Ogmore Valley Community Council
Cyngor Cymuned Cwm Ogwr

Full Council Meeting

Cyfarfod Llawn y Cyngor

Tuesday 26th March 2024, 6:30 pm via Teams

Dydd Mawrth 26th Mawrth 2024, 6:30PM ar Teams

MINUTES

In Attendance

Cllr Craig Batchelor-Howells
Cllr Margaret Lloyd
Cllr Angela Jones
Cllr Dhanisha Patel
Cllr David Pound
Cllr Geoff Sheriff

Scott Allin – RFO (from item 171)
Niamh Gwilym - Clerk

167 Apologies for Absence

There were the following apologies from Councillors:-

Cllr David Newman
Cllr Sheryl Wasley
Cllr Hywel Williams

Ashleigh Davies
Gareth Owens

Resolved: Members unanimously accepted the apologies for absence.
Resolved for Vice-Chair to act as Chair in Cllr Newman's absence.

168 Public Address (an opportunity for members of the public to bring any issues to the attention of the council) <u>TEN MINUTES SESSION ONLY</u>

No members of public in attendance.

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

Cllr Geoff Sherriff declared an interest in item 174(a) and Cllr Batchelor-Howells declared an interest in item 182.

170 Warden's' report – to receive report (Annex A)
(a) Ashleigh

It was asked if Ashleigh could identify and expand sections of her report to explain what reports she's writing and what research she is conducting. It was suggested that Ashleigh's job description should go back to the Personnel Committee.

(b) Gareth

The Clerk outlined Gareth's report.

ITEMS FOR DISCUSSION AND/OR APPROVAL (approx. 7:00pm)

171 Approval of Minutes and Recommendations:
(a) Draft Personnel Committee 21st February 2024 – Annex B
(i) Approval of Minutes of Personnel Committee meeting held on 21st February 2024.

Resolved: to Approve the Minutes of the 21st February 2024 Full Council meeting.

(ii) Consideration of recommendations to amend Warden job description.

The processes the Personnel Committee followed were outlined.

It was moved that the job description should be reconsidered by the Personnel Committee and sent to One Voice Wales for consideration. It was moved that a consultant from One Voice Wales should be invited to the next Personnel Committee meeting to provide advice as it was noted that the items in the duties and responsibilities are too vague.

Resolved: to defer the recommendations to amend the Warden's job description to the Personnel Committee with a consultant from One Voice Wales available to provide advice. To consult One Voice Wales regarding the current proposed job description.

The RFO joined the meeting.

(iii) Consideration for recommendations regarding annual leave for Clerk and RFO

It was asked why the annual leave wasn't taken in the allocated period, it was explained that the RFO was doing two roles (RFO and the Clerk) and couldn't take it all as he had to spent time training the new Clerk. The Clerk did not take their full annual leave in the allocated time due to training and busy periods.

It was moved that the contract should deferred to and considered by the Personnel Committee to the specify what annual leave can be carried over and during what time period as annual leave is important for wellbeing.

Resolved: to defer the specificity of annual leave contractual agreements to the Personnel Committee.

(iv) Consideration of recommendations to increase rates of pay for:

(a) Warden

It was moved that the payrate should be applied as determined by the Personnel Committee and should take effect from every 1st April to 1st April. It was noted that the September date is recommended by the NALC which, whilst the Council are not a member of, the Council do implement rate of pay as per the NALC's guidelines.

Resolved: to change the date of pay increase for the wardens' to occur concurrently with all members of staff to ensure pay increases occur at the same time, 1st April each year following the pay guidelines of the NALC. To accept the recommendations of the Personnel Committee to come into effect from April 1st 2024.

(b) RFO

It was noted that the RFO has not received a pay rise since November 2022. If the Council were to continue with annual pay increases, the RFO's increase in pay should be backdated to December 2023 which is when the RFO's term as both the Clerk and RFO concluded.

The RFO kindly stated they are happy to not receive the backdated increase of pay and for the new rate of pay to take into effect from April 1st, 2024.

Resolved: to implement the RFO's pay increase from April 1st without backdating. To accept the recommendations of the Personnel Committee to come into effect from April 1st, 2024.

(c) Draft Full Council Meeting 27th February 2024 – Annex C

Resolved: to Approve the Minutes of the 27th of February 2024 Full Council meeting.

(d) Draft Finance and General Committee 19th March 2024 – Annex D

Resolved: to Approve the Minutes of the 19th of March 2024 Full Council meeting. To approve recommendations from the Finance and General Committee.

172 Matters Arising from previous meetings and agenda:

Council Meeting (Annex C)

- ***Annual Report (item 134)***

The Clerk has circulated a draft Annual Report and noted the following suggestions have been added; we can't add number of flowers or trees as we don't have a record of this but can add number of Facebook posts in the last 90 days ago. Included some narrative for why the Council went against the environmental pledge when going from solar powered Christmas Lights back to a traditional form. Also included some photos but waiting to get some more from Pennant Walters about initiatives/projects funded through windfarm money to include.

It was also noted that the Jan 2023 report went up to November 2022, so this report will follow from November 2022 to March 2024 and then the next years will go financial year to financial year.

A discussion took place as to whether the Council should include the figures of expenditure in the annual report. It was moved and seconded that the figures should be taken out as the figures are available in the Council's minutes on the website anyhow and it is not appropriate to put in the Annual Report as it may invoke community criticism due to the nature of how the report will be circulated, such as in casual or relaxed environments. Cllr Patel objected to this.

Resolved: to amend the Annual Report to remove reference to figures of expenditure as it is readily available on our website.

Vice-Chair Cllr Batchelor-Howells experienced technical difficulties and left the call, here it was moved that Cllr Sheriff will act as Chair in Cllr Batchelor-Howells' absence.

- ***OVCC Container Risk Assessment (item 146)***

The Clerk is finalising the details of the risk assessment with the health and safety officer of BCBC and will circulate when available.

- ***St John's Street Planning Application (item 155)***

The Clerk reported that the Planning Application Officer, Euan Sexton, advised that Planning had been informed by the residents that the use of the property to a care home had taken place without the necessary planning consent. Planning had no record that the change of use has taken place until residents notified them, post submission of the application. He advised that the usual course of action would be that when their Enforcement Officers are notified that a breach of planning has taken place, ordinarily the landowner is invited to submit a planning application to regularise this breach. If planning is refused, or if an application is not submitted, enforcement action will subsequently be taken. It was noted no action will be taken until the application has been determined.

It was further noted that in terms of welfare of the residents, the operation of the site will be overseen by the Care Inspectorate for Wales and where necessary, South Wales Police.

173 Finances – 2023/24
(a) formal approval of payments March 24 – Annex E

It was highlighted that the RFO hasn't reclaimed the VAT on their November 23 expenses, it was agreed that the RFO will make the adjustment and will be reported back next month.

Resolved: to approve the Payments as attached in the Appendix.

(b) formal approval of the bank reconciliation February 24 – Annex F

Resolved – To approve the bank reconciliation for February 2024.

(c) expenditure against the budget end of February 24 – Annex G

Resolved – To approve the expenditure versus budget report to end of February 2024.

174 Pant-Y-Wal Funding Change of Use
(a) Male Voice Choir

Cllr Sheriff left the meeting.

The Male Voice Choir are grateful for the funding allocation of £11,084, but as they are unsure if they are able to raise the remainder of the funds, would like to use the current allocation to help repair the back wall of the property as it is structurally unstable. Pennant Walters have provisionally agreed to allow for this change of funding providing the Council approve the change of use for the funding.

Resolved: to approve the change of use of funding.

(b) Ogmore Valley Boxing Club

Due to the torrential rainfall, Ogmore Valley Boxing Club have suffered multiple major roof leaks where water is coming into the building and is causing a health and safety hazard. They would like to change the use of their funds (£7,051) to help support the immediate emergency repairs of the roof. Pennant Walters have provisionally agreed to allow for this change of funding providing the Council approve the change of use for the funding.

As both items are revenue expenditure, it was moved that the change of use for the funding is approved.

It was noted that moving forward, perhaps the Council and Pennant Walters should reconsider how Pant-yr-Wal funding is distributed and approved in order to encourage capital expenditure.

Resolved: to approve the change of use of funding.

Cllr Sheriff re-joined the meeting.

175 Ratify Co-Option Declaration – Annex H

Resolved: to ratify the Co-Option Declaration.

176 Nantymoel Co-Option Applications – Annex I

Resolved: to accept the application for the Nantymoel Co-Option and complete the Co-Option process.

177 One Voice Wales Renewal

It was noted that this service provides support to both the Clerk/RFO and the Councillors through training and information. The cost of renewal is £1,549.

Resolved: to renew the One Voice Wales membership at a cost of £1,549.

178 Ogmore Valley Awards

The Clerk has previously distributed a digital copy the certificates which are currently being redesigned with suggestions from the Councillors and the certificates cost 4.40.

It was noted that the Clerk will find out when the BYCC is available to accommodate an awards ceremony and notify the Councillors via email to confirm availability and attendance. The Clerk will purchase cakes and supplies for the event and Cllr Lloyd will make some Welsh cakes.

Resolved: The Clerk to find out what dates are most suitable for the BYCC and notify the Councillors via email.

179 Renovation of Benches

Phil from Ogmore Valley Priide has visited Evanstown with Gareth and has undertaken a survey of the condition of the benches, assessing what needs to be repaired. Phil has enquired about receiving approval for funding to start repairs and renovations of the benches.

It was noted there is £5,000 available per ward.

Resolved: to approve payments towards renovation of benches.

180 Duck Race and other Summer Events (Cllr Lloyd)

It was noted that the OVCC 5-year strategy plan includes hosting a summer event. It was noted that Ogmore Valley Suicide Awareness (OVSA) are discussing in their meeting at the same time as the OVCC meeting the plans for a summer event. Cllr Lloyd suggested that the Council collaborate with OVSA summer event when more details are available. Cllr Lloyd has also researched funfair rides and the idea of a

duck race as previously seen in the community. It was suggested that OVCC's role and responsibility should be established clearly before further involvement.

It was noted that the possibility of a summer event is already going to be discussed in an upcoming Policy and Strategy meeting.

Resolved: Cllr Lloyd to enquire about the outcome of the OVSA meeting regarding plans for their summer event and to discuss in the Policy and Strategy Committee meeting.

181 Armed Forces Pledge

It was moved that the Council should consider making an Armed Forces Pledge as the Council wish to offer as much support as possible. It was noted that the Clerk will draft a pledge to present to the Policy and Strategy Committee.

Resolved: The Clerk to draft an Armed Forces Pledge and to defer to the Policy and Strategy Committee.

182 Balance Bike Markings Consultation

It was noted that the Community Council has been asked by Karen Winch from BCBC, a member of the prevention and wellbeing team, if the Council could review the proposal for balance bike markings to be put in Fronwen Park/Adare Street in Ogmore Vale. BCBC are hoping to conduct a consultation before they move forward with the project, but would like to have the Council's thoughts and include the Council in the development process and action planning of the project if it moves forward. It was noted that BCBC are asking if the Council would have any objections to BCBC starting the consultation process with the Community ASAP as they're interested in developing the project so it can be used in the coming summer.

It was noted that there were no objections to the consultations providing the health and safety of the users are at the forefront of the project as there is a busy road nearby.

It was noted that the Council would like to know if there is a maintenance fund available for this project.

Resolved: to support BCBC's initiative and ask for dates of community consultations moving forward. To seek confirmation from BCBC regarding the maintenance of the project.

183 Summer Carnival

Cllr Pound received an email from the manager of the Mem, Terrina Greenslade, who organised the meetings at the Mem regarding the proposition of a summer carnival (in 2025). At the final meeting it was decided that the matter should be referred to the various organisations, the Mem made the proposition that they will form a carnival committee either working alone or in conjunction with others. Given discussions regarding the ongoing consideration of OVCC's progression with a summer event (note the Policy and Strategy Committee meeting) and if the Mem progress with the summer Carnival, then the Council will be able to decide if they wish to support the Carnival when the time is right.

184 Aberfields CAT

The Clerk noted that recently a meeting took place with Cllr Pound, Ryan Jones and the Clerk to discuss the current CAT standpoints and actions moving forward.

It was noted that OVCC will not receive a concrete answer regarding BCBC's plans for the 3G pitch for at least 12 months. However, the Council can still consider the Aberfields project in 3 elements: the 3G, changing rooms, and grass pitches. It was noted that there is funding available to fund pitch improvements and BCBC will manage the drainage issue before the Council would potentially receive the asset. It was noted that the costs for management of facilities is around £7,000 per year, pavilion costs are approx. £6,000 per year and the income from Aberfields leaves a deficit of £7,100 that the Council would have to find. It was noted that possible routes of funding this would be through the precept or sponsorship/fun days. It was also noted that a pitch condition report has been completed which estimated that to improve drainage and surfaces it would cost approx. £79,000 but there is £25,000 available as per the CAT fund.

It was noted that from a financial perspective, it seems a financially viable option providing it can be managed and organised efficiently. If the Council wish to take on the project, the business plan and the cat application fund for pitch improvement work and maintenance will need to be submitted to the CAT committee via Guy Smith.

It was noted that the only decision that has to be made is A) does the council still wish to go ahead with the cat proposition for managing of the pitches once the drainage work has been carried out and B) does the Council wish to take over the maintenance of the changing rooms.

At this point in time, it was noted that the decision is whether the Council wish to reaffirm their interest in the CAT where the Council will then move onto more calculations as to how and when the Council can raise the funds to manage the pitch on an ongoing basis.

It was noted that the Council will treat the CAT as 3 separate elements so that the Council aren't tied into firm decisions and the Council still have the option to withdraw at a later date if it becomes unpracticable.

It was moved that the Council continue with the project subject to looking at a business plan and feasibility of the finance, excluding the 3G pitch from the discussions.

Resolved: The Council to continue with the Aberfields CAT subject to considering a business plan and feasibility of finances, and to exclude the 3G pitch from discussions in the future.

182 To consider applications for donations and grants:
(a) Evanstown Easter Event (Cllr Batchelor-Howells) - £250 – Annex J

The nature of the event was discussed, and it was discussed whether the Council's support of the Christian celebration discriminate against other religious groups.

Cllr Pound abstained from voting.

Resolved: to approve the donation request.

As the meeting ran over the 2-hour mark, it was moved that the items under consideration and update should be moved to the next meeting. The Clerk will also send a rundown of each item for preparation ahead of the next meeting. Cllr Lloyd asked if the Clerk had received any information from Cllr Williams regarding the Ogmore Vale Rugby Club planning application. The Clerk advised that the architect working on behalf of Ogmore Vale RFC is currently liaising with the Planning Department to agree the planning applications with feedback being positive and should be finalised shortly. Guy Smith is due to meet with Simon James from the Club tomorrow to discuss potential funding sources.

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

- Full Council Tuesday 30th April 2024, 6:30 pm, location Blackmill Youth and Community Centre.

The meeting closed at 20:40PM.

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Signature of the Chairperson, Cllr David Newman Date

***Niamh Gwilym* – Clerk to the Council Niamhgwilym4@gmail.com**