

**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, 6th June 2023**

PRESENT:

COUNCILLORS:

R Martin (Mayor)

F Abedalkarim, R Collins, AR Davies, C Davies, P Davies, A James, C Knight, A Le Geyt, R Penhale-Thomas, M Rowlands, G Thomas, L Thomas, G Williams and I Williams

APOLOGIES:

Apologies were received from Cllrs P Jenkins and R Lewis

DECLARATION OF INTEREST:

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

Cllr M Rowlands declared an interest in an S137 application for Llynfi Valley BMX

The Mayor welcomed a student from Ysgol Gyfun Gymraeg Llangynwyd to the meeting and hopes he enjoys his work experience at Maesteg Town Council.

32. POLICE MATTERS

Sgt R Lea of South Wales Police attended the meeting and provided the following crime figures;

Maesteg Crime Statistics for May 2023

	Caerau / Nanty	Maesteg East	Maesteg West	Llan	Total in category
Robbery	1	0	0	0	1
Drugs	1	0	0	1	2
Dwelling burglary	2 (1 att)	1	2 (1 att)	0	4
Burglary other	0	0	0	0	0
Theft of vehicle	0	0	0	0	0
Theft from vehicle	1	0	0	0	1
All other theft	4	13	5	0	22
Damage	8	3	1	2	14
Violence against The person	24 (3)	19 (2)	17 (2)	4	64 (7)
Domestic related Occurrences	9	2	3	1	15
All crime total	41	36	25	7	109
ASB total	26	3	13	3	45

Drink Driving	0	1	0	0	1
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Members raised the following:

- Motorbikes driving at insane speeds going up Neath road and over to Bryn, if there was anyone stepping into their path there would be a fatality without question
- Reports of unknown people knocking doors in Heol Tywith and forcing entrance to then steal money.

Sgt Lea thanked members for raising these concerns, South Wales Police were not aware of them but will investigate further. Sgt Lea again reiterated the importance of reporting all crime/ASB.

RESOLVED: Members thanked Sgt Lea for his attendance

33. **TO RECEIVE THE MAYORS REPORT**

The Mayor advised that there have been no attended events as of yet. She then explained that the Chain of Office has been polished and that she is going to attempt to bring back the Mayors charity this year to the benefit of local issues

RESOLVED: to note the information

34. **MINUTES**

The following minutes, copies of the which minutes have been circulated to Members, were read, and recommendations accepted as a true record and signed by the Mayor:

- Full Council – 02/05/2023 emailed 03/05/2023
- Annual Meeting of Council – 16/05/2023 emailed 16/05/2023
- The **Finance Committee – 23/05/2023 emailed 24/05/2023** minutes were read, and recommendations discussed with the following observations:

- 1.) Council to meet to and sign off the Annual Return for 2022-23
- 2.) Personnel Committee to look into a lone working policy
- 3.) For the Internal Auditor to come to the Extraordinary Meeting to discuss his internal audit report.
- 4.) CCLA Fund changes:
 - a. remove the Cllr AR Davies as he is no longer the Mayor
 - b. add Cllr F Abedalkarim as a Director (or equivalent) and include as an authorised signatory.
- 5.) £5,000.00 ringfenced from the street cleansing budget for the litter bin design school project.
- 6.) Projects already agreed and costed in March 2023 be purchased from the reserves in 2023-24.

Members queried how much would be left in the street cleansing budget following recommendation 5 - £25,000 was the response.

Cllr G Thomas requested that the Council enter into committee to discuss a confidential item;

35. RESOLVED: THAT THE COUNCIL GO INTO COMMITTEE

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972, ss100 & 102 ‘Members of the public/press can be excluded by resolution if publicity would prejudice the public interest by reason of confidential nature of the business and arising out of the business to be transacted’

37. RESOLVED: THAT THE COUNCIL COME OUT OF COMMITTEE

MATTERS ARISING

**38. MINUTE 608
MINUTES**

05/05/23: Emailed the winning tender to remove the existing waste disposal unit to a new waste system in the kitchen & to fit a hot water bib tap.

RESOLVED: The Clerk advised that the works have been completed.

**39. MINUTE 611
LIFT MAINTENANCE**

Email received from KONE requesting the following

1. Would you like us to add an acceptance date of 31/07/2024 so that the contract does not roll over and then we will contact you before the renewal date to re-negotiate the contract, you can cancel at this time
2. Cancel contract immediately with termination fee: £710.76 excluding VAT for the remainder of contract
3. Continue as current rolling contract

Could you please confirm so that I can update our system.

31/05/2023 The new lift service and maintenance provider attended to complete the dilapidation service and has found that there are 3 faults with the lift – information to follow.

06/06/23: Following a recent site visit by your Otis engineer, a number of items were highlighted on your equipment that require attention. In order to ensure the reliability of your equipment, and where applicable keep it fully compliant to the latest standards

and regulations, we have produced the following quotation as the work required is not covered under the scope of your contract.

Should you have any queries about this quotation, please feel free to contact me using the details below and I will explain in more detail why we have identified these items and how addressing them now could help prevent any liability claims from passengers as well as potentially reduce costs in the long term by avoiding more significant repairs.

If you simply wish to proceed, please complete the approval to proceed section of this quotation, and send it back to repairs@otis.com. We will then process your order and complete the work during a future visit.

Quotation Date 06/06/2023 Valid Until 05/09/2023

The below price is based on works completed during our normal working hours unless otherwise stated. This quotation is subject to our standard terms and conditions which are available on request.

Quote #45927 Attend site and replace faulty landing lock solenoid, also perform a 2 man tech inspection due to existing fault issues and report.

All Prices are Exclusive of Tax **£2,062.57**

Members agreed to proceed with the works from the new provider and to send a letter to Kone, on behalf of the Mayor, disputing the claims of monies owed due to the lack of service they have provided

RESOLVED:

- To proceed with the quote from the new lift provider
- Members agreed to send a letter to Kone, on behalf of the Mayor, disputing the claims of monies owed due to the lack of service they have provided.

40. MINUTE 622

BUS SHELTER HERMON ROAD

03/05/23: Emailed BCBC to proceed with the installation of the perch bench on the bus shelter for Hermon road to the cost of £388.55.

Response 04/05/2023: Further to my previous e-mail, the installation date for the new bus shelter (including the seating) will take place on Wednesday 10 May 2023.

25/05/23: Emailed BCBC to enquire how the consultation has progressed and when the bus shelters on Commercial Street will be installed.

A member confirmed that the bus shelter has been installed and thanked the Council on behalf of residents.

RESOLVED: To note the information

41. MINUTE 623**KING'S CORONATION EVENT**

The following streets held Street Parties, applied for the grant and have been reimbursed:

CAERAU WARD

	STREET	Amount requested	Receipts provided	Receipts Amount	Amount Paid	Date paid	Online / Cheque
1	Tudor Estate	£150.00					
2	North Street	£150.00					

MAESTEG EAST

1	Bridge Street	£150.00	Didn't hold party due to weather – also unable to purchase bunting as everywhere out of stock				
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MAESTEG WEST

	STREET	Amount requested	Receipts provided	Receipts Amount	Amount Paid	Date paid	Online / Cheque
1	Lansbury Crescent & Close	£150.00	YES	£156.70	£150.00	03/05/23	Online
2	Port Terrace & Salisbury Road	£150.00	YES	£180.38	£150.00	15/05/23	Online
3	St Cynwyds Avenue	£150.00	YES	£167.67	£150.00	22/05/23	Online

NANTYFFYLLON

	STREET	Amount requested	Receipts provided	Receipts Amount	Amount Paid	Date paid	Online / Cheque
1	Davies Terrace	£150.00	YES	£147.73	147.73	15/05/23	Online
2	Station Terrace	£150.00	YES	£164.69	£150.00	09/05/23	Online
3	Homfray Street	£150.00	YES	£168.75	£150.00	05/05/23	Online

RESOLVED: to note the information

42. MINUTE 627**DOG POO BAGS REQUESTS**

09/05/23: Emailed all centres that MTC Supply dog poo bags to requesting the following:

Following on from our recent Full Council meeting I have been instructed to contact you to enquire how many bags are being collected from you and whether you require more boxes. I am also aware that BCBC have installed Tikspak posts (posts with dog bags and BCBC replenish these) outside some of the premises and therefore dog waste bags from MTC are now not needed?

Please can you advise the following:

1. Are dog waste bags being collected from your organisation?
2. Do you keep records of how many bags are given out per week?
3. Do you require any more boxes of dog waste bags?
4. Is there a Tikspak post outside your premises?

Following responses received:

	Maesteg Library	CDT	Noddfa	Special Families	Caerau Market Garden	Caerau Men's Shed	MAWS bookshop
1	Being asked more & more	Yes	Yes	Yes, most days we have people collecting		Yes	Yes
2	We do not keep records but we are asked for them a couple of times a day and we are open 6 days a week	No	No we do not keep records, simply replenish the shelf once they have gone.	No, we don't keep a record		No	No
3	No	Yes	Do not require any at the moment	Yes, we are starting to run short		Yes please deliver 6 boxes	Require 2 boxes every fortnight
4	No	Yes Thank you we received the delivery with more bags. Although we do have a tikspak post outside we do also have a lot of people requesting packs of poo bags when out on dog walks..	Yes there is a Tikspak dispenser on our centre wall we requested, it also gets well used, and we replenish it as it is only 1 bag at a time with the bags supplied by BCBC as they have the holes, but sometimes we have to make holes ourselves from the MTC supply to replenish the dispenser, most people come inside and collect the packs	No, there is no tikspak post near us so we would need to continue having the bags		Yes We still require them in the Caerau Men's Shed as during school holidays youths empty the tikspak post.	No

A member requested that a spreadsheet is created as to the number of boxes given out to organisations to distribute

RESOLVED: Create a spreadsheet.

43. MINUTE 630

POTENTIAL AWARD FOR A RESIDENT

05/05/23: Email received with resident name and address. Letter of congratulations and plaque posted.

25/05/23: Letter and plaque returned as resident not known at the address supplied.

26/05/23: letter and plaque re-posted with the updated address supplied.

RESOLVED: to note the information

44. MINUTE 632

REQUEST FROM CLLR P JENKINS - CCTV FOR FLY TIPPING

05/05/23: Emailed BCBC Cleanupthecounty to discuss available options regarding installing CCTV to record fly tipping.

RESOLVED: no response to date

45. **MINUTE 633**

REFERRALS – Nanttyffyllon Bus Shelter

11/05/2023: Email sent to BCBC regarding the bus shelter in Nanttyffyllon: Would you be able to advise whether it would be best to demolish the bus shelter and install a new cantilever bus shelter? If you agree that demolishing and installing a new shelter is best would BCBC do this as per Hermon Road / Commercial Street installations?

Response 15/05/2023: My initial thought, it would depend on the cost for the repairs of the existing bus shelter? If you decided to demolish the existing bus shelter, then I would presume that a boundary wall would need to be built to enclose a new modern bus shelter, but sufficient space would be recommended in order to carry out cleaning and maintenance etc.

One other thing to consider is the size of the space leftover from the existing bus shelter after demolition, as the modern bus shelters (like Hermon Road) are 3m long, and 1.4m or 1m wide (with full end panels). I'm not sure if this would be too big for the space left at the site?

The footpath there is quite narrow, so a modern wouldn't fit on the footpath, as it would require a roof clearance of 450mm, to mitigate the possibility of striking when the bus enters into the bus stop.

Members agreed to obtain quotes to fix the currently in situ bus shelter just outside Nanty park

RESOLVED: Obtain quotes to fix the currently in situ bus shelter just outside Nanty park.

46. **MINUTE 636**

REQUEST FOR WORK EXPERIENCE

05/05/23: Emailed the pupil to advise they are welcome to do their work experience at Maesteg Town Council

RESOLVED: to note the information

47. **MINUTE 638**

GAZEBOES

03/05/2023: New Gazebo roof ordered

11/05/2023: New gazebo roof arrived

The Clerk advised that Llynfi Valley BMX fitted the new roof when they borrowed the gazebos recently

RESOLVED: To note the information

48. **MINUTE 639**

MAESTEG GLEEMEN STORAGE

05/05/2023: Emailed Maesteg Gleemen to advise they can store their items at the Heol Ty Gwyn unit until space becomes available within the offices.

Cllr G Williams has advised that the Gleemen will wait until the space is available in the Town Council building.

05/05/2023: Emailed South Wales Miners Museum to remove their display from the offices as it is causing a fire risk

Response from SW Miners Museum 12/05/2023: Sorry for the delay in replying to you I have spoken to some of the Trustees of the museum and they have told me that there is no transport available to collect the exhibits from yourselves. They said if you can provide the transport to take it to the museum they will have it back, otherwise you can dispose of it as you wish.

Members agreed to source transport for the exhibition to be delivered back to South Wales Miners Museum. Cllrs C Davies and P Davies advised that they may be able to source a vehicle from CDT / Caerau Men's Shed.

RESOLVED: Arrange transport to deliver the exhibition.

49. **MINUTE 640**

UTILITY-AID

02/05/2023: Utility Aid emailed with the 1-year options with SSE for both the electricity at Maesteg Town Council building and the Unit at Heol Ty Gwyn.

03/05/2023: Email received from British Gas Lite and forwarded to Utility Aid advising - *We've received a request to transfer your business energy to SSE Plc from 10 May 2023 however we have objected as you're still in a contract with us until 13 December 2023.*

You can transfer your supply from 14 December 2023. All you need to do is ask your new supplier to apply to take your supply on this date, or later. You'll need to pay any outstanding balance on your account before you switch.

04/05/2023: Email from Utility Aid: That is so strange. I know there was a meter that we didn't sign into contract because of the date. I will update the account.

RESOLVED: to note the information

50. **MINUTE 643**

REQUEST FOR USE OF BUILDING

09/05/2023: Emailed Special Families to see if they still require the upstairs offices

Response 09/05/23: Unfortunately, we were unable to access during the times we needed to. So I think for now its best it goes to someone else who can use it. Let me know when your there and we can collect any items that are there – Clerk has advised

that the building is open from 9:30am – 1:30pm daily with the exceptions of days where there are evening meetings.

RESOLVED: Members requested that the Clerk contact Bridgend Carers and inform them that they can use the building going forward.

51. **MINUTE 646**
FINANCIAL APPLICATIONS

Letters of thanks received from the following:

- Ysgol Cynwyd Sant
- MacMillan Cancer Support
- Maesteg Bowling Club

RESOLVED: to note the information

52. **LIST OF PAYMENTS FOR THE MONTH OF May 2023**

RESOLVED:

That the tables of **Expenditure (£276,631.76) Income (£304,915.27)** during the month of May 2023; 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 June 2023 totalling **£4,231.45**
- A copy of the Receipts and Payments Account which includes expenditure against the budget and the budget remaining and an income analysis.

A member asked if the earmarked funds for the traffic calming measures on Heol ty Gwyn are to be released into the reserves now that the project is not going ahead. The member was advised that other options are to be explored for traffic calming in this location. Members agreed that the projects committee look into

CMO Summary

The month of May have included the following works:

- Weekly building checks that include:
 - fire alarm
 - emergency lighting
 - legionnaires disease
- Twice weekly bin emptying on the cycle track and Llynfi Rd car park
- Inspect and, where necessary, cut back overgrowth or clear debris:
Fp. 2a, 6, 15, 20 (reported unsuitable stile), 24, 36, 40, 41, 42, 48, 57, 62 (also removed some of the trees blocking the ROW), 74, 77, 82, cutback branches and brambles up to reservoir, footpath rear of Crown Rd – cut back some small branches
- Milage at start of month – 55,749 at end 56,024 (275 total miles)

- New Tyre – near side front.
- Collected gazeboes from Caerau Primary school
- Inspected, repaired (where required) and labelled the gazeboes – would like to thank Clerk, Deputy Clerk and Cllrs FA & CK for assistance.
- Received delivery of bench (for Ffordd Dysgu)
- Scrubbed the pavement outside MTC building as there was a build-up of algae
- Repaired the lighting diffuser in the office
- Inspected the bridge to cycle track and informed office
- Inspected the overgrowth near the Miner memorial – too wet and boggy to cut
- Delivered grey bags to Wilko's
- Delivered hanging baskets to ADM Nurseries via motorway to clear DPF fault light
- Delivered dog waste bags to office (10), special families (8), CDT (4), Maws (2), Caerau Men's Shed (6) and Llan Middle CC (2)
- Collected covers for gazebo from office
- Inspected heating and hot water – still not working correctly – arranged to meet with heating engineers again
- Delivered 2 clean pallets to Caerau Men shed
- Cleaned the disabled toilet whilst cleaner on holiday
- Site meeting with heating engineers to sort hot water supply
- Meeting with Cllr RL – muddy areas requiring chippings along Fp 27
- Received delivery of dog waste bags
- Ordered new step ladder to meet H&S standards
- Collected chippings from LBS
- Arranged delivery and collection of 9 Gazeboes for BMX event

Works to be Carried out Next Month;

- Weekly building checks that include:
 - fire alarm
 - emergency lighting
 - legionnaires disease
- Weekly bin emptying on the cycle track and Llynfi Rd car park
- Inspect and, where necessary, cut back overgrowth or clear debris on rights of ways

53. AGENDA ITEM 8 – TO CONSIDER REQUEST FROM MAYOR CLLR R MARTIN

I would like the Councillors to reconsider their decision not to hold a Civic Sunday.

The Civic Sunday Event is a long-standing tradition of the Town Council bringing together the different faiths within the community.

All past Mayors were given the opportunity to bring people together to their Church of choice to celebrate.

The original idea of the Civic Sunday was to be a means of thanking the organisations within the valley for all the work they do on behalf of the community.

Regards Cllr. Rosemary Martin

In 2022-23 costs for Civic Sunday -N.B numbers limited to 120 due to venue size

Church	£110.00
Organist	£80.00
Church flowers	£80.00
Curtain Up (singing in church and golf club)	£100.00
Golf club venue hire & buffet	£975.00
Photographs	£200.00
TOTAL	£1,545.00 + VAT

2019-20 Civic Sunday costs:

Church	£50.00
Organist	£50.00
Flowers	£185.00
Nantffyllon Primary choir in church + Town Hall	£50.00
Singer in Town Hall	£20.00
Town Hall	£300.00
Catering	£1,800.00
TOTAL	£2,495 + VAT

Cllr L Thomas **proposed**, seconded by Cllr P Davies that the reinstating of the Mayors Civic Sunday should be accepted. It was noted that this was previously cancelled because it was not deemed appropriate during the cost-of-living crisis, however, the Mayor confirmed that this event is to thank the organisations and individuals of the community who provide their help, assistance, and time to make better the environment we live in so we should honour this tradition.

RESOLVED: Proceed with Civic Sunday

54. AGENDA ITEM 9 – TO CONSIDER THE REQUEST FROM CLLR G THOMAS TO BUDGET TRAINING AS A SEPARATE BUDGET LINE AND NOT TO INCLUDE IT WITHIN GENERAL FEES

Given the ongoing development of staff and councillors I would like to propose we set aside a training budget of £3,000 and that we develop a training plan for councillors on committees to ensure we follow best practice for larger town councils. I would suggest the finance committee & personnel committee are the first focus given their compliance and legal implications.

Following the below link:

[NALC's Larger Councils Committee agree councillor training should be mandatory - News](#)

The National Association of Local Councils (NALC) Larger Councils Committee agreed that councillor training should be mandatory following the committee meeting on 28 February 2023.

The committee agreed that training should be mandatory for all councillors on standards of behaviour, good governance, and best practice. The committee also recommended county associations should be encouraged to roll out training for all newly elected councillors and training checklists should be factored into the Annual Governance and Accountability Return (AGAR) and the Local Council Award Scheme.

The Larger Councils Committee, which represents the needs of larger councils, discussed mandatory training of councillors as part of the Policy Committee's review of NALC's policy on this issue.

Currently training is within the General Fees budget – both Clerk & Deputy Clerk will be completing CILCA qualifications in 2023-24 and will apply for a bursary grant from Welsh Government.

Cllr L Thomas **proposed**, seconded by Cllr F Abedalkarim that we accept Cllr G Thomas request,

RESOLVED: Add Training budget line and transfer £3000.00 from the General Fees budget line

CORRESPONDENCE

55. NEWSLETTERS / FLYERS / BRIEFING NOTES/ CONSULTATIONS

Emailed to all Councillors for information:

- OVW MAY 2023 training dates
- BCBC - Summer Campaign to Support High Street Launched
- BCBC – Business Bridgend May E-news Newsletter
- OVW - Draft minutes - 24.4.23 - One Voice Wales Bridgend, Cardiff and the Vale Area meeting
- OVW - GOOD COUNCILLOR'S GUIDE TO EMPLOYMENT
- Care Inspectorate Wales (CIW) -- Job vacancies – Business Support Officer
- Welsh Government Survey on Twinning
- AWEN - Bridgend Children's Literature Festival
- BCBC - Dog Control Public Spaces Protection Orders – Consultation ends 18/07/23
- Quarterly newsletter May 2023 - Ombudsman Wales
- Welsh Government Information - Smart Device awareness – leaflet placed onto website
- link to the June edition of the South Wales Magazine – the advert for the Keeper of the Colliery fun run is on page 36 (<https://edition.pagesuite->

RESOLVED: to note the information

56. DOG POO BAGS REQUESTS

Requests from the following organisations:

- MAWS bookshop – 8 boxes in May
- Special Families – 6 boxes in May
- CDT – 2 boxes in May

N.B. only 7 boxes remain in the Unit, therefore dog waste bags re-ordered 10/05/2023, delivered 18/05/2023.

RESOLVED: to note the information

57. OGI FIBRE BROADBAND GRANT FUNDING OFFERED

We received the following email on 10/05/2023 from OGI Fibre Broadband;
I wanted to get in touch to remind you and the Town Council members of Ogi's Cefnogi fund to support community groups and town events. The fund re-opened this month and there is an opportunity for groups to apply for £250 towards activities and events taking place in Maesteg. I noted that you are planning the Keeper of the Colliery Fun Run in July and wondered if some funding from Ogi would help with the event? If interested, please visit our website for more info and to apply (it's a super easy application process) Get involved - Ogi and if we could also attend and have an engagement stand on the day then please let me know as we'd love to support.

We share all our community info on our local Facebook page Ogi in the Valleys / Facebook. If you have any questions, don't hesitate to get in touch and please do share our Cefnogi fund information with any groups in Maesteg you think could benefit from a cash boost.

The deputy clerk applied for the funding and put them in contact with EPM to facilitate an engagement booth on the day.

RESOLVED: to note the information

58. DAMAGE TO PICNIC TABLES ON CYCLE TRACK

Photos of damage to one of the picnic tables at the top of the cycle track in Nantyffyllon. Forwarded to all members and to the Spirit of Llynfi Woodland group.

Response 15/05/2023: This looks like the table and benches on the 1k 'Coegnant challenge' running trail on the Spirit of Llynfi Woodland site. I'll get it reported to NRW. Would you know if there has there been other vandalism in the area? Thanks for letting us know.

Email 19/05/2023: forwarded to all members whereby Spirit of Llynfi Woodland have contacted SW Police.

Members agreed that the CMO is to liaise with the individual who is completing the repairs and offer access with his keys

RESOLVED: To note the information

59. **REFERRALS**

- **Bridleway 46** - for approximately 18 months numerous temporary closure orders have been in place for sections of the Bridleway. I now notice in the minutes of the last council meeting that the CMO has been working on and examining the rights of way, including BW 46, does this now mean the all of the obstructions have been cleared and the way is now in a usable condition, and the Temporary closure orders have been lifted? Email forwarded to BCBC ROW Manager.

Response: No response to date

- **Maesteg Cemetery** - I think most people are grateful for the council workers cutting the grass at the cemetery in Maesteg but it's a major problem when the workers use strimmer's to close to the headstones. The grass flies everywhere especially over the headstone which sticks like glue. The headstones are very expensive and its difficult for people especially the elderly to clean. I like to propose using mowers or using a standard size bag that fits all sizes of headstones if strimmer's are going to be used going forward. My mum and dad are buried at Maesteg cemetery. Deputy Clerk advised that MTC do not maintain the cemetery and that BCBC are responsible.

Response: No response to date

- **Damaged sign** - A sign outside Simply Flowers on Talbot Street was hit last Monday by a delivery driver. Apparently, lots of people witnessed the collision, the driver drove off. The pole is leaning to one side it's situated on the pavement next to the loading bay and is quite heavy. My concern is the pole is loose and the concrete holding it into the ground is straining and could hit a passerby or a car, if it was to fall. I have reported it via BCBC website, but concerned for safety

Response: No response to date

- **List of Benches owned by BCBC** - Can we obtain a list off BCBC of what benches are theirs to maintain in Nantyllyllon please.

Response: No response to date

Members discussed that mowers were too wide to use in the Cemetery, BCBC Member Cllr R Penhale-Thomas will chase the damaged sign on Talbot Street however, did mention that recently BCBC members were advised that members referral response times would now be 28 working days and not 10 working days.

Members requested that we add the continuous no responses to the Town and Community Council forum agenda when it next takes place

RESOLVED:

- Cllr R Penhale-Thomas to chase BCBC regarding the damages sign
- To add lack of response from BCBC to the next T&CC Forum meeting

60. BROKEN DESK IN MEETING ROOM NEXT TO OFFICE

One of the desks in the meeting room next to the office is broken (the middle strut has broken) without this part the desk will not be sturdy and cannot be used.

RESOLVED: Members agreed to replacing the broken desk

61. BCBC CHRISTMAS ACTIVITIES GRANT FUNDING

BCBC Town Centre Manager has offered Maesteg Town Council a contribution from Bridgend County Borough Council of £4,000 towards the cost of the various Christmas activities that the Town Council are providing in Maesteg town centre for Christmas 2023 on the condition where possible acknowledge Bridgend County Borough Council providing some funding as part of our ongoing partnership and support for businesses in Maesteg town centre.

RESOLVED: to note the information

62. REVISED MODEL STANDING ORDERS FROM OVW

19/05/2023 new revised Model Standing Orders received and forwarded to all members. The standing orders committee will need to meet to go through these documents and compare with MTC Standing Orders then make any necessary amendments.

20/05/2023 emailed the Standing Orders committee to advise that the Clerk went through the revised Standing Orders provided by OVW and highlighted in yellow all the sections that differ to MTC current Standing Orders.

RESOLVED: Cllr P Davies advised he will call a standing orders committee meeting shortly

63. REQUEST FROM AWEN

We received a project proposal from Awen Cultural Trust. In summary; it is to include the groups in the Maesteg Council area who are going to be recorded telling individual and collective stories about factors in their environment and experiences that influence them. The project, additionally, will be making window displays and lanterns to display at a possible Christmas event that is run jointly between Awen and Maesteg Town Council.

*'This project proposal is an attempt to build on the good foundations laid by the original **Voices From Underground** work that unashamedly took inspiration from the outstanding community engagement work ([Spirit of Llynfi](#)) that was done back around 2016 by Geminie Drinkwater from Natural Resources Wales.'*

Members agreed that the 4 delegates that form the AWEN Cultural Trust Group meet with the AWEN officer for more information and what they require from MTC, however they do agree in principle to the project.

RESOLVED: 4 delegates that form the AWEN Cultural Trust Group meet with the AWEN officer for more information and what they require from MTC

64. REQUESTS FROM CLLR C DAVIES

1. Can I put on the agenda for next meeting our green spaces in Nantyffyllon and Caerau and Maesteg I would like to see these spaces with benches and flowers that people could enjoy instead of cars using them for car parking it would be nice to have these spaces beautified if possible.

Members suggested that this projects would be an ideal use of ward funds and Cllr C Davies should come back with his ideas for approval

2. I have received a complaint of a resident living in Maesteg about the shabby back drop where bands and choirs perform on the platform at back of the Council offices could it have a lick of paint etc.

Clerk has advised that this is within the building repair schedule that is to be addressed by the contractors when they start the repair and maintenance works at the end of the year. Members agreed that the boarded up windows should be painted in line with the colour of the doors to the rear of the building.

RESOLVED:

- To await further project proposal on the green spaces
- Paint the boarded-up windows

65. REQUEST FROM CLLR R PENHALE-THOMAS

Proposed planters on grass verge, St Cynwyd's Avenue/Fairfield Avenue, Maesteg.

Owing to safety concerns from residents, parents and the school in the vicinity - together with indiscriminate parking - I met with Valleys to Coast to discuss what options there are to try and prevent the ongoing issues. They proposed siting a number of wooden planters around the edge of the triangular verge. BCBC has agreed to the request and is working with Valleys to Coast on the license and highway regulations etc. While Valleys to Coast are funding the capital works and any ongoing maintenance to the planters, can Maesteg Town Council take on the planting - perhaps in partnership with Ysgol Cynwyd Sant which has shown an interest in supporting?

Cllr R Penhale-Thomas **proposal** was seconded by Cllr G Thomas. It was advised that shortly the autumn daffodil bulbs will be ordered and the school always receive some sacks, outside of this the ward specific fund is to be used

RESOLVED: Summer / Autumn plants to be paid for using Ward Specific Fund, additional daffodil bulbs to be given ready for Spring.

66. MINING MEMORIAL IN MAESTEG WELFARE PARK UPDATE

Telephone call this received by C Wood (sculptor), who has advised that the cost of producing the memorial is approximately £20,000.00, he will be breaking the work into a few stages:

		Expected completion
Stage 1	Pony & Boy	October / November 2023
Stage 2	Dram, Lady & Man	November / December 2023
Stage 3	Installation	December 2023 / January 2024

The sculptor has already sourced a Dram and is in the process of sourcing dram track and wheels. Once each stage is complete they will be delivered to the Unit at Heol Ty Gwyn Industrial estate until all sections are completed and then installed at the same time.

Members wanted to be cautious of the price of this as it has changed several times since its inception. Members confirmed that the budget for the sculpture is £25,000 so we are still well within the budget set for this display.

RESOLVED: To note the information.

67. CHRISTOPHER WILLIAMS PAINTINGS – FOI REQUEST

10/05/23 We sent a FOI request to BCBC to determine the ownership of the Christopher Williams paintings.

11/05/23 **response:** Thank you for your email. I haven't logged this as an FOI request however I confirm that I have forwarded your query to Claire Hamm in the Council's Conversation section to see if she can assist the Town Council with the queries.

12/05/23 **reply:** We have previously contacted Claire Hamm who has advised that the Property Department were looking into this issue. However we have been chasing this with Claire and Property for over a year and we still do not have any response hence why we sent a FOI request. It is the Property department that are digging their heels in and not Claire as she has also contacted them on numerous occasions.

Please can you proceed with the FOI as we have already tried with BCBC Conservation and Property to no avail

18/05/23 **response:** We acknowledge your request for information received on 12 May 2023.

We are considering your request and you should receive a response within the statutory timescale of 20 working days, unless the information is exempt or we require additional time to consider whether disclosure is in the public interest in accordance with section 2 of the Freedom of Information Act.

RESOLVED: to await the outcome of the FOI request.

68. MANAGEMENT OF TREES TO SIDE AND REAR OF GOLDEN TERRACE, MAESTEG NRW:02580692

Email received via Cllr F Abedalkarim and forwarded to all members:

I am forwarding this email received from Cllr Martin Hughes this morning requesting to find the owner of the land and the trees behind golden terrace, Maesteg . If MTC

hold no record, is it possible to carry on a search with the land Registry to find the owner of the land and follow up matters directly with them to control the trees height and growth please. Thank you in advance for your help, it's very appreciated.

Hello Fadhel and Alan,

Copying you in as below. As you'll recall Fadhel, this issue was raised with us when we were door knocking in Golden Terrace last year.

As it looks like the land is neither owned by NRW or BCBC, would you be able to enquire with MTC if they hold any records of the actual owners? If no information is to hand, would MTC be prepared to undertake a search via the Land Registry and follow up the matter directly with the owners once they are identified?

With thanks. Any queries, then please let me know.

Clerk has advised unfortunately MTC don't hold any records of land ownership we only have a record of unadopted lanes provided by BCBC of which the rear lane behind Golden Terrace is unadopted.

MTC do not carry out land registry searches as there is a cost involved, I have cc'd MTC Cllrs and will take the request to Full Council
<https://www.gov.uk/government/organisations/land-registry>

If Council agree to a land registry search, I would need more information on the location.

Cllr P Jenkins has responded: BCBC planted trees at bases of golden tce plus on grassed area on entering golden tce. There was a public bench at this area prior to and after planting of trees. With promise to manage these now very large trees. Those at entrance have now completely obscured the view from the benched seated area that was across to commercial st. Likewise trees from Goodwin st river st facing golden tce have grown out of control.

Email received via Cllr R Martin - This is an issue many face in the Llynfi Valley regarding ownership of trees and who takes responsibility. I would have thought BCBC's legal department would be able to help. They have access to the land registry database. There are many areas in the Llynfi Valley regarding complaints about trees blocking sunlight/ signals/ unsafe and to be honest when you receive the paperwork from land registry it is difficult to read unless you know what you are looking for (that's why BCBC are best placed to answer the question). Many areas of ownership are disputed even when you establish ownership.

Members agreed to purchase the land registry request as a trial, if the Clerks are able to decipher the legal documents, then the Council will commit to more in the future on a case-by-case basis.

RESOLVED: To proceed with the Land Registry application.

69. FUN RUN CONTRIBUTION - OGI

OGI contacted the office since they heard about the Fun Run event in July. They had the following to say;

I wanted to get in touch to remind you and the Town Council members of Ogi's Cefnogi fund to support community groups and town events. The fund re-opened this month and there is an opportunity for groups to apply for £250 towards activities and events taking place in Maesteg.

Maesteg Town Council were successful in the application for £250 pending a post on social media highlighting the contribution (pending). OGI have also offered volunteers to assist in running the event and are also willing to provide an ice cream bike on the day, handing out ice cream free of charge. We have put them in contact with the events management company running the event to discuss this further.

RESOLVED: to note the information

70. DOMAIN UPDATE

We have chased ITCS about the .gov domain name and received the following response;

Many thanks for your email, I hope you are keeping well. We haven't heard back on our application yet, I will chase up again next week. As soon as I have news, I will of course update you

RESOLVED: to await an update

71. WEST WARD FUNDS - SPECIAL FAMILIES

Cllr R Penhale-Thomas advised that special families have been approached by locals to store litter picking kits.

RESOLVED: Members agreed to fund the Maesteg West Ward application

72. REQUEST TO CLEAR WEEDS

On 05/06/2023 we received the following email from Cllr Fadhel Abedalkarim;

Hello Sian,

I am forwarding a request received from Cllr Martin Hughes asking, if possible, the CMO of MTC to clear the weeds in the footpath leading from Asda to Zoar Avenue as the footpath is well used by the residents. Note: I am happy to help CMO if he gives me a call to clear the weeds with him. 24-hour notice required Many thanks

Response from Cllr P Jenkins: Again this is a major failing of our county council, so my previous suggestion on how BCBC pursues it's limited future would be worthwhile.

If financial contribution was forthcoming from BCBC our community council could possibly pick up any shortfall. Then no action required by BCBC other than major issues. On ward funds this should be abandoned, in favour of the community council taking the necessary steps to action any problem, requests as seen fit, as was the case for decades, after all we represent the valley as a whole and not as a divided entity. One must bare in mind that central UK gov funds have been decreased year on year so the grant to our LABOUR DEVOLVED GOVERNMENT ALSO TIGHTENS UP. So beats me how they can contemplate an increase in members at a huge expense is beyond my reasoning

Cllr L Thomas **proposed**, seconded by Cllr F Abedalkarim, to answer if the CMO should cut back the weeds and overgrowth as per Cllr Martin Hughes request;

Cllr	Agree/Disagree	Cllr	Agree/Disagree
R Martin	Disagree	R Penhale-Thomas	Disagree
L Thomas	Agree	C Knight	Agree
I Williams	Disagree	F Abedalkarim	Agree
C Davies	Agree	G Williams	Agree
G Thomas	Disagree	A LeGeyt	Agree
P Davies	Agree	A James	Disagree
M Rowlands	Disagree	AR Davies	Disagree

Results: 7 Agree 7 Disagree

Following the above tied results, as per the standing orders, the Mayor has the deciding vote in the case of a tie vote. Mayor Cllr R Martin voted to agree with the above proposal.

The proposal stands and the Clerk will request that the CMO cutback the overgrowth on the pathway leading from Asda to Zoar Avenue.

RESOLVED: Ask CMO to cut back the weeds

73. FLOWER BASKETS

Email received from the contractor to advise that he has broken his finger which has put me behind with my schedule. The baskets will all be up this week though.

RESOLVED: to note the information

74. UPDATE ON BLAENCAERAU PLAYGROUND

Cllr M Rowlands has an update from V2C that would be pertinent to agree upon as soon as possible in order to continue progress.

V2C have stated:

We now have internal sign off for the disposal (asset transfer) of the playground in Blaencaerau.

Can you confirm in an email, that Maesteg Town Council are still happy for this transfer and will be responsible for all future equipment, apparatus, maintenance, liability, insurance and playgrounds inspections.

Once we have confirmation, we will instruct our solicitors, Capital Law, to draw up the paperwork.

Our solicitor will not be able to act on both of our behalf's, but Valleys to Coast will cover Maesteg Town Council's legal fees for this: Maesteg Town Council will have to arrange legal representation themselves.

If colleagues are in agreement to the above, the one aspect I'd like to raise with V2C would be to secure in writing the contribution V2C will make towards the refurbishment of the playground. I'd like to see a financial contribution, however, I'm aware they have previously stated they'd be looking at their contribution being via materials/labour/etc. from their contractors.

As per phone call discussion with Matthew in the office.

On Friday I was accosted by several residents in the community, who were very irate about seeing a swing chair at the park being replaced and being told there was nothing happening with the park and never would by the BCBC Maintenance worker who was undertaking the job. Clearly this wound them up (the BCBC worker wouldn't know any different of the current situation but I don't think he helped as they said he wasn't particularly helpful in what he said to them) and gave them ammunition to take aim at myself, by the sound of things they'd been given misleading information from various other sources as well, and basically stating I was attempting to prevent the park being upgraded and had no interest, and also still confusion over ownership and the difference between MTC and BCBC etc. They also mentioned that MTC staff (they didn't know who) and surveyors had attended the playground a few months ago to assess it? We did end the conversation on a good note with them having the full facts and update on where we're currently at with progressing the playground.

I have told the residents we'd (Caerau Cllrs) arrange an update meeting as soon as possible to keep them informed and engaged in the process.

I'll be attending the V2C Blaencaerau Estate visit on Wednesday - this isn't specifically about the playground so there may not be a V2C staff member involved in the process attending this, but I'll provide the information I have to date.

Members agreed to the appointing of a legal representative to contact V2C formally to express interest and guidelines for a satisfactory state of the park to be in prior to MTC taking it over.

RESOLVED:

- Appoint legal representation (Thomas & Thomas)

- Cllr M Rowlands & other Caerau ward members to advise Thomas & Thomas of the history of the proposal
- Thomas & Thomas to write to V2C to formally express interest and guidelines for a satisfactory state of the park to be in prior to MTC taking it over.

75. **CHRISTMAS LIGHTING QUOTE**

As per minute 377 (2022-23) Blachere illuminations walked around town with the deputy clerk to map out locations for the Christmas lights. The main theme would be icicles extending from lamppost to lamppost from commercial street to talbot street as it has done in previous years. Along with large, slightly animated motifs on lampposts. The lights will be made out of 2584 plastic bottles and if we pay for the cost to get our lights to Blachere then they can recycle them.

- To purchase the lights would be a one-off payment of £30,046.25 +VAT
- To lease over 4 years;
 - Year 1 £14,628.10 +VAT
 - Year 2 £14,391.85 +VAT
 - Year 3 £14,391.85 +VAT
 - Year 4 £14,628.10 +VAT

Longer leases are not available but you can renew the lease when the term is up. Prices for both are without installation fees etc. If the lights are leased then Blachere take over the storing outside of Christmas and deliver to Centregreat for installation come the winter. Our Christmas lights are currently stored by Centregreat throughout the year.

Members requested that we ask Centregreat once again to tender and also to approach those who do Llan Middle Community Council Christmas lights and invite them to tender

RESOLVED: To await further quotes

76. **AGENDA ITEM 11 - TO CONSIDER TENDERS FOR CHRISTMAS PARADE & CHRISTMAS GROTTO**

Tender documents sent to the following companies:

- Genero Productions
- Production 78
- EPM Creative
- 2 Can productions – have advised: many thanks for your email, unfortunately we have already closed our calendar for December 2023 due to a large number of confirmed events.
- Historical Promotions

Following quotes received:

CHRISTMAS PARADE:

Quote 1	Quote 2	Quote 3	Quote 4	Quote 5
£14,730 Received: 27/04/2023				2 Can Productions not going to tender

SANTA'S GROTTTO:

Quote 1	Quote 2	Quote 3	Quote 4	Quote 5
£12,200 Received: 27/04/2023	Total £12,439.70 VAT £2,073.28 To Pay £10,366.42 Received: 25/04/2023			2 Can Productions not going to tender

Cllr L Thomas **proposed**, seconded by Cllr G Thomas, that the Council agree to tender 1 for the Christmas parade there were no objections.

For the grotto, members deferred this to next month as there was much information associated with each tender describing what they are offering, it was agreed that the Clerks forward the information onto the Cllrs and they can make a more informed decision next month.

RESOLVED:

- Christmas Parade – accept the tender 1
- Santa's Grotto - members deferred this to next month as there was much information associated with each tender describing what they are offering, it was agreed that the Clerks forward the information onto the Cllrs and they can make a more informed decision next month.

77. AGENDA ITEM 12 - TO REVIEW KEY HOLDERS FOR MAESTEG TOWN COUNCIL BUILDING

Following the event in the Market Square on 8th May 2023, Cllr F Abedalkarim enquired who were the key holders for the building as only Cllr R Martin came to the event with keys to open up the building. Clerk advised that key holders were discussed and ratified in Full Council on 7th July 2020. Extracts of the minutes were provided to all members.

It was agreed to keep current key holders with the addition of Cllr F Abedalkarim.

RESOLVED: Purchase additional set of keys for Cllr F Abedalkarim

78. AGENDA ITEM 13 TO CONFIRM THE MEMBER ATTENDANCE FIGURES BEFORE BEING PUBLISHED ON TO THE WEBSITE

Members were provided with the previous years' attendance figures. Members made a couple of amendments and questioned a few figures and concluded that the finalised figures are to be put on the website.

RESOLVED: place figures onto the website as per 2021-22

79. FINANCIAL APPLICATIONS

Members were provided with application forms from the following organisations:

1. Valley Foxes FC

Date received: 22/05/2023

Request £500 to develop the provision of football equipment to the increasing number of girls attending Valley Foxes FC and the equipment will help coaches to deliver better training sessions.

Recent bank statement provided.

Last received S137 funding in October 2022

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

2. Curtain Up

Date received: 24/05/2023

Request £500 towards production costs for Legally Blonde production 31st August – 2nd September. Props for the production cost £577.00

Recent bank statement provided.

Last received S137 funding in May 2017

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

3. Llynfi BMX

Date received: 25/05/2023

We host an annual South West Regional BMX Race as part of a series of ten races throughout the season, this year our event is on the 28th May 2023.

We do not have amenities on site (no toilets or electricity) and therefore have to hire toilets and use generators and gas for running the event, this grant will support those costs we incur as a volunteer run club, and help make for a successful sporting event in our valley.

Request £500 towards the hire of:

- Portaloo toilet hire x 6 - £408
- Fuel for generators and event resources - £92+

Recent bank statement provided.

Last received S137 funding in May 2017

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

4. SSAFA – The Armed Forces charity

Date received: 31/05/2023

The cost of running our Wales hub which receives the initial calls from beneficiaries is approximately £150,000 per year, covering staff and operational costs.

Any contribution towards the costs of running our Wales regional hub would be greatly appreciated.

Support from SSAFA is available for people at any stage in their military career; from the youngest recruit to the oldest veteran – no-one's service is ever forgotten. According to the 2021 Census 3.8% of the population in England and Wales were veterans, which is almost 1 in 25. The serving population of the UK Armed Forces in 2022 was over 193,000.

Last year we helped 467 families/individuals in Wales, drawing down over £700,000 to support them, including 50 assisted by our South East Wales branch.

ANNUAL REPORT AND ACCOUNTS 2021 provided.

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

80. DELEGATES REPORT

Bus Route 37 Sub-committee meeting;

- Cannot run a scheduled service as BCT (Bridgend Community Transport) do not have the license
- Cannot do a 'circular' route as this infringes on the license agreement of a non-profit
- 2 license options we can undertake; Section 19 where Maesteg Town Council book the use of a bus for a day and allows the community of Maesteg Park to call and book a service that is guaranteed for the area and not have to pay. Section 22 would provide a similar service but would have to require bus passes, fare payment and any shortfall made up by the Town Council. There may be legal implications for BCT from commercial operators if they felt it is infringing on their market.
- Section 19 can run 7 days a week and Section 22 only 5 days per week (Monday to Friday) both door to door services.
- Section 19 can be provided on behalf of Charities and non-profits etc such as the Council, there may be further implications for Section 22 arrangements.
- If the Town Council wanted a commercial, circular route for the old 37 service then BCT would need to invest circa £65,000 for infrastructure improvements to satisfy regulations
- BCT have stated that the service the Council want will only be viable if there is a demand in the area and are happy to attend further meetings/public consultations

The committee proposed the following recommendation;

- That we meet with local bus users in Maesteg Park to gauge their interest in the proposed service offered. BCT will also attend allowing the asking of questions to do with logistics.

RESOLVED: Council to go back to Monmouthshire Borough Council and ask advice moving forward as its likely the Council will go back to private companies to establish a service for the old 37 service.

*** 9pm was reached during the meeting, as per the standing orders the meeting must end. The majority of members agreed to suspend standing orders to finish the meeting tonight. Cllr G Thomas wanted his objections noted on the suspension of standing orders, citing that the 9pm rule is in place to encourage concise debate.

81. PLANNING

The following applications had no objections:

Ref: P/23/256/FUL

Applicant: Mr P Tabor

Location: 16 Turberville Street Maesteg CF34 0LP

Proposal: First floor rear extension; remove conservatory & replace with single storey rear extension

Ask for: Julie Earp

Ref: P/23/215/FUL
Applicant: Mr L Skeglia
Location: 35 St Marys Crescent Maesteg CF34 0UX
Proposal: Demolition of side garage, erection of two storey side extension, a single storey rear extension, with additional parking provided within the front garden and associated works
Ask for: Lee Evans

Ref: P/23/275/FUL
Applicant: Mrs J Austin
Location: 1 Macgregor Row Maesteg CF34 0AP
Proposal: Single storey conservatory addition to front elevation
Ask for: Julie Earp

Ref: P/23/291/FUL
Applicant: Aropa Care Group Ltd
Location: 8 Cwrt Llynfi Maesteg CF34 9NJ
Proposal: Change of use from dwellinghoue (Use Class C3) to residential care home (Use Class C2) for up to 4 children
Ask for: Julie Earp

Ref: P/23/312/FUL
Applicant: Mr L Davies
Location: 24 Aneurin Bevans Way Maesteg CF34 0SX
Proposal: New garage/workshop/playroom to rear
Ask for: Lee Evans

Ref: P/23/335/FUL
Applicant: Mr C Ames
Location: 23 Cwrt Coed Parc Maesteg CF34 9DG
Proposal: Two storey extension to gable elevation
Ask for: Julie Earp

Minutes emailed to Councillors to Read on 9th June 2023

Minutes accepted at a Hybrid meeting of the Council held on 4th July 2023

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Mayor