

PORTHCAWL TOWN COUNCIL



MINUTES OF THE MEETING OF COUNCIL HELD (ELECTRONICALLY) ON THURSDAY, 10th SEPTEMBER 2020

PRESENT:

COUNCILLORS:	B Jones (Mayor)	
	S Aspey	T Hill
	M Chegwen	R Lee
	M Clarke	B Lewis
	N Clarke	J Pratt
	L Desmond-Williams	L Tallon-Morris
	M Emment-Lewis	G Walter
	A Harris	C Wintle

CLERK: S Elder
ASSISTANT CLERK: S Watkins

80. To receive apologies for absence

Apologies received from Cllr R Smith.

81. To receive Members' Declarations of Interest in respect of business to be transacted

Cllr M Emment-Lewis Agenda item 14 Personal Interest

82. To consider item – Presentation on Paul Robeson (Hannah Kester/Nicola Edwards)

Hannah Kester, Head of Cultural Development, Awen Cultural Trust gave a comprehensive presentation to Members.

It was advised that the Grand Pavilion remains closed until February 2021 for large shows due to Covid 19 - during this time as they plan their reopening, they are developing plans for a reformatted front of house area to allow for social distancing by creating a larger front of house area that improves the customer experience as well as giving them the reassurance to return to the venue. Funding bids for this work are currently pending with Arts Council Wales.

Following a project in 2018 highlighting the Grand Pavilion's connection with Paul Robeson and the BLM protests back in the summer, Awen has thought it appropriate to bring forward the story again and Robeson's connection with the Valleys and the right to protest.

Working with local artist Dan Shearer, Black History Month at the Grand Pavilion in October will see a celebration of Robeson's life, the transatlantic phone call being played from the venue as well as a range of associated permitted activities within Covid guidelines. In the long term, they would like to install a permanent celebration of Robeson at the Pavilion and will be exploring a range of options through the community - it would be their ambition that this will form a new heritage offer from the venue for residents as well as the wider destination market for tourism.

The Grand Pavilion will keep Members up to date with these plans for development which they hope will be mutually beneficial for the Grand Pavilion and for Porthcawl.

Members gave thanks to Hannah Kester for her presentation.

83. To confirm and sign the Minutes of the Special Meeting of Council held on 30th July 2020

Resolved: To confirm and sign the Minutes of the Meeting of Council held on 30th July 2020 as a true and accurate record.

84. To consider any matters arising from the Minutes of the Special Meeting of Council held on 30th July 2020 (for information purposes only)

No matters arising.

A minutes silence was held in respect of David Anderson who was a long serving Councillor and past Mayor at Porthcawl Town Council.

85. To adjourn, if necessary, to take Public Question Time

There were two members of the public present who directed questions to the Mayor.

Question from Carys Evans:- That in light of one of the Town Councillor's stepping down wondered if the seat could be reserved for a member of porthcawl who is of an ethnic minority in order to make the Council more diverse. The Mayor, Cllr B Jones, advised that he would respond within ten working days to Ms Evans.

Question from Tara Evans:- Will the Mayor and Council consider using the noticeboard and any other available structures to provide information on racism within Wales, how it manifests and information on how to be anti-racist, to educate locals and visitors as to the issues facing the black community and people of colour. The Mayor, Cllr Brian Jones advised that he would respond within ten working days to Ms Evans.

86. To consider the Minutes of the Finance and Governance meeting held on 30th July 2020 (Cllr R Smith)

The Deputy Chair of the Finance & Governance Committee, Cllr N Clarke, ran through the minutes in Cllr R Smith's absence.

It was agreed by Members that the resolution should be amended from 'That the Staffing Committee seeks some appropriate Finance Training Packages for the Office Staff' so that it reads the following ' That the Staffing Committee seeks some appropriate Finance Training Packages for the RFO'

Resolved: To approve the minutes (with the above amendment) of the Finance and Governance meeting held on 30th July 2020.

87. To consider item – Vacancy on Planning Committee due to resignation of Cllr Winstanley (Cllr Harris)

No members volunteered for the Planning Committee, agreed that the position remains vacant.

88. To consider item – Selection of Griffin Park Toilet Facility fit out (Town Clerk/Cllr Mike Clarke)

Members queried as to whether baby changing facilities would be made available in each toilet cubicle. It was agreed that the Clerk seeks clarity on this with the Architect for the Griffin Park Toilets project.

It was agreed that the Clerk seeks guidance from the Architect as to whether today's modern wheelchairs/large motorised wheelchairs would have sufficient room to access the re-build toilets with ease.

It was suggested that a hoisting system could be placed in the disabled toilet and agreed that the Clerk seeks guidance.

Members were agreement for the following specifications be implemented for the new build of the Griffin Park Toilets:-

Building requirement – 3 cubicles plus 1 disabled cubicle

External finish – Brick

Roof finish – Traditional finish

Internal Wall finish – Trespa Finish

Internal Floor finish – Altro Flooring (Vinyl) – Agreed that the Clerk makes enquiries in relation to the lifespan and durability of the flooring and as to whether the professional grade is wheelchair friendly. Further agreed that the Clerk has authority to proceed with choosing the best quality flooring for the re-build.

Door colour – It was agreed that the colour choice of the door should be disability friendly. The Clerk and Members to make enquiries initially and report back to the Operations Committee.

Hand Wash System – Grey colour chosen.

Entry Systems – Coin and Contactless system agreed – specific charging amounts to be determined at a later date. Agreed that the disabled toilets would need to be radar key accessed only.

89. To consider item – To accept Equality, Diversity and Inclusion at Work Policy as drafted by HR Department

Members agreed that there were a few minor amendments required for the Equality, Diversity and Inclusion at Work Policy which were as follows:-

- Change the word 'Company' to 'Council' throughout document.
- Amendment on Page 6 (paragraph 2) of the document insert 'bring the matter to the attention of Cllr J Pratt (Equalities Officer), and should make their complaint to Caryl Evans, HR Dept.

Resolved: To accept the Equality, diversity and Inclusion at Work Policy with the above amendments.

90. To consider item – RFO Training with Philip Ley, Brackla Council as agreed at interview process (Chair of Staffing/Town Clerk)

It was advised that the offer of a training package had to be ratified by Brackla Council initially which was due to be undertaken on the 17th September at their Full Council meeting. Members were informed that the accounting system that Brackla Council use is specifically aimed for Councils.

Resolved: That the Clerk proceeds with the RFO Training with Philip Ley, Brackla Council subject to the offer of training being ratified successfully at their meeting held on 17th September 2020.

91. To consider item – Approve Accounts, Quarterly Reconciliation and August Monthly Reconciliation as produced by PML (Town Clerk)

The Clerk advised that should any Members have any questions regarding the accounts presented that he would liaise with PML to obtain the answers and report back to Council.

It was mentioned that cheques should be itemised on the accounts for transparency for Members. Agreed that the Clerk informs PML Accountants to action the itemisation of the cheques going forward.

Members were informed that the Accounts would be presented on a monthly basis.

Resolved: To approve Accounts, Quarterly Reconciliation and August Monthly Reconciliation as produced by PML.

92. To consider item – Porthcawl based business and adhering to COVID Compliance (Cllr Mary Emmment-Lewis)

Members were informed that a complaint had been received regarding an ice-cream vendor sited near Coney Beach who was not adhering to any COVID guidelines.

Members were in agreement that this issue would fall under the remit of BCBC/Shared Regulatory Services and that it would be up to individuals to report any concerns should they wish to do so.

It was also agreed that any further complaints received regarding this issue should go through the current Referral process system asking the Borough Members to take forward.

Cllr S Aspey left the meeting at 8.40pm.

93. To consider item – The Cheese Packaging Recycling Programme (Cllr N Clarke)

Members were advised that the idea behind this programme is to reduce the amount of plastic cheese wrapping in Porthcawl and that John Rees, BCBC had asked the Town Council through Cllr N Clarke to support this initiative.

Members were informed that the delivery point of the cardboard recycling box would be the Town Council offices. However, Members raised concerns in relation to the smell in the office and did not agree that the recycling box should be stored in the Town Council office. It was suggested that a recycling box could be placed in each of the different wards, however it was pointed out that as the boxes are of a cardboard material that they would not be able to be placed outdoors. It was agreed that Councillors would liaise with Cllr N Clarke directly with some ideas for alternative locations of where to place the recycling box.

Resolved: To accept in principle the Cheese packaging recycling programme.

94. To consider item – New Street Lanterns (Cllr Norah Clarke)

Members were advised that the street lanterns on the Porthcawl Seafront are not currently working or corroded and that Colin Hill at BCBC is looking to replace them with LED lanterns in a cloud blue colour. Members were informed that the replacement of the new street lanterns would be at no cost to Porthcawl Town Council and Members were in agreement of the new style.

95. To consider item – Cemetery CCTV (Cllr Tallon-Morris)

Members were informed that a Councillor owned CCTV camera had been placed at the Porthcawl Cemetery as a trial for a few weeks. A Member advised that discussions had taken place with a professional CCTV company and that estimates were forwarded to the Clerk prior to this meeting. It was mentioned that there were some potential issues regarding fixing the CCTV to the Stonemason's wall and the connecting to their WIFI but these matters could be resolved.

Members were informed that the cost of the CCTV would be £1,500 and suggested that an annual fee of up to £120.00 be offered to the Stonemasons for the usage of their electric and broadband.

Members agreed that a formal contract arrangement would need to be in place between Porthcawl Town Council and the Stonemasons initially and that the camera would also need to be added to the Town Council insurance policy.

Cllr N Clarke requested to be provided with a copy of the costings.

Resolved: That the Clerk progresses with the CCTV Camera at a cost of £1,500 + VAT.

Resolved: That the Clerk writes to Stonemasons to offer an annual fee of up to £120.00 for usage of both their electric and broadband payment in respect of the CCTV installation.

The Mayor extended the meeting for a 15 minute period under Standing Order 3y in order to conclude necessary business of Council.

96. To consider item – Review the arrangement between Porthcawl Town Council and New Road Allotment Society (As resolved at Special Meeting of Council 23rd May 2019)

Members were advised that the current arrangement with the NRAS that has been in place for the past year has worked well with no issues.

Cllr LTM left the meeting at 9.04pm.

Resolved: To continue with the current agreement between Porthcawl Town Council and the New Road Allotment Society for another year in respect of the New Road Allotment Site.

97. To consider item – Community tidy up project (Cllr Chegwen)

Members were informed that the top of the Subway is in need of tidying up and that the sign originally placed there by Porthcawl Shout is extremely weather beaten and needs to be restored.

Resolved: That the Clerk arranges for a one off maintenance at the top of the Subway of which is to be taken from the maintenance budget.

98. For information – Cinema Event Update (Cllr Tracy Hill)

Members were informed that a comprehensive plan had been received in respect of the Experience-Porthcawl Cinema Event.

Cllr's N Clarke, M Clarke & J Pratt Member all declared a personal interest in this item.

Members queried as to whether the event area is wide enough for emergency vehicles to obtain access if required. Members were informed that a one way system was due to be put in place to avoid any issues occurring in relation to access.

99. To consider item – Committee Meetings held in person from Oct 2020

Members agreed that due to the current rise of COVID cases that this agenda item be withdrawn and deferred until a later date.

100. Clerk's report

The Clerk read out resignation letter received from Cllr P Winstanley to Members. It was advised that changes had been made to the Town Council website and the Membership list had been updated in the Town Council noticeboard accordingly. It was agreed that a letter of thanks should be sent to Mr Winstanley on behalf of Council.

Members were informed that the Town Council Office had re-opened on 1st September and certain things had been put in place to ensure Covid compliance.

It was advised that the Council Van was sold on 19th August and that the remittance had been received in bank.

Members were informed that Cllr B Jones had liaised with Judith Jones, BCBC in relation to the floor in the Porthcawl Community Hub which is in disrepair. It was advised that this item would be brought to the next Full Council meeting for consideration.

The meeting concluded at 9.20pm