

Peterston-super-Ely Community Council
Cyngor Cymuned a Llanbedr-y-Fro

Minutes of the Ordinary Meeting held at 7.30pm on 14th January 2019 at the Church & Community Hall, Peterston-super-Ely

Present: Councillors: Ian Pearson (Chair), Pat Cadwalladr, David Moody-Jones, Diana Powell, Hywel Thomas, Abigail Phillips and Kate Hurley.

Also Present: Joanna Howell (Clerk to the Council), PCSO Sian Roberts, Victoria Trundle (new Clerk) and CC Michael Morgan

Apologies: Cllr David Field

The Chairman welcomed everyone to the meeting.

136 Declarations of interest

There were no declarations of interest at this point.

137 Police Matters

PCSO Roberts is PCSO for Cowbridge and explained that she was temporary PCSO for Peterston super Ely.

PCSO Roberts reported that there were three incidences for December, one was a report of traffic congestion, one domestic related incident and attendance to an alarm activation. There was then a short discussion on traffic congestion.

138 County Council Matters

CC Michael Morgan reported that he was meeting in early February with Vale of Glamorgan Highways department and the developers at the top of the Logwood, in order to attempt to mitigate the problems that will be caused by the closure of the Logwood. CC Morgan has also asked for the proposed diversion routes to be properly surveyed and ensure that these are safe and clearly and properly marked. After the meeting there will then be publication of the plans and reasons for the closure.

CC Morgan reported he was working on some questions to circulate to Community Councils in his ward in regard to how those Councils feel about various planning issues.

139 Public Session and Matters arising from Public Session

There were no members of the public present.

140 To receive the minutes of the Ordinary Council Meeting held on 12th November 2018 and the Extraordinary Meeting held on 7th January 2019

The minutes of the Ordinary meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Cadwalladr and seconded by Cllr Hurley that the minutes be accepted.

The minutes of the Extraordinary meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Moody-Jones and seconded by Cllr Powell that the minutes be accepted

A set of each minutes were then signed as a true and accurate record by the Chairman.

141 Matters Arising from these minutes

Ordinary Meeting – Point 123- Christmas Tree and Event – The Chairman suggested that this year this be dealt with earlier to ensure appropriate planning and funding.

AP Clerk to schedule for October

142 To consider the result of the interview process and approve the appointment of the new Clerk and the associated contract

At this point Victoria Trundle was asked to leave the meeting

The Chairman thanked the interview panel for their work. The Chairman referred the Council to the pre-circulated interview details and proposed appointment.

It was proposed by Cllr Thomas that Victoria Trundle be approved as the new Clerk commencing from 1st February 2019, this was seconded by Cllr Moody-Jones and agreed by all.

The draft of the Clerks contract had been previously circulated and it was agreed that this was suitable.

Cllr Thomas suggested that the new clerk be employed at SCP 24. This was seconded by Cllr Moody-Jones and agreed by all.

It was RESOLVED to appoint Victoria Trundle as the new Clerk on a pay scale of SCP 24.

Ms Trundle was asked to rejoin the meeting and was provided with her contract and official employment details.

143 To consider and approve the quarterly budget review and draft budget and precept for FY 2019/20 – pre-circulated

The Council reviewed the 2018/19 Budget update and the 2019/20 Budget which had been pre-circulated. The Clerk as RFO commented line by line on the budgets, there were a number of questions for understanding.

It was proposed by Cllr Thomas that the following increases in 2018/19 Budget lines be approved :-

- Churchyard and Playground cutting increase in budget from £8,000 to £8,685 - £300 of this was transferred from the field mowing budget line and the remaining £385 was from the non gardening Churchyard line
- Increase in Playground maintenance budget from £1,200 to £2,000 – to allow for possible work on the timber bridge and additional overspend necessary due to the repair of the zip wire – transfer from non gardening Churchyard line
- £48 increase in miscellaneous budget line to allow for advertising of Clerk's post in the newspaper – transfer from the hall hire line
- £57 increase in insurance line – transfer from hall hire line
- £150 increase in planting/troughs line – transfer from riverbank work line
- £104 increase in maintenance of village line – transfer from hall hire and riverbank work line

This was seconded by Cllr Pearson and agreed by all.

It was proposed by Cllr Pearson that the draft 2019/2020 budget be accepted this was seconded by Cllr Moody-Jones and agreed by all.

It was RESOLVED to accept the 2019/20 budget as stands, with a precept of £21,000 for the year.

AP Clerk to inform VoG Council of required precept

144 To discuss attendance at VoG Council Corporate Plan Workshops

Cllr Pearson confirmed that he would be attending the workshop and report back at the next meeting.

AP Clerk to agenda at February meeting

145 To receive an update on the MUGA project including review of workplan

Cllr Thomas reported that work on site is going well. There will be a meeting with the contractors this week. Decisions have also been made regarding the storage area. The Clerk advised the Council on the cashflow complications and that this had been discussed with the MUGA Sub Committee.

Cllr Thomas advised that the lease would be drafted this month for approval at the February Meeting, it was agreed that the lease should be for 21 years with a peppercorn rent and did not need details of lease renewal, in order to be comparable to the old lease with the Tennis Club.

AP Clerk to agenda approval of the lease at the February meeting

146 To receive and consider an update report on M4:A48 Road – Cllr Phillips

Cllr Phillips had previously circulated her report, which she summarised. The Vale Council had confirmed that they were not yet in a position to offer a preferred route to cabinet. There needed to be more ecological work completed.

Cllr Phillips confirmed that the full consultation report had not yet been released to the public, as it needed to be cleared by the cabinet. There has also not been any response to any of the issues raised in the consultation report.

She confirmed that the Vale Council are also obliged to have a formal independent review of the work so far on the project.

Once the full proposals are decided then they will go to scrutiny committee, a meeting which this Council will be able to speak at.

147 To receive and consider an update report on TCC's Charter – Cllr Thomas

Cllr Thomas had pre-circulated his report on this matter. There had been no update by the Vale Council on this project over Christmas, and no next meeting has yet been set.

148 To consider proposal by Cllr Thomas that the maintenance road currently in the playing fields be kept rather than reduced in width.

It was proposed by Cllr Thomas that the maintenance road on the playing fields be maintained at the current width rather than the original planned reduction in width to footpath width. He explained that this would provide access for emergency vehicles and any required maintenance vehicle access.

After a short discussion it was suggested by the Chairman that this item be deferred for the MUGA Sub Committee to consider, and provide a report on its considerations and proposals. The report should consider the planning and any implications on the Field in Trust registration.

AP Clerk to request report from the MUGA Sub Committee

149 To receive an update report from Cllr Field re road safety campaign and also quarterly update on the Community Action Plan

Cllr Field had sent his apologies. His previously circulated report was reviewed and the project will be discussed further in the February meeting.

The Community Action Plan was reviewed and there were no queries or additions, however it was stressed the importance of getting the Community's consensus on the 20mph project at a public meeting, it was agreed to raise this at the February meeting when Cllr Field is present.

150 Clerk's Report

The cashbook figure at 08/01/2019 is £5,693 in deficit (including the items below)-
The Council will not therefore be sending Cheque number 952 for £26,143 until the below monies claimed have been received.

A VAT reclaim of £6,143 has been made.

A CRC Grant claim of £1,000 has been made

A Welsh Government Reclaim of £17,199 for the MUGA project has been made

A claim to St Georges & St Brides Community Council for £1,250 of the Wind Turbine Grant.

The bank reconciliations for November and December have been completed and provided to Cllr Field for review and approval.

Payments/Receipts since last meeting (incl cheques raised but not yet signed)

Receipts	£
13-Nov Donations from memorial event	608.00
14-Nov Tfr from Playstation account - now closed - for MUGA	2,901.40
14-Nov Monies from Hall re surplus stock from memorial event	148.58
27-Nov Grant money MUGA Sports Wales	20,000.00
27-Nov Grant money MUGA Welsh Government Claim 1	916.08
27-Nov VAT refund	305.63
14-Dec VAT refund	2,932.83
27-Dec precept	5,334.00
14/01 Refund from Western Power due to requote	1,374.12

Payments and Authority for expenditure needed

The following expenditure needs authorising by the Council: -

H Timms- Money from Memorial Grant CRC VOID 930	929	38.22
J Davies- money from memorial grant CC	931	24.57
B Brown- refund of drinks relating to memorial event	932	428.91
J Bull - refund from memorial event grant CC	933	15.64
Royal British Legion - donations from memorial event	934	401.00
Royal British Legion - Large poppies	935	78.00
John Shapland-supply of compost /plants	936	111.80
Tonia Morgan - replanting/maintenance of plant troughs	937	50.00
Jo Howell- laminating pouches	938	7.89
Arborwood Tree Care - Tree Hazard and risk assessment	939	240.00
Village Hall Hire - extra meetings	940	40.00
VoG Annual Playground recharges 2018/19- playground checks	941	149.20
Payment no.1 MUGA Construction	942	17,199.18
Donation to Three Horseshoes - Christmas event /tree	943	100.00
Jo Howell- Clerks November salary	944	349.14
Jo Howell-Refund sweets Christmas Event	944	37.59
Jo Howell-printer ink	945	24.98
D Hurley - Money from memorial grant CRC/CC	946	55.00
Jo Howell - Refund for gem advert	947	228.00
Arborwood Tree Care - Tree work	948	3726.00
Jo Howell- Clerks dec salary(less tax for Qtr)	949	200.08
HMRC Q3 - Paye/NI	950	15.60
western power distribution -MUGA	951	6,738.94
Payment no.2 MUGA Construction	952	26,143.62
Refund Cllr Thomas - timber for fence on white bridge	953	14.43

Huw Moody-Jones -clearance around village signs	954	90.00
K Grinnell- Churchyard Nov and Dec	955	1,386.66
Primary School - Room Hire for interviews	956	20.00
Refund to J Howell- wix website subscription 2019	957	126.00

All payments were approved and cheques signed by two signatories.

151 Planning Matters

There had been two planning applications since the last meeting, as below, it was agreed that no comments were required.

2018/01264/FUL (RL) Castle Bungalow, Peterston Super Ely

Proposed new roof to include roof extension and dormer windows to front and rear, to provide bedroom accommodation in roof space

2018/01263/FUL (RL)Maes Y Deri, Gwern Y Steeple, Peterston Super Ely

Addition of second storey to existing dormer bungalow and general remodelling and visual enhancement

152 Correspondence

These were reviewed and acknowledged. There was no additional correspondence.

153 Councillors Reports

The previously circulated reports were reviewed.

154 Health & Safety Matters

None

There being no further business the meeting closed at 9.10pm. The next ordinary meeting will be held on Monday 11th February 2019 at 7.30pm in the Church and Community Hall.

Chair _____
Date _____