**Peterston-super-Ely Community Council**

***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the Ordinary Meeting held at 7.30pm on 14th November 2016 at the Church & Community Hall, Peterston-super-Ely**

**Present:** Councillors: Jan Parry (Chairman), Cllr David Moody-Jones, Ray Petre, & Michael Morgan.

**Also Present:** Joanna Howell (Clerk to the Council)

**Apologies:** Cllrs Ian Pearson(Vice-Chair), Pat Cadwalladr, Bill Budd and David Jaques

CC Rhodri Traherne and PCSO Kieron Byrne (South Wales Police)

Cllr Parry welcomed everyone to the meeting.

1. **Police Matters**

PCSO Kieron Byrne was not present and had not sent the crime figures.

1. **County Council Matters**

CC Traherne had sent his apologies and did not have any general VoG matters to report.

1. **Public Session**

The one member of the public present started by thanking the Council for returning the memorial playing fields to the village.

She wished to raise two matters:-

* Defibrillator in the Phone Box – As there were normally two cars parked by the phone box, in order to prevent them blocking the road, this restricted access to the phone box which would not be ideal in an emergency. Therefore would it be possible to consider other places for the defibrillator. Obviously if the defibrillator was in the phone box, one of the cars would have to be parked on the road.
* River Ely Clearance by volunteers and could the Council help advertise the need for volunteers.

The Chair thanked the member of the public for her comments and closed the public session

1. **Matters arising from Public Session**

There was a discussion around possible alternative positions for the defibrillator; an obvious one seemed to be outside of the Three Horseshoes.

*AP Clerk to contact owner to see if he would provide his permission for this and agenda position of defibrillator for the Jan meeting*

Cllr Moody-Jones indicated that he had spoken to Peterston Connect about the river clearance who would try and support the event as much as possible.

*AP Clerk to record appeal in the abbreviated minutes for the Parish Magazine*

1. **Update on MUGA**

The Chair confirmed that planning permission had been obtained on the MUGA development. However as the business and financial reports had not been received by this Council in advance of the Welsh Government Grant Application deadline the grant had not been submitted.

The MUGA group had proposed instead that they form an amateur sports club as defined by HMRC and apply for the grant in the next round of funding in 2017 in the name of that club. Hence they have submitted an additional expression of interest to the Welsh Government and should hear the outcome of this in January 2017.

The Clerk clarified that the amateur sports club could not act as a subcommittee of this Council and instead would act as an independent group and have a sub-lease on the MUGA Courts as the tennis club did currently. The Clerk had also identified a number of conditions that must be met in order for the club to qualify under the HMRC scheme and would advise the group of these.

The Council had a short discussion on the matter and concluded that it may be worth the group investing in professional advice for its business plan. The Council agreed it would like a presentation from the MUGA group at the February 2017 meeting, this to include the business and financial plans, the structure of the sports club preferably with approval from HMRC and a detailed plan of how the MUGA would function.

*AP Clerk to update MUGA group with her findings and the details of this meeting*

*AP Clerk to agenda item for the February meeting*

1. **Consideration of the grant applications from PsE Church & Community Hall and Croes y Parc Chapel**

The Clerk confirmed that no one present wished to declare an interest in either of these grant applications.

The Chair reminded the Council of the fact that they were currently waiting on a legal note from OVW regarding the providing of money to religious groups for their buildings, as discussed in the October ordinary meeting. The Council therefore agreed that this application must be deferred until that legal note had been obtained but at the moment it did not look like a grant could be provided.

*AP Clerk to explain situation to grant applicant*

Regarding the hall application, the Clerk confirmed that this was not a Church owned or ran building and therefore did not fall under the above legal note. There was a review of the previously circulated application and a discussion of the merit of the application, as well as a review of the grants budget line.

Cllr Moody-Jones proposed that a s137 grant of £1,000 was provided to the hall for their new lighting system; this was seconded by Cllr Petre and called to a vote. There were two votes in favour and one abstention, therefore the proposal was passed.

The Council RESOLVED to provide a s137 grant of £1,000 to the PsE Church & Community Hall.

*AP Clerk to raise cheque and notify hall*

1. **To consider the expense policy of this Council**

The Chair referred the Council to the discussion held at the October meeting around whether the current expenses policy was clear enough to those that may potentially apply to be Councillors in May 2017 and whether it was open enough to allow for expenses claims.

The Clerk went through the current policy as agreed in the 2016 AGM.

Cllr Petre proposed that rather than each expense claim coming before a Council for approval, for those expenses that had already been proposed in principal, the expense claim could be checked and approved by the Clerk. The subsequent cheque raised would then be approved along with all other payments at the next meeting, but no major detail would be required.

*AP Clerk to draft appropriate wording and procedure to be approved at the January 2017 meeting*

1. **To consider the marketing/recruitment actions required for this Council**

Cllr Morgan had asked at the October meeting for this to be considered at the next meeting, as he fears that there may not be enough people coming forward as potential Councillors for the May 2017 elections. He also wants to encourage a diversity of applications.

The Chair suggested that this Council start advertising that the current terms of office are coming to an end and that there will be elections in May 2017 for a new Community Council. She also asked that the Councillors personally start having discussions with people who may want to stand.

Cllr Morgan proposed that an event be held in early 2017 where people would be able to attend to learn more about what the Council do and what being a Councillor involves.

*AP Clerk to start advertising end of current terms of office*

*AP Clerk to arrange date for event (possibly Cheese & Wine evening)*

1. **To receive the minutes of the full Council Meeting held on 10th October 2016**

The minutes of the meeting had been previously circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Morgan and seconded by Cllr Moody-Jones that the minutes be accepted. A set of the minutes were then signed as a true and accurate record by the Chair.

1. **Matters Arising from these minutes**

The Chair confirmed that Mr Newbold from The Three Horseshoes had agreed to host an event for the turning on of the Village Tree Lights. This would be held on Sunday 4th December at 6pm and there would be mulled wine and mince pies.

*AP Clerk to advertise the event*

Point 82.2 – Memorial Playing Fields – the Chair confirmed that the re-opening had been done as part of the Remembrance Day memorial service and wished the Council to pass on their thanks to Major Alistair Wills.

*AP Clerk to formally pass on Councillors thanks to Major Wills*

Point 82.4 – New Bus Stop – *AP Clerk to continue to chase VoG*

A member of the public had queried with Cllr Morgan why weren’t the words ‘bus stop’ written on the road.
*AP Clerk to query with highways*

Point 82.7 – Grass cutting tender process – The Clerk confirmed a meeting had been arranged for the Playing Fields & Churchyard Sub committees to discuss the tender.

Point 82.8 – Riverbank cutting – *AP Clerk to chase Craig Williams to do this work*

Point 82.11 – Weed Killer on Playground- *AP Cllr Jaques to do*

Point 83.1 – Neighbourhood Watch Scheme – The Clerk confirmed that there had been no volunteers for the scheme despite advertising. The Council wished the Clerk to continue to advertise the scheme.

*AP Clerk to continue to advertise*

Point 83.3 – Planting in cleared area at White Bridge – Cllr Moody-Jones explained that Peterston Connect were happy to plant bulbs/seed in the area. He quoted that one option was to put down Wild Flower Turf however this would cost £420. An alternative would be to put down ordinary turf or seeds/bulbs. Cllr Petre suggested that appropriate bulbs be put down now and mixed with grass/wild flower seeds for the future. Cllr Moody-Jones felt that was a good and cheaper option. It was agreed by the Council that they had the budget to fund the bulbs/seeds.

The Clerk was asked by the Council to contact the Flower Club to request if their grant monies could be used for some of these bulbs.

*AP Clerk to contact Alec Davies*

1. **Clerk’s Report**

The clerk’s report was reviewed; the majority of items had already been discussed.

Heavy Goods Vehicles on the Logwood – The Council had reviewed the response from the Council, they agreed that there was little more that could be done other than advertise the fact that vehicles could be reported to the Police.

Christmas CASH Grants – Once again the VoG were providing a Christmas CASH Scheme. The Clerk explained the content of the previous year’s grant. After a short discussion Cllr Parry proposed the following grants:-

* £75 – PsE playgroup towards their children’s Christmas Party
* £75 – Towards a tree and decorations outside the hall
* £50 – Towards a Christmas event for Junior Choir
* The remainder of the CASH grant supplied would then go towards the village tree and lights event, and any shortfall be covered by a s137 grant from the Council.

This was seconded by Cllr Petre and agreed by all.

It was RESOLVED to apply for and if successful distribute the above grants for village Christmas Events.

Authority for expenditure

The following expenditure was agreed and cheques were signed by two councillors.

19-Sep VoG Council - Annual inspection playground 739 £63.00

22-Sep Vale Solicitors LLP Disbursements- playing fields 740 £124.14

03-Oct NP Gardening - Fencing of playing fields, wooden bollards and clearance of white bridge 741 £5292.00

03-Oct Jo Howell - Sept Salary and expenses 742 £287.00

03-Oct Countrywide - Oct playing fields 743 £111.06

03-Oct Countrywide - Oct Churchyard 743 £268.88

Current balance as at 03/10/2016 of CB= £13,265 ( incl PlayStation reserve £681)

Balance of MUGA sub account - £2,591

The bank reconciliation for October and is with Cllr Pearson for review. He will confirm review at the next CC meeting.

1. **Planning Matters**

2016/00888/FUL- Ty Mawr, Lane - Logwood - Jct A48 to Peterston Super Ely. First floor extension to form bedroom and ensuite

There were no comments from the Council on this application.

1. **Correspondence**

These were reviewed and acknowledged. There was no additional correspondence.

1. **Councillors Reports**

Cllr Moody-Jones explained that there had been an attempt by Peterston Connect to organise another litter pick up the Logwood, with Keep Wales Tidy. However the group had said that the litter pick would be simply too dangerous. Therefore Cllr Moody-Jones felt that the only way for this area to have a litter pick would be via the VoG Council.

*AP Clerk to report to VoG Council*

There being no further business the meeting closed at 9.30pm.

Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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