

**Draft Minutes of the Full Council Meeting of Porthcawl Town Council held
on Thursday 12th March 2020 – subject to FC approval.**

**** IMPORTANT NOTE ****

**Please note that the following minutes are draft minutes which have not yet
been ratified by Full Council. Therefore they may be subject to change.**

**The minutes have been published in their draft format to ensure that
members of the public are able to read the decisions and discussion that took
place at the Full Council meeting held on Thursday 12th March 2020.**

PORTHCAWL TOWN COUNCIL



**DRAFT MINUTES OF THE MEETING OF COUNCIL
HELD ON THURSDAY, 12th MARCH 2020**

at the Porthcawl Community Hub, Griffin Park Porthcawl at 7.00pm

PRESENT:

COUNCILLORS: G Walter (Mayor)

S Aspey	B Jones
M Chegwen	B Lewis
M Clarke	S Maitland-Thomas
N Clarke	L Tallon-Morris
L Desmond-Williams	P Winstanley
A Harris	C Wintle
T Hill	

CLERK: S Watkins

In Attendance: Scott Elder

*Prior to the Full Council meeting commencing the Mayor introduced the newly appointed
General Manager/Town Clerk, Scott Elder, to Members and extended a warm welcome to*

Scott on behalf of Council. Members were informed that Scott would officially be in post on 23rd March.

192. To receive apologies for absence

Cllr A Thomas	(Personal)
Cllr R Lee	(Personal)
Cllr R Smith	(Personal)
Cllr M Emment-Lewis	(Personal)

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

None received.

194. To confirm and sign the Minutes of the Meeting of Council held on 13th February 2020 - add any amendments.

Page 3 – Minute 175

Add 'Committee' to one of the resolved paragraphs so that it reads:
'That the Clerk arranges a meeting with the Chair of the Finance and Governance 'Committee', Cllr R Smith, to check as to whether the financial procedures for the Town Council office are adequate'.

Page 5 – Minute 179

Add 'Cllr L Tallon-Morris declared an interest in this item'.

Page 6 – Minute 185

To remove the resolved paragraph so that it reads in the body of the minutes:

'Cllr N Clarke agreed that investigations would be made as to whether Porthcawl Town Council could place signs at the Porthcawl Cemetery gates and report back to Council'.

Resolved: **To confirm and sign the Minutes of the Meeting of Council held on 13th February 2020 with the above amendments as a true and accurate record.**

195. To consider any matters arising from the Minutes of the Meeting of Council held on 13th February 2020 (for information purposes only)

Page 3 – Minute 174

The Clerk informed Members that the Town and Community Funding Application which was submitted by Porthcawl Town Council is due to be considered on 7th April by BCBC and that we should potentially be notified of the outcome following their meeting on the 8th April.

Page 6 – Minute 185

Members were informed that some investigations had been made with BCBC as agreed. It was advised that Porthcawl Town Council would be unable to install any CCTV at the Porthcawl Cemetery at this current time. It was further advised that the CCTV would be dis-proportinate with the crime incidents that occur at the Cemetery and was agreed by Members that some signage should be placed on the Cemetery gates to warn members of the public to not leave any personal belongings in their vehicles whilst visiting the Cemetery.

Resolved: Cllr N Clarke to further investigate as to seeking the necessary permissions from BCBC for Porthcawl Town Council to place signage on the Porthcawl Cemetery gates and report back to Council.

Resolved: Cllr L Tallon-Morris to devise sign at no cost to the Council and to circulate to Members for their consideration subject to Porthcawl Town Council obtaining the required permission from BCBC to place signage on the Cemetery gates.

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

No members of the public present.

197. To note for information Mayoral Announcements and Engagements:

The Mayor advised that Town Plaques had been recently distributed to Mrs Marilyn Smith and to the St John's Church Summer Fayre organising committee for all their hard work and dedication throughout the town over many years.

Resolved: To note Mayoral engagements for information only.

198. To note for information Report of the Blue Plaque Scheme Meeting held on 17th February 2020 (Cllr G Walter)

Resolved: To note for information.

199. To consider item – Report of the St John's School Housing Development Public Meeting held on 22nd February at Newton School Room (Cllr A Harris)

Members were informed that a recent public meeting had taken place to discuss the St John's School proposed new housing development and that the meeting was very well attended. It was advised that the members of the public who had attended the meeting had carried out research before attending and had raised some valid concerns and objections during the meeting.

Resolved: To note for information.

200. To consider correspondence received from John Bader, Chair, IRP Wales – Finalised Annual Report 2020/2021 (hard copy available in office)

Resolved: To note for information.

201. To consider correspondence received from John Bader, Chair, IRP Wales – Draft Supplementary Report – Principles relating to the reimbursement of Costs of Care (attached)

Resolved: To forward Draft Supplementary Report to any group referrals in Porthcawl Town if required.

202. To renew membership of One Voice Wales 2020-2021 at a cost of £2,657.00 (attached)

It was advised that the cost for 2019/20 for the One Voice Wales membership was £2,525.

Resolved: To renew the One Voice Wales membership 2020/21 at the cost of £2,657.00.

203. To review item – Internal Auditor for the year end 31st March 2020 (quotes attached under separate cover)

The Mayor advised members that this item would be considered when discussing the confidential quotes at the end of the meeting when standing order no 10.6 would be invoked.

204. To consider item – Review of venue charges for Porthcawl Community Hub

The Clerk reminded Members of the current venue charges for the Porthcawl Community Hub which are: £10.00 per hour, £35.00 half day/evening and £60.00 for a full day.

Resolved: To retain the current charges and to promote the hire of the Porthcawl Community Hub via the Town Council website and noticeboard.

Resolved: The Clerk to provide a report at the Full Council meeting in October 2020 detailing the usage, and the income/expenditure of the Porthcawl Community Hub since the commencement of hire.

205. To consider item – Infrastructure repairs and improvements across Porthcawl (Cllr M Clarke)

Members were informed that prior to the previous Town Clerk's departure it was agreed with Cllr M Clarke to become involved in terms of providing assistance in progressing the Town Council projects. Cllr M Clarke advised that he had liaised with BCBC directly prior to the works being completed on the Porthcawl Subway, however, it was necessary to subsequently apply for a special dispensation application to BCBC to be able to proceed and fully complete the Subway renovation works. It was further advised that it was not acceptable how this matter was dealt with by BCBC and that consideration was given to escalating this issue further.

206. To consider item – Council Meetings (Cllr M Clarke)

Members were informed that the Town Council office is temporarily currently closed to members of the public, however, the staff are currently working at the office. It was suggested that a postponement of the March and April committee meetings and the Full Council meeting scheduled for April.

It was agreed that we are currently experiencing extraordinary times and all possibilities should be considered, following the official guidance of the UK Government, to ensure the continuation of the smooth operation of Council.

In this instance, consideration was given to delegating temporary authority to the Mayor, Line Manager and Clerk to discuss any urgent Council business and for the Clerk to liaise with Chairs of each of the Committees in relation to any urgent matters. However, some Councillors felt that they should be involved in any decision making during the time that no meetings can be held.

It was suggested that plenary powers could be provided to the office to undertake general daily matters and that should any urgent issues arise to notify each of the Councillors.

Council were also mindful that the Annual Meeting in May could potentially have to be postponed should circumstances change in line with Government official advice.

Resolved: That the Town Council be re-opened and remains open until such a time the UK Government advise differently or further if the staff have any concerns regarding remaining open then appropriate action should be taken at such time.

Resolved: To leave the March and April Committee meetings in abeyance until such a time the Town Council receives guidance from the UK Government. To delegate Authority to the Mayor, Deputy Mayor, Line Manager and Clerk to make any urgent decisions of Council and for these three delegates to devise a plan and circulate to each Member for information.

Resolved: To seek some guidance from One Voice Wales in relation to the legality of potentially not holding the Annual Meeting in May due to current circumstances.

207. Clerk's Report.

The Clerk personally welcomed the newly appointed General Manager/Town Clerk, Scott Elder, to the team and advised that the office staff are very much looking forward to working together with Scott.

The meeting concluded at 9.06pm