

Pencoed Town Council

Minutes of Full Council meeting Thursday 11th July 2024

Salem Chapel Vestry, Pencoed

Present Councillors:

P. Edwards – Town Mayor/Chair

B. Doughty

R.J Hancock OBE

R. Williams

J. Ryan

C. Cannon

M. Evans

M. Walters

J. Butcher

In attendance: Geraint Thomas, Town Clerk and Administrative Assistant Morgan Davies, and members of the public Mrs. J. Jones and Mr. J. Davies.

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

8450 Apologies for absence and dispensation

Apologies were received from the following due to illness/unavailability:

Cllr. T. Lyddon

Cllr. L. Lewis

8451 Declarations of interest

Cllr. M. Evans – interests declared throughout meeting as a member of BCBC,

School Governor of Pencoed Comprehensive School and Croesty Primary School, a BCBC representative on Coity Walia's board of Conservators and member of Friends of Salem.

Cllr. R. Williams – interest declared regarding BCBC and Rockwool references as a representative on Coity Walia, member of Friends of Salem, and as a member of BCBC.

Cllr. M. Walters – regarding minute **8459** as family members are employed by Pencoed Town Council.

Cllr. R.J. Hancock OBE – interests declared regarding the issues of Friends of Salem as a trustee and chair of Friends of Salem.

8452 To receive the police report and any correspondence

No report, but more PCSO changes to take place which will affect Pencoed.

Cllr. B. Doughty – good to see PCSOs policing Pencoed comp, thanks ought to be given.

RESOLVED TO NOTE.

8453 To receive duly notified questions from the public

Public attendee, Mrs. J Jones asked as to why the fireworks display is not going ahead.

The Town Clerk replies that the firework display was simply not budgeted for due to a lack of available finances.

Mrs. J. Jones – the cancellation of the fireworks is shortsighted and causes children to miss out on the event. The lack of an official event places extra pressure on public/emergency services.

If no funding is available, is fundraising/business donations possible? There is concern over the cancellation of a regularly enjoyed event.

Mayor – replies that support and sponsorship was needed and even temporarily agreed but has now collapsed. PRFC originally came forward but have since withdrawn.

The Mayor stresses that many avenues have been exhausted, no means to raise money have been found.

Other events are still going ahead that are integral to the community, i.e., Christmas lights, Remembrance, Summer play schools etc.

The above events are of greater benefit over a longer period than the fireworks display. Money simply is not available for the fireworks display.

Cllr R. J. Hancock OBE – PTC has less money this year than the last, unfortunately cuts are needed across all areas.

Current, long-lasting projects are being prioritized, i.e., memorial garden, maintenance of MUGA, Skatepark, Coed Iestyn and Public Toilets.

Coed Iestyn woods was recently vandalized, further straining PTC's financial situation.

PTC has approximately £3,000 in contingencies, put aside for 50% of the fireworks fee, but will now be used elsewhere due to a lack of sponsorship/support.

£3,000 likely won't cover contingencies, due to other possible expenses such as maintenance, repairs etc.

Mrs. Jones – When contractors are employed, how are they chosen?

Cllr. R.J. Hancock OBE – best value is always sought, ideally local and PTC typically follows BCBC's criteria list for contractors.

Tender used for other projects such as the renovation of the Pavilion

A List of fair contractors can be found via BCBC.

The Town Clerk clarifies that the Council always seeks recognized organisations/tenders, especially for the Cenotaph.

Town Clerk – further question raised by a member of the public – asking for more detail in the creditors list.

The Town Clerk states there is no necessity to account exactly what all expenses are for, as this is already scrutinized at council meetings.

Cllr. R. J. Hancock OBE suggests this be reviewed at the next finance committee meeting.

RESOLVED TO AGREE THE RESPONSES GIVEN.

8454 To receive Mayoral messages

This Council was not able to stand during the General Election period following the advice given from OVW and BCBC.

The Mayor P. Edwards and Town Clerk visited Pencoed Comprehensive school, Ti Ewenny, Aspiration Alley and opening of the new netball courts.

New facilities for Ti Ewenny – commended.

Aspirational alley - Pencoed Anti-Racism group, brought in art focusing on the kid's heroes.

Deputy Mayor T. Lyddon attended two events – though nothing to report currently as she is absent.

Cllr. R.J. Hancock OBE states the Deputy Mayor's visit to the nursing home went down very well, and they were grateful for her attendance.

The Mayor once again reiterates the unfortunate cancellation of the fireworks display and the previous negotiations with PRFC and its subsequent collapse. The agreement meant that everything will be done jointly between PTC and PRFC.

An email was then received by PRFC offering £500 and GoFundMe page, which has been identified as an unreliable means of funding the fireworks display.

However, a Facebook post by PRFC stated they would solely organize the fireworks display independent of PTC. PRFC later stated that they will not fund fireworks in belief that PTC has more than enough money to fund the display.

Cllr. R.J. Hancock OBE asserts that such statements are misleading as figures from the 22/23 accounts were used, not 23/24.

PTC sent an email back explaining where said surplus money has been spent and is detailed in PTC's budget i.e. works on the pavilion, cenotaph, memorial gardens etc.

Despite public uncertainty – the firework display is absolutely **NOT** happening, for which the Mayor expresses his disappointment.

RESOLVED TO ACCEPT MAYORS REPORT WITH THANKS.

8455 To receive the minutes of the AGM and Full Council meetings held on 9th May 2024.

Minutes received and moved by Cllr. R.J. Hancock OBE, seconded by Cllr. M. Walters.

RESOLVED TO ACCEPT MINUTES AND RECOMMENDATIONS.

8456 To consider the External Audit report in respect of the Financial Year

22/23. Town Clerk – external audit report arrived six months after the submission of accounts.

The external audit report raised concern on various matters relating to an individual query. Such an individual inspected accounts and noted nothing of concern.

The external audit did not take this into account and produced a report which raised many concerns based on this.

This then fuels other inaccurate and derogatory statements directed at the Council and Town Clerk.

The Town Clerk clarifies that all accounts are clear and add up, and were not queried by the external audit. The only issues raised were procedural matters.

Cllr. R.J. Hancock OBE acknowledged that some errors were made by the Council, namely:

- A contractor was employed to open and close the pavilion for rugby club use, led to a conflict of interest which the council acknowledges.
- PTC admits that an error was made in arranging a discounted vehicle hire for a member of staff. PTC apologises and takes full responsibility.

Report accepted and the dealt with in the Finance Committee.

Moved by Cllr. R.J. Hancock OBE, seconded by Cllr. M. Walters.

RESOLVED TO ACCEPT REPORT AND REFERENCE TO COMMITTEE 2.

8457 To receive and consider the following:

- a) The Accounting Statements for 23/24 and to approve the accounts.

Accounts need to be confirmed by the council.

- b) To consider the Internal Audit Report in relation to the accounts for 23/24.

Town Clerk states that the Internal auditor found nothing of concern, all in order

Cllr. R.J. Hancock OBE moves to accept the accounts, seconded by Cllr. C. Cannon.

RESOLVED TO ACCEPT AND ACT ACCORDINGLY.

8458 To receive reports from representatives to outside bodies

Coity Walia – Cllr. J. Butcher states nothing of significance occurred at the previous meeting, discussion of support funding from councils. St Brides seeking to organization meeting with BCBC and relevant clerks.

Clerk – PTC is in financial difficulty, likely not possible to provide financial support. Though he notes a previous donation of £3,000 from PTC to Coity Wallia

Cllr. C. Cannon states such a matter has already been addressed and the same conclusions reached and all options exhausted.

Cllr. R.J. Hancock OBE – Conclusion reached that PTC would support Coity Wallia's application to become a precept authority.

Moved by Cllr. R.J. Hancock OBE, seconded by Cllr. C. Cannon.

Town & Community Councils' Forum – Mayor due a meeting at the end of the month.

Cllr. B. Doughty expresses disappointment that it has been six weeks since the last forum meeting.

Rockwool Meetings – Mayor met with Rockwool on Tuesday. A warehouse/shelter will be taken down to be moved and replaced by a new shelter.

Two environmental non-compliances of.

Rockwool Involved with various school events and have also implemented a living wage and support a charitable cancer research organization.

One Voice Wales & the Larger Council Forum – No delegates in attendance.

Youth Engagement Panel – Cllr. B. Doughty disappointed at no meeting but commends Cllr. R. Williams and Cllr. M. Evans for their engagement at the youth centre and the work of the Town Clerk and others.

Welfare Hall Management Committee – Cllr. J. Butcher states the building works on the new flats are almost complete but some servicing and boundary works to be completed.

Town Clerk – several complaints that new tenants in flats are depositing waste outside of the public properties.

AGM to take place on 15th July 2024.

Friends of Salem – Salem vestry recently painted, plaque placed outside to indicate the location of the vestry and town council offices. Postal service issue of mail being delivered to incorrect addresses.

Liaison Group Pencoed RFC – no meetings.

Safer Streets – next meeting scheduled for 15th July. Cllr. M. Evans thanks previous Mayor, Cllr. B. Doughty for his efforts with Safer streets.

21st Century Schools Group – no meeting

Penprysg Bridge Group – no meeting, waiting for next meeting since election period is over.

RESOLVED TO NOTE WITH THANKS.

8459 To Consider the Town Clerk's General Report

The new toilet attendant has passed his probation period, role to be made permanent. The Town Clerk commends his performance. Both attendants praised for their work.

Currently trying to set up WIFI in the pavilion, though struggling to register the pavilion with the post office.

Hanging baskets are now up, done via a hired cherry picker.

The issue of waste disposal - still awaiting BCBC response regarding SLA to use Waterton tip.

A Contractor has been assigned to do an in-depth feasibility study on the planned project for the memorial garden.

Cllr. R.J. Hancock OBE - contractor appointed and paid for by BCBC.

Town Clerk discusses the aforementioned painting of Salem vestry.

The Town Clerk expresses his happiness with the signing of the seasonal agreement with PRFC.

6% increase in line with precept increase.

An annual report following events over the past year has been produced, in which a training plan was mentioned and is to be expanded upon by the finance committee.

Cllr. R.J. Hancock OBE – 2 amendments suggested to indicate PTC owns MUGA and skatepark.

Public meeting next Thursday at St Davids Hall, 6:30pm.

Apologies given by Cllr. J. Butcher.

Committee One and Two are to meet before the end of July.

Cllr. B. Doughty – expresses concern over the mess made by recycling collection and thanks council staff who help keep the streets clean.

Cllr. M. Evans – a lot of rubbish is blown astray; it is not always the operative's fault. She encouraged this matter to be raised directly with BCBC so it can be dealt with accordingly.

RESOLVED TO ACCEPT REPORT WITH THANKS.

8460 Financial Matters

- a) To receive a list of creditors for the period 1st May 2024 to 31st May 2024 and 1st June 2024 to 30th June 2024.

Cllr. R.J. Hancock OBE states the creditors list is to be furthered considered at Finance Committee meeting – seconded by Cllr. C. Cannon.

Creditor list 1st May 2024 to 31st May 2024

| | | |
|---------------------|------|---------|
| AW Salary | bacs | XXXX |
| GLT Salary | bacs | XXXX |
| R.Frewen | bacs | XXXX |
| J. Walters | bacs | XXXX |
| M.Davies | bacs | XXXX |
| Days | dd | 392.40 |
| BCBC | dd | 105.00 |
| Sol in Tech Tel | dd | 78.20 |
| Sol in Tech Copier | dd | 146.30 |
| HMRC | bacs | 1435.41 |
| HMRC | bacs | 1435.41 |
| Allstar | dd | 212.26 |
| Credit union AW | bacs | 100.00 |
| Credit Union GLT | bacs | 200.00 |
| Aviva EE | dd | 103.83 |
| Aviva ER | dd | 103.83 |
| Aviva Admin | dd | 41.00 |
| Highlands | bacs | 427.20 |
| Neil Baker | bacs | 160.00 |
| Nolan | bacs | 54.00 |
| Nolan | Bacs | 54.00 |
| Nolan | Bacs | 54.00 |
| Nolan | Bacs | 54.00 |
| Nolan | Bacs | 54.00 |
| Nolan | bacs | 54.00 |
| Certas | bacs | |
| Bridgeside L/Scapes | Bacs | 192.00 |
| Bridgeside L/Scapes | Bacs | 192.00 |
| Bridgeside L/Scapes | Bacs | 192.00 |
| Bridgeside L/Scapes | Bacs | 120.00 |
| Bridgeside L/Scapes | Bacs | 318.00 |
| Payroll Manager | Bacs | 98.40 |
| Agrigem Pesticide | Bacs | 101.99 |
| Pencoed Builders | bacs | 80.57 |
| zurich | bacs | 178.89 |
| Bookers | bacs | 65.55 |
| Members Allowance | bacs | 1012.00 |
| Quad Tax | bacs | 210.00 |
| r.Williams Rent | Bacs | 120.00 |
| TCRM | Bacs | 108.00 |

| | | |
|----------|------|--------|
| TCRM | Bacs | 144.00 |
| Investec | Bacs | 419.98 |

Expenditure Marked XXXX £5971.39

Total Expenditure £14789.61

Creditor list 1st June 2024 to 30th June 2024

| | | |
|------------|------|------|
| AW salary | bacs | XXXX |
| GLT Salary | bacs | XXXX |
| m.davies | | XXXX |
| r frewen | | XXXX |
| j.walters | | XXXX |

| | | |
|-----------------------|------|--------|
| Days | dd | 741.24 |
| BCBC | dd | 105.00 |
| Sol in Tech Tel | dd | 120.25 |
| Sol in Tech Copierl | bacs | 146.21 |
| HMRC | dd | 34.50 |
| Allstar | bacs | 108.36 |
| Credit union AW | bacs | 100.00 |
| Credit Union GLT | dd | 200.00 |
| Aviva EE | dd | 0.00 |
| Aviva ER | dd | 0.00 |
| Aviva Admin | bacs | 41.00 |
| Contact PPE | bacs | 126.35 |
| Contact PPE | bacs | 139.37 |
| Nolan | bacs | 54.00 |
| Nolan | bacs | 54.00 |
| Nolan | bacs | 54.00 |
| Nolan | bacs | 54.00 |
| Nolan | bacs | 54.00 |
| Bridgeside Landscapes | bacs | 192.00 |
| Bridgeside Landscapes | bacs | 270.00 |
| Bridgeside Landscapes | bacs | 192.00 |
| Bridgeside Landscapes | bacs | 288.00 |
| v llewellyn audit | bacs | 825.00 |
| Spannerman | bacs | 20.00 |
| Fine Turf Solutions | bacs | 320 |
| slcc training | bacs | 144.00 |
| Number Plate for Van | bacs | 18.50 |
| vehicle graphics | bacs | 276.00 |
| Members | bacs | 208.00 |

| | | |
|-----------------|------|--------|
| certas | bacs | 481.90 |
| Swalec Part R/c | bacs | 862.92 |
| grenke | bacs | 410.40 |
| grenke | bacs | 109.44 |
| tcrm | bacs | 108.00 |

Expenditure marked XXXX £6038.32

Total Expenditure £13016

- b) To accept details of the expenditure to date and bank reconciliation statement for May 2024, June 2024 and expenditure to date.

Details of expenditure and bank reconciliation statement yet to be produced.

Budget spending be investigated at Finance Committee meeting to ensure the budget is still on track – Cllr. R.J. Hancock OBE.

RESOLVED TO NOTE THE ACTION NECESSARY.

8461 Correspondence

Letter from HCR regarding Coity Walia and commons land.

Update from BCBC regarding waste disposal, freedom of information and the return of hanging baskets. – no real response/notes of what transpired.

Clerk expresses concern for lamp post matter and its effects on British steel

Cllr. R.J. Hancock OBE suggests the matter be raised to the Minister for Economy and ask that he investigates BCBC's procurement policy.

Moved by Cllr. R.J. Hancock OBE – seconded by Cllr. B. Doughty.

Cllr. M. Evans – new legislation due on procurement in October 2024.

Town Clerk explains that two emails have been received from BCBC Councillor A. Williams regarding a constituent's concerns over PTC's accounts. The Town Clerk has offered BCBC Cllr. A. Williams and the constituent to attend a meeting to go through the accounts, though this was not accepted.

The mentioned constituent has threatened to go to the auditor general, and this is encouraged by PTC as it is now the only option of resolving the matter.

Cllr. C. Cannon encourages the matter be taken to HR due to personal accusations made and that the responses ought to be stopped.

Notice for summer play scheme, to go on council notice boards, Facebook page etc.

Mrs. Jones and Mr. Davies thanked for their attendance.

RESOLVED TO NOTE.

8462 If appropriate, to receive items for future agendas

Cllr. J. Butcher expresses concern over poor grass cutting service from BCBC.

8463 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.

NOTE: STANDING ORDERS WERE SUSPENDED TO ALLOW THE MEETING TO CONTINUE AFTER 9PM.

MEETING ENDED AT 9:17 pm