



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, 5th November 2024**

PRESENT: Clerk & Deputy Clerk

**COUNCILLORS
IN PERSON:**

C Davies (Mayor)
F Abedalkarim, P Davies, K Duggan, P Jenkins C Knight,
R Lewis, R Martin, R Penhale-Thomas, M Rowlands,
G Thomas, G Williams and I Williams

ONLINE: AR Davies, A LeGeyt and L Thomas

APOLOGIES: R Collins

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 P Davies declared an interest in any matters pertaining to CAT

Cllr R Penhale-Thomas declared an interest in any items that may relate to Friends of Maesteg Welfare Park.

256. POLICE MATTERS

SW Police gave apologies for not attending the meeting. Members were provided with the following crime figures prior to the meeting and asked to email the Sgt's with any concerns:

Maesteg Crime Statistics for October 2024

	<u>Caerau/ Nanty</u>	<u>Maesteg East</u>	<u>Maesteg West</u>	<u>Llan</u>	<u>Total</u>
Robbery	0	0	0	0	0
Drugs	0	0	0	1	1
Dwelling Burglary	1	0	0	0	1
Burglary other	2	2	0	1	5
Theft of vehicle	0	0	0	0	0
Theft from vehicle	1	1	0	0	2
All other theft	3	9	12	0	24

Damage	6	4	4	1	9
Violence against a person	18 (1)	22 (3)	10 (1)	3	53
Domestic related	3	5	4	0	12
All Crime TOTAL	31	38	26	6	101
ASB	10	9	19	6	44
Drink Driving	0	1	0	0	1

RESOLVED: To note the information.

257. THE MAYORS REPORT

Mayor Cllr C Davies attended the following events:

3 rd October	LBS opening
13 th October	Bridgend Town Council Civic Sunday
27 th October	Porthcawl Town Council Civic Sunday

RESOLVED: To note the information.

258. MINUTES

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

- **Full Council** – 01/10/2024 emailed 04/10/2024
- **Full Council Confidential** - 01/10/2024 emailed 04/10/2024

The **Finance Committee** 15/10/2024 emailed 15/10/2024 were taken as read and the following recommendations were accepted.

1. Q2 accounts are accepted.
2. Move money to cover the overspends:

Christmas Lighting	£6,351.00
General Fees	£2,666.00
Insurance	£376.47
Maesteg Festival – Christmas	£1,000.00
Premises Running costs	£10,000.00
Warm Hubs – add new budget line	£5,000.00

3. Agreed draft budget – see appendix 4 to be discussed in agenda item below
4. To look into accounting software.

- **Finance Committee** 15/10/2024 emailed 16/10/2024

RESOLVED: to note the information and accept the recommendations from the minutes.

259. TO CONSIDER DRAFT BUDGET

Cllr P Jenkins proposed, seconded by Cllr AR Davies that the discussion on Draft Budget is moved to a standalone meeting and requested a vote on this proposal with the following responses:

Cllr F Abedalkarim	No	Cllr R Lewis	No
Cllr AR Davies	Yes	Cllr R Martin	No
Cllr C Davies	No	Cllr R Penhale-Thomas	No
Cllr P Davies	No	Cllr M Rowlands	No
Cllr K Duggan	No	Cllr G Thomas	No
Cllr P Jenkins	Yes	Cllr L Thomas	No
Cllr C Knight	No	Cllr G Williams	No
Cllr A LeGeyt	No	Cllr I Williams	No

No = 13 votes

Yes = 2 votes

Following the above vote, the proposal falls, and the draft budget is discussed in this meeting.

Members discussed the Finance Committee Draft budget with the following comments:

- The money set aside for the Maesteg Welfare Park 100 year anniversary should take out the money used in 2024-25 (£14,500.00) and this money should be used towards other projects. These could include:
 - Supporting Llynfi River Care group
 - Fruit for children during school holidays
 - Civic award ceremony
 - Digital rights of way systems.
- A member queried whether the recent announcement by the Chancellor on the Budget and NI had been taken into account? Clerk advised that the Finance committee met on 15th October before the NI announcement. Another member queried whether this would affect MTC as staff are public sector employees. The Clerk was asked to find clarification on this.
- Prior to the refurbishment works MTC contributed a grant annually to the Town Hall, would the finance committee look at either contributing financially to the Town Hall or indirectly via grants to groups who wish to hire the town hall? Some members felt that all groups and organisations can apply for S137 towards the hire costs of the town hall, others felt that it should be separate. Chair of finance advised that in the draft budget the finance committee has increased S137 by £10k, this increase could be used as a separate budget line for town hall? Members disagreed and that this money was included for a specific reason. Cllr P Davies proposed, seconded by Cllr R Martin for the Finance committee to look into this.

- Members asked if there were any grants being applied for? Clerk advised that currently MTC are in the process of applying for the T&CC Fund grant towards Blaencaerau Play Area, but this money is not guaranteed. Chair of finance advised that even if grants were to be applied for we cannot include them in the budget unless they have been granted.
- What about 26/27 and 27/28 precepts? Are there any discussions on these yet as we currently have lots of big spends that once completed, we won't be able to continue with big projects unless we raise precepts. Chair of finance advised that we currently do not have any commitments other than those agreed. If Council wish to provide more services / projects, then precept will have to be raised.
- What about inflation? Chair of finance advised that inflation was included in the draft budget.
- Why has the car par toilet been removed as a budget line? Chair of finance advised that with all the correspondence from BCBC on land ownership etc, it is unlikely that the land would be transferred to MTC. Additionally when the town hall reopens there will be a number of public toilets available.
- What about the lift – this is constantly out of order, Council need to start thinking about whether or not to replace the lift and there is no building maintenance budget set?
- Ward funds – a member is against the use of ward funds as MTC is one Council and all projects should be funded centrally. Another member advised if we were to remove ward funds then this money would need to be moved in to a different budget line for central funds?
- Why have they budgeted £40k for Blaencaerau Play Area when this is in an area that the play area could be abused? Why not do a partial refurbishment and year on year add to this? Chair of finance advised that the maximum grant under the T&CC fund is £20k, we need to budget £40k in order to possibly get an additional £20k.
- A member had concerns on hiring contractors to run events when in the past MTC used to run them. Clerk advised that legislation had changed and MTC are unable to run the events e.g. Christmas Parade as we do not have the necessary manpower or qualifications set by SW Police. In addition to this another member advised that the Clerk's do not have enough hours to do everything and maybe the questioning member should try and organise an event!

It was noted that BCBC have not sent the net tax base yet, therefore MTC unable to set precept requirements for 2025-26.

RESOLVED:

- Seek advice regarding the NI employer increase
- Finance Committee to meet to discuss a revised draft budget
- To await the net tax base from BCBC

260. RESOLVED: THAT THE COUNCIL GO INTO COMMITTEE TO DISCUSS A CONFIDENTIAL PERSONNEL ITEM

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’

262. RESOLVED: THAT THE COUNCIL COME OUT OF COMMITTEE

MATTERS ARISING

- 263.** Cllr F Abedalkarim advised that at a recent OVW training session they were advised that there shouldn't be a Matters Arising agenda item – Council have asked that the Clerk check with OVW and SLCC.

RESOLVED: Clerk to check with OVW

264. MINUTE 212

MINUTES - Finance Committee recommendations:

2. 03/10/24 Emailed Internal Auditor if he would like to continue as MTC internal auditor for another year i.e. 2024-25
- 03/10/24 Thank council for their offer, but I believe it's time for the council to have a new Internal Auditor. Fresh pair of eyes etc.
- 04/10/24 Invitation to tender for internal auditor advertised on website and social media - See agenda item 9 for tenders
3. 03/10/24 Financial Regulations updated and placed onto website
4. 03/10/24 S137 application form updated and placed onto website

RESOLVED: To note the information

265. MINUTE 215

SOLAR PANELS FOR COUNCIL OFFICE ROOF

08/10/24 Emailed Agent for advice. – no response to date

RESOLVED: To note the information

266. MINUTE 217

MAESTEG FOOTPATH 64 (HEARTS OF OAK)

Awaiting updates from BCBC members

RESOLVED: To note the information

267. MINUTE 218

CHRISTMAS PARADE 2024 – TOWN HALL

Still waiting for Events committee to meet with Town Hall manager to discuss events for 2025

RESOLVED: To note the information

268. MINUTE 220

SPONSORSHIP OF LOCAL RUGBY CLUB ANNIVERSARIES

03/10/24 Emailed Maesteg Harlequins RFC to advise Cllrs C Davies & G Thomas will attend the event on 17th October. Banners have arrived and collected.

RESOLVED: To note the information

269. MINUTE 221

OFFICE CONDITIONS

08/10/24 Emailed Agent to apply for listed building consent for air conditioning units

RESOLVED: To note the information

270. MINUTE 223

LATE DOUG DIXON MEMORIAL

Bench ordered. Due to arrive week commencing 4th November.

RESOLVED: To note the information

271. MINUTE 224

DEGRADED BENCH NCN885

Composite bench ordered. Due to arrive week commencing 4th November.

RESOLVED: To note the information

272. MINUTE 226

IRON WORKS MONUMENT

03/10/24 Emails received from BCBC Cllrs and BCBC Officers forwarded to all members:

Please see the email trail below regarding the condition of the Llynfi Ironworks Site in Maesteg. Llynfi Valley Cllrs and Maesteg Town Council (MTC) continue to receive complaints about the lack of maintenance to this important local monument to our industrial past. The site is heavily littered and badly overgrown, it has been established that the site is the responsibility of BCBC, could you provide us with a maintenance plan for the site please.

I also note that other industrial heritage sites throughout the county borough seem well maintained and do not appear to suffer from this level of neglect. The overgrowth on the structure looks like ‘Buddleia’ which will eventually cause damage to the masonry if not addressed.

So therefore, I am asking for the site to be cleared of litter and overgrowth as a matter of urgency so once again the Llynfi Ironworks Monument can be a source of pride to the Llynfi Valley.

Further to your inquiry, there is no maintenance /management plan currently in place for the scheduled monument. This is a document that Cadw has prepared for certain scheduled monuments in Wales, based on their regular inspections.

As you may be aware, vegetation clearance and masonry repairs are nearing completion at Bedford Ironworks, Cefn Cribbwr and it is hoped that a joint ongoing maintenance arrangement can be realised for the two sites subject to available budget.

In the meantime, however we will arrange ground level vegetation and litter clearance as any removal of vegetation from the monument and resulting damage to the masonry and necessary repairs will require scheduled monument consent and possibly a licence from NRW. There is currently no specific budget identified for these works.

RESOLVED: To note the information

273. MINUTE 237

REQUEST – LAND REGISTRY SEARCH – PEN Y GARN TERRACE

04/10/24 Land Registry Search completed with no landowner identified – this information has been emailed to all members.

Cllr P Jenkins advised that as no landowner had been found residents can apply to the Land Registry to take ownership of the land.

RESOLVED: To note the information

274. MINUTE 238

WAR MEMORAL CLEANSING BEFORE REMEMBRANCE SUNDAY

08/10/24 Telephoned Stone mason to carry out the cleansing prior to Remembrance Sunday. Unfortunately, the stone mason is unable to jet wash the top of the war memorial, he also advised that if another company was to be sought, they could damage the stonework of the war memorial and advises against this, especially as the request is to clear bird excrement that would just re-appear.

Remembrance Sunday – who will lay wreaths:

Location			Representing MTC
Llangynwyd	8 th November	10.30am Llangynwyd Village Hall	Cllr P Davies

Caerau	10 th November		Cllr G Thomas
Maesteg	10 th November	9:30am St Michaels	Cllr C Davies

RESOLVED: To note the information

275. MINUTE 241

24 OCTOBER 2024, 5.30PM: THE FUTURE OF LOCAL SERVICE DELIVERY - CO-PRODUCING WITH OUR COMMUNITIES

02/10/24 Emailed BCBC to confirm attendance

25/10/24 meeting recording forwarded to all members. BCBC would like TCC's to work in partnership with BCBC but they wouldn't say what they would like TCC's to do, the detail will be worked out over the next 12 months and possibly in 2026-27 / 2027-28 financial years will see TCC's taking over some services.

Cllr P Jenkins thanked the Chair of Finance for attending and thanked him for the sensible questions raised, although BCBC were unable to provide responses.

Cllr P Davies also thanked the Chair of Finance for attending and that members and officers within BCBC complemented Chair of Finance for the questions raised.

RESOLVED: To note the information

276. MINUTE 242

TO DISCUSS OFFICE HARDWARE

03/10/24 ITCS contacted to proceed with the quote for the Chamber

02/10/24 Laptop ordered

Communications Committee to meet

Clerk & Deputy Clerk to meet with ITCS & Cloudy IT to discuss MTC needs and get quotes.

RESOLVED: To note the information

277. MINUTE 244

FINANCIAL APPLICATIONS

Letter of thanks received from the following organisation:

- Noteworthy Mixed Choir

RESOLVED: To note the information

278. MINUTE 247

CHRISTMAS 2024

03/10/2024 Emailed schools for the School competition poster for Christmas Parade

Winning poster – to be decided before full council meeting

21/10/24 Selection boxes ordered:

Number of boxes	for	Budget
106 boxes of 26	Schools & Grotto	Christmas
4 boxes of 26	Oakwood estate	Maesteg West Ward Fund
6 boxes of 26	Caerau Men Shed	Nantyffyllon Ward Fund
35 boxes of 26	<ul style="list-style-type: none"> • Caerau Community Growers. • Caerau Church Hall Support Group. • Caerau Development Trust. • Caerau Dragons Boxing Club. • Caerau All Whites FC Minis. • Llynfi BMX Racing Club. • Noddfa Youth & Community Project. • UDC Dance. • Valley Foxes FC 	Caerau Ward Fund

Cllr M Rowlands asked if a further 40 selection boxes could be purchased from Caerau Ward funds for another group that meet in St Cynfelyn's Church. The Caerau Ward members **agreed** to this additional request.

A question has been raised, what about those children with food allergies will they be excluded from receiving a selection box?

School	No of pupils will allergies
Caerau Primary	2
Garth Primary	3
Nantyffyllon Primary	2
Plasnewydd Primary	5
Ysgol Cynwyd Sant	11
St Mary's & St Patrick's	9
Cwmfelin Primary	26
Llangynwyd primary	3
TOTAL	61

A quick search online for allergy free selection boxes both NOMO and Moo Free are Dairy, Gluten, Soya, Nut free:

NOMO	https://nomochoc.com/products/kids-selection-box	£274.50
Moo Free	https://www.moofreechocolates.com/products/snowy-road-cracker	£220.00

Members discussed this and **agreed** to fund the allergen free selection boxes.

09/10/24 Care Homes ordered for the 91 residents

04/10/24 Tender for Christmas Parade video placed on website and social media page - See agenda item 9 for tenders

02/10/24 Emailed the winning tender for normal fireworks
02/10/24 Advised EPM of the new switch on time to 5pm
02/10/24 Updated social media page to advise that applications to be part of the Christmas parade is now closed as all lorries have been allocated
09/10/24 Letters delivered to all shops in Castle Street, Commercial Street, Talbot Street re: Shop Window Display

Mayor has requested that he is on the Mayor of Maesteg Charity Fund lorry and not on the bus with the poster winner – can the Deputy Mayor be on the bus? How will the Mayor then get on stage?

Members discussed this request, and a member raised the issue that the Mayor should be on the bus with the dignitaries and poster competition winner. Other members agreed that the Mayor should go where he wants to in the parade. It was agreed that the Deputy Mayor is on the bus.

Nantylffyllon Ward requests:

1. Christmas lights – the extra 8 lights we asked for from the old lights to be installed on the new lampposts list we gave you. (up to £300 per lighting column).
2. Christmas gifts – for Nanty library miners' group – max of £400 to be spent on Christmas gifts for the miner's grotto – fruit and candy canes etc. We will purchase via the office and issue it out so if it's less than £400 the remaining money will go back to the ward fund.

Nantylffyllon Ward members **agreed** to both requests.

Additional Funding for Christmas - OGI have released their applications this year for financial support specifically for digital projects. They did express their interest in sponsoring the Christmas Parade this year, but we passed on the information from One Voice Wales in regard to public bodies and sponsorships. The Deputy Clerk has responded and asked if MTC can apply for OGI funding to purchase or rent a projector that would light up the Town Hall during the Christmas parade, we could then place their logo on the marketing materials (Christmas Poster) alongside BCBC, EPM and our logo so all parties benefit. The Council just have to agree/disagree to explore this option. The grant funding is for up to £500.

Members **agreed** to apply for the £500 grant funding

RESOLVED:

- 40 additional selection boxes purchased from Caerau Ward Fund
- 61 allergen free selection boxes purchased for the schools
- Mayor can attend parade on the Mayors Charity Fund lorry
- Deputy Mayor to attend parade on the bus with dignitaries and poster competition winner
- Nantylffyllon Ward additional lights purchased

- Nantffyllon Ward fruit and candy canes purchased for Nanty library miners group
- Apply for the OGI grant

279. LIST OF PAYMENTS FOR THE MONTH OF OCTOBER 2024

RESOLVED:

That the tables of **Expenditure (£30,279.29) Income (£68,259.95)** during the month of October 2024; copies of which had been circulated to Members, which included the DD payments, Faster Online Payments and Bank Reconciliation be accepted, confirmed, and signed by the Mayor.

Members were also provided with:

- list of payments to be made in October 2024 totalling **£13,331.78**
- A copy of the Receipts and Payments Account which includes expenditure against the budget and the budget remaining and an income analysis.

CMO Summary Report – October 2024

This month I have been:

- Weekly building checks that include:
 - fire alarm
 - emergency lighting
 - legionnaires disease
- Twice weekly bin emptying on the cycle track.
- Emptying bins in car park
- Inspect and, where necessary, cut back overgrowth or clear debris:
Fp. 2a, 20, 23a, 27, 36, 37, 38, 39, 40, 41, 42, 43, 43b, 44, 46, 46a, 46b, 48, 52, 57, 64, 77, 82.
- Weeded and cleaned Woodlands Terrace Steps.
- Repaired Dog waste bag on cycle path.
- Repaired sink in disabled toilet. Replaced toilet roll holder and disabled handle. Skimmed over to make as new.
- Oiled and greased equipment.
- Milage at start of month – 59643 at end 59873 (230 total miles)
- Delivered dog waste bags to the Library, special families and Council Offices.
- Fixed gazeboes with correct brackets
- Delivered bulbs to all organisations – no sacks remaining.
- Cleaned and fix strong room door, made new bolt from materials in house and fitted it.

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

- Daily bin emptying in Llynfi Rd car park
- Inspect and, where necessary, cut back overgrowth or clear debris on rights of ways.

280. TENDERS

1. CHRISTMAS PARADE VIDEO

Closing date for tender: 12 noon 28th October 2024

Clerk advised that 2 quotes were initially received, however 1 quote was pulled due to the company being hired for another event on the same day. Therefore only one quote received for £1,500.00. It was **agreed** to proceed with the tender at a cost of £1,500.00.

2. INTERNAL AUDITOR

Closing date for tender: 12 noon 25th October 2024

Clerk advised that there were 5 tenders received. Chair of Finance requested that the tender for Internal Auditor is scrutinised by the Finance Committee before any decision is made and that the tender quotes are given to the Finance Committee redacting the company names in order to check that the tenders comply with all the requested information.

It was agreed that the Finance Committee scrutinise the tenders for Internal Auditor.

RESOLVED:

- Christmas Parade video: Tender is accepted from Colourblack Productions at a cost of £1,500.00
- Internal Auditor Tender: Finance Committee to look at this

CORRESPONDENCE

281. NEWSLETTERS / FLYERS / BRIEFING NOTES/ CONSULTATIONS

Emailed to all Councillors for information:

- Festival of Remembrance and Remembrance Sunday Maesteg
- Green Top Markets Maesteg Town Centre
- Hartshorn House October Newsletter
- Hartshorn House – Christmas coffee morning
- Letter from Deputy Leader BCBC
- Independent Remuneration Panel for Wales – Draft Annual Report 2025-2026
- The Wise Group - Advice and Support for residents
- Wellbeing Economy Cymru Festival of Ideas
- OVW - Senedd Inquiry into the role, governance and accountability of the Community and Town Council sector.
- OVW - Funding News from the Cost of Living Crisis Support Team
- OVW – New Model Financial Regulations 2024
- OVW - Annual Financial Timetable of Actions
- BCBC - Town & Community Council Fund - 2025/26 Allocation letter

- Play Wales - Focus on play – Play and county councillors
- BCBC - News bulletin for councillors
- Department of Work and Pension Scam

RESOLVED: To note the information

282. REFERRALS

22/10/24: The tenants of a property in Brookfield Rd, Garth, CF34 0NJ have been evicted and have left a undercounter fridge/freezer outside the house along with a number of flytipped boxes. This family have been rehomed by V2C.

Response: 25/10/24: We have investigated and carried out appropriate action. Cllr I Williams advised that the fly tipping was removed the next day.

RESOLVED: To note the information

283. REQUESTS CLLR F ABEDALKARIM (from October)

1. Resident in Christopher Road Maesteg East raised concerns about the condition of the road and the bus shelter , plus a request for new planters . I would be grateful if you can assist and if any things that Maesteg Town Council can do to help please .

Clerk advised: The road condition is an issue that should be sent to BCBC – they would need further information on the complaint, and I suggest you ask the resident to use the BCBC online form <https://www.bridgend.gov.uk/my-council/customer-services/contact-us/>

Unfortunately, this bus shelter is not owned by Maesteg Town Council and we are therefore unable to assist with the request regarding the shelter.

I believe the verge is maintained by either V2C or BCBC and we would need permission from BCBC/V2C to install planters. The East Ward members would need to agree to the request for planters before I proceed with getting the necessary permissions.

Cllr F Abedalkarim advised that he doesn't think a planter would be suitable for this area due to space limitations.

2. Member of the public concerns about the steps between Commercial Streets and Church Street being dirty and full of buried poo, requested if we can jet wash the steps. I did report to BCBC, and they came back and said they are not adopted and might MTC could help. Can you assist please, and we just installed new handrail there

This was forwarded to BCBC Street Cleansing section.

23/09/24: Cllr Fadhel Abedalkarim advised: I would like to confirm that the steps have been cleaned this morning . Thank you very much for your support to keep Maesteg clean .

Cllr F Abedalkarim advised that these steps are now dirty once again and require further cleansing. Another member advised that previously MTC had requested that these steps are made a right of way and requested that the Clerk chase BCBC ROW manager for an update.

3. WARD FUND REQUEST

21/10/24 The residents in Church street raised concern about lack of general waste bin in the river walk next to the Bridge in Church Street. I would like to propose using the ward fund to purchase and install the bin on the river walk. I seek your support to use the ward fund please.

Clerk has asked: Before committing ward fund money to purchase a bin, permission would be needed from BCBC to install a bin and who would empty it? BCBC will NOT empty additional bins, likewise CMO already has 12 bins that are emptied daily and this is taking up a massive amount of his time already.

Cllr F Abedalkarim replied: I would like your assistance in this matter if possible please. Would you like to bring this matter to a full council meeting first. Let's assume that we all agree to use the ward fund. We can't let the residents concern down. We need a solution and need your help. All I want is a bin in the area.

Members discussed that BCBC removed this bin due to it being abused and requested the Clerk contact BCBC to ask if it could be reinstated. It was also noted that BCBC will not sanction the introduction of new bins.

RESOLVED:

- Contact BCBC ROW manager for an update on making the steps a ROW
- Contact BCBC to ask if the bin can be reinstated

284. **REQUEST CLLR P JENKINS (from October)**

Dear clerk could you as our cmo to cut back on small scale the branches of trees at junction of golden tce and bridge street maesteg, leaves blocking drains and garden. We once had a bench situated here with views across to commercial st well used for its view. Long gone trees gone wild, o will contact BCBC ON THIS FOR CURTAILMENT OR REMOVAL AND GREEN AREA REINSTATMENT OF BENCH WITH VIEW. THANK YOU WILL SEEK SUPPORT OF MTC ON THIS.. THANK YOU

30/10/2024 – BCBC update: *'I can confirm a contractor has been instructed to provide costs to reduce and cutback overhanging branches of the tree. I am hoping to receive costs at some point this week and will advise you of the plan'.*

RESOLVED: To note the information

285. REQUEST – CLLR R MARTIN

Dear Clerks & Chair of HR,

Please can we agenda: purchasing Employment Law an Advisors handbook by Legal Action Group. The price is £70.

This is a book I have used at work for many years, both in my advising role and my Managers role in CA. It answers simple queries and can assist in recognizing what could be a problem before taking any action. It's good easy reading and I believe it may benefit our committee.

In addition to this, the SLCC requires clerks to have the latest edition of the Arnold Baker Local Council Administration book. We currently have version 11 in the office and 13 is the current version to reflect the changes in legislation. The book is currently £137.00 through the SLCC. This book is essential for clerks to keep the Council working within the law. There is no online version of the book.

Members agreed to purchase both books.

RESOLVED: To purchase both Employment Law an Advisors handbook by Legal Action Group and the latest edition of the Arnold Baker Local Council Administration book.

286. UPDATE FROM PSOW REGARDING AN INVESTIGATION

The PSOW has advised that it The Ombudsman has decided to discontinue the investigation into a complaint regarding a breach of the Code of Conduct.

RESOLVED: To note the information

287. CAERAU MENSHEID

Caerau Men's Shed is a finalist in the Health and Wellbeing Impact of the Year Award.

RESOLVED: To note the information

288. MAESTEG JUDO CLUB REQUEST FOR SELECTION BOXES

Maesteg Judo Club have contacted Cllr R Penhale-Thomas requesting selection boxes. I sought some info from them, as follows:

“We train twice a week every Monday and Thursday in Maesteg sports centre, we are a well-established club, we have been there since 1983, we have about forty members ranging from 3 years old, and yes all from the Llynfi Valley, thanks for the response.”

One for the agenda in November - can you please put it on under correspondence and use the following from the Judo Club:

“Maesteg Judo club is based in the sports centre - I have been trying to get some selection boxes donated to club members for Christmas. I was advised to get in touch with the council - if there are selection boxes available for donation our club would be very grateful to receive some Thank-you.”

Clerk advised that they came into the office as they had spoken to another Cllr who said the Council donate selection boxes. I advised that we do not give to clubs / organisations as we would be inundated etc. I did advise that Caerau Ward are donating selection boxes to groups / organisations in Caerau, but Maesteg Sports Centre comes under Maesteg West and that they should contact Maesteg West members.

Members discussed this as the Judo club has attendees from all over the valley not just Maesteg West, some members felt that Council already give to all the primary schools and that extra selection boxes to clubs and organisations was too much as many clubs do not ask for selection boxes and they have hundreds of children attending, likewise it was also noted that some children may attend multiple clubs and potentially have multiple selection boxes. It was **agreed** that this year this request would be supported and the cost divided by the 4 wards, however next year there needs to be a policy on the issuing of selection boxes that would have to be adhered to by all wards. It was also agreed that no further requests would be supported this year.

RESOLVED:

- To purchase 40 selection boxes for Maesteg Judo Club
- No further requests supported in 2024
- Finance Committee to look into selection box policy for 2025 and beyond.

289. ISSUE WITH STRONG ROOM / VAULT DOOR

Thomas & Thomas have complained that there is an issue with the strong room / vault door. Chair of Property was contacted and the Chair along with CMO met with Thomas & Thomas on Thursday 24th September.

A demonstration was given on how to open the door of the strong room, there definitely is a procedure to follow.

The findings:

The main locking door handle lost an end bolt and easily comes off. CMO will try and source a bolt to secure the handle. There may be issue regarding the size of the thread of the bolt (CMO will research) – this has been changed by CMO.

CMO briefly cleaned all around the inside door frame, there was a lot of oil residue collecting dust. But the door opened with slightly less effort.

CMO will ensure there is a weekly maintenance clean with sugar soap and a lubricating silicone will be applied. MTC need to get a copy of the key for the strongroom to

enable him to do this weekly. Thomas & Thomas tried the local cobblers, and the key wasn't cut correctly and failed to unlock the door.

Deputy Clerk went back to the cobblers who tried a further 4 times to cut the key, they believe the lock has worn down over time.

Clerk has arranged for a locksmith to visit to give an opinion on the lock and whether the lock can be replaced.

Locksmith visited, adjusted the cut key, there was additional grinding on the sides to match the current door in situ. Locksmith recommends using a specialist graphite lube to maintain the hinges/opening of the door. The recommended product is less than £20 if ordering individually or cost may increase if ordering in a pack.

Members **agreed** for the Clerk to purchase the graphite lube.

RESOLVED: To purchase graphite lube

290. NALC ANNUAL PAY AWARD 2024/25

The Local Government Association has informed us that the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2024 to 31 March 2025. We encourage employers to implement this pay award as soon as possible.

Backpay for employees who have left employment since 1 April 2024. If an ex-employee requests it, we recommend that employers pay any monies due to that employee from 1 April 2024 to the employee's last day of employment. The table below lists the new pay scales for clerks and other employees employed under the terms of the model contract, including SCPs 50 and above. These should be retrospectively applied from 1 April 2024.

RESOLVED: To note the information and backdate the pay award from April 2024

291. REAL LIVING WAGE 2024 INCREASE

On 23rd October it was announced that the real living wage has been increased to £12.60 [What is the real Living Wage? | Living Wage Foundation](#)

A member queried that the living wage increase for 21 year olds is £11.44, clerk advised that is the National minimum living wage, MTC pay the Real living wage is for all over 18's and it has increased to £12.60. The Living Wage rates for 2024-25 were announced on the 23rd October. Employers will then have 6 months to implement them by May 1st 2025.

RESOLVED: To note the information and backdate the increase from April 2024

292. CAERAU ALL WHITES FC – CHANGE OF USE FOR MTC CAT GRANT

Cllr P Davies declared an interest in this item, therefore took no part in the discussion.

We shall be obliged if you will give kind consideration to the following.

We, the management team of Caerau All Whites Football Club refer to our 2020 application to Maesteg Town Council for financial assistance associated with our proposed Capital Asset Transfer (CAT) of the Caerau Riverboat playing field and pavilion from Bridgend County Borough Council (BCBC).

Our original application to you requested financial assistance towards the purchase of mechanical equipment necessary to maintain the playing field. We are now of the opinion that the pavilion, its surroundings, changing rooms, shower rooms etc. need essential repairs and immediate upgrading. This is necessary in order to fall in line with Wales Football Association rules and regulations, otherwise the club could find itself relegated to a lower division. This would be a tragedy as the club has worked hard to achieve its present status.

We therefore sincerely request that our original application for mechanical equipment is ignored and that instead is now for financial assistance toward upgrading the pavilion's interior and its surround.

The transfer is extremely close to completion, therefore Maesteg Town Council's support to improve facilities is essential for the club and the community of Caerau itself.

Members discussed this request with one member querying when did they apply – clerk advised they were one of the original applicants in August 2020. Members **agreed** to the change of use.

RESOLVED: To advise Caerau All Whites FC & BCBC CAT of the agreed change of use of the grant.

293. BUSINESS ACTION PLAN

Grasshopper have advised that we should receive their draft report by the end of October. (If this has happened then all members will have been sent it). Members are **STRONGLY ADVISED** to read through the report in its entirety and forward their immediate concerns/questions to the clerks email address and we can obtain answers. All questions asked on the night may not be guaranteed to get answered given the number of recommendations that need to be discussed.

The meeting with grasshopper will take place on **the 14th of November at 6:30pm** in the Council Offices. Members can discuss certain aspects in more detail with Grasshopper and their representatives. The report has many recommendations and Grasshopper have been advised of the responsibilities of the Town Council vs the Borough, however, some recommendations such as litter picking have been noted as

MTC can bring in more litter hubs and arrange litter picking etc. The draft report is **STRICTLY CONFIDENTIAL** at this time, but the final report will be made public.

RESOLVED: To note the information

294. ITCS – CHAMBER EQUIPMENT

ITCS have installed new monitors and wiring to accommodate our hybrid meetings. There is still small works outstanding which they are aware of and will be coming back to fix. In the meantime, they have asked if we have other demands or suggestions. In the most recent finance committee meeting it was noted that the monitors are still too small. We have had permission previously from the conservation officer that, if a projector screen was to be installed, as long as it fits in with the aesthetic and colour of the chamber then we can go ahead. We already have a fairly new projector in the office, we would just need a mount for it to angle upwards. The projector screen would be roughly 2metres by 1.6metres. Costings vary but we should be able to find a screen for less than £500 that can retract and be installed on the ceiling. You can have digital screens (TV's essentially) that do not require the projector but the space where we need the screen may not be suitable for installation and cannot retract when not in use – the cost for these is also in excess of £2,500.

Members discussed and agreed to purchase a projector screen.

RESOLVED: To purchase a projector screen and suitable stand for the projector.

295. PARAPET TO THE FRONT OF THE BUILDING

Comments from members of the public and Councillors have noted the green algae on the front of our buildings parapet. Dawsons have come out and advised that this area was cleaned but the 'green' does come back fairly quickly. When they do the works to the Town Hall side of our building, they will power wash this again. In the meantime, they are happy if the council wish to have this done elsewhere – they will still do it when they attend.

RESOLVED: To note the information

296. PUBLIC TOILET DOOR

The external wooden door that occupies the entrance to the public toilet has rotted to the point where the bottom half is crumbling, and the frame is now loose and posing a danger. The new CMO has costed a replacement with new doorframe, and this will cost £553.10. He advised that roughly an extra £100 will be needed to paint the new door and cover any further little expenses associated with installation. As an experienced carpenter of 40 years, the CMO is more than happy to install the new door. He has noted that the drains that are in situ currently are not fit for purpose and need to be redone, this is evidenced as when it rains, the toilet and lift basement are flooded.

Members discussed and agreed to purchase a new door frame and door and for the CMO to install.

RESOLVED: To purchase new door frame and door

297. FINANCIAL APPLICATIONS

1. NANTYFFYLLON RFC MINI'S & JUNIORS

Date received: 27/09/2024

Request £500 towards purchasing equipment such as, correct size rugby balls for all age groups, tacking equipment, new tags and belts. The cost of these will vary per supplier.

Bank statement & email confirming no further requests from Nantyffyllon RFC provided. Last received S137 in December 2023

RESOLVED: Council to donate the sum of £500.00 under Section 137 of the Local Government Act (as amended).

2. CAERAU ALL WHITES FC

Date received: 30/09/2024

Request £500 towards purchasing extra football kits, goals (3 sizes), footballs (different sizes), extra water bottles, cones, discs etc. These are needed as more players registered than anticipated and FAW have not responded to request for funding.

Have supplied the following:

- Order for goals/ bibs, match balls, cones = £504.60
- Invoice for additional jerseys = £227.50
- Caerau All Whites FC Accounts 2023/24
- Bank statement – August 2024

Last received S137 in September 2017

RESOLVED: Council to donate the sum of £500.00 under Section 137 of the Local Government Act (as amended).

3. CAERAU DRAGONS BOXING CLUB

Date received: 23/10/2024

Request £500 towards replacing old bags and gloves/

Bank Statement provided. Last received S137 funding in February 2024.

RESOLVED: Council to donate the sum of £500.00 under Section 137 of the Local Government Act (as amended).

4. CAERAU DEVELOPMENT TRUST

Date received: 29/10/2024

Request £500 towards pantomime

Bank Statement provided. Last received S137 funding in December 2023

RESOLVED: Council to donate the sum of £500.00 under Section 137 of the Local Government Act (as amended).

298. DELEGATES REPORTS

None received prior to the meeting

RESOLVED: To note the information

299. PLANNING

Members **supported** the following applications:

Ref: P/24/576/FUL

Applicant: Mrs T Matthews

Location: 4 Station Terrace Nantyllyllon Maesteg CF34 0HR

Proposal: Demolition of existing single storey rear porch and WC; construction of rear single storey extension with flat roof

Ask for: Ashita Guru

Ref: P/24/560/FUL

Applicant: Mrs L Phillips

Location: 47 Fairfield Avenue Maesteg CF34 9LW

Proposal: Loft conversion with dormer

Ask for: Julie Earp

Ref: P/24/572/FUL

Applicant: Mrs L Morris

Location: 53 Station Street Maesteg CF34 9AL

Proposal: Change of use from store into cafe/coffee shop

Ask for: Dione Douglas

Ref: P/24/618/FUL

Applicant: Mr K Shakespeare

Location: Penlan Bungalow Picton Place Nantyllyllon Maesteg CF34 0HS

Proposal: Demolition of conservatory and replacement with single storey rear extension

Ask for: Julie Earp

Ref: P/24/388/FUL
Applicant: L Elcome
Location: 2 Cwmcwryn Cottages Maesteg CF34 9PT
Proposal: Retention of a raised area of hardstanding for a car parking space
Ask For: Richard Hawkey

Ref: P/24/639/FUL
Applicant: Mr R Bwye
Location: 33 Crown Rise, Garth, Maesteg, CF34 0JY
Proposal: 1st floor storey side extension and single storey rear extension
Ask for: Richard Hawkey

Members **had no objections** to the following application other than a query on parking and the loss of retail space in the town centre:

Ref: P/24/552/FUL
Applicant: R Diekema
Location: 106 Commercial Street Maesteg CF34 9HJ
Proposal: Conversion of existing redundant public house to 2no. 2 bed apartments and 5no. 1 bed apartments
Ask for: Kittie Powell

**Minutes emailed to all Councillors to Read on 14th November 2024
Read and accepted at a remote meeting of the Council held on 3rd December 2024**

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Mayor