

Ogmore Valley Community Council Cyngor Cymuned Cwm Ogwr



Full Council Meeting

Cyfarfod Llawn y Cyngor

Tuesday 30 January 2024, 6.30 pm via Teams

Dydd Mawrth 30 Ionawr 2024, 6:30PM ar Teams

MINUTES

In Attendance

Cllr David Newman (Chair)

Cllr Craig Batchelor Howells (Vice Chair) (intermittently due to connection difficulties)

Cllr David Pound

Cllr Dhanisha Patel

Cllr Angela Jones

Cllr Sheryl Wasley (from item 130 to 138)

Scott Allin – RFO (left item 132)

Gareth Owens – Warden

Niamh Gwilym - Clerk

125 Apologies for Absence

There were the following apologies from Councillors:-

Cllr Geoff Sheriff – out of the country

Cllr Margaret Lloyd – family circumstances

Cllr Hywel Williams

Ashleigh Davies (Warden) – illness

Resolved: Members unanimously accepted the apologies for absence.

126 Public Address (an opportunity for members of the public to bring any issues to the attention of the council) TEN MINUTES SESSION ONLY

Two members of the public were in attendance, Julia Jones and Richard Morgan representing the Mynydd Y Gaer Action Group (MYGAG).

Richard Morgan introduced himself as the Chair of the MYGAG and explained he was hoping to volunteer as a member of the advisory committee.

No objections or oppositions were noted.

Resolved: Richard Morgan will become a member the Mynydd Y Gaer advisory committee.

127 Declarations of Interest in accordance with the Council's Code of Conduct & Section 106 of the Local Government Finance Act 1992

No declarations were declared.

128 Warden's report

Clerk provided Warden (Ashleigh Davies') report.

It was noted that it would be useful for Ashleigh to provide a record of qualifications, certificates, or licences that Ashleigh has obtained during her employment to keep track of training.

It was also noted that the difference in presentation between the warden's reports might suggest that there is some disparity in understanding of the duties and responsibilities necessary in the role and perhaps the job description needs to be re-evaluated.

Cllr Patel proposed that the matter should be deferred to a Personnel Committee.

Cllr Pound endorsed. Cllr Newman seconded.

Resolved: to discuss warden job description in a Personnel Committee.

Gareth Owens' introduced his report.

It was noted that OVCC have some power tools available to access, but they may require certain certificates in order to use. It was advised that Gareth should let the Council know if he wants to use any power tools in the future so the correct provisions should be put in place. It was also noted that OVCC have bought tools for other organisations in the Community, so it could be an idea to share access.

ITEMS FOR DISCUSSION AND/OR APPROVAL (approx. 7pm)

**129 Approval of Minutes and Recommendations:
(a) Draft Full Council 9 January 2024 - Annex B**

Resolved: to Approve the Minutes of the 9th January 2024 Full Council meeting.

(b) Draft Personnel Committee 23 January 2024 – Annex C

Certain elements of the minutes were questioned for further information, it was noted that it was difficult to discuss as the individuals in consideration were not present. The subject linked with item 128 which was agreed to defer to a Personnel Committee.

Resolved: to Approve the Minutes of the 23rd January 2024 and defer appropriate items to the next Personnel Committee.

130 Matters Arising from previous meetings and agenda:

Council Meeting (Annex B)
- *OVCC Container (item 116)*

Based on last meeting's resolution, the Clerk confirmed that two groups use the container, Aberfields Park Run and Wyndham Boys and Girls Football Club. Two people use the container (one keyholder) between 8:15 and 10AM on Saturday mornings for park run. They have a risk assessment for the event but not the container. They need it for a trolley with signs, cones, high vis, flags etc. In regards to Wyndham club, 4 people access the container but one keyholder, use Saturday mornings when playing at home and on Tuesday evenings between March and October for training, they have no risk assessment and use the container to store the goals.

The nature of the concern was ratified as a result of a query, there is a need for a risk assessment and increased Health and Safety provision to aid the users of the container.

It was moved that a health and safety risk assessment should be completed to ensure the safety of the container.

It was noted that a last resort option would be to reduce usage of the container and impose limitations, but wholly agreed that this is absolutely the last resort as the OVCC want to enable community benefits.

Resolved: Clerk to enquire about and make provisions to complete a risk assessment for the container.

- ***Cenin Questions (item 111)***

The Clerk confirmed that the OVCC didn't send any questions to Cenin, the Council resolution was to forward the Welsh Government survey discussed at the meeting to Jessica King from Cenin.

It was questioned if we did have to send questions to Cenin but decided that the advisory committee would spend time looking at the previous minutes piecing together all actions OVCC discussed.

Resolved: Mynydd Y Gaer advisory committee to review if questions should be sent to Cenin and any other actions.

- ***Cllr Williams - Planning Application for Ogmores Vale RFC (item 111)***

No update available.

- ***Landownership and Disability Access – (item 116)***

The Clerk awaiting further information from BCBC.

- ***Historic Payments for Keep Nantymoel Tidy (item 116)***

To be discussed in item 131.

- ***Bus Shelter (item 116)***

It was noted that the cost of a new bus shelter is £4,747, but as only the roof to the bus shelter needs to be replaced, it was recommended to contact the manufacturer to consider replacing the roof of the shelter as the remaining infrastructure is stable.

Resolved: Clerk to contact manufacturer to query about roof replacement.

- ***Bowls Club Letter (item 116) – Annex D***

It was suggested that OVCC should send the letter to the organisations directly, however it was noted that there was a possibility that we may unintentionally miss out some organisations so the letter should be posted on more generic avenues such as our website, social media, noticeboards etc.

It was suggested that whilst the letter is a general acknowledgement and thanks towards the community, it should highlight the work undertaken by specific communities.

Following this, it was proposed that the letter should omit the original specification and publish a general letter thanking the wider community.

Resolved: The Clerk to re-draft letter to reduce specificity and publish.

- *BCBC litter round (item 116)*

The Clerk is awaiting an update from BCBC.

- *Cllr Williams - Abercerdin Road update (item 116)*

No update available.

- *Christmas Lights (item 116)*

It was resolved at the last council meeting to discuss whilst more Cllrs are in attendance.

It was suggested that next year, consideration should be given to ensure there are equal lights per ward and that a progressive system is in place currently to build on the lights already in place. It was further suggested that OVCC should allocate further funds to areas that felt neglected this year.

It was proposed to give further consideration to the budget allocation available to enhance the lights and to obtain a map of the availability of lights from the contractors to allow the OVCC more active responsibility in choosing the location of the lights.

This was moved.

It was noted that in Evanstown, Cllr Wasley took the contractors on a tour of Evanstown to ensure that the lights were specifically where directed and this was successful.

It was also noted that the lights were generally well received, just critical of the absence of lights in certain areas.

It was further noted that Glynllan would appreciate a Christmas tree in the future, as would Wyndham Church. It was then suggested that we can perhaps utilise an existing tree to decorate and to decorate multiple trees moving forward.

Resolved: The Clerk to obtain map from Contractors and set up meeting with contractors.

- *Co-option information (item 116)*

It was noted that the Clerk is waiting for BCBC to provide information about the Blackmill vacancy, but the Nantymoel vacancy was published today.

131 Finances – 2023/24

(a) formal approval of payments December 23 and January 24 – Annex E

Resolved to approve the Payments as attached as Appendix.

(b) formal approval of the bank reconciliation December 23– Annex F

Resolved – To approve the bank reconciliation for December 2023.

(c) expenditure against the budget end of December 23 – Annex G

Resolved – To approve the expenditure versus budget report to end of December 2023.

132 Windfarm Funding Allocations – Annex H

It was noted that the proposed allocations are for 100k which is a full budget. The next stage of the process is that the recommendations are sent to Pennant Walters and payments should get paid throughout March. It was also noted that the Cllr allowances are due to be paid soon and the RFO will send a copy of this to all Cllrs via email.

The proposed allocations were approved.

It was queried if we have a list of who has applied for funding in the past and what checks OVCC perform to assess whether the received funding is spent on the original intent expressed in the application. It was suggested that due to the nature of the money, Pennant Walters will have their own criteria and checks system.

It was further suggested that the OVCC perform spot checks every few years to ensure the funding is distributed fairly and actively track funding applicants and recipients. It was noted that OVCC would tweak the application letter for transparency and a review of the historic documentation could be conducted.

Scott Allin left the meeting.

Resolved: RFO to send the Councillor's their allowances for the fiscal year and to send approvals for funding applications to Pennant Walters. To consider reviewing the application process for the next set of funding applications and maintain database of applicants.

133 Advisory Committees:

(a) Mynydd Y Gaer (Annex B item 121)

It was resolved at last meeting to refer back to the Full Council to consider, adopt, advise and create a Terms of Reference (ToR) for an Advisory Subcommittee. We need to create a Terms of Reference and appoint members.

It was noted that a ToR had not officially been agreed, but Cllr Pound had asked the Clerk to circulate a ToR draft he had created. It was agreed the Clerk will recirculate the document to refresh Cllrs' awareness.

It was noted that it may be worth adopting similar ToR that were used for previous advisory committees, such as CATs.

Cllr Pound suggested that the ToR should be bespoke, as the members of the committee will be legal consultees with limited scope regarding what the members can reference/comment on. The group will act to obtain as much information as possible to enable the full Council to agree and submit a report. It was noted that the suggestion is a quorum of 1 and there is an emphasis on time as Cenin are acting quickly.

Resolved: The Clerk will recirculate the Terms of Reference to all Councillors, ratify the Terms of Reference at the next Full Council Meeting, and for the Clerk to email Councillors asking for interest in becoming a member, to confirm list at next meeting.

(b) CATs (Annex B item 116)

It was suggested that the similar process should be applied to the above, using a copy of the previous ToR used for the previous advisory committees.

Resolved: The Clerk will find and circulate the previously used Terms of Reference to all Councillors, ratify the Terms of Reference at the next Full Council Meeting, and for the Clerk to email Councillors asking for interest in becoming a member, to confirm list at next meeting.

134 Annual Report

It was suggested that last year's Annual Report was good so it could be used as a template for this year's report.

Resolved: The Clerk to create a draft of the report with a similar style to last year, to include pictures and the Ogmore Valley Awards.

135 Ogmore Valley Awards – Annex I

It was noted that last year's award ceremony was a success and suggested that it would be a good idea to conduct the ceremony before May so the current Chair can give the awards out.

It was queried whether everyone should receive a certificate and then an overall award per category. It was proposed that the Clerk would put together the categories in a visual format to conclude an overall award winner per category.

It was then noted that during the process of deciding which nominees would receive awards, it was concluded that all nominees are worthy winners and that the award system was not intended to be a competition.

Following this, it was proposed that all awarded nominees receive certificates and that the main awards should be considered for the Mayor's Award.

Resolved: The Clerk to put together a list of winners in their respective categories and send to all Cllrs. The Clerk to send list to Cllr Jones for Cllr Jones to create certificates for everyone.

136 To consider applications for donations and grants:

It was noted that a specular email has been received by Marie Curie, so the Clerk has sent the official OVCC donations form in response.

ITEMS FOR CONSIDERATION AND UPDATE (approx 7.45pm)

137 To receive a Report from the Clerk/Cllrs:
- Aberfields CAT – Oral update

It was noted that Guy Smith made a bid to Bridgend community feasibility fund which we've mentioned where he's been allocated 10k, a contractor would potentially be doing it for free. It would then have to go to the Cymru football foundation whose

deadline is the end of March. This means we may have a project ready to go when funding is available next time.

Discussions around conditions of the funding suggested this background process is necessary and there are significant changes between the original plan and current plan due to the physical conditions of the site.

It was queried whether the funding is a duplication or a new set of funding available.

Cllr Patel noted that the timelines between original discussions to present display less progress than expected. Thus, it was suggested that we contact BCBC to ask for a timescale for completion of the project. It was noted that whilst contacting BCBC, the existing work of the OVCC should be highlighted as the OVCC have conducted public consultations etc spanning two years of work, so what is the rationale of further hurdles to process. It should also be asked what are the remaining criteria needed to enable the progress of the project.

The importance of the advisory committees was highlighted, here the following members agreed to join the CAT advisory committee:

- Cllr David Newman
- Cllr David Pound
- Cllr Dhanisha Patel

Resolved: To contact BCBC to ask for a timescale of project completion and highlight work already conducted by OVCC. To accept members of the advisory committee.

- Evanstown CAT – Oral update

It was noted that a meeting with the Trustees on Friday with Cllr Wasley, Cllr Williams and Cllr Batchlor-Howells was originally planned, but some members are unavailable it is proposed that the meeting move to 18:30 on Wednesday 7th 2024.

Cllr Wasley confirmed attendance at the proposed time/date.

Cllr Wasley left the meeting.

Resolved: The Clerk to rearrange meeting and contact the Trustees and absent Cllrs.

- Ogmore Vale CATs – Oral update

Orchard/Garden:

It was noted that Cllrs and the Clerk were supposed to meet with Dan Locke, Rachel Morton and Ryan Jones but Dan had to withdraw, so we've asked Rachel to start the tender process to avoid further delays.

The Clerk to contact Rachel to ask for update.

MUGA:

It was noted that Cllr Pound, the Clerk, Guy Smith and Ryan Jones met last week for an update. It was noted that an application for Sports Wales funding went in on Wednesday 17th so we are waiting for the outcome. There is no timeline available, but hopefully will get feedback soon. A condition of funding is that work needs to begin by the end of the March 2024. If funding is approved and work doesn't begin, we need to go out for a formal tender process. Another condition is that access needs to be controlled, need to monitor usage. This could be done through an online booking system, it was suggested in the meeting with Guy Smith that there would be peak slots that we could charge for.

Cllr Pound added that there were discussions about extending land usage to utilise the full breadth of land, but Guy Smith mentioned that usage of land is still under convenance.

The emphasis on the activity of the advisory committee was reiterated to ensure OVCC do not solely rely on BCBC.

- Mynydd Y Gaer Wind (Cenin) – Oral update

This was discussed earlier in the meeting, next steps noted as starting the advisory committee, working on it and reporting back, emphasising activity of advisory committee.

138 To receive Reports from Members of the Council: Cllr Batchelor-Howells – D-Day Plans:

Unfortunately, Cllr Batchelor-Howells struggled with connection difficulties and was unable to present his report.

Cllr Margaret Lloyd – Report on two meetings she attended:

The Clerk read out the following prepared by Cllr Lloyd on behalf of Cllr Lloyd:

Thursday 18th January - Nantymoel Boys/ Girls Club (Mem) re Planka (Aberfields) Tree/ Wildflower Planting:

All those who attended looked and had a discussion with Sasha about the plan that was on show.

The outcome of the discussion from the attendees were against the plan due to the following key issues:

1. No funding for future maintenance.
2. Important to keep Aberfields as an Open Space Area.
3. On one particular area of the Aberfields the plan is to plant trees each side of one part of the track this could prove to be vulnerable to users.

Monday 22nd January - Bridgend Valleys Regeneration Strategy

The principal aim of this meeting is to create a plan for future improvements that bring the biggest benefits to everyone who lives, work, and visit the Valleys.

Points that were discussed:

1. Improvement to the washery site to encourage tourism e.g. Bike trails starting from the washery, organised walking trails. Creative symbols to signify that it once was part of the mining industry.
2. Derelict Buildings, more Powers for BCBC to get owners to take responsibility for renovating and up keep of their empty property's, (there are 5 derelict building with 1 1/2 miles of the Ogmore Valley).
3. Better communication from BCBC.
4. Members of Ogmore Vale Rugby Club want answers to why the continuing delay of the building of their new changing room down by the washery site even though planning and funding has been in place for some time.
5. Maintenance funding for projects that BCBC undertake.
6. Closing of the Bridgend Bus Station (even though they are building a new one in Porthcawl) how it will affect the passengers from the Ogmore Valley. Restoring of the bus route that was taken away from the Valley.

7. Where is the funding coming from any regenerating of the Valley.

Cllr Lloyd also wanted to mention the propose closing of Bridgend Bus Station and public toilets, but the Clerk confirmed that these are only proposals at this stage.

139 To consider any Planning Applications and issues:

No applications available.

140 To confirm the date, time and venue of forthcoming meetings:

- Full Council Tuesday 27th February 2024, 6:30 pm, via Teams.

Cllr Patel gave apologies ahead of the next meeting.

The meeting closed at 20:55PM

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Signature of the Chairperson, Cllr David Newman

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Date

Niamh Gwilym – Clerk of the Council
niamhgwilym4@gmail.com

Appendix

December Payments 2023			
Business	Description	Ref	Amount
SWWS - DD	Hosting website and maintenance	DD	£21.60
NEST – Employer’s summary (ES)	Pensions for staff -employers contribution	DD	£175.98
Niamh Gwilym - ES	Clerk Salary	11223	£1,151.84
Scott Allin - ES	RFO Salary	21223	£419.32
Ashleigh Davies - ES	Warden Salary	31223	£617.58
HMRC - ES	Tax December	615PB00145091	£246.32
Niamh Gwilym – contract	Working from Home Allowance	1HOQTR3	£33.55 (1 month at £18 and 19/22 of £18 for Nov)
Scott Allin - contract	Working from Home Allowance	2HOQTR3	£45 (2months at £18 and 1 month at £9)
Ashleigh Davies - contract	Working from Home Allowance	3HOQTR3	£13.50 (3 months at £4.50)

January Payments 2024			
Business	Description	Ref	Amount
SWWS - DD	Hosting website and maintenance	DD	£21.60
NEST – Employer’s summary (ES)	Pensions for staff -employers contribution	DD	£247.76
Niamh Gwilym - ES	Clerk Salary	10124	£1,236.44
Scott Allin - ES	RFO Salary	20124	£459.26
Ashleigh Davies - ES	Warden Salary	30124	£681.47

Gareth Owens - ES	Warden Salary	40124	£734.71
HMRC - ES	Tax January	615PB00145091	£304.98
Niamh Gwilym – claim form	Clerk Expenses	EXPO18	£TBC
Scott Allin – claim form	RFO Expenses	EXP019	£61.36
Ashleigh Davies – claim form	Warden expenses	EXP020	£83.05
Keep Nantymoel Tidy – Sally Ann Clemett	Bulbs for KNT at Nantymoel	EXPO21	£75.66
Tanio	Crafts at Washeries	INV-0201	£200.00
One Voice Wales	David Newman – course on chairing	7562	£19.00
Audit Wales	Additional work re historic accounts,	ARINV/010179	£6,200.00