

**MAESTEG TOWN COUNCIL
COUNCIL MEETING**

Minutes of a HYBRID meeting of the **FULL COUNCIL** held at the Council Chamber, Council Offices, Talbot Street, Maesteg and remotely via Microsoft Teams and, on **Tuesday, 4th October 2022**

PRESENT:

COUNCILLORS:

A James (Mayor)
F Abedalkarim, AR Davies, P Davies,
K Edwards, C Knight, R Martin, R Penhale-Thomas,
M Rowlands, G Thomas, L Thomas, G Williams
and I Williams

APOLOGIES were received from Cllr C Davies, R Collins, P Jenkins, R Lewis and South Wales Police

DECLARATION OF INTEREST:

Cllrs P Davies and R Penhale-Thomas declared an interest in items relating to Bridgend County Borough Council.

Cllr L Thomas declared an interest in items that may relate to AWEN Cultural Trust.

Full Council declared a personal interest in Caerau Men’s Shed.

233. POLICE MATTERS

South Wales Police sent their apologies so were not in attendance at the meeting, however, the following Crime figures were provided:

Maesteg Crime Statistics for September 2022

	Caerau / Nanty	Maesteg East	Maesteg West	Llan	Total in category
Robbery	0	0	0	0	0
Drugs	1	1	1	0	3
Dwelling burglary	2 (1 att)	0	1	0	3
Burglary other	0	1 (1 att)	0	0	1
Theft of vehicle	2	0	0	0	2
Theft from vehicle	4	0	1	0	5
All other theft	4	8	4	0	17
Damage	7	3	2	0	12
Violence against the person	22(5)	5(3)	17(2)	3(1)	47(11)
Domestic related occurrences	5	3	4	1	13
All crime total	42	18	26	3	89
Anti-social behaviour total	9	3	7	0	19
Drink Driving	0	0	0	0	0

RESOLVED: to note the information

234. MAYORAL EVENTS

The Mayor advised that he attended the following events:

9 th September 22	Open Book of Condolence for HRH Queen Elizabeth II. Rung the bells at Saint Michaels and All Angels Church.
11 th September 22	Attended The Royal Proclamation at The Civic Offices in Bridgend.
12 th September 22	Offered Condolences to Queen at Caerau Square
18 th September 22	Attended the War Memorial and Saint Michaels and All Angels Church for a Memorial Service to the Queen
22 nd September 22	20 th Anniversary of the Opening of Bryn Celyn Care Home.

RESOLVED: to note the information

235. MINUTES

The following minutes;

- **Full Council – 06/09/2022 emailed 08/09/2022**
- **Full Council Confidential minutes – 06/09/2022 emailed 08/09/2022**
- **Extraordinary Council – 20/09/2022 emailed 21/09/2022**
- **Extraordinary Council Confidential minutes – 20/09/2022 emailed 21/09/2022**

copies of which had been circulated to Members, were read, agreed and accepted as a true record and signed by the Mayor.

RESOLVED: to note the information

MATTERS ARISING

236. MINUTE 199

MINUTES – RECOMMENDATIONS FROM MINUTES

Personnel Committee (Confidential)

3 members of staff have applied for a PLA (personal learning account) and have been granted the PLA funding for the courses applied i.e. 1st Aid at Work course and PAT Testing.

The 3-day 1st Aid at Work course has been booked for 12th, 13th and 14th October, therefore the Clerk, Deputy Clerk and CMO will be unavailable on those days.

PAT testing – have been advised they are looking at early 2023 to run the course. NPT College have also advised as we have our PLA approved maybe the 3 of us should complete the course so that one of any 3 can complete the PAT testing as and when new items are purchased.

Members discussed and agreed that the CMO need only attend the PAT testing as this is covered in his role.

Projects Committee

The following members were elected to the sub-committee working group: Cllrs F Abedalkarim, A James, R Martin, R Penhale-Thomas and G Thomas to meet with the interested bus companies.

It was **agreed** that the sub-committee meet to discuss options for the bus.

To await a meeting with the wood sculptor; to be arranged in October 2022

22/09/22 Email sent to BCBC chasing them for a response regarding bus shelters on Commercial Street

Response: No response to date

22/09/22 Email sent to BCBC to ask what permissions are given for use of the land (between Bridge Street and Commercial Street) in its current state.

Response: 22/09/22 - Your email has been forwarded to our property manager for input/delegation.

On receipt of this information members would like the Clerk to source costings on potential projects on the land mainly a soft play area.

22/09/22 Email sent to BCBC CAT officer to look into the CAT transfer of Blaencaerau playing park.

Response: 22/09/22 - I will make an enquiry with our Property Terrier Team in the Corporate Landlord to determine if the land in question is owned by BCBC and available for a community asset transfer in the first instance. Once this is known we can then prepare an Expression of Interest.

Response: 22/09/22 - Our Terrier Team has confirmed that the Play Area is not own by BCBC but V2C. It is currently maintained by the Parks Department and is subject for an annual inspection shortly.

I will raise the matter informally at the next meeting of the CAT Steering Group scheduled for 03/10/22 to determine the options available and in particular the feasibility of the Town Council taking over the day-to-day responsibility for the site and will provide an update ASAP.

22/09/22 Email sent to BCBC Cabinet Member for Communities to ascertain their definition for 'refurbishing all parks'. It was noted that previously a park on Woodlands Terrace had been 'refurbished' with just 2 apparatus replaced and the rest of the park left as it was and marked as completed.

Response: Thanks for getting in touch and I would like to point out that I have still not received a reply in relation to my request that you clarify how your Council has claimed that the Labour manifest promise to refurbish all play areas is not being undertaken.

Your question about Woodland Terrace play area is not clear as there has been new equipment and safety surfacing installed and I have personally visit the site myself to view the works. There may be a few small items such as cleansing around the perimeter to be completed, etc., but this play areas has been refurbished. Once again perhaps your Council can clarify, and I would hope your Council would welcome this investment into play areas throughout the County Borough.

It was **agreed** that the Clerk respond to the Cabinet Member.

Members also wished to contact V2C to ask them about their plans for the park in Blaencaerau as they would not be part of the CAT process. It was noted that Maesteg Town Council want to take over ownership of the park and not just maintain it this will hopefully allow for the investment of monies into the park.

In reference to the park on Woodlands Terrace it was confirmed that the refurbishment has been completed.

RESOLVED:

- Members agreed that the CMO need only attend the PAT testing as this is covered in his role.
- Respond to the Cabinet Member
- Sub-committee working group (Cllrs F Abedalkarim, A James, R Martin, R Penhale-Thomas and G Thomas) to meet with the interested bus companies.
- Contact V2C to ask them about their plans for the park in Blaencaerau as they would not be part of the CAT process. It was noted that Maesteg Town Council want to take over ownership of the park and not just maintain it this will hopefully allow for the investment of monies into the park

237. MINUTE 200

CHRISTOPHER WILLIAMS PAINTINGS

22/09/22 – Email sent to BCBC Property & Conservation Officer to see if BCBC would transfer ownership of the paintings to MTC

Response: No response to date

- To check if the paintings are covered within the insurance policy
- Clerk advised that as MTC don't currently own the paintings they are not within the insurance policy

RESOLVED: to note the information

238. MINUTE 201

UNADOPTED LANES

22/09/2022 – Email sent to ask BCBC that as many roads in Maesteg are close to the standard of being adopted would the money be better spent making slight improvements and adopting these lanes rather than spend a massive budget on one/two roads/lanes

Response 29/09/22: In response to your emails of the of 8th August and 22nd September 2022 we advise the following;

There are a number of streets throughout the Borough that are unadopted and the funding that is available will not be able to tackle all of them. As such we are targeting streets that provide the best cost benefit return on number of properties to length of highway to be adopted, and also those that can be practicably completed without significant legal agreements required with landowners and/or drainage agreements with the sewer authorities for example.

The list of streets currently being reviewed does include a street within the Llynfi valley, however it would be inappropriate at this time to provide the details of the street as surveys are still being undertaken to clarify the listed parameters in determining which streets may be able to be addressed within the available funding

Once the ongoing review is completed then as stated in the press release further information on the streets that are to be treated will be provided.

In response to your comment about the improvement to a street in Porthcawl, this was not part of the funding referred to by the Communities Chair in the Facebook comment below. This street in Porthcawl was completed as part of a Welsh Government pilot funded scheme, and the £300k costs (all funded by WG) are not linked to the £500k investment referred in the announcement below.

For the purposes of clarification regarding the lane near the Riverboat can you please confirm the location. It is assumed you mean the lane off Humphreys/Woodland Terrace, see link

<https://www.google.co.uk/maps/@51.6323056,-3.6587314,3a,37.5y,102.59h,80.1t/data=!3m6!1e1!3m4!1sQkQZfatTQ4Pw5VpIIsrMVg!2e0!7i16384!8i8192>

If that is the case then although not adopted by the Highways Department the lane is owned by BCBC and as such is therefore already maintainable by the Local Authority.

A Caerau Ward member advised that he was unaware that this lane was maintained by BCBC.

RESOLVED: to note the information.

239. MINUTE 202

MAESTEG BRANCH RBL – REMEMBRANCE SUNDAY

Maesteg Branch RBL have provided the route for the parade on 13th November 2022, commencing at 10:30am. To describe it in text:

- The parade will commence from the side of St Michael's and All Angels Church on Brynmawr Place;

- The parade will proceed east along Brynmawr Place, and then along St Michael's Road;
- The parade will turn left and proceed north along Station Hill;
- The parade will turn left and proceed north west along Commercial Street (A4063);
- The parade will turn right and proceed northeast along Talbot Street (B4282);
- The parade will end at the War Memorial by St. David's Church, on the corner of Talbot Street and Castle Street. Castle Street will not need to be closed.

It is anticipated that the road closures will be required until 11:30am, at the latest.

N.B. the route has changed since 2021

The above has been sent to the road closure company used in 2021 and they have quoted £1,437.00 for 2022.

Clerk has sent the following email to all organisations who received wreaths in 2021 to see if they want them in 2022:

Maesteg Town Council are in the process of liaising with the Maesteg Branch of the Royal British Legion to organise the Wreaths for Remembrance Sunday 2022.

Please can you let me know ASAP if you require a Wreath this year and if it is supposed to have a logo/insert in the centre of the wreath.

Please supply the following information:

Contact Name	
Name of Organisation	
Contact email	
Contact phone number	
Type of wreath	
Logo required? (if yes please supply logo)	

MTC will contact all the organisations again nearer the date to arrange collection and members of the committee will also be in the office in the 2 weeks leading to Remembrance Sunday for collection and payment of the wreaths. RBL will only accept cash or cheques (made payable to: The Royal British Legion Poppy Appeal).

Maesteg Branch RBL have asked Clerk to enquire whether the current empty unit in the market square can be used for the purpose of the Poppy Appeal, however, BCBC have advised that:

Unfortunately the unit you are enquiring about has been de energised and not in a condition to occupy at present. We are in the process of getting this resolved but cannot confirm timescales. When the unit has been re energised we will inform you.

A member queried what company is to be used for the road closures. This was confirmed to be Sunbelt. Members **accepted** the quote of £1,437.00 for the road closures to assist in the Remembrance Sunday Parade.

RESOLVED:

- To advise Maesteg Branch RBL that the empty unit in the market square currently unavailable
- To advise Sunbelt that the quote has been accepted

240. MINUTE 207

INSURANCE RENEWAL

Following the addition of the content's insurance for the unit in Heol Ty Gwyn (building insurance is via BCBC) the 5 year LTA cost has changed to £3,434.64 and includes all the tools that have been purchased for the CMO.

RESOLVED: to note the information

241. MINUTE 215

DAFFODIL BULBS

Bulbs ordered and delivered 28/09/2022 - CMO will arrange delivery to the community groups early October.

RESOLVED: to note the information

242. MINUTE 216 CHRISTMAS GIFTS FOR RESIDENTIAL HOMES & SELECTION BOXES FOR 6 PRIMARY SCHOOLS WITHIN MTC BOUNDARY

Schools have been contacted for pupil numbers and 67 x 24 selection boxes will be ordered in October 2022. Clerk also requires permission to order selection boxes for the Santa's Grotto (how many?)

Care homes have been contacted and the gifts for the care homes will also be ordered in October 2022.

Members agree that from last years Santa's Grotto 800 children had visited and suggested ordering 1000 selection boxes for the grotto.

RESOLVED:

- To proceed and order enough selection boxes for the schools and grotto (109 x 24per box = 2,616 selection boxes).
- Proceed to order the gifts for the care homes.

243. MINUTE 221

FOI REQUESTS

A member asked if all FOI requests had been formally responded to?

The Clerk confirmed this as a yes and noted that another one was received today requesting who were on the Finance Committee since 2015 and who chaired the finance committee.

RESOLVED: To respond to the FOI request with copies of the AGM minutes since 2015.

244. MINUTE 227

CHRISTMAS PARADE

Cllr Penhale-Thomas is now regularly receiving messages from members of the public asking "are we having a Christmas Parade?". I've told them yes - but that further details are to follow. I think the council needs to consider making a news release on the website to indicate that it's working with an external contractor and that we'll be releasing further details shortly.

Members commented stating that many members of the public, shop keepers and residents are asking daily if there is to be a parade or not. They request an official response to tell these people.

Members agreed to place the date for the parade on the MTC website and when the social media account is up and running to post this on there as well.

A lengthy discussion on the tender document and walking of the route that took place on Tuesday 27th September 2022 commenced. It was **proposed** by Cllr K Edwards, 2nd by Cllr I Williams, that the Council accept the new tender document and make appropriate amendments with a priority on barrier numbers and costing, advertising and general marketing along with Bridge FM.

Members accepted the quote for the grotto. It was noted that sourcing a 'santa' for the parade may be needed so it was suggested to approach Caerau Men's Shed for assistance. EPM advised that they can move their 'Santa' from the grotto up for the parade on the relevant date.

Members discussed asking Casey's Café to supply hot chocolate and mince pies and local groups for performances in the market square.

RESOLVED:

- place the date for the parade on the MTC website and when the social media account is up and running to post this on there as well.
- Contact Caerau Men Shed to see if they can supply a Santa for the Parade.
- Contact EPM to meet with the Christmas Parade working committee Cllrs: AR Davies, F Abedalkarim, A James, R Martin, R Penhale-Thomas, M Rowlands and L Thomas to discuss the parade in more detail.
- Advise EPM that at the moment the empty market square unit is unavailable
- Contact Casey's Café about supplying hot chocolate and mince pies on Saturdays for performances in the market square.

- Contact local groups for performances in the market square on Saturdays.

245. LIST OF PAYMENTS FOR THE MONTH OF SEPTEMBER 2022

RESOLVED:

That the tables of **Expenditure (£12,678.69), Income (£2,436.44)** during the month of September 2022; copies of which had been circulated to Members, which included the DD payments, Faster Online Payments and Bank Reconciliation be accepted, confirmed and signed by the Mayor.

Members were also provided with:

- list of payments to be made in October 2022 totalling **£17,552.96**
- A copy of the Receipts and Payments Account which includes expenditure against the budget and the budget remaining and an income analysis.
- VAT Q2 reclaim (**£9,399.57**)

A member asked if the Council's van mileage could be presented each month. The Chair of Finance advised he has no issue with this but would state that the CMO currently drives back and forth to work in the van until such time as the roller shutter on the newly acquired unit is fixed.

A member queried the payment for a kettle and toaster for the Unit at Heol Ty Gwyn. The Clerk advised that welfare facilities are a requirement for every member of staff.

The Chair of Finance advised that the current real living wage had gone up on 22nd September 2022 to £10.90 and that MTC currently pay the cleaner the real living wage and her hourly rate should increase in line with the new real living wage. It was **agreed** that matters relating to staff employment was deferred to the personnel committee.

The Chair of Finance informed newer Councillors that the ward specific funds were set up to combat fly tipping in their areas and other matters that the Council have powers to do. The spending of funds can only be done with unanimous agreement from all ward members, it was **agreed** that a policy for Ward Specific Fund is deferred to the upcoming finance committee meeting.

CMO Work Summary

The month of September have included the following works:

- Weekly building checks that include:
 - fire alarm
 - emergency lighting
 - legionnaires disease – unable to check this as the boilers have yet to be made live.
- Twice weekly bin emptying on the cycle track
- Inspect and, where necessary, cut back overgrowth – Fp 77, 48, 52, 24, 78, 46, 47, 42, 41, 20.
- Llynfi Woodland Group volunteer day – 6th September 22

- Tidied and removed rubbish from Offices.
- Attended new unit and accepted delivery of dog bags and met contractor for roller doors.
- Delivered dog bags to interested parties
- Delivered correspondence
- Attended training seminar at COE Spelter ind estate.
- Moved wreaths to store room
- Obtained DBS check
- Fixed council chamber door knob
- Took strimmer for replacement guard and blade
- Other areas cut back:
 - Coronation Terrace – around Nanty Primary.
 - Castle Street
 - Bridge Street
 - Park View
 - Old Road Cycle Track

Works to be Carried out Next Month;

- Weekly building checks that include:
 - fire alarm
 - emergency lighting
 - legionnaires disease
- Twice weekly bin emptying on the cycle track potentially going to once per week
- Inspect and, where necessary, cut back overgrowth in September – Fp 2A, 6, 15, 20, 23a, 27, 36, 37a, 38, 39, 40, 41, 42, 45b, 46, 47, 48, 52, 57, 62, 64, 74, 77, 82,
- Additional areas requested: Castle Street & Bridge Street steps and path, Park View, Woodlands Terrace, Pond Mawr
- Take delivery of bulbs and deliver to residents.

CORRESPONDENCE

246. NEWSLETTERS / FLYERS / BRIEFING NOTES/ CONSULTATIONS

Emailed to all Councillors for information:

- OVW –September / October Training dates
- Home-Start Cymru's #TogetherWeCan - Volunteer Recruitment Campaign
- Morgannwg Endeavour Charitable Trust – Cheese & Wine Event Poster 28/09/22
- Noteworthy Mixed Choir - Together Again Poster
- Llynfi Woodland Group Apple Event – 8th October 2022 poster
- Closing Deadline for Applications to Local Places for Nature – 21/11/22
- BCBC New Initiatives to Ensure Safer Streets

RESOLVED: to note the information

247. IN MEMORY OF HRH QUEEN ELIZABETH II

Following the death of HRH Queen Elizabeth II, the Clerk and Mayor followed the guidance provided and a decision was made to postpone all meetings and events until after the Funeral. The Clerk and Mayor also met with Reverend M Evans and Reverend G John of the Llynfi Valley Ministry to coordinate a valley plan.

A book of condolence was made available in the following locations and was signed by 208 residents:

- Maesteg Town Council building Friday & Saturday 9th & 10th September, Monday to Saturday 12th – 17th September 10am – 2pm
- St David's Church on Sundays 11th & 18th September 12pm – 4pm
- St Michael and All Angels Church, 18th September 2022 from 4pm

Floral Tributes were welcome to be placed in the memorial garden within St David's Church, flowers should be unwrapped and not left in cellophane and they will be removed on the morning after the funeral.

Maesteg Branch RBL placed a wreath at the war memorial on Sunday 18th September and a memorial service for Her Majesty The Queen was held in St Michael and All Angels Church, Maesteg the evening before the funeral.

A member asked what becomes of the condolence book now – it was confirmed that the Clerk contacts Buckingham palace and provide the figures of how many signed and the book is kept by the Council then.

RESOLVED: Buckingham Palace is advised that there was a book of condolence at Maesteg Town Council and that 208 residents signed the book.

248. INDEPENDENT RENUMERATION PANEL (IRP) NOTICE

Maesteg Town Council Statement of IRP Payments for 2021-2022 have been sent to the IRP and the statement also placed onto MTC website.

RESOLVED: to note the information

249. REFERRALS

- brambles on Nantyffyllon school hill needs cutting back asp children, toddlers and parents use this path to the school every day it's dangerous and growing into path.

Response: No response to date

- Caerau Square – can BCBC visit, spray with weedkiller and then a week or two later jet wash the area.

The Caerau war memorial is situated within Caerau Square and in previous years many residents have fallen due to the bad state of the paving. Can this issue also be looked at with a view to making all necessary repairs before

Remembrance Sunday on 13th November 22.

Response: No response to date, however Cllr P Davies has also referred this.

- Fly tipping outside the Caerau Men shed on the new road that just been tarmact by the council we caught them on our CCTV camera doing it at 3.30 am in the morning it was dark so we couldn't get the registration number but we did get some letters from Briton Ferry but can't confirm it was the persons on the letter. Is it possible to have it removed please

Response: 21/09/22 - We have had a report of this and arrangements made for its removal.

A member confirmed that the fly tipping that was outside Caerau Men Shed has been taken away

RESOLVED: to note the information

250. ROLLER SHUTTER AT UNIT 6 NEW CORNSTORES, HEOL TY GWYN

MTC has begun its lease with BCBC for the above unit, there is currently an issue with the roller shutter not operating correctly and BCBC have advised that they will be replacing the roller door. The lead time on this is 4-6 weeks

RESOLVED: to note the information

251. NEW CONTACT FORM FOR BCBC

To all Clerks of Towns and Community Councils:

A new online Contact Us form has been created to log issues/requests and I apologise if this form has caused you confusion. Depending on your query, the form is built to provide some information to you as well as ask specific questions that are needed to enable individual service areas to investigate and respond quickly to your issues. However, understand there have been some issues with this form recently so apologies if you've experienced some difficulties.

Whilst it is possible to continue sending emails to talktous@bridgend.gov.uk (and I've also reworded the auto response that is generated), I would strongly urge you all to use the new online Contact Us form to log issues/requests. I can guarantee you that all submissions are sent immediately to the relevant service.

RESOLVED: to note the information

252. REQUEST FROM CLLR L THOMAS

Consideration of provision of a bus/taxi service for the schoolchildren attending the valleys secondary schools who are now deemed to be outside of the BCBC catchment area for free transportation.

Cllr L Thomas requested that this request is taken discussed with the Projects sub-committee working group (Cllrs F Abedalkarim, A James, R Martin, R Penhale-Thomas and G Thomas) when they meet with the interested bus companies

RESOLVED: To be discussed with the Projects sub-committee working group (Cllrs F Abedalkarim, A James, R Martin, R Penhale-Thomas and G Thomas) when they meet with the interested bus companies

253. LINK TO MEETINGS

Question has been asked if the video recordings can be placed onto the website for the public to view?

Deputy Clerk has tried to add the link but it will only open for those with MTC email addresses. Waiting on advice from ITCS how to do this.

RESOLVED: to wait for advice from ITCS

254. AGENDA ITEM 9

REQUEST FROM CLLR M ROWLANDS:

Members were provided with the following request from Cllr M Rowlands.

ARBED Update for Caerau Residents

I have been approached numerous times recently by various local residents in Caerau who have and continue to be badly effected by the ARBED Scheme of works carried out some ten years ago now on their properties. Following announcements last year by WG and BCBC that money had been secured and there will be work carried out on the effected properties, residents still have not been contacted and do not have any information on the plan to undertake the works.

Residents have expressed deep concern over various issues continually affecting them which they don't believe BCBC and WG fully appreciate. These include poor living conditions, health issues from the dampness and mould, mental health issues from living with the situation and not receiving any support, financial cost in undertaking short term fixes, as well as the costs that will now increase as the utilities continue to rise and will hit hard this winter in particular as they try to keep dampness and coldness at bay they continue to suffer as a result of the works undertaken.

I would ask that the full council support a letter to BCBC and WG requesting a comprehensive update and detail of the plan ahead including a time line, and this be provided to Maesteg Town Council and all effected residents within 21 days.

Members agreed that the situation was disgusting and agreed that the people affected by this were being treated with contempt. It was noted that the MS – Huw Irranca-Davies had commented on Facebook about the plans are currently awaiting sign off by the First Minister.

A member added that the letter should include that if BCBC can take monies out of reserves and lend this to other councils then they should be able to take monies out of reserves to help the resident affected by the Arbed scheme. He added that as we

approach another winter with this not fixed and the cost-of-living raising, residents are going to be facing extremely difficult times.

A BCBC member stated that this had been discussed at his monthly meetings with the Chief Executive and that political intervention is now needed.

RESOLVED:

- A letter is sent to BCBC Leader and Chief Executive with the above request that if BCBC can take monies out of reserves and lend this to other councils then they should be able to take monies out of reserves to help the resident affected by the Arbed scheme.
- A letter is also sent to Welsh Government to ask why this has yet to be signed off as it was sent for approval in March 2022.

255. AGENDA ITEM 10

REQUEST FROM CLLR G THOMAS:

Members were provided with the following request from Cllr G Thomas.

A) Working group to hold a public consultation on MTC plans for the future.

Given the current financial position of the council and the potential surplus fund for next year, I would like to propose to the council that we setup a working group to look at holding a public consultation on our plans for the future. I would like 1 member of each ward as a minimum possibly with the chair of projects and myself to be involved in designing a consultancy document that can be sent to all members of the community to ask for their thoughts on the bigger issues and where the public want to see us invest our time and money. Through this survey we can then formulate a plan for the next 4 years that focuses our efforts on the items that are important to the community. I would hope this document could be agreed and circulated to the public before we set our final budget in December.

Members welcomed the idea of a public consultation going forward following the conclusion of the fraud that has taken place previously. It was noted to ensure there is a Welsh option available and to send a letter to each house within the area and to hold a meeting in each ward to gather ideas and present these back to Council. It was **agreed** that one member from each Ward would meet to discuss a consultation document. A member noted that the Council should manage expectations with the public as many things the Council cannot do either through lack of resources or permissions from the unitary authority.

The following ward members agreed to work on a consultation document:

Caerau	Maesteg East	Maesteg West	Nantyllyon
M Rowlands	C Knight	G Williams	G Thomas

B) LETTER SENT TO ALL MEMBERS FROM CHAIR OF FINANCE:

In order to ensure a robust and timely setting of the Councils budget for next year we are about to kick off the initial budget setting process. For all new Councillor information, the full Town Council must agree a budget and set a precept by the first

week of January and submit this to the unitary Authority (BCBC) for them to enact in April. To allow this to happen we are setting out a timeline to allow everyone to have their say, scrutinise the figures and then the Council to meet to agree the final budget. The process will work as follows:

- August – Chair of finance to write to all Councillors requesting suggestions (this letter)
- October – Finance committee to meet and discuss a draft proposal based on Councillors feedback above
- Full council November – Draft budget presented to full council for first view
- End November – finance committee to meet to review feedback from full council
- December Full council – final budget to be agreed and precept set
- January – spare date if not concluded in December.

By way of this letter, I include a copy of this years budget (2022/23) with up to date spend as of 31st July and I kindly ask you review this and forward suggestions to myself and the clerk for inclusions in the initial finance committee discussion. It was agreed that the responses to this be discussed in the next finance committee meeting.

RESOLVED:

- Consultation working group to meet to discuss a consultation document
- Finance committee to discuss the responses to the email sent from Chair of Finance

256. AGENDA ITEM 11

09/08/2022 REQUEST FROM CLLR P JENKINS: TCC MEETING

Cllr P Jenkins gave his apologies for tonight's meeting and stated to remove this from the agenda as it is just his opinion.

RESOLVED: to note the information

257. AGENDA ITEM 12

MEMBER TRAINING PLAN

Following Chapter 5 of The Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils. It states that training plans need to be published by 5th November. The Clerk provided members with the following:

- Member Training spreadsheet
- One Voice Wales overview of modules
- Staff Training spreadsheet

Members **agreed** that the above be published onto the Website and that it be noted that any member is able to attend OVW training and that the training records are fluid documents that are updated as and when members / staff complete training.

RESOLVED: to publish the training spreadsheets and One Voice Wales overview of modules.

258. AGENDA ITEM 13

TO CONSIDER SECTION 6 – BIODIVERSITY ACTION PLAN

Members were provided with a draft biodiversity action plan. Which the Clerk advised that all T&CC's are required to complete although to date not many T&CC's had completed this.

A few members stated that they had not read the report and asked this matter be deferred to next month's meeting. Clerk advised that the document had been emailed on the previous Wednesday and that a hard copy was provided on Friday with the meeting papers.

RESOLVED: adjourn item to next month's meeting

259. AGENDA ITEM 14

TO CONSIDER ANNUAL REPORT

Members were provided with a draft Annual Report. Which the Clerk advised that under the The Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils it is a statutory requirement that an annual report is published each year. It was also noted that not all T&CC's in Wales had completed this. The Clerk advised that some of the information within the report was extracted from previous MTC publications.

A few members stated that they had not read the report and asked this matter be deferred to next month's meeting. Clerk advised that the document had been emailed on the previous Wednesday and that a hard copy was provided on Friday with the meeting papers.

RESOLVED: adjourn item to next month's meeting

260. TO CONSIDER FINANCIAL APPLICATIONS

Members were provided with application forms from the following organisations:

1. CAERAU MENS SHED

It was noted that all members of Council declare a personal interest in Caerau Men Shed as the committee members of the men shed are known.

Date received: 26/08/2022

Request £500 grant. To purchase a 12ft X 18ft polytunnel for members to tend and grow flowers/vegetables

Have included July - August 2022 bank statement and Charity Commission Independent examiner's report on the accounts for the year ending 31st January 2021.

Received S137 grant of £1,625.39 in February 2022 towards defibrillator.

RESOLVED: Council donate the sum of £500 under Section 137 of the Local Government Act (as amended).

2. CEREBAL PALSY CYMRU (FORMERLY BOBARTH CYMRU)

Date received: 15/09/2022

Request up to £500 grant. To provide extra therapists to enable us to treat more children right across Wales, as we are receiving many referrals on a weekly basis that need our advice, support and specialist therapy.

Have included Constitution, Annual Reports and Financial Statements for year end 31st March 2021, Financial Statements for year end 31st March 2020, link to current Annual reports and newsletters <https://www.cerebralpalsycymru.org/annual-reports-and-newsletters>

Last received S137 grant of £100 in May 2019

RESOLVED: Council donate the sum of £250 under Section 137 of the Local Government Act (as amended).

3. VALLEY FOXES

Date received: 29/09/2022

Valley Foxes is a new organisation based in Caerau and open to all children in the surrounding area.

Request up to £500 grant. To fund equipment i.e. football goals, footballs, bibs, cones and other training aids.

Have included Constitution, and an opening bank account for September which shows NIL balance.

RESOLVED: Council donate the sum of £500 under Section 137 of the Local Government Act (as amended) and to request a copy(ies) of invoices for the equipment purchased.

261. DELEGATES REPORT

Cllr L Thomas advised that he was still waitin on the minutes from the One Voice Wales meeting and once received will forward them onto Councillors.

RESOLVED: To note the information

262. **PLANNING**

The following applications **Supported** the following application:

Ref: A/22/19/ADV

Applicant: Mr D Edwards

Location: The Original Factory Shop Castle Street Maesteg CF34 9UN

Proposal: Internally illuminated LED signage board

Ask for: Steven Jenkins

The following applications had **No Objections** to the following applications:

Ref: P/22/612/FUL

Applicant: Mr C Owen

Location: 11 Pen yr Ysgol Maesteg CF34 9NS

Proposal: Extend existing dormer to provide bedroom & bathroom; remove conservatory & construct single storey extension to rear elevation

Ask for: Julie Earp

Ref: P/22/629/FUL

Applicant: Mrs N Treasure

Location: 128 Commercial Street Maesteg CF34 9DW

Proposal: New shop front; replace flat roof on dormers with pitched roofs

Ask for: Lee Evans

Ref: P/22/631/FUL

Applicant: Mr I Maddock

Location: 56 Lloyd Street Maesteg CF34 0RA

Proposal: Single storey rear extension

Ask for: Julie Earp

Ref: P/22/649/RLX

Applicant: Siderise Insulation Limited

Location: Land east of Siderise Insulation Limited Forge Industrial Estate Maesteg CF34 0AH

Proposal: Vary condition 1 of P/21/726/FUL to refer to amended elevations, floor plan and site plan

Ask For: Lee Evans

Members requested that the following application was to be discussed next month as they would like to review the plans before making comment.

Ref: P/22/656/OBS

Applicant: Neath Port Talbot Planning Dept.

Location: Land at Pen Y Bryn Croeserw Cymmer Neath Port Talbot

Proposal: Request for comments: Approval of reserved matters (appearance, landscaping, layout and scale) relating to outline planning NPT ref P2018/0492 and details to address conditions

Ask For: Phil Thomas

RESOLVED:

- To forward responses to Planning department.
- To forward the planning application P/22/656/OBS to all members.

Minutes emailed to Councillors to Read on 5th October 2022

Minutes accepted at a Hybrid meeting of the Council held on 1st November 2022

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Mayor