councillor Harris from 'Acting Chair' to 'Meeting Chair'
- Item 3, to amend 'all were in favour' to 'the Council unanimously agreed to this decision'
- Item 5a, to remove 'on behalf of the Maes y Ffynnon Residents Association'
- Item 5b, to amend 'RESOLVED that' to 'it was suggested', as a motion cannot be passed under the Public Session
- Item 17a, to being a new paragraph to separate the discussion of the pumpkin picking patch and the discussion of the verge in front of the Church which should read 'Councillor Perry added that the verge in front of the Church needed to be improved. A 'grass protection grid' was suggested. RESOLVED that: Councillor Perry suggested he would look into the process of unadopting the verge in front of the Church'.

The Council unanimously agreed to these amendments.

Prop KW Sec AB

[8] MATTERS ARISING FROM THE MINUTES: Councillors had previously been circulated with a copy of the Clerk's report confirming all outcomes of actions from the previous meeting.

# [9] TO RECEIVE REPORT OF THE COUNTY COUNCILLOR:

- a) There has been an increase of 23% in recycling since August following the introduction of the new recycling scheme in October. Items being left for recycling are of good quality which has lowered any incurring charges.
- b) There has been increase in potholes due to the significant rain fall. County Councillor Bird reminded the Council that areas affected by pot holes can be reported via the C1V App.
- c) The final speed limit for the A4226 is under consultation. Residents should expect to see a bigger presence of mobile speed vans.
- **[10] TO RECEIVE THE REPORT OF THE CLERK:** Councillors had previously been circulated with a copy of the Clerk's report in the meeting pack. In addition to the report, the Clerk confirmed that a provisional date for the defibrillator training had been made for Wednesday 8th January 2020 at 3.45pm at St. Nicholas school. Further information to provided as soon as final details are confirmed to the Clerk.

### [11] INVOICES & PAYMENTS TO APPROVE:

### <u>Invoices</u>

Following the November meeting, the following payment was made for the defibrillator:

•	Ajuda Training Limited	800	£1,544.40
•	Clerks November Salary	801	£268.28
•	One Voice Wales	802	£110.00
•	Damian McKenna	803	£540.00

## Payments to Approve

•	SLCC 2020 Membership	£78.00	(To be paid using CC bank card)
•	ALCC 2020 Membership	£40.00	(To be paid using CC bank card)

• Pizza and Quiz Night 12.12.19 £69.00 (maximum spend)

Clerk to issue Ruth Evans with cheque once receipts for mulled wine have been provided. RE confirmed the total cost will be approx. £50.00. Prop JG Sec SC

# Payments made using CC bank card during November

•	Post Office: Ajuda cheque posted record delivery	£6.10
•	Pizza & Quiz night flyers	£31.00
•	Refreshments for Planning training on 18.11.19	£9.15
•	Tesco: Ink and office supplies	£29.95
•	Post Office: Postage of meeting packs	£6.00

The Council unanimously agreed they were happy with these purchases.

**[12] BUDGETARY CONTROL:** The Clerk confirmed that the balance of the bank account as of 29/11/2019 was £12,852.73.

Receipts: There were none.

### [13] NEW PLANNING APPLICATIONS:

a) **2019/01212/FUL (JK) The Old Post Office, Swansea Road, Bonvilston:** Change of use from A3 (drinking establishment) to a proposed Class C1 (hotel) with associated works.

**RESOLVED** that: Councillors unanimously agreed that Councillor Perry would submit a response to this application directly to the Vale Planning Department and will copy the Clerk into the response.

- **[14] CORRESPONDENCE:** Councillors had previously been circulated with a copy of all correspondence in the Clerk's report. In addition to the report, the Clerk shared the following information:
  - a) K. Bowen at the Vale has confirmed that Rob Thomas is due to issue updated information in relation to the reshaping services proposal. This will be issued to Councillors in time for the January meeting.
  - b) Resident Kevin Fuller has emailed the Clerk with concerns in relation to vehicles parking alongside the Community Council notice board in St. Nicholas. Large work vans are blocking the noticeboard and, at times, have blocked the road. A bollard on the village green has also been damaged.
    - **RECOMMEDED** that: The Clerk to contact the Police for advice and feedback to KF.
  - c) St. Nicholas Church has asked the Community Council to share details of their Christmas Carol Service on the CC website and Facebook page.
    - **RESOLVED** that: The Clerk to share information on Facebook although Councillors are happy to assist by delivering leaflets in the village to raise awareness of the service.
  - d) Councillor Brown requested to share images of the walls in his house following the removal of internal cladding from the walls. The removal of the cladding by the Vale Council has resulted in a severe build-up of mold caused by damp. The Council submitted a response to planning application 2019/01125/RG3 on 13.11.19, Councillor Brown requested that the Council amend their response in an attempt to resolve the problem and find an alternative solution while preserving the front of the house. Upon looking at the images, the Council agreed that they were unaware of the severity of the problem for Councillor Brown and his family.
    RESOLVED that: Councillor Jones to draft a response to be submitted to the Vale on behalf of the Community Council.
    Prop CJ Sec GR

### [15] OTHER MEETINGS ATTENDED:

- a) Councillor's Harris, Crockford, Jones and Perry attended the OVW Code of Conduct training on 06.11.19.
- b) Councillor Perry attended the Vale 'Strong Communities with a Bright Future' workshop on 26.11.19. Awaiting feedback.

### [16] COUNCILLOR REPORTS & ANNOUNCEMENTS:

- a) Cllr Crockford has received quotes from 6 website providers who can re-design the Community Council website to ensure the Council is complying with accessibility requirements. Prices range from £200 to £600.
- b) Councillor Perry confirmed that the footpath West of Bonvilston and has been cleared and the hedges cut back.
  - Councillor Perry hopes to set up a Neighbourhood Watch group within St. Nicholas to be run by residents. Bonvilston to follow.

### [17] TABLED BUSINESS:

- a) Following the November meeting, Councillors have started using 'Flock', a communication tool for 1-1 or group chats. Councillor Harris commented that while Flock is working well for those who have access to the app to share quick thoughts, it is not inclusive for everyone. Councillor Harris requested that Councillors discuss as much as they need to during meetings and to only add notes to these discussions on Flock and to limit the amount of emails sent in between meetings.
- b) Councillors had previously been circulated with a response from Rhys Jones, surveyor, at Ball & Co in the meeting pack following his review of the draft license in relation to the Old Post Office recommending that a survey plan is prepared in order to accurately identify the area of land. Following a short discussion, the Council agreed that a survey plan would be a sensible option but to request with Mr. Bennett, owner of the Old Post Office, that he split the cost of the survey with the Community Council.
  - **RESOLVED** that: Clerk to contact solicitor and make this request.
- c) Councillors had previously been circulated with a copy of the amended Terms of Reference for the Travel, Highways & Public Realm Working Group, as prepared by the Clerk, to reflect the decisions made in the November meeting. The Clerk further confirmed, as written in the Good Councillors Guide 2017 (page 18), the function of a Working Group and that all decisions would need to be agreed at Full Council meetings before purchases can be made. Following a long discussion, the Council agreed by a majority to the amended guidance for the Working group.
  - **RESOLVED** that: Clerk to publish a copy of the guidance on the CC website. The Working Group are to present their report to the Council at the January meeting for further discussion.

Prop AB Sec JG

- d) Councillors had previously been circulated with a copy of the draft CC Charter as prepared by Councillor Perry. The Council agreed the Charter was well written and unanimously agreed to adopt the Charter.
  - **RESOLVED** that: Councillor Perry to remove the watermark from the document circulated and email to the Clerk to be published on the CC website. **Prop SC Sec CJ**
- e) The Council unanimously agreed that the discussion of establishing a Communications Working Group would be deferred to the January meeting when Councillor Crockford has received more information from website designers.
- f) Councillors had previously been circulated with suggestions for a new domain name. The

- Council unanimously agreed that Councillor Crockford would tie this in with 17e and report back to the Council at the January meeting.
- g) Councillors had previously been circulated with a copy of the draft December newsletter as prepared by Councillor Perry. The Council unanimously agreed to the newsletter. Councillor Perry suggested a suitable printing company for 500 colour copies doubled sided which will cost approx. £50.00.
  - **RESOLVED** that: Councillor Perry to forward a final copy of the newsletter to the Clerk and details of the suggested printing company. Clerk to order once received. **Prop SC Sec CJ**
- h) Following a short discussion, the Council unanimously agreed that the design of the new CC logo would be agreed at the January meeting by the Council.
  - **RESOLVED** that: Clerk to include designs in the January meeting pack.
- Councillors had previously been circulated with a copy of the draft report as prepared by Councillor Perry in relation to the Environmental (Wales) Act 2016 part 1. Following a short discussion, the Council agreed they were happy with the content and a unanimous decision was made to adopt and publish the report.
  - **RESOLVED** that: Councillor Perry to forward final version of the report to the Clerk to be publish on the Community Council website. **Prop JG Sec SC**

#### Part 2

### County Councillor Bird and SA left the meeting.

**[17] TO CO-OPT TO FILL THE BONVILSTON VACANCY:** Councillors had previously been circulated with a copy of Samuel Cockrell's application in the November meeting pack for the Bonvilston vacancy, to be filled through co-option. No further applications were received.

SC was asked to leave the meeting while to Council discussed his application.

Following a short discussion, a vote was held to decide whether SC should fill the vacancy:

Agreed: 6 Against: 2

The Clerk asked SC to rejoin the meeting and informed SC of the decision made. SC confirmed he was happy to proceed and signed his declaration of acceptance of office. The Councillors welcomed him to the Council.

**RESOLVED** that: The Clerk to inform the Vale and email all relevant documents to SC.

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This meeting closed at 21:30pm.

This meeting closed at 21.50pm.		
NAOMI McGARRIGLE.		
	Chairman	
	Date	