

# PORTHCAWL TOWN COUNCIL



## MINUTES OF THE MEETING OF COUNCIL HELD (ELECTRONICALLY) ON THURSDAY, 11<sup>th</sup> JUNE 2020

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### PRESENT:

COUNCILLORS: B Jones (Mayor)

S Aspey	B Lewis
M Chegwen	S Maitland-Thomas
M Clarke	J Pratt
N Clarke	R Smith
M Emmet-Lewis	L Tallon-Morris
A Harris	G Walter
T Hill	P Winstanley
R Lee	C Wintle

CLERK: Mr S Elder

DEPUTY CLERK: Mrs S Watkins

### 16. To receive apologies for absence

Apologies received from Cllr L Desmond-Williams.

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

Cllr N Clarke	Item 11	Member of BCBC
Cllr M Clarke	Item 11	Member of BCBC
Cllr B Jones	Item 11	Member of BCBC
Cllr S Aspey	Item 11	Member of BCBC
Cllr R Smith	Item 12	Member of Sensory Awareness Group

### 18. To confirm and sign the Minutes of the Special Meeting of Council held on 28<sup>th</sup> May 2020

Resolved: To confirm and sign the Minutes of the Special Meeting of Council held on 28<sup>th</sup> May 2020 as a true and accurate record.

19. **To confirm and sign the Minutes of the Annual Meeting of Council held on 28<sup>th</sup> May 2020**

**Resolved:** To confirm and sign the Minutes of the Annual Meeting of Council held on 28<sup>th</sup> May 2020.

20. **To consider any matters arising from the Minutes of the Special Meeting of Council held on 28<sup>th</sup> May 2020 (for information purposes only)**

No matters arising.

21. **To consider any matters arising from the Minutes of the Annual Meeting of Council held on 28<sup>th</sup> May 2020 (for information purposes only)**

No matters arising.

22. **To adjourn if necessary to take Public Question Time**

No questions received.

23. **To inaugurate Mayor and Deputy Mayor Consorts**

The Deputy Mayor, Cllr T Hill advised that she would not be inaugurating a Consort for 2020/2021. The Mayor, Cllr B Jones advised that Cllr N Clarke is to be his Consort for 2020/2021.

24. **To consider item – Staffing Committee Meeting Vacancy (due to a Cllr resignation on committee)**

**Resolved:** That Cllr N Clarke be appointed on the Staffing Committee for 2020/21.

25. **For information only – Ratification Points from Delegation Team:-**

- A4106 (Newton Nottage Road) Residents Consultation at the agreed fee of £500.00.
- Additional fees of £700.00 per month (for up to 4 months) for the appointed Architect to cover ongoing support for the Griffin Park Toilets Project.
- Additional fees of up to £1,000 for the appointed Director to cover ongoing support for the Newton Nottage Road Project.
- Opening of the John Street Disabled toilet facility initially when toilet facilities are deemed safe to re-open. Appropriate adjustments would be put in place including limited opening hours, sanitising protocols and an attendant on site.

**Resolved:** To accept the Ratification Points previously agreed by the Delegation Team of Council.

**26. To consider item - Signage – Porthcawl Cemetery (Images of BCBC current signage attached under separate cover) (Cllr N Clarke)**

Members were reminded that discussions had taken place with BCBC regarding the placement of signage and CCTV at the Porthcawl Cemetery and that permission was only granted for the signage.

It was advised that further discussions had taken place between a Councillor and the Stonemasons with regards to the placement of CCTV on the borders of their premises, and further advised that the Stonemasons had granted permission to the Councillor for Porthcawl Town Council to do so. It was also agreed that permissions should be sought initially from BCBC prior to Council purchasing/placing CCTV on the Stonemasons premises due to the location.

'Do not leave valuables in your vehicle' was the wording suggested for the signage at Porthcawl Cemetery, however it was agreed that the wording of the sign would need to initially be checked with BCBC prior to the installation.

It was further discussed that some legal advice should be initially sought from our Council's Solicitor in order to be satisfied that Council are acting appropriately and legally.

**Resolved: Cllr L Tallon-Morris to investigate CCTV and Cllr N Clarke to investigate signage and to update Members at a future Full Council meeting.**

**27. To consider item – Pledge for Porthcawl to become an exemplar town for Sensory Awareness (as deferred from the Full Council meeting held on 13<sup>th</sup> February 2020 (Cllr R Smith)**

It was suggested that a press release should be devised to commit Porthcawl Town Council to become an exemplar town for Sensory Awareness and to perhaps invite a Member of the Sensory Awareness Group to attend a future meeting of Council.

Members were informed that there is Welsh Government training available for the Town Council and local businesses in relation to Sensory Awareness.

**28. To consider item – Termination of contract between PML Accountants and Porthcawl Town Council at the end of June 2020 and the Clerk and Deputy Clerk to take responsibility for the accounts in partnership with the Chair of the Finance and Governance Committee.**

Members were reminded that the Accountants were put in place just prior to the previous Town Clerk's departure.

It was considered about a phased transitioning as opposed to terminating the contract with PML spontaneously and to move to an ad-hoc arrangement with PML over a 3-6 month period. During this time the staff could then receive some required training and develop a strategy for an accounting package during this transition period.

**Resolved: To agree/put in place timescales for a financial support programme with PML.**

**29. To consider item – To research and purchase if appropriate the Xero accounting system to be used for Porthcawl Town Council Accounts.**

It was agreed that the Clerk explores some accounting systems including Xero that would be appropriate to utilise for the Town Council accounts.

**30. Clerk's Report.**

Members queried why some of the meetings were not all being held on a Thursday as previously done. The Clerk advised that due to the present situation the meeting days were currently out of sync and that once the initial committee meetings had been held the meetings should be scheduled as normal.

*The meeting concluded at 8.10pm*