

**Pencoed Town Council**

**Minutes of Full Council meeting Thursday 14<sup>th</sup> September 2023**

**Salem Chapel Vestry, Pencoed**

**Present Councillors:**

B Doughty – Town Mayor/Chair

R.J Hancock OBE

R. Williams

J. Butcher

T. Lyddon

H. Whyley

L. Lewis

J. Ryan

C. Cannon

W. Bond

P. Edwards

M. Evans

In attendance: Geraint Thomas, Town Clerk

This was a Hybrid meeting, and the zoom link was tested prior to meeting commencing.

**8319 Apologies for absence and dispensation**

No apologies were received

**8320 Declarations of interest**

Declarations of interest were received from

Cllr R. J. Hancock OBE --- Aspects within Cttee 2 Minutes in particular Grant to Bridgend Carers

Cllr M. Evans Reference to aspects within Cttee 2 Minutes – Refurb of Pavilion and Grant to

Pencoed Athletic BGC ( Prejudicial)

Cllr R. Williams aspects within Cttee 2 minutes – Refurb of Pavilion

**8321 To receive the police report and any correspondence**

**No report received**

**Cuppa with a Copper now on 1<sup>st</sup> Tuesday of the month starting September 2023**

**The Mayor informed the Council that he was undertaking some private work through Cardiff University for the Police Authority**

**RESOLVED to note**

**8322 To receive duly notified questions from the public**

**No questions were received**

**8323 To receive Mayoral messages**

The Mayor made reference to the visits that he had made to Coed Iestyn Woods and was very impressed by the work of the Contractor on site. Cllr R. J. Hancock OBE and Cllr P Edwards had also visited the site and endorsed what the Mayor had said.

Also consideration be given to extending the existing terms of the contract to include a “dipping Pool” so that Scholl Children can undertake nature projects. The cost of providing such a pool be from the existing budgetary provision and subject to quotation being received.

Referring to a Bio-Diversity Policy for the Council, this be referred to Cttee 1

**8324 To receive the minutes of the full council meeting held on 13<sup>th</sup> July 2023**

**RESOLVED – The minutes were accepted** and the recommendations therein

**8325 To receive the minutes of the Planning and Public Consultation Cttee 1 held on 27<sup>th</sup> July**

**RESOLVED – The minutes were accepted** and the recommendations therein

**8326 To receive the minutes of the F&GP/Projects Cttee 2 meeting held on the 7<sup>th</sup> September 2023**

Subject to a typographical error in relation to the advance payment made to the Contractor undertaking re-instatement works at Coed Iestyn being £5k and not £5, the recommendations contained within the minutes were approved.

**8327 To receive an update from Cttee 2 in respect of Budgetary Matters**

This matter engendered some discussion which was led by the Chair of Finance who gave a detailed overview of the serious issues that the Council was having to deal with currently and looking forward to 24/25.

Particular concerns were raised in connection with the fact that within the recommended Budget going forward for recommendation by the Council in October 2023 there was no specific budget for retaining the Fireworks Display.

In response the Chair of Finance indicated that at this point in time there was no indication as to what the balances would be at the end of the financial year 23/24. If there are any balances then such balances may be used for the provision of Fireworks Display 2024. This issue be left in abeyance until then.

Also a request was also made for members to consider other methods of funding the Fireworks Display e.g. Charging or by providing grant assistance to other organisations, that may wish to organize the Fireworks Display.

With reference to the precept requirements for 24/25. An increase of 6.06 % was being recommended and necessary to fulfill the Council's obligations for 24/25. The precept would be for 24/25 £175 k ( £165k in 23/24..

It was pointed out that if any member of the Council had any further thoughts/ suggestions to assist in the Budget preparations for 24/25 could they please inform the Clerk in writing so that these could be considered/taken into account before the October 23 meeting of the Council when the Budget for 24/25 and Precept requirement are going to be determined,

It was duly appreciated the input by members on this important subject matter

**RESOLVED** to note subject further discussion at the Council meeting in October 2023

**8328**     **To further consider the review of T&CC's in BCBC area**

It was duly noted and endorsed that Cttee I had recommended that at the present time the Town Council was opposed to any review being undertaken and that the current consultation was classed as Phase 1

**RESOLVED** to wait to receive a further document from BCBC on the outcome of the initial Phase 1 consultation before considering this matter further.

**8329**     **To receive reports from the representatives to the outside bodies**

- Coity Walia – No Meeting
- Town and Community Council's Forum – Meeting attended and comments made by the Council's representative were duly noted
- Rockwool Meetings – Scheduled Public Meeting in Jan/Feb 24- Arrangements to be made to visit the site by Mayor and Deputy Mayor
- One Voice Wales & The Larger Council Forum- Meeting held but unable to attend, reference was made to the Conference in July which was attended
- Youth Engagement Committee No Meeting
- Welfare Hall Management Committee No Meeting
- Friends of Salem AGM to be held in October 23
- Liaison Group Pencoed RFC No meeting
- Safer Streets No meeting—20mph being imposed on the 17<sup>th</sup> October 2023

- 21<sup>st</sup> Century Schools Group No meeting

**RESOLVED** to accept the reports and information provided with thanks and note the actions to be taken by the relevant persons.

**8330 To consider the Town Clerk's General report**

**The Town Clerk referred to the following:**

**Staffing Matters**

The Clerk reported that the new Part Time Toilet Attendant had settled well into his role. Cllr Lewis endorsed this

**Coed Iestyn Woods**

As referred to earlier the Contract was progressing well and the work being undertaken was of a very good standard.

**Benches**

Still waiting for an opportunity to install the benches at Woodlands and Ty Merchant

**External Audit**

A number of queries had been raised by the external Auditor not specifically relevant to the accounts for 22/23 but of an historical nature. Clerk's workload had increased as a direct result of the queries being raised.

**Future meeting**

A meeting of the Mayoral Sub Cttee is to be convened

**Questionnaire**

WAG has issued a questionnaire on the review of Boundaries in connection with administrative matters consequent on the review. Members will be copied the completed questionnaire

**Resolved** to accept the report with thanks and endorse the actions taken

**8331 To receive a list of creditors from the 1<sup>st</sup> July 2023 to the 31<sup>st</sup> July 2023 and from 1<sup>st</sup> August to 31<sup>st</sup> August 2023**

**Creditors List 1<sup>st</sup> July 2023 to 31<sup>st</sup> July 2023**

AW Salary	bacs	XXXX
GLT Salary	bacs	XXXX

D.Lewis(Pay)	bacs	XXXX
Days	dd	392.40
BCBC	dd	100.00
BCBC	dd	0.00
Sol in Tech Tel	dd	122.62
Sol in Tech Copier	bacs	55.76
HMRC	dd	0.00
Allstar	bacs	162.91
Credit union AW	bacs	100.00
Credit union DL	bacs	93.00
Credit Union GLT	bacs	100.00
Aviva EE	bacs	172.54
Aviva ER	dd	172.54
Aviva Admin	bacs	41.00
Pencoed Builders	bacs	34.86
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	105.00
Nolan	bacs	52.50
Bridgeside Landscapes	bacs	216.00
Bridgeside Landscapes	bacs	180.00
Bookers	bacs	82.77
Fine Turf	bacs	150.00
Fine Turf	bacs	150.00
DBS Checks	bacs	195.00
St Davids Hall	bacs	30.00
Bridgeside Landscapes	bacs	180.00
Quad Bikes Wales	bacs	20.34
Bridgend RADS	bacs	552.00
SLCC	bacs	236.00
grenke	bacs	72.00
grenke	bacs	106.16
grenke	bacs	81.77
British Legion	bacs	350.00

Expenditure marked XXXX = £ 4469.67

Total Expenditure = £9091.84

**Creditors List 1<sup>st</sup> August 2023 to 31<sup>st</sup> August 2023**

AW Salary	bacs	XXXX
GLT Salary	bacs	XXXX
D.Lewis(Pay)	bacs	XXXX
R.Frewen	bacs	XXXX
Days	dd	392.40
BCBC	dd	100.00
Sol in Tech Tel	dd	108.68
Sol in Tech Copier	bacs	88.07
HMRC	dd	1446.25
HMRC	bacs	3055.45
Allstar	bacs	101.63
Credit union AW	bacs	100.00
Credit union DL	bacs	93.00
Credit Union GLT	bacs	100.00
Aviva EE	bacs	180.90
Aviva ER	bacs	180.90
Aviva Admin	bacs	41.00
Bridgeside Landscapes	bacs	420.00
Bridgeside Landscapes	bacs	180.00
Bridgeside Landscapes	bacs	300.00
Bridgeside Landscapes	bacs	336.00
Bridgeside Landscapes	bacs	384.00
Bridgeside Landscapes	bacs	240.00
Swalec	bacs	474.57
Welsh Water	bacs	137.25
Fine Turf Soluttions	bacs	150.00
Fine Turf Soluttions	bacs	150.00
Nolan	bacs	52.50
Nolan	bacs	52.50
Nolan	bacs	52.50
OVW	bacs	1565.00
Contact PPE	bacs	375.51
ADM Nurseries	bacs	2845.65
jati ltd (Bench)	dd	700.00
TCRM	bacs	8.40
TCRM	bacs	1239.60
TCRM	bacs	92.40
Daveys Builders	bacs	59.57
Investec	bacs	419.98

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Expenditure marked XXXX = £4667.65

Total Expenditure = £ 20891.36

**RESOLVED** – The creditors list was accepted along with details of expenditure to date and bank reconciliation for July and August 2023.

**8332**     **Correspondence**

OVW Agm – agreed to establish whether this was available remotely

SLCC/OVW Joint event Town Clerk to attend

**8333**     **If appropriate, to receive items for future agendas**

CLlr R. J. Hancock OBE raised the issue of additional assistance to the Town Clerk which was now reaching a level of grave concern

Following detailed explanations and discussion along with the concerns raised it was

**RESOLVED** to readvertise the position of Part Time Admin Assistant

(At this juncture the Town Clerk indicated to the Council that he would be seeking to retire from his position at the 31<sup>st</sup> March 2025 )

**8334**     **To consider passing the following resolution**

That in the 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 temporary excluded and they are instructed to withdraw.

**The resolution was not passed**

**MEETING ENDED AT 7.48 pm**