

**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, 1st August 2023**

PRESENT:

COUNCILLORS:

R Martin (Mayor)

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

APOLOGIES:

Apologies were received from Cllr L Thomas

DECLARATION OF INTEREST:

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

Cllr AR Davies declared an interest in Caerau Primary School S137 Application

Cllr C Davies declared an interest in all 3 Financial Applications

145. POLICE MATTERS

South Wales Police were unable to attend the meeting but provided the following figures;

Maesteg Crime Statistics for July 2023

	Caerau / Nanty	Maesteg East	Maesteg West	Llan	Total in category
Robbery	0	0	0	0	0
Drugs	1	1	0	0	2
Dwelling burglary	1	0	2	0	3
Burglary other	1	0	1	0	2
Theft of vehicle	0	0	0	0	0
Theft from vehicle	0	0	1	0	1
All other theft	9	12	7	0	28
Damage	3	1	3	1	8
Violence against The person	23(5)	11(3)	20(6)	5	59(14)
Domestic related Occurrences	4	3	10	2	19
All crime total	38	25	34	6	103
ASB total	7	5	6	2	20
Drink Driving	0	0	0	0	0

RESOLVED: To note the information

146. TO RECEIVE THE MAYORS REPORT

The Mayor advised that she attended the following events:

- Keeper of the Colliery run & Family Event
- Golden Wedding Anniversaries x3
- 100th Birthday x1

RESOLVED: to note the information

147. MINUTES

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

- Full Council – 04/07/2023 emailed 05/07/2023

The minutes of the **Finance Committee – 18/07/2023 emailed 19/07/2023** were taken as read, and recommendations discussed with the following observations:

An error was raised as the Chair of Finance was listed as Mayor and not Chair.

- 1.) Council to make the following adjustments to the budget:
 - i) Write to all outstanding MTC CAT Grant clubs to ascertain whether they will be proceeding with the CAT's
 - ii) Move £3,000.00 back into General fees
 - iii) Move the King's Coronation event from S137 to Summer Festival (£4,940.00)
 - iv) Training – basic financial training available to all members of Finance Committee
- 2.) Proceed with an invitation to tender for the provision of an internal auditor for a 1-year contract with an option to extend to all those listed above in Minute 140 to include the 2022-23 Internal Auditor and invitation to be placed onto website.
- 3.) Council to agree to the following amendments to the Financial Regulations:

11.e) Clerk to open tenders, redact the information and tenders to be presented to the Finance Committee who will then provide a recommendation based on the tenders received to Full Council.

11.g) When it is to enter into a contract less than £60,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services are excepted as set out in paragraph (a) the Clerk or RFO shall obtain three

quotations (priced descriptions of the proposed supply); where the value is above £5,000.00 and should strive to obtain 3 quotes for tenders above £1,000.00. Otherwise, Regulation 10 (3) above shall apply.

4. S137 the following amendments:

- i) To change all applicants can apply for one payment per year to one payment per financial year.
- ii) The policy for schools to remain the same as it doesn't specify within Maesteg Town Council boundary – it's for Council to decide based on the application form received
- iii) Each application to be looked at on its merit and that Full Council doesn't have to grant S137 funding to every application

RESOLVED: Members agreed to accept all recommendations from the finance committee

MATTERS ARISING

148. MINUTE 88

MINUTES - STANDING ORDERS COMMITTEE

05/07/2023: The amendments to the Standing Orders were completed and placed onto the website

RESOLVED: to note the information

149. MINUTE 89

CAERAU WARD FUNDS

14/07/23: Soil ordered from LBS to be delivered to Noddfa on 19/07/23

RESOLVED: to note the information

150. MINUTE 90

LIFT MAINTENANCE

06/07/23 Emailed new contractor to proceed with the necessary repairs to the lift.

28/07/23: Emailed members to advise An engineer from OTIS came today to rectify the fault, unfortunately he has changed the faulty part but the fault still persists. He will try and come back asap with another colleague to see if they can rectify the problem.

I also advised again that they need to telephone beforehand to make sure someone is in the building and that there will be scaffolding erected next week.

RESOLVED: to note the information

151. MINUTE 92

DOG WASTE BAGS REQUESTS:

The following table to be added to the minutes

Dog Waste Bag Allocations

FINANCIAL YEAR 2023-24				
Organisation	Apr-23	May-23	Jun-23	Jul-23
Maesteg Library			2	
CDT		4		
Noddfa				
Special Families	8			10
Caerau Market Garden		6		
MAWS	4	4	4	5
Caerau Menshed				
Llan Middle CC		2		
TOTAL BOXES	12	16	6	15

RESOLVED: To note the information

152. MINUTE 93

REFERRALS – Nantyffyllon Bus Shelter

5 companies contacted to provide quotes for the repair of Nantyffyllon bus shelter and to install the concrete plinths for the benches that have been ordered (2 x Caerau, 1 x Ffordd Dysgu).

Bus Shelter repair quotes received:

Quote 1	Quote 2
£7,890.00	£3,939.60 +VAT

Members asked if the quotes were ‘like for like’. Members were advised that the more expensive quote lists differing materials but overall, the structure of the shelter was to be made safe either way.

Cllr G Thomas proposed and was seconded by Cllr P Jenkins to proceed with quote 2.

RESOLVED: to proceed with quote 2.

153. MINUTE 96

FUN RUN

05/06/2023: 2 x Roller Banners purchased for events.

53 chipped runners completed the 5k

139 chipped runners completed the 10k

RESOLVED: to note the information

154. MINUTE 101
CHRISTOPHER WILLIAMS PAINTINGS – FOI REQUEST

Freedom of Information Act 2000 (FOIA)

Your complaint about: Bridgend County Borough Council

Their reference: FOI001-4988

Our reference: IC-242087-Y4R4

Thank you for your complaint about the above public authority's delay in responding to your request for information.

I have contacted the public authority and asked it to respond to your request within 10 working days.

If you haven't had a response in that time, please let us know by emailing icocasework@ico.org.uk

12/07/23 FOI Response:

FREEDOM OF INFORMATION REQUEST FOI001-4988

We refer to your email dated 12 May 2023 which contained a request for information as set out in italics below. Following consideration of your request, in accordance with the Freedom of Information Act 2000, I respond to each point as follows:

I would like to request the ownership details of the following Christopher Williams paintings that are currently in situ at Maesteg Town Council offices, it is believed that Bridgend County Borough (BCBC) are the owners so should be on your books if you can check please? I believe the paintings are named the following;

- *Mountains, seen from a river over trees*
- *The remorse of Saul*
- *Venice, Moonlight*
- *Sunset off the Lleyn Peninsular*
- *Mountainous landscape with trees in the foreground*

The Council can confirm that all five paintings are owned by Bridgend County Borough Council and are currently on loan to Maesteg Town Council under an Agreement dated 16 October 2009.

Following this, if ownership is that of BCBC how much are the paintings insured for? – if you are able to disclose.

Whilst the Authority holds the values of the paintings, we consider that this is exempt under section 31(a) of the Freedom of Information Act 2000 which states:

31 Law Enforcement

(1) Information which is not exempt information by virtue of section 30 is exempt information

if its disclosure under this Act would, or would be likely to, prejudice-

(a) The prevention or detection of crime

In determining whether the exemption under section 31(1) is applicable, we have considered the public interest test:

For disclosure:

1) Public interest in the promotion of transparency and accountability in local government

Against disclosure:

- 1) Disclosure of the values of the paintings into the public domain could have a negative impact on the prevention of crime.
- 2) Any criminal activity which could occur as a result of any disclosure into the public domain would have a negative impact on the public purse as a result of any criminal investigation.

In balancing all the public interests set out above, we are satisfied that the balance lies in withholding the information in order to prevent crime from being committed.

This letter is therefore a formal Refusal Notice under section 17(5) of the Act as we have not provided all of the requested information.

A member suggested that we give the paintings back to BCBC. Another member was curious with the valuations provided on the paintings as no one has come out to see them in many years. It was agreed to write to BCBC and ask them what they wish to happen to the paintings

RESOLVED: Contact BCBC and ask them what they wish to happen to the paintings

155. MINUTE 104

REQUEST TO CLEAR WEEDS

Insurance: Volunteers are not covered however Cllrs are covered:

Part O – Personal Accident

Cover is limited to £500,000 any one person and £2,000,000 any one incident.

Persons Insured:

Employees	Capital Sum £60,000.00
	Weekly Sum £600.00

Cover Sections 2 and 3 - Accident and Assault Cover

<u>Directors/Councillors</u>	Capital Sum £60,000.00
	Weekly Sum £600.00

Cover Sections 2 and 3 - Accident and Assault Cover

Operative Endorsement:

1) Special Condition 4 of Section 5 is inoperative provided always that the insurer will not make any payment of any benefit or in respect of any expense or loss arising from any Person Insured who has attained the age of 90 years unless such expense or loss arises during the period of insurance during which the Person Insured attains the age of 90

Members requested Clerk to checked with the insurance company if Cllrs are covered when doing Cllr work, i.e. litter picking, weeding etc. It was also mentioned that Cllrs should not have to request permission to conduct works on behalf of the Council in order to be insured.

Weed Spraying Training:

Pencoed College: <https://www.bridgend.ac.uk/course-detail/nptc-safe-use-of-pesticides-pa1-pa6/BRGSTAND3706/BRGSTAND3706/>

NPTC Safe Use of Pesticides PA1 PA6

021649 - City & Guilds Level 2 Principles of Safe Handling and Application of Pesticides

021654 - City & Guilds Level 2 Award in the Safe Application of Pesticides using Pedestrian Hand Held Equipment

This course includes:

PA1 0216-49 Level 2 Principles of Safe Handling and Application of Pesticides

If your job involves applying pesticides in a commercial role then you are legally required by the Plant Protection Products (Sustainable Use) Regulations (2012) to take this qualification.

Qualification Overview: The candidate to successfully complete and pass the online e-volve test before they can register for any of the further pesticide qualifications within the new pesticide suite (0216-50 to 0216-63)

Thank you for your enquiry, please see below the details of the courses you are interested in:

NPTC Safe Use of Pesticides PA1 unit 101 PA6 Unit 151 (City & Guilds) knapsack

3-day training course followed by 2 assessments (1 online & 1 x 1-2-1 practical 2.5 hrs)

Cost: £620 + VAT = £744 per person includes training, assessment, use of all PPE & equipment, ID Card and certificate.

PA1 and PA6 - 3 days training and 2 assessments 1 on-line and a 2.5hrs practical assessment

Length of Course: 3 days

Further dates are available if required.

Learners are expected to read a pesticide label and utilise a calculator to measure and calculate the area to be treated and ensure the correct quantities of pesticides are used. Learners will need to bring pen paper, wellington boots and wet weather gear to the course.

When you are in the position that you would like to book your course, please follow our simple 2 step process below.

Step 1: Please follow the link below to our online booking form to book your course
<http://www.engagetraining.co.uk/book-with-us/>

Step 2: Once you have booked your place on the course, payments can be made via BACS, cheque, cash, telephone 01656 302302 Ext. 360/340 or by credit or debit card using our online payment system using the following link
<http://www.engagetraining.co.uk/payment>

Cllr G Thomas **proposed**, seconded by Cllr I Williams, to send the CMO for this training. Cllr C Davies requested that costings in relation to obtaining the correct spraying equipment for the CMO to conduct weed killing also be part of this agreement – all members were in agreement

RESOLVED:

- Clerk to contact the insurance company to double check whether Cllrs are covered when doing Cllr work, i.e. litter picking, weeding etc.
- To book weed spraying training for CMO
- To purchase all necessary PPE & equipment

156. MINUTE 105

UPDATE ON BLAENCAERAU PLAYGROUND

A member queried whether there was an update on Blaencaerau Plyground. Clerk advised that an update was received half an hour before the meeting. Members requested that this update be circulated with all members.

RESOLVED: to circulate the update to all members

157. MINUTE 108

DELEGATES REPORT – BUS ROUTE 37

06/07/2023: BCBC Transport Officer contacted

14/07/2023: Tender for the trial run placed onto website and Facebook

A member thanked the clerks for their work in this matter and requested a joint meeting between the finance committee and the bus route 37 sub-committee upon receipt of tenders. The chair of finance stated that there was no need for the finance committee to discuss it since there was a dedicated group setup already

RESOLVED:. To arrange a meeting with the bus route 37 sub-committee upon receipt of tenders.

158. MINUTE 110

ANNUAL RETURN OF ACCOUNTS YEAR ENDED 31 MARCH 2023

A member queried whether any member of the public had requested to see the accounts for 2022-23. Clerk advised that no member of the public has requested to view the accounts for 2022-23. Clerk also reminded members that the accounts and all other requested information will be taken to the Audit Wales Swansea office on Monday 7th August 2023.

RESOLVED: to note the information

159. MINUTE 112

PUBLIC TOILET – REAR OF MTC BUILDING

06/07/2023: poster advising the following placed into the public toilet:

This toilet has been provided by Maesteg Town Council for public use.

It is the responsibility of each individual who uses the toilet for their own cleanliness and hygiene.

Maesteg Town Council cannot be held responsible for the misuse of this facility.

RESOLVED: to note the information

160. MINUTE 117

CAERAU WARD FUND REQUEST -FLY TIPPING CARMEN STREET

25/07/23: CMO has removed the larger items of fly tipping, however the remaining rubble will take approx. a week to remove.

The Caerau ward members agreed to the use of ward funds to remove the remainder of the fly-tipping through a waste management company. Quotes are to be obtained and the clerk to manage the payment and collection of quotes

RESOLVED: Clerk / Deputy Clerk to obtain quotes and forward these to the Caerau Ward members, who will then decide which quote to proceed with. Clerk / Deputy Clerk to engage with the winning quote.

161. MINUTE 118

MAESTEG BRANCH ROYAL BRITISH LEGION

Remembrance Sunday Road closures: the road closure company that has been used since 2021 have quoted £1,609.00 excluding VAT for 12th November 2023.

A member queried the cost as they thought road closures were free for the town council. It was advised that BCBC do not charge us for road closures but we do need a qualified company to setup the road closure and man it for the duration of the closure. It was also noted that South Wales Police used to provide this service for free but no longer. Members agreed to proceed with the road closure as quoted.

RESOLVED: Proceed with the road closure as quoted.

162. MINUTE 119

UPDATE TO MTC CREST

06/07/2023: placed order for the new crest in Vector format

07/07/2023: Crest received

RESOLVED: to note the information

163. MINUTE 125

REQUEST FROM CLLR C DAVIES – SCHOOL COUNCILS

07/07/23: Emailed all schools to advise they can use the Council Chamber to hold their school council meetings.

12/07/23: Plasnewydd Primary School have booked the Chamber on 14th September 2023

RESOLVED: to note the information

164. MINUTE 126

USE OF LAND: BRIDGE STREET, MAESTEG

07/07/23: Contacted BCBC to ascertain what they mean by ecological site.

28/06/23: Response from BCBC: I think we would support a bridge (subject to detail) but it would be worth you contacting NRW to see if they would be happy with a new/improved bridge here across the Llynfi River. It looks quite difficult to get to.

25/07/23: Response from NRW – see attached sheet that highlights the following:

Flood Risk Our Flood Risk Map confirms the application site lies entirely within Zone C2 of the Development Advice Maps (DAM) contained in Technical Advice Note (TAN) 15: Development and Flood Risk (2004). The Flood Map for Planning identifies the application site to be at risk of flooding and is within Flood Zone 2 and 3 Rivers.

European Protected Species Our records show there may be protected species in the vicinity of the site. We have records of Bats approximately 70m from the site. We advise liaison with the LPA's ecologist to discuss and agree the scope of any surveys required.

Cllr F Abedalkarim asked that MTC widen the bridge at the end of River Street to allow for easier access for disabled and pram users which, in turn, would allow people to walk 2 abreast with ease.

Members raised a few concerns with regards to the costing of building a new bridge and an environmental survey.

Cllr G Thomas **proposed**, seconded by Cllr G Williams that the clerk ask BCBC for costings to widen the bridge.

RESOLVED: Contact BCBC for costings to widen the bridge.

165. MINUTE 127

VAN INSURANCE

06/07/23: Renewed the Van insurance – this will begin on 22/07/2023

RESOLVED: to note the information

166. MINUTE 128

MAYORS CONSORT CHAIN

17/07/23: Advised KMP Jewellers to proceed with the reproduction of the Mayors Consort Chain.

22/07/23: Mayor dropped the current Mayors Consort chain to the jeweller to be sent off in order that a true replica is made with the solid silver. KMP have advised that it will take 7 to 8 days to be made.

RESOLVED: to note the information

167. MINUTE 129

MAESTEG EAST WARD REQUEST – CLLR F ABEDALKARIM

17/07/23: CMO attended the footpath 37 between Pond Mawr and Mill View and the overgrowth had already been cleared.

RESOLVED: to note the information

168. MINUTE 130

REQUEST FROM CLLR C DAVIES – BANNERS FOR CLASSIC CAR SHOW

17/07/23: 3 X banners ordered

26/07/23: banners arrived

RESOLVED: to note the information

169. MINUTE 131

WARM COAT FOR CHILDREN SCHEME

05/07/23: Further email received from Uniform Swap Shop to advise:

I am resending the original email, as I believe that a vital part of the email was not fully emphasised in respect to what the request was actually for, when the Council met.

Therefore I am looking for a room close to the uniform swap shop to operate from, for one or two mornings a week, to start, and to calculate the usage, the scheme does not have an income and therefore we need somewhere that would offer us a room or a small level of accommodation free of charge to start this scheme , Therefore I am respectfully asking Maesteg Town Council as my primary choice, to see if you could offer anything by way of accommodation or support for this charitable scheme

Clerk advised that Council had agreed for the Uniform Swap Shop to use an upstairs office.

RESOLVED: Members agreed to grant the use of an upstairs room for 2 mornings per week.

170. MINUTE 132

OGI BROADBAND

06/07/23: BCBC Conservation officer contacted

BCBC Response 24/07/23: Apologies for missing this but I have been off with pneumonia and have missed it on my return.

With regard to the impact on a listed building, the proposal looks to be quite unobtrusive. It is considered to be minimal and therefore, unlikely to affect the special historic or architectural character. As such listed building consent will not be required in this instance.

There appear to not be any works that will physically damage or enter the Town Council and only works that will about it.

RESOLVED: to note the information

171. MINUTE 134

REQUEST FROM CWMFELIN PRIMARY SCHOOL

CMO will deliver 3 gazebos to Cwmfelin Primary School on 17th July and collect them on 18th July 2023.

RESOLVED: to note the information

172. MINUTE 135

TO CONSIDER 2022-23 ANNUAL REPORT

Annual report updated and placed onto the website: <https://maestegcouncil.org/wp-content/uploads/2023/07/Annual-Report-2022-23.pdf>

RESOLVED: to note the information

173. MINUTE 136
FINANCIAL APPLICATIONS

Emails of thanks received from:

- Mothers Matter CIC
- Sian Dixon School of Dance

RESOLVED: to note the information

174. MINUTE 139
BUDGET LINE - CEMETERY GATES PAYMENT

Cllr C Knight emailed the following:

Regarding the budget and the amount of money we pay to the cemetery. £750.00 per year. I know the person who opens and closes the cemetery gate lives local and has not complained about the payment but that's an incredibly small amount to pay anyone. It works out just £2.00 per day. That's the sort of money you would give to a child.

Basic wage is £10.90. If we only paid for 15 min to open gate and another 15 min to close it. That would cost us £5.45 for half hours work. I'm not suggesting the amount we should be paying but I do feel we are exploiting this person paying such a paltry amount. We make sure the staff receive cost of living rise. could we look to increase this payment. As one of the councillors pointed out, "we are not a poor council" and £2 a day is an insult.

Clerk has advised that the budget is £1,500.00 per year and £375 paid quarterly

A member stated that this amount is what the person has asked for and has been honoured by the Council. Another member stated that although the contract is ongoing, the person can terminate it or request a larger amount of payment if they so wish and the Council can then consider or tender for it. Cllr C Knight mentioned that this suggestion has been made so that the Council can be viewed more favourably and not be seen to pay below minimum wage. Members empathised with Cllr Knights suggestion but confirmed that the monies paid for the cemetery gates are paid via a contract and, as custodians of public funds, Maesteg Town Council shouldn't be seen to spend monies where there is no demand to.

RESOLVED: To note the information

175. MINUTE 143
TO DISCUSS THE RATES FOR UPSTAIRS RECEIVED BY BCBC

Following email received from BCBC Revenues Manager and forwarded to all members:

Re: Business Rates Account 9146750

Thank you for your email below and I must apologise for the delay in responding.

I will request that the Valuation Office update the records to show the correct postcode.

From the information you have provided I can see that the property has been in use and therefore the rates will be payable.

My office received notification from the Citizen Advice Bureau in August 2020 that they had vacated the office. As a result, a new account was created in the name of BCBC as at that point my office was not aware that you owned the building. It is only as a result of me contacting you recently that I have become aware that Maesteg Town Council were liable for the rate on this assessment.

The Valuation Office notified my office in November 2021 that they had removed the name of Citizen Advice Bureau from the property address and our records were updated to reflect that at the time. Nothing further has been received from the Valuation Office in relation to the rateable value or a possible merger of the two assessments. If you wish to have the two assessments merged as one, then I must advise that you contact the Valuation Office on 03000 505505 or via www.voa.gov.uk

Therefore, as the assessment is being used the rates will remain payable. If you are not in a position to pay the amount in full then I would suggest that you pay the instalments for the current year and confirm by return your proposal to clear the previous year's arrears.

I hope this information is of assistance.

Clerk advised members that on the advice of our 2022-23 internal auditor, a letter has been sent to BCBC for further investigation.

RESOLVED: to note the information

176. LIST OF PAYMENTS FOR THE MONTH OF JULY 2023

RESOLVED:

That the tables of **Expenditure (£34,725.76) Income (£56,608.36)** during the month of July 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 August 2023 totalling **£7,970.91**
- A copy of the Receipts and Payments Account which includes expenditure against the budget and the budget remaining and an income analysis.

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.6, 15, 24, 37, 40, 41, 42, 43, 44, 62, 74, 82, old Tyson road and lower cycle track
- Milage at start of month – 56,338 at end 56,561 (223 total miles)
- Delivered dog waste bags to office (10), Maws (5), Special Families (10)
- Inspected fly tipping to rear of Carmen street – removed what I could
- Collected Gazebos to Caerau and Cwmfelin Primary
- Replaced broken toilet handle – disabled toilet and cleared a blockage
- Attended spirit of the Llynfi woodland days
- Attended and helped out with the fun run
- Helped Noddfa move and fill 4x planters

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

Cllr G Thomas **proposed**, seconded by Cllr F Abedalkarim, that the CMO van have the Maesteg Town Council crest and Council name put onto the back and sides of it. Members suggested a few local companies who can do the works and the clerk requested that these details be sent to the office so that staff can obtain quotes.

RESOLVED: To obtain quotes to have MTC Crest and name on the van

CORRESPONDENCE

177. NEWSLETTERS / FLYERS / BRIEFING NOTES/ CONSULTATIONS

Emailed to all Councillors for information:

- BCBC - Electoral Arrangement Review - all responses must be received by 23:59 on 30/09/2023.
- Accuracy of Records held by Bridgend CBC re Adopted Highways in Maesteg East
- Friends of Maesteg Welfare Park - Invitation to Open Day of Community Garden 26th July 2023
- OVW: Climate Change and Nature Action Guide for Community and Town Councils in Wales

- Learn Welsh – poster placed onto website and Facebook page
- Welsh Government Public Appointments:
 - Food and drink Wales industry board x 8
 - Principal Statistician x 3
- BCBC - Council Awarded Funding to Tackle Chewing gum on Streets
- OVW – Training sessions for July & August
- BCBC – new contact form [Contact Us - Enquiry details - My Account \(achieveservice.com\)](#)

RESOLVED: to note the information

178. BCBC RED/GREY BAGS

Telephone call from CleanUpTheCounty who were querying the issue and usage of the BCBC Red and Grey bags.

The Cleaner Streets Agreement which was agreed and signed in 2016 allowed MTC to dispose of 3 x grey bags per week for the emptying of the bins on the cycle track. The bins on the cycle track have red bags and then these red bags are placed into the grey bags.

BCBC have no record of them giving permission for MTC to give bags to Wilko as they are filling up their wheelie bins with BCBC grey bags and have asked that we **DO NOT GIVE WILKO** any more bags as they are a national company who should be using trade waste for this.

In addition to this they claim that permission was given for MTC to install a bin in the car park but not to dispose of the waste with BCBC.

I have been asked to notify Council of this as BCBC are looking at the ongoing costs of purchasing bags and disposing of waste and there may be a case for charging T&CC's that use the cleaner streets agreements.

I will speak to CMO and ask him not to give any more bags to Wilko and to keep the waste disposed to BCBC to the agreed 3 bags per week.

Any community litter picks should go through the Keep Wales Tidy Hub in CDT whereby they will supply the bags and arrange collection of filled bags.

Another recent discovery by BCBC was that following the recent Llynfi BMX event there were a number of BCBC Red bags used and no one had given permission for them to use them? I am unsure where these red bags came from as a request wasn't given to MTC.

CMO has advised that currently he needs to dispose of 15 BCBC Grey bags per week as the bins on the cycle track and car park need emptying regularly.

Clerk has contacted the following trade waste comparison companies:

<https://betterwaste.co.uk/> - unable to provide quotes

<https://affordablewastemanagement.co.uk/>
 Kier Kss.commercialwasteservices@kier.co.uk
 Waste Managed: Paige.Scott@wastemanaged.co.uk
<https://business-waste.businesscompanion.co.uk/>
 Biffa: haseeb.gulfraz@biffa.co.uk
 Veolia: <https://www.veolia.co.uk/contact-us/get-touch>
 Smiths: paul.tamlyn@smiths-gloucester.co.uk

who have provided the following quotes for a 1,100-litre wheeled bin (the largest wheeled bin available that can hold 15-18 bags).

In addition to this we will need to source new bin liner bags.

	1,100 litre wheeled bin emptied weekly
Quote 1	60kg maximum weight £27.70 per collection + £0.32 per day bin rental Weekly collection 27.70 x 52 = £1,440.40 + daily rental rate £0.32 x 365 = £116.80 Total yearly rate = £1,557.20 Monthly = 1557.20 / 12 = £129.77 + VAT
Quote 2	£96 + VAT per month for weekly empty 70kg weight limit Total Year = £1,152.00
Quote 3	60kg per month = £78.91 + VAT per month for a weekly collection see quote email dated 20/07/23 Total Year = £946.92
Quote 4	£80.36 / month + VAT + initial delivery of bin £12.00 Total Year = £976.32
Quote 5	Deposit = £184.00 (£100 deposit + £55 duty of care + £15 Container delivery) + VAT £15.45 per weekly collection + VAT Total Year = £987.40

Cllr G Thomas **proposed**, seconded by Cllr P Jenkins, that quote number 3 – BIFFA should be taken out by the Council. Members did bring up the bin in Wilkos that they currently manage but with the issues of BCBC bags being used we should request that the CMO add this bin onto his route.

RESOLVED:

- Proceed with Quote 3
- Add Wilko bin to CMO route.

179. BCBC SERVICE RESPONSE – Footbridge at Cwrt Y Mwnws

Thank you for bringing this damage to our attention. Our area inspector visited site earlier today and identified defects which were passed through for repairs to be undertaken by our DLO.

We have increased the frequency of inspections for the foot bridge at Cwrt y Mwnws following the initial reports of increased damaged and vandalism, due to the aging deck and the frequency of the structures use. Damage is identified early, through the inspectors visits and other reports from public/councillors, when identified damage is repaired and made safe the same day. We will keep the increased inspection schedule until such time that permanent works to the deck have been carried out. The structural report confirmed the integrity of the bridge is in good order, and we will soon look to review the proposed options for the deck.

RESOLVED: to note the information

180. REFERRALS

- **06/07/23:** To SW Police – Location: Market Square - There's currently 2 people drinking alcohol and they are regular users and abusers of the area. Usually, they leave empty beer bottles in the toilet and sink along with causing a terrible mess with human excrement over the walls and other apparatus. They aren't too boisterous right now but they tend to stick around most of the day getting worse as they drink more
- **10/07/23:** The original foundation stone of the Maesteg Town Hall 1881 needs to be brought back to its original state.
Response 20/07/23: Thank you for your email. This is a holding reply while we review this element further. I will be back in touch in due course.
- **13/07/23:** Footpath 44 – damaged steps and handrails
- **14/07/23:** Height restriction sign in Llynfi Rd Car park broken and in dangerous position
- **17/07/23:** Telephone call from resident of Pentyla, regarding noise issues with Forge Travel warming up busses during the early hours of the morning and is hoping for some additional help. Resident advised that last night the busses were turned on at 2am and again around 5am. Resident has previously met with an officer from BCBC however wasn't too impressed, additionally they have also raised concerns about the emptying of the on board toilets and that they can smell the chemicals rather often so can't say if its being disposed of properly or not. Deputy Clerk completed an online form with Shared Regulatory Services with reference Number: 0717094454_4D005
- **18/07/23:** fly tipping of 2 x mattresses on the lane at Cwmdu Road, on turning to the Bronfair allotments
- **21/07/23:** To SW Police: have received a complaint about a singer and religious group outside Saunders & Co hairdressers, they have apparently been very intimidating towards members of the public and to our knowledge have not

received permission to sing on the street. Please could a PCSO visit the area and ask them to leave.

Response 21/07/23: PCSO - I have been monitoring the situation and have CCTV monitoring as well.

21/07/23: Cllr: I was also advised of this this evening that they also did this to some of her customers near the old post office and also in “Sparklebox” jewellers, where they also made attempts to “lay hands on” people. I believe they are based in the Bethel church, based in the old Regal cinema property in Castle street.

RESOLVED: to note the information

181. UNADOPTED LANES REQUIRING OVERGROWTH REMOVING

Requests have been made for the following unadopted lanes to have overgrowth removed:

MAESTEG WEST: The opening few metres of the lane to the rear of Bank Street Maesteg - depicted in the map - is overgrown with weeds. This is an unadopted lane - but is well used by local residents.



Members agreed for the CMO to remove the waste. In addition to this a member advised that the CMO is made aware of potential drug paraphernalia located amongst the waste distributed in the lane.

RESOLVED: CMO to clear the waste.

182. UPDATE TO MTC BUILDING WORKS

12/07/23: Letter of intent sent to Dawsons Stonemasonry and Members of the Council that included a proposed scheme of work for Phase 1 which will begin with the erection of scaffolding to the front of the building week commencing 30th July 2023

14/07/23: email from the Agent forwarded to all members with the revised Agent fees that will be added to the BCBC Grant application.

RESOLVED: to note the information

183. REQUEST FROM CLLR F ABEDALKARIM AND MAESTEG EAST WARD

A Member of the public living in the ward near Maesteg swimming pool has brought to the attention of Cllr Martin Hughes and myself the need of a defibrillator in the area. Cllr Martin Hughes arranged a street meeting on Thursday 13/7/23 outside Maesteg swimming pool with the first responders, pool manager, members of the public Cllr Hughes and myself. We all agreed that the area needs to have a defibrillator, the manager of the pool had no objection to install one outside the front door of the swimming bars. The first responders recommend installing two defibrillators in the area. I would like to ask, if possible, we use the ward fund or council reserves to install the defibrillators outside Maesteg swimming bars to be available Twenty-four hours a day to all members of the public. I would like to ask Councillors of the ward to support this project to help save lives in the area in our community.

It was **agreed** that the East Ward members decide amongst themselves where a defibrillator should be located. It was noted that the community first responders preferred a defib to be placed either outside of the crown pub or closer to Maesteg Police Station as the swimming pool already comes under the coverage area of another defib. Additionally, the swimming pool currently has a defibrillator but it is not intended for public use, only those that use the swimming pool.

Members also highlighted that any site / street meeting with BCBC members as a courtesy should include all ward members not only 1.

RESOLVED: Maesteg East Ward members to discuss amongst themselves and with Maesteg First Responders where a defibrillator should be located.

184. UPDATED CCLA AUTHORISED SIGNATORIES CONFIRMED

Following Minute 34 in June Full Council meeting, the CCLA have now confirmed the changes to the authorised signatories.

RESOLVED: to note the information

185. CTIL 20794221 - UPGRADE TO RADIO BASE STATION INSTALLATION

Members forwarded all the pre-application information for of plans to upgrade a telephone mast to 5G capabilities. I believe the site to be behind Station Street, in the field.

RESOLVED: to note the information

186. CLARIFICATION ON ROLES OF MAYOR/DEPUTY MAYOR

The question has been raised regarding the roles of the Mayor and Deputy Mayor. The Clerk was contacted to advise that the Deputy Mayor had attended an event without the knowledge of the Mayor or the Clerk. Following this the Clerk advised the Mayor and Deputy Mayor of the following protocol:

1. The Mayor is invited
2. If Mayor is unable to attend then the Deputy Mayor would be invited.
3. Should neither the Mayor or Deputy Mayor be able to attend it is then the invitation is passed to a past mayor

All invitations to events for the Mayor should come via the office. If an event is outside the boundary of Maesteg Town Council then permission is needed to wear the Chain of Office to an event within another T&CC's boundary.

BCBC website states that the BCBC Mayor has several roles. They chair full meetings of Council, represent the council and local community at formal and ceremonial occasions locally and elsewhere. The Mayor also acts as the borough's ambassador at:

- citizenship ceremonies for residents completing the process of becoming a British citizen
- civic ceremonies
- events for charitable/voluntary organisations
- events that recognise the achievements of residents and council staff
- receptions and functions at the civic office for special occasions and for visitors to Bridgend
- royal visits

The Deputy Mayor acts as the Mayor's representative at all events, including chairing Council, if the Mayor is unavailable. More information on the BCBC Mayor can be found: <https://www.bridgend.gov.uk/my-council/democracy-and-elections/mayor-of-bridgend-county-borough/>

RESOLVED: to note the information

187. REQUEST FOR TOWN CENTRE STREET CLEANSING

Cllr Fadhel Abedalkarim has emailed the following request:

I would like to make a proposal to add to the agenda of next full Council meeting the subject of the Maesteg Town cleansing. Businesses in the town are taking matters into their own hands and have started cleaning the pavements directly in front of their business premises . The pavements are very dirty and the drainage on the pavements are also blocked in most places . We have £25k ring fenced to keep the town looking clean . In my opinion, and I hope the members will agree , we should start looking for local companies to power jet wash all pavements and unblock drains in town centre, As a duty of care to the upkeep and presentation of the town in which we live and represent.

Clerk has forwarded the email to all members and have also advised that MTC needs to be careful not to duplicate BCBC work.

Responses from Cllrs:

Cllr P Jenkins: Business abuse on times BCBC POLICY BY LEAVING THEIR SMELLY BINS OUT With ROTTING WASTE TO BOOT LIKEWISE RESIDENTS ALSO LEAVE Their Rubbish STREWN ALL OVER PAVEMENT. I HAVE SUGGESTED YEARS AGO FOR BCBC TO INTRODUCE BYE LAW WHEN GRANTING LICENSES TO RETAIL FOOD TAKE AWAYS, THAT AS PART OF THEIR LICENCE YHEY MUST ENSURE THE AREA THAT FRONT THEIR DHOP BE CLEANED PRIOR TO LOCKING UP SND HOING HOME LIKEWISE A GOOD THING FOR Shopkeepers TO TAKE PRIDE IN THEIR PREMISES BY CLEANING THE OUTSIDE OF THEM THIS WAS THE CASE Many YEARS AGO .BIT WAS Taken FOR GRANTED THEY KEPT THEIR Shop FRONTS PRESTINE SAME AS OUR PARENTS AND GRAND PARENTS DID Scrubbed THE PAVEMENTS DOORSTEP AND WINDOWSILL. SO LETS HELP BY HELPING Ourselves TO KEEP OUR AREA CLEAN. NICE TO SEE SHOPKEEPERS TAKING PRIDE.

Members commented on the current condition of the town in regards to grime and dirt on the pavements along with bins being chained to the trees that should be moved outside of bin day. A member did mention that BCBC have the power to request that shop fronts be kept to a minimum standard. It was noted that the new owner of the Bird on Commercial Street has had the pavement outside jet washed and it glistens compared to the normal state of the pavement either side.

Cllr F Abedalkarim **proposed**, seconded by Cllr G Thomas, that the Council utilise the ringfenced funds for street cleansing and have the main streets (Commercial Street & Talbot Street) power washed. All members were in agreement, Cllr R Martin requested that BCBC are to be made aware of businesses using the small litter bins in town especially on the bridge opposite the Catholic school and the river behind is subject to much waste being dumped.

RESOLVED:

- Clerk to obtain quotes for Commercial Street and Tabot Street to be cleansed with a power wash.
- Advise BCBC of the business waste being disposed incorrectly

188. FALLEN TREE FP64

MTC previous ROW contractor advised that a tree came down on f/p 64 in the storm over the weekend and he has cut it up and put it to one side the path is now clear to walk.

Clerk has thanked the previous ROW Contractor if he finds any other trees that have fallen down to let MTC know and we will ask CMO to attend.

RESOLVED: to note the information

189. EVENTS BY EPM CREATIVE

EPM Creative have sent over 2 proposals for events. Both proposals have been set out as a list of options, whereby MTC can pick and choose options.

1. Maesteg Summer Fun Day
2. Maesteg Food and Drink Festival

Members liked both proposals but were concerned with the short notice of which to decide. It was **agreed** to ringfence the remaining funds (circa £15k) and tender for the events next summer

RESOLVED: Ringfence the remaining funds (circa £15k) and tender for the events next summer.

190. REQUEST FROM ADULT COMMUNITY LEARNING

Are looking for new avenues to increase the visibility of our accredited courses, which are either free or subsidised and open to anyone over 16.

Could you kindly let me have a list of community events taking place in your local area? No matter how big or small! We're hoping to arrange to have a presence at as many local events as we can, and spread the word.

Clerk has advised: MTC don't have any events planned over the Summer yet, however the Maesteg COG (Classic Owners Group) have an event in Tesco's Car Park on Sunday 27th August.

RESOLVED: to note the information

191. AGENDA ITEM 9 - SPRING BULBS

Members were provided with a list of current spring bulb recipients and asked if there were any more requests.

Cllr I Williams requested a sack for the grass verge outside of Maesteg Celtic.

Members **agreed** to order 63 x25kg sacks

RESOLVED: Order 63 x 25kg sacks.

192. AGENDA ITEM 10 – TO CONSIDER TENDER DOCUMENTS FOR SANTA'S GROTTO 2023

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 Full Council meeting in June, members were forwarded the tender documents to make a decision on the following quotes received:

SANTA’S GROTTTO:

Quote 1	Quote 2
£12,200 Received: 27/04/2023	Total £12,439.70 VAT £2,073.28 To Pay £10,366.42 Received: 25/04/2023

Members noted the similar overall amount but also stated that we can reclaim the VAT back where it is charged – therefore quote 2 is the cheaper option. A member mentioned the positive relationship with the current grotto provider and said that allowing another company a chance means that the Council can compare and contrast both products going forward. The current grotto provider was awarded the parade contract for this year so this allows them to focus on the one event as well.

RESOLVED: Proceed with Quote 2

193. FINANCIAL APPLICATIONS

Members were provided with application forms from the following organisations:

Cllr AR Davies declared an interest in Caerau Primary School application, therefore took no part in the discussion of the application.

Cllr C Davies declared an interest in all 3 applications, therefore took no part in the discussion of the applications.

1. Caerau Primary School

Date received: 13/07/2023

Request £300 towards purchasing a solar weather station to be fitted into the schools eco garden / nature reserve. The weather station will allow the children to engage with weather forecasting and develop mathematical skills.

Recent bank statement provided.

Last received S137 funding in February 2022.

RESOLVED: Council to donate the sum of £300 under Section 137 of the Local

Government Act (as amended)

2. Caerau Primary School – Basketball Development

Date received: 19/07/2023

Requesting £90 to £120 for medals as a reward for completing a new and innovative program of basketball skills for children in the Year 6 age bracket which enables physical activities and healthy sports development by having a Basketball ‘Summer Camp’ at the school which leads to the pupils being supported in their quest to take part in the newly developed Basketball Wales Year 6 championship for 2023/24

No recent bank statement – just a singular event run by an individual

Not previously received S137 grant funding.

24/07/2023 update: Good morning, Sian, sorry to email you on weekend.

Further to speaking to both the acting HT and messaging (via) the school with the lead teacher we decided to postpone the 'Camp' from August 23rd to the second week back in the school (mid-week we hope) due to the too short a period of advertising.

I can assure you that the programmed 'Camp' shall go ahead in September with 30+ pupils participating and I shall confirm with you to ask that the Mayor might like to attend to present the medals.

I do hope this does not inconvenience you and the Council in anyway.

Cllr AR Davies mentioned that he has spoken to the headteacher of Caerau primary and advised that permission was only given for this group to apply through the ILC (Invest Local Caerau) and not Maesteg Town Council. As per MTC regulations for S137 – grants can only be paid to 1 organisation per financial year. Members advised that the applicant revisit the application and resubmit when the details have been ironed out.

RESOLVED: Request that the applicant resubmit the application once further details as to who will manage the camp etc.

3. Safe Haven Maesteg

Date received: 25/07/2023

Request £500 towards setting up an office for Safe Haven Maesteg based in Salvation Army to include desks, chairs, lockable filing cabinets and printer.

No recent bank statement as they have only just opened a bank account.

Members noted the amount to fulfil the project is £460 and amount requested was £500.

RESOLVED: Council to donate the sum of £460 under Section 137 of the Local

194. DELEGATES REPORT

Cllr G Thomas verbally advised members that BCBC standards committee will soon start to send representatives to Town and Community Council meetings. He added that its likely that the standards committee are hoping to introduce a dispute resolution policy for Town and Community Councils so that disputes between members potentially be fixed prior to going to the Monitoring Officer and Ombudsman.

195. PLANNING

The following applications had the following comments:

Ref: P/23/336/FUL
Applicant: Fairfield Stores
Location: Fairfield Stores 20 Fairfield Avenue Maesteg CF34 9LW
Proposal: Change of use from rest area and store into self-contained bedsit for shop-keeper; first floor side extension to provide ensuite to bedroom one
Ask for: Lee Evans

Does this planning application result in the shop being turned into a residential unit

Ref: P/23/427/FUL
Applicant: Miss T Meek
Location: 3 South Parade Maesteg CF34 0AB
Proposal: Change the use of part of an existing outbuilding for use as an aesthetics (health) clinic
Ask for: Steven Jenkins

The following application had the following comments: if the business was to become too busy that would cause issues for the already small and tight street of South Parade.

The following application had no objections:

Ref: P/23/357/FUL
Applicant: Mr P Edwards
Location: 239 Bridgend Road Maesteg CF34 0NL
Proposal: Single storey rear extension
Ask for: Julie Earp

Minutes emailed to Councillors to Read on 3rd August 2023

Minutes accepted at a Hybrid meeting of the Council held on 5th September 2023

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Mayor