

COEDFFRANC COMMUNITY COUNCIL

Minutes of a Statutory Meeting of the Council Meeting held on 16th May 2018 at the Memorial Hall.

Attendance: Cllrs APH Davies, DK Davies, B Richards, A Wingrave, JS Jones, M Harvey, P Davies, J Thomas, K Whitehead, AR Aubrey, MA Fender, D Harvey, LJ Pocock, C Wingrave, TJ Bevan, C Fletcher, K Amos.

1279: Apologies: None.

1280: To receive Declarations of Interest.

Cllr M Fender declared an interest in item 1292 and left the room during the discussions. Additionally, it was noted that no Member that had declared an interest in the last meeting took any part in the approval of the minutes for that meeting.

1281: To approve and sign the Minutes of Previous meetings: -

a) Council Meeting held on 2nd May 2018.

Approved as a true and accurate record.

1282: Matters arising from the minutes. (FOR INFORMATION ONLY)

None.

1283: To receive and approve the accounts schedule for payments and to select two account numbers for a full explanation at the next meeting.

Accounts were received in the sum of £13,658.59 Account No's 100 and 120 were selected at random for an explanation by the Clerk at the next meeting. Copies of the accounts were circulated and the Clerk responded to member's queries.

Resolved: That the payments are approved.

1284: To receive an explanation from the Clerk concerning Account No's: 64 and 82.

The Clerk provided explanations, which were accepted by the Council.

1285: Planning Applications:

None.

1286: To receive a report from any Member concerning meetings at which he or she represented the Council.

The Clerk attended the One Voice Wales/SLCC Joint Conference on 16th May and reported that it was a very full day.

1287: To receive a request to relocate the football area in Jersey Marine Playground.

Cllr A Wingrave reported that when the issue was discussed originally, the complaint was about the noise being generated by the metal goal frame and surrounding fencing. However, the request has now been changed to ask that the council stops football being played altogether in the playground area by replacing the football equipment with benching or alternative play equipment to restrict the use of footballs in the area. Cllr Wingrave noted that only a few residents were complaining about football being played in that area, and that the Council should not stop the children from playing football in that area altogether. Cllr Wingrave requested that the panels and goalmouth are removed, but to allow children to use the area as a kick about area with no goalmouth.

Resolved: That panels/posts and goalmouth are to be removed, and to look at relocating them elsewhere if possible.

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1288: To receive a request from Skewen Scouts Group for them to have a key to the gate off Wern Road, leading to the Scouts Hall so that they can control their own access/egress.

Cllr A Wingrave reported that she has spoken to NPT Highways Department and they have stated that they will not allow the Council to issue keys to other parties, as it could be a danger onto the highway.

Resolved: That the request is refused, and the Clerk is to write to NPTCBC Highways to get written confirmation of their decision to relay onto the Scout Group to explain the implications.

1289: To receive an update from the Clerk regarding the Improvement Notice from the HSE.

The Clerk provided the Members with an update and informed the Members that the Improvement Notice has now been closed. The Clerk also reported that she is still waiting to hear if any other actions will be taken. The information was noted.

1290: To receive/approve the Annual Accounts for 2017/18.

The Members discussed the issue.

The Clerk provided information regarding the earmarked and general reserves and reported on the balance of the cumulative fund, and the movement in reserves to establish earmarked reserves of £105,512. The balance on the general reserve of £132,641 was deemed adequate by the RFO as 4.3 months precept and within guidelines.

Resolved: That the Annual Accounts and earmarked and general reserves for 2017/18 are approved.

1291: To receive/approve the Annual Return for 2017/18.

The Members discussed the issue.

Resolved: That the Annual Return for 2017/18 is approved and signed.

1292: To receive/discuss/approve a Service Level Agreement between Coedffranc Community Council and NPTCBC to provide petrol and for the park equipment and vehicle maintenance.

The Members discussed the issue.

Resolved: That this matter is deferred to the next meeting.

1293: To receive/approve the Privacy Notice for Staff and Councillors.

The Members discussed the issue.

Resolved: That the Privacy Notice for Staff and Councillors is approved.

1294: To receive/approve Alcohol and Drug Policy.

The Members discussed the issue.

Resolved: That the Alcohol and Drug Policy is approved.

1295: To receive/approve the Driving at Work Policy.

The Members discussed the issue.

Resolved: That the Driving at Work Policy is approved.

1296: To receive/approve Inclement Weather Policy.

The Members discussed the issue.

Resolved: That the Inclement Weather Policy is approved.

1297: To receive/approve the Safeguarding Policy.

The Members discussed the issue.

Resolved: That the Safeguarding Policy is approved.

1298: To receive/approve the Legionella Policy.

The Members discussed the issue.

Resolved: That the Legionella Policy is approved.

1299: To receive/approve the Sharps Policy.

The Members discussed the issue.

Resolved: That the Sharps Policy is approved.

1300: To receive/approve the Home Working Policy.

The Members discussed the issue.

Resolved: That the Home Working Policy is approved.

1301: To receive/approve the Cyber Security Policy.

The Members discussed the issue.

Resolved: That the Cyber Security Policy is approved.

1302: To receive/discuss/approve a request from a Local Fitness Instructor for support.

The Members discussed the issue.

Resolved: That the request is approved and that 6 months of Wednesday bookings are waived in order to build her business. A start date must be given in order to determine when to finish the 6 month period.

1303: Correspondence.

a) To discuss/decide if a film crew should be permitted to use Skewen Park to film a thriller.

Resolved: That the request has been approved and that the Clerk has been delegated authority to agree payment terms for staff presence and facilities.

**Cllr K Whitehead
Chair**