

## **MAESTEG TOWN COUNCIL**

### **COUNCIL MEETING**

Minutes of a meeting of the Council held at the Council Chamber, Council Offices, Talbot Street, Maesteg, on **Tuesday, 5<sup>th</sup> February 2019.**

#### **PRESENT:**

**COUNCILLORS:**        **L Beedle (Mayor)**  
P W Jenkins, W May, D K Edwards, I Williams,  
R Penhale-Thomas, R Collins, C Reeves,  
L Thomas , P Davies, A R Davies, A James,  
P White, G. Thomas, R L Lewis.

**The Mayor, L Beedle, and Members of the Council stood for a “minute silence” for the late Michael Harpur, past Mayor.**

**APOLOGIES** for absence received from Councillors S B Smith and D Evans; together with Sgt Beynon and Mr S Burge-Jones, BAVO.

#### **DECLARATION OF INTEREST:**

Cllrs P White, R Penhale-Thomas, R Collins, D K Edwards and P Davies declared an interest in items relating to Bridgend County Borough Council, including Development Control and Licensing.

Cllr I A Williams declared an interest in items that may relate to Llangynwyd Middle Community Council.

The Clerk made the Council’s Register of Interest available for Members to update.

#### **254 MINUTES**

The Minutes of the Ordinary Meeting of the Council held on 8<sup>th</sup> January 2019; copies of which had been circulated to Members, were read and accepted as a true record.

## MATTERS ARISING

### 255 MINUTE 220 CHRISTMAS FESTIVITIES

- Letter received from Miss E Griffiths, Christmas Poster Competition winner, Plasnewydd Primary School, thanking the Mayor and Council for such a special day which she will never forget; being part of the parade, switching on of the lights and visit to the Council Chamber for a special celebration.
- Letter dated 14<sup>th</sup> January 2019 from Mr T Mullins congratulating and commending Maesteg Town Council on their continued positive attitude and promotion to celebrating important festivals within our very proud Town, once again throughout 2018.

Mr Mullins states: “The Christmas Festival can only be termed as possibly one of, if not, the best Festival and Christmas Parade in Wales. It is an absolute credit to every member of the Council who participated in any small way to giving the members of our wonderful community that essential “Feel Good” factor. Being so passionate for our community, which is shared by so many people, for the Town Council, year on year, to organise events that embrace all sectors of our Town is to be applauded; this common goal by our elected members needs to be noted.

Once the ballot boxes have been emptied and counted, there is a need to adopt a common policy with all councillors working towards the good of their community. I am so very pleased that through these public events, it would appear that our Councillors are indeed putting the needs of the public before personal interest and politics.”

**RESOLVED:** To note the information.

### 256 MINUTE 223 RECYCLING

The Clerk confirmed that Kier had been notified of the concerns that their large vehicles not accessing certain locations to pick up recycling materials; (Brodawel, Mission Road, Pit Street, Pond Mawr, Uplands Road). Awaiting their response and how this will be addressed.

**RESOLVED:** To await developments.

**257** **MINUTE 225**  
**GIRLGUIDING CYMRU**

The Clerk advised that the above organisation had confirmed that the grant had been received; grateful thanks expressed. The County Commissioner, Girlguiding Central Glamorgan, will be writing to the Council confirming the Units they have within the Llynfi Valley and whom they support financially.

**RESOLVED:** To note the information.

**258** **MINUTE 238 (PREVIOUS MINUTE 212)**  
**FINANCIAL APPLICATIONS**

Letter of thanks and acknowledgement for financial support received from:

- Welsh Hearts
- Fundraising Committee, for pupil of YGG Llangynwyd visiting the Welsh Village of Patagonia – October 2019.

**RESOLVED:** To note the information.

**259** **MINUTE 241/246**  
**MOTIONS FOR TOWN COUNCIL**

E-mail dated 28<sup>th</sup> January 2019 received requesting the following motions be included for discussion under resolution 15 of the Standing Orders.

- Temporary cover for Clerks when absent on long term ill health
- Computer systems back up
- Due to GDPR legislation, only clerks are to normally be present in the office. A supplementary office, for the use of councillors to be set up in the meeting room, utilising the old computer and ensuring a phone line is present in that office. The supplementary office can also be used to meet members of the public and discuss their concerns/issues.

The Mayor responded to the above clarifying the following before discussion:

- At the January 2019 meeting, Minute 246, it was resolved that temporary cover for long term sickness be arranged as required.
- Advised that appropriate back-up systems, as previously agreed by Council, (Disaster Recovery Service) had been installed.
- Hardware equipment, agreed previously by Council, was in the process of being installed.
- A separate telephone line is available for Councillors' use in the meeting room.
- Meeting room is used by the Clerks/Councillors to meet members of the public for private discussion/issues of concerns.
- Meeting room is used extensively by charities, organisations , etc. within the Town.
- GDPR/Privacy Policy strictly adhered to by the Clerks.
- Councillors do not have access to the computer systems, password protected.
- Correspondence received is not available or discussed with individual Councillors prior to meetings.

A discussion ensued with many points raised:

- Suggestion that cover for long term sickness be arranged in excess of 28 days.
- Personnel Committee to review sickness policy and cover for long term sickness; recommendations to be made to Council.
- The Clerk confirmed that welfare meetings had regularly taken place with the Deputy Clerk whilst on sick leave.
- On completion of the installation of the new equipment and packages, Members of Website Committee to meet to ensure the system is compatible, efficient and covers the Council's requirement.
- Use of the Office: The Clerk advised the Privacy Policy/GDPR is adhered to. Councillors have the right to visit the office on business with the Clerks; examples were given. Councillors are asked to leave the office when Clerks receiving telephone calls

or visits by members of the public of confidential nature or under GDPR. The Clerk confirmed that the Council has its Privacy Policy/GDPR procedures in place; included on the Website; previously agreed by Council.

- The Clerk to contact ACAS for advice/guidelines on GDPR.

**RESOLVED:**

- (i) That the Personnel Committee meet to review the Sickness Policy; to include temporary cover for Clerk/Deputy Clerk exceeding 28 days.
- (ii) Website Committee to meet; following completion of installation of computer equipment, systems and packages.
- (iii) ACAS to be contacted for advice on GDPR procedures affecting Town & Community Councils.

**260 LIST OF PAYMENTS FOR THE MONTH OF JANUARY 2019**

**RESOLVED:** That the List of Payments made by the Council during the month of January 2019; copy of which had been circulated to Members, be accepted, confirmed and signed by the Mayor.

**CORRESPONDENCE**

**261 MR MICHAEL HARPUR (PAST MAYOR AND COUNCILLOR)**

Mr Michael Harpur died peacefully on Sunday, 27<sup>th</sup> January 2019 at the Princess of Wales Hospital. The Clerk confirmed details of funeral arrangements and that a letter of condolence sent to his daughter and family on behalf of the Mayor and Members of Maesteg Town Council.

**RESOLVED:** Confirmation of action and to note the information.

**262 COUNCILLOR D L EVANS**

An e-mail received from Councillor Evans requesting Council's support, requesting a further six months absence; due to the uncertainty of making Spain a permanent home. Members felt that due to being out of the

country, Councillor was unable to represent the constituents in the West Ward; therefore, it was

**RESOLVED:**

- (i) to decline Councillor Evans' request.
- (ii) to advise Electoral Department, Bridgend County Borough Council of a casual vacancy in the West Ward.

**263 TOWN CENTRE MANAGER**

E-mail received from Ms Mari-Wyn Elias-Jones, Town Centre Manager, advising that she will be leaving the Authority on Friday 15<sup>th</sup> February 2019. The position of Town Centre Manager will be advertised shortly.

**RESOLVED:** To note the information.

**264 CHRIS ELMORE MP FOR OGMORE**

Letter received with information of the MP's February Surgeries; placed on Notice Board.

**RESOLVED:** To confirm action and note the information.

**265 FUNDING ADVICE DAY**

Information received from Chris Elmore, MP and Hugh Irranca-Davies AM on a "Funding Advice Day" to be held on Friday, 15<sup>th</sup> March, 10 am to 12 noon, Maesteg Celtic Athletic Club, Bridgend Road, Maesteg. To register visit [www.chriselmore.co.uk](http://www.chriselmore.co.uk) or contact office on 01656 860034.

- i. To note the information.
- ii. The Clerk to attend the meeting on behalf of Maesteg Town Council.

**266 TOWN AND COMMUNITY COUNCIL FORUM**

The next meeting of the Forum will be 4 pm on 26<sup>th</sup> February 2019 at the Bridgend County Borough's Office, Bridgend. Agenda and Documentation to follow in due course.  
Delegate Councillor P W Jenkins.

**RESOLVED:** To note the information.

**267 BRIDGEND REPLACEMENT LOCAL DEVELOPMENT PLAN (LDP) - candidate site REGISTER**

E-mail from Richard Matthams, Development Planning Manager.

Bridgend County Council recently invited submissions from developers, landowners and the public for sites that could be included for new development, re-development or protection in the Replacement LDP. This consultation closed on 9th November 2018. These sites are known as 'candidate sites' and are available to view by clicking on the link below:

<https://www.bridgend.gov.uk/residents/planning-and-building-control/development-planning/replacement-bridgend-local-development-plan-2018-to-2033/replacement-candidate-sites/candidate-site-register/>

Copy available for Members' information.

**RESOLVED:** To note the information.

**268 TOWN & COMMUNITY COUNCIL FUND FOR 2019/2020**

A reminder from Andrew Care, Bridgend County Borough Council, advising that the deadline for submission of applications to the Town & Community Council Fund for 2019/20 is Thursday 28th February 2019. Application form and criteria were attached. For information, successful applicants will know the outcome of their application formally on or before Friday 19th April.

The Clerk confirmed that the criteria remained that applications apply to CAT.

**RESOLVED:** To note the information.

**269 BRIDGEND COUNTY BOROUGH COUNCIL (OFF-STREET PARKING PLACES) (CIVIL ENFORCEMENT) ORDER 2013 (AMENDMENT NO. 2) order 2019**

Notice in respect of the proposal to amend parking charges in the car parks specified in the notice received by e-mail and recorded delivery post. Proposed that an out of hours release fee of £50.00 will be introduced at Rest Bay Car Park, Brackla 1 Multi Storey Car Park, the Rhiw Multi Storey Car Park and the

Bowls Hall Car Park. Please note that the closing date for the receipt of objections is the 14/02/2019.

Should you have any difficulty in responding in writing, or require the notice in an alternative format for example, larger print, audio, braille or fax please contact the Legal Section at the address below or via the Customer Service Centre Tel : 01656 643643. The Council welcomes receiving correspondence in Welsh, any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding. Please note that all representations received may be considered in public by the Council and that the substance of any representation [together with the name and address of the person making it could be made available for public inspection. available for members' information.

**RESOLVED:** To note the information.

**270 MAESTEG EXTRA CARE SCHEME COMPLETION FORECAST**

Letter from Susan Cooper, Social Services and Wellbeing, BCBC, writing to inform the Council that, regrettably, Linc Cymru have advised of substantial delays in the completion of the Extra Care Scheme at Maesteg. The following factors have had a significant impact on progress:

- The off-site foul water drainage connection work commenced later than expected on 29<sup>th</sup> November but was interrupted for several weeks, as the road closure consent relating to Cwmdy Street excluded the Christmas period in recognition of the access requirements of local residents. It has now resumed but will not finish until the end of January. A further road closure of Bridgend Road will be needed to facilitate this.
- The Section 38 Agreement is now in place and this will enable Morganstone to arrange the full width resurfacing of the existing highway to the site entrance. A separate road closure is required for this work and

it will need to follow on from completion of the foul drainage connection work.

- Morganstone's Project Manager for the development has now retired and has yet to be replaced. Other staff are being drafted in this week but progress has been adversely affected as a result. The heating system to the care scheme has yet to be commissioned and a significant amount of work remains to be completed to the ground floor communal areas.
- The bungalows are substantially complete but cannot be occupied until the foul water connection and road junction work is complete.

Translating this into forecasts for completion, it is now estimated that the bungalows will be available for handover at the end of February and the care scheme at the end of March. Allowing for fit-out work and CIW registration, the care scheme is not expected to be ready for occupation until mid-April.

In view of the delays Linc Cymru have instructed their Employer's Agent to arrange for rent loss damages for late completion to be levied against Morganstone in this month's valuation.

Contact Ms Cooper should you require anything further.

**RESOLVED:** To note the information.

## **271 NOTIFICATION OF SCOPE HOUSE-TO-HOUSE COLLECTION DATES**

Operating under the Exemption Order granted to Scope by the Home Office:

- 1<sup>st</sup> April to 21<sup>st</sup> April 2019
- 6<sup>th</sup> April 2020 to 26<sup>th</sup> April 2020

**RESOLVED:** To note the information.

## **272 LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES**

Draft Review of the Electoral Arrangements of the County Borough of Bridgend – Draft Proposals Report January 2019 received. E-mailed to Members for their information. Hard copy available in the Office.

**RESOLVED:** To note the information.

## 273 **BRIDGEND CARERS WALES**

Bridgend Carers Wales are conducting a survey into carers rights under the Health and Wellbeing Act. (Carers Wales Track The Act)

Each council in Wales has a legal duty to provide you with information, advice and assistance services so that you have the support you need to continue to care. We need you to tell us what your experiences are so that we know what is happening in reality. Each experience is unique which helps us to build up a picture of what is going on with carers' rights across Wales. From what you tell us we are able to see whether there are regional differences which helps us to tailor our campaigning to focus on what needs to be done better.

We use the evidence we gather from you to influence decision makers and politicians. The two briefings with the findings from the first years survey has been sent to decision makers and politicians to keep them up to date with what is working well and where there is room for improvement. Please see below the link

English language survey -

<https://www.surveymonkey.co.uk/r/TrackTheAct1819W>

Welsh language survey -

<https://www.surveymonkey.co.uk/r/DilynyDdeddf1819>

**RESOLVED:** To note the information.

## 274 **BRIDGEND CARERS WALES**

Leisure are running a consultation regarding physical activities for Carers. To take part in the survey follow the link

<https://docs.google.com/forms/d/e/1FAIpQLScRp5M02l8XeqxW5lZi3SDtPF7JYtFfyMUv7g4589djTxzjbA/viewform>

The Western Bay Carers Partnership Board want to recognise the amazing, committed workforce who go the extra mile to support carers. They are looking for nominations from unpaid carers that tell who has really made a difference to them and helped them in their caring role. It might be a GP who recognised the stress of caring, a nurse who took the time to explain something to you, a social worker who has really listened to what you need, a teacher who understands the impact of caring, a home care worker who has done an excellent job, a volunteer who has gone the extra mile.

They want to hear about any worker or volunteer in Bridgend.

To download the nomination form click on the link below

<http://www.bridgendcarers.co.uk/get-involved/consultations-and-involvement/>

**RESOLVED:**

- (i) To note the information.
- (ii) To invite Bridgend Carers to meet with Council.

**275 CAERAU MARKET GARDEN**

E-mail received thanking the Council for the donation of daffodil bulbs which have been planted around the garden.

**RESOLVED:** To note the information.

**276 REFERRALS**

- Court Street Adopted Lane – blocked drain. Placed on the Cleansing Schedule.
- Very large pothole John Street, Nantyyffyllon. Awaiting response.

**RESOLVED:** To note the information.

**277 SERVICES FOR TOWN & COMMUNITY COUNCILS**

E-mail from B M James Grounds Maintenance & Grave digging services. currently works with town / community councils in Bridgend who wish to conduct grounds maintenance works in addition to the services they receive from Bridgend Borough Council. For example they provide additional grass cuts to help ensure grounds are kept to a high standard. They provide these services in various locations including cemeteries, parks, community centres, allotments etc. They also provide a range of grounds services including weed killer application, hedge trimming, litter picking, leaf collection etc. They are CHAS accredited (Contractors Health and Safety Assessment Scheme) & all documentation would be provided prior to any works being undertaken. Also provide a free quote service.

**RESOLVED:** To note the information.

## **278 COMMUNITY GARDEN PROJECTS MAESTEG**

The team have recently completed many planting schemes around the Town voluntarily. Their latest project was planting flowers and rose bushes at Cwm Calon Day Centre. They have received a letter of thanks commending on their work from Bridgend County Borough Council, copy sent to the Council.

**RESOLVED:** The Clerk to write to the organisation thanking them for their voluntary work within the Community.

## **279 NEWSLETTERS – JANUARY 2019**

Newsletter received from the following:

Health & Wellbeing Centre  
Sandville Self Help Centre  
Play Wales

**RESOLVED:** To note the information.

## **280 MAESTEG HARLEQUINS**

Councillor L Beedle declared a personal interest in this matter.

Maesteg Harlequins RFC requested Council's support in their efforts to undertake an essential project not only for their club, but other sports organisations, in our town and valley.

Our home ground, the South Parade sporting complex, was opened in 1966. A Council owned ground, it was a fantastic facility much used by sports teams. Half a century on the facilities and fields are in great need of investment, to upgrade it into a facility fit for the twentieth-first century.

In the present climate, Maesteg Harlequins RFC wish to apply for the *Community Asset Transfer* of South Parade to make these necessary, substantial improvements.

Full details of their aims and aspirations for this project explained in their letter; sent to Councillors for information and support.

The Harlequins have requested a letter of support for this project from Maesteg Town Council: who have an unbending commitment, proven

track record, vision and ability to recognise the importance of community participation and facility development.

**RESOLVED:** A letter of support to be sent to the Club.

## **281 GRIT BINS**

Request for supply of Grit Bin at Alexander Road, Caerau and Charles Row, Maesteg.

**RESOLVED:** The Clerk to contact Bridgend County Borough Council to ascertain the current criteria on the supply of Grit Bins.

## **282 SUMMER PLAYSCHEMES**

Confirmation of playschemes for 2019 received together with Newsletter on the 2018 playschemes.

**RESOLVED:**

- i To note the information.
- ii Confirm decision previously made by Council on financing two playschemes for 2019.

## **283 MAESTEG BUS STATION PUBLIC TOILETS**

Cllr P White declared an interest and left the meeting for this item.

Members were advised of the concerns expressed by members of the public, traders and visitors to the Town. Following discussion on this issue, it was

**RESOLVED:** To request a meeting as soon as possible with BCBC and Awen to consider partnership of re-opening the public toilets.

## **284 FINANCIAL APPLICATIONS**

### **1. COR MERCHED CWM LLYNFI**

Request for financial support. Each year the Choir organises a showcase in Maesteg Town Hall; this year will be held on Friday, 5<sup>th</sup> April. The

Choir prides itself in that their concerts adds to the rich cultural life of the Llynfi Valley. The Choir also supports each year many community and charity events as well as representing the Llynfi Valley further afield. However, staging their annual concert is a huge financial commitment. Each year the choir aims to offer a platform for young up and coming soloists to perform, involving a cost. This year the Choir is featuring a local boy, Rhydian Jenkins as their soloist.

The Choir would be very grateful if Maesteg Town Council could grant financial assistance towards the staging of the 2019 annual concert.

**RESOLVED:** Council donate the sum of £200 under Section 137 of the Local Government Act (as amended).

2. **MARIE CURIE NURSES**

Letter received from the above, requesting financial assistance. They sincerely thank the Council for its support each year. Marie Curie Nurses help people living with a terminal illness and their families at the time they need it most. Their care enables people to stay in the familiar surroundings of their own home with their loved ones as their illness progresses. Last year they provided 1400 hours of care for people within the Bridgend County, including patients from the Maesteg area; costing over £56,700. The demand for our services increases each year. Please consider making a donation it will mean so much.

**RESOLVED:** Council donate the sum of £200 under Section 137 of the Local Government Act (as amended).

3. **MAESTEG TRAMPOLINE CLUB**

The Club have very talented members who have been successful in achieving places to represent Wales this February. Five members have been selected to represent Wales at the Ontario Cup from 8<sup>th</sup> to 10<sup>th</sup> February. Whilst in Canada they will attend a training camp with the highly respected Canadian Olympic coach Dave Ross. This is an amazing opportunity for these young people who train 18.5 hours per week at Maesteg Sports Centre. The total cost of the training camp and international competition is £1500 per gymnast. A portion of this was funded by Sport Wales, but each of them has to raise £800 to help pay for their trip. This is an incredible opportunity for them and the Club that the Council will be able to help to cost this event in some way.

**RESOLVED:** On receipt of Account Report/Bank Statement the Council donate the sum of £500 under Section 137 of the Local Government Act (as amended).

4. **AGE CONCERN**

Letter received appeal for support and thanking Council for their continued support each year. Age Concern is a vibrant, independent local charity, working throughout many areas, including Maesteg. Their current services include Warm and Well and Homecare. Full details provided. They also provide services such as drop in services for information and advice. They hope that the Council will agree to help financially again this year to achieve even more in Maesteg.

**RESOLVED:** Council donate the sum of £100 under Section 137 of the Local Government Act (as amended).

5. **TENOVUS CANCER RESEARCH**

E-mail received requesting financial support for 2019 ensuring that the essential services they provide can keep running; e.g. Support line, Mobile Support Units. Tenovus fund vital Cancer Research finding new ways to prevent, diagnose and treat it. They sincerely thank the Council for their continued support which helps to continue to support cancer patients and their loved ones in our community.

**RESOLVED:** Council donate the sum of £100 under Section 137 of the Local Government Act (as amended).

6. **MAESTEG PARK DEFIBRILLATOR**

Correspondence received from Maesteg Park Football Club. They recognise the need for a Defibrillator due to the awareness of Cardiac Arrests dramatically rising over the past years. The Club have discussed this with Unique Fitness who use the same building “Fairfield” at Maesteg Park. They feel that purchasing one of these units would not only benefit the Gym, football club, dance club members but it would also serve the Maesteg Park community as a whole. We have been in contact with Welsh Hearts, British Heart Foundation and Cariad in order to determine the correct Defibrillator, after care package of the unit and the on-site training required. Welsh Hearts has advised that IPAD/SP1/G5 unit cost £995 and the outdoor heated locked/unlocked

cabinet is £495. Welsh Hearts is a charity and as such cannot charge for any products supplied but ask that we fundraise and when funding is in place, our application can proceed. As part of the donation, Welsh Hearts will provide free ongoing CPR and defib training. As the total donation required is substantial, consequently the Club are looking to source funding to assist with this project. Any assistance the Council can provide will be very much appreciated. Just-giving page has been set up. Full details supporting this application is available for members' information.

**RESOLVED:** Council donate the sum of £200 under Section 137 of the Local Government Act (as amended).

7. **NATIONAL EISTEDDFOD CONWY COUNTY 2019**

Letter received requesting financial support for 2019 National Eisteddfod to be held between 2<sup>nd</sup> and 10<sup>th</sup> August 2019 at Conwy County ensuring that the essential services they provide can keep running; e.g. Support line,

**RESOLVED:** Council donate the sum of £100 under Section 137 of the Local Government Act (as amended).

8. **BRITISH HEARTS FOUNDATION**

Letter received inviting the Mayor to a fundraising event to be held at Hartshorn House, Maesteg, 1<sup>st</sup> February 2019. Council agreed to donate the sum of £50 under Section 137 of the Local Government Act (as amended)

285 **PLANS**

Cllrs P White, R Penhale-Thomas, K Edwards, R Collins and P Davies left the meeting; therefore, took no part in the discussion on planning proposals.

**The following planning proposals were received from BCBC to date, were discussed and were supported by Members:**

Ref: P/18/1009/RES

Applicant: Ms J Davies

Location: 24 Alma Road Maesteg CF34 9AW

Proposal: Reserved matters to P/16/587/OUT for a detached dormer bungalow in garden

Ref: P/19/18/FUL

Applicant: Mr G Evans

Location: 49 Greenfield Street Maesteg CF34 0NP

Proposal: Remove and renew existing single storey extension at rear of property

Ref: P/19/31/FUL

Applicant: Mrs K Hocking

Location: 51 Carmen Street Maesteg CF34 0RL

Proposal: First floor rear extension above ground floor to accommodate bedroom and wc

Ref: P/19/32/FUL

Applicant: Mr B and Mrs N Williams

Location: 8 Lansbury Crescent Maesteg CF34 9LY

Proposal: Bedroom extension and alterations to existing bathroom/lobby arrangements to rear

**Read and accepted at a meeting of the Council  
held on 5th March 2019**

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**Mayor**