

APPENDIX

PENCOED TOWN COUNCIL

MINUTES OF FULL COUNCIL MEETING, WEDNESDAY 13th June 2018

At Salem Chapel Vestry, Pencoed.

Present Councillors: D. John BEM Mayor/Chair
R.J. Hancock OBE
R. Williams
J. McCarthy
Mrs M. Jones
Mrs J. Williams
Mrs T. Lyddon

In attendance: Geraint Thomas, Town Clerk,

Before the meeting commenced former Mayor Cllr R. Williams presented a cheque to Mr Dai Richards from Prostate Cymru in recognition of the contributions the Mayor had received towards his designated charity during his mayoral year 2017/18.

7481 Apologies for absence and dispensation.

Apologies for absence was received from Cllrs. Mrs M. Evans, J. Wallis, J. Butcher

7482 Declarations of Interest (written).

Cllr A.Williams declared an interest in the item addressed within the correspondence referred to by the Town Clerk relating the Information Commissioner's response to the matter of the FOI request response received from BCBC

7483 To receive the Police Report.

The Town Clerk made reference to the fact that there was no report available .

The Town Clerk indicated that to obtain the information required access to the National Police Data base as opposed to the SWP database. A significant amount of paper is generated and has to be disseminated into an appropriate format for members. He is currently working with SWP to reduce the level of work required to generate the statistical information.

RESOLVED to note the position and to investigate the possibility of employing an Apprentice to act in the capacity as researcher and potential future Town Clerk

7484 To receive duly notified questions from the Public

No questions were received

7485 To Receive Mayoral messages

The Town Clerk indicated that Mr R. Judd of Alyson Way was to have his 90th Birthday on Saturday 16th June 2018 ,on the Mayor would be visiting him accordingly.

RESOLVED to note.

7486 To receive the minutes of the Full Council meeting held on 11th April 2018

The above minutes were approved and accepted and recommendations therein

7487 To receive the minutes of the Finance and GP Committee meeting held on 22nd May 2018

The above minutes were approved and accepted and recommendations therein

Also **RESOLVED** to change the meeting day of this Committee from Tuesdays To Wednesdays with immediate effect.

7488 To receive the minutes of the Projects Cttee meeting held on 22nd May 2018

The above minutes were approved and accepted and the recommendations therein

7489 To consider the following documents

- Standing Orders – **RESOLVED** to accept subject any amendments following receipt of updated National Guidelines from Nalc
- Financial Regulations--- **RESOLVED** to accept subject to any matters referred to by the Internal Auditor in respect of end of year accounts 2017/18 being incorporated
- Risk Assessment—**RESOLVED** to accept subject to any matters referred to by the Internal Auditor in respect of end of year accounts 2017/18 being incorporated

7490 Data Protection Privacy Notice

In accordance with the recent changes brought about by the Data Protection Act from 25th May 2018, the Town Clerk submitted a Privacy Document wfor Council's consideration.

RESOLVED to accept the document as submitted by the Clerk and for the Town Clerk to arrange a training session in October 2018 for members on this important subject matter

7491 End of Year Accounts 2017/18

The Town Clerk gave an overview of the end of year accounts for 2017/18 indicating that there would be a surplus at the end of the year amounting to £82323.00. Although the surplus was significant he stated that two major contracts had been awarded prior to the end of the Financial Year but the work had not been undertaken. He particularly referred to the re surfacing of the Town Car park and the construction of the Skateboard Park.

Resolved to accept the situation relating to the surplus as per the explanation given by the Clerk and that approval of the annual governance statements in the affirmative be given and the Mayor sign –off the accounts as required.

The Town Clerk also stated that the Internal Audit of the accounts for 2017/18 had been completed and that there were no elements of real concern raised by the Internal Auditor albeit that points raised under his review would be taken into account.

RESOLVED a) to complete the Annual Governance statement regarding end of Accounts 2017/18 in the affirmative and submit for external Audit
b) to accept the Internal Auditor's report for the accounts 2017/18
c) for the current financial year budgetary review be presented to the Council on a bi-monthly basis. For the 2019/20 budgetary reviews be undertaken by Council on a quarterly basis. (Financial Regulations, and Standing Orders being amended accordingly)

7492 To receive reports from representatives to outside bodies

Cllr J. McCarthy presented the report from Coity Walia and answered questions posed.

The report was accepted with thanks

7493 To review the Regeneration Strategy

Nothing was reported except to note that a recent vacant shop had been filled almost immediately it became vacant, thus proving that the regeneration strategy for Pencoed was successful.

7494 To Consider the Town Clerk's General Report

The following matters were reported by the Town Clerk

Staffing

Hanging baskets have been put up and a lot of time is now being spent on watering them due to the hot weather. NOTED

Friends of Salem

Nothing to report

Quarterly Meeting with BCBC

Noted :still awaiting leases from BCBC . Additional land at Hendre Road being considered

Hyphen

It was **NOTED** that the Hyphen was currently being distributed

Dementia Friendly Community

The Town Clerk informed councillors that he had now met with the Dementia Association whose main Office was in Ammanford.

From the meeting it was now clearly apparent that to gain Dementia Friendly status would take at least a minimum of 1 year in order to evidence what partners were involved and how was the required status going to be achieved.

He further stated that in light of the British Standard that the Dementia Society had to follow all applications would need to be critically looked at before acceptance to use the title of Dementia Friendly Town is given.

RESOLVED to note the position

7495 To receive a list of creditors from 1ST April 2018 to 31st May 2018

The Town Clerk submitted the following creditors list:

Creditor Payments April /May 2018

April (A)	AW Salary		****
	GLT Salary		****
	G. Griffiths(Pay)		****
	D.Lewis(Pay)		****
	Days	dd	747.26
	BCBC	dd	112.50
	BCBC	dd	52.32
	Sol in Tech Tel	dd	43.19
	Sol in Tech Photo	dd	26.60
	HMRC	bacs	1171.88
	Allstar	dd	80.31
	Standard Life	dd	100.00
	Standard Life	dd	107.76
	credit union	bacs	50.00
	BCBC	bacs	140.29

	Zurich	bacs	2846.29
	Salem	bacs	1700.00
	Ovw	bacs	1206.00
	Hunters	bacs	3438.00
	Friends of Salem	bacs	253.36
	Sandwich Company	103436	37.92
	GLT Exps(Mower Belt)	bacs	38.90
	Alcon	bacs	1008.00
	Pencoed Builders	bacs	42.30
	ABN PPE	bacs	14.40
	Vision ICT	bacs	66.00
	GLT (Bookers)	bacs	47.19
	Nationwide	103437	150.00
May	AW Salary		****
	GLT Salary		****
	G. Griffiths(Pay)		****
	D.Lewis(Pay)		****
	Days	dd	373.63
	BCBC	dd	116.00
	BCBC	dd	50.00
	Sol in Tech Tel	dd	43.19
	Sol in Tech Photo	dd	31.59
	HMRC	bacs	1172.88
	Allstar	dd	123.29
	Standard Life	dd	0.00
	Standard Life	dd	100.00
	credit union	bacs	50.00
	Sandwich Co	bacs	810.00
	Harris	bacs	298.00
	Owens Fuels	bacs	338.99
	Glt (Moneysoft / Rack	bacs	124.80
	GLT Booker	bacs	45.90
	Social Club		43.20
	GLT Exps	bacs	89.75
	Alcon(car Park)	bacs	21000.00
	Expenditure marked	****	£ 8652.68
	Total expenditure		<u>£ 46944.37</u>

The creditors list was accepted

7496 **Correspondence**

The Town Clerk reported that the following correspondence needed to be addressed by the Council.

- a) BCBC projects John Rees ---- **RESOLVED** to agree in principle with the suggested projects subject to further and better particulars and discussions thereon.

- b) Invite from Rockwool tour of Factory 29th June 2018 – Agree to note that anyone wishing to attend to give their names to Cllr A. Williams who was the facilitator—**NOTED**

RESOLVED Town Clerk to write to Rockwool requesting that the Borough Council Member for the Penprysg Ward be invited to attend future meetings of Rockwool as many of the issues that Rockwool face are within the remit of the Borough Council.

- c) ICO matter—The Town Clerk reported that he had received confirmation from the ICO that the FOI request to BCBC which was subject to up front costs was worthy of further investigation. **NOTED**

RESOLVED to write to Cllr L. Walters Chair of the Audit Cttee in BCBC informing her of this matter.

7497 If appropriate, to receive items for future agendas.

There were no items received for future Agenda

7498 To consider passing the following resolution:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

The resolution was not passed

Meeting ended at 8.15 pm.