

PORTHCAWL TOWN COUNCIL



MINUTES OF THE MEETING OF COUNCIL HELD ON THURSDAY 30th JUNE 2022

PRESENT:

COUNCILLORS: M Chegwen (Mayor)

B Davies	J Jones
M Emmet-Lewis	J Monks
N Farr	J Pratt
T Hill	J Strong
E Jones	

TOWN CLERK K Grabham
LOCUM TOWN CLERK: C John
IN ATTENDANCE: S Watkins, K Sutton

23. To receive apologies for absence

Apologies were received from Cllr M Rock

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

Cllr M Emmet-Lewis	Item 4 & 5	Personal interest, non-prejudicial
	Item 6	Family members employed at Trecco Bay
Cllr T Hill	Item 4	Prejudicial

25. To confirm and sign minutes the Meeting of Council held on Thursday 9th June 2022

Resolved: To approve the minutes of the Full Council meeting held on the 9th June 2022 as a true and accurate record.

Cllrs M Emmet-Lewis & T Hill left the room whilst the next agenda item was being discussed.

26. Co-option Vacancy Applications

Cllr J Pratt requested a balloted vote for the Co-option vacancies. The Clerk explained the process and read out part of the Council's adopted co-option policy for Members' information.

Mr J Perren & Mr B Lewis, Co-option candidates left the room.

Ms Manley addressed Council and provided further details in addition to her co-option application.

Resolved: That Council appoints via co-option Joanne Manley and Jeff Perren for the Rest Bay Ward.

27. Co-option vacancies West Central and Nottage

The Clerk advised that BCBC have advised that no By-Election has been called and PTC are free to take forward the two Co-option vacancies for the Nottage & West Central wards. The Clerk further advised that the vacancies would be publicised accordingly.

Resolved: That Council proceeds with Co-option for the two vacancies in the West Central and Nottage Wards (one vacancy in each ward).

28. Trecco Bay request for use of Sandy Bay

The Clerk advised that PTC had been approached by BCBC and also Trecco Bay in relation to a request for Trecco Bay to temporarily use Sandy Bay as an overflow car park during each weekend over the summer period, apart from the weekend that has already been reserved for the Truck Gathering.

It was advised that the reason for the request is due to strict rulings and regulations of how many cars can be parked outside a caravan. It was explained that more than one family are booking a caravan who are bringing two cars which in turn is causing overflow cars to park in nearby residential areas. A solution to this problem could be that Trecco Bay are granted use of Sandy Bay, however, this is a decision for Council to make.

It was explained that PTC only have the lease for part of Sandy Bay and not the full area until November 2022.

Environmental concerns were raised regarding the grass being cut back on Sandy Bay in the height of the season when there are currently nesting birds and concerns on the impact on the land by cars regularly parking in this area.

Cllr E Jones advised that BCBC has already undertaken a parking analysis as part of the pro creation and local development plan and have current parking data available across the town.

Following discussion:- That the Clerk obtains further data to be presented to the next Full Council meeting in terms of determining how many parking spaces are on Trecco point, are Trecco Bay continuing to charge for those spaces for the public while accessing the land for their own residents and also could they lease another section of land implementing a park and ride facility.

29. Opening and closing hours – Griffin Park

The Clerk reminded Members that as agreed by Council Griffin Park will be coming under PTC control as from Thursday 7th July 2022 and that PTC will be responsible for the opening and closing of Griffin Park from this time. It is proposed that the times are co-ordinated with the opening/closing times of John Street public conveniences and that the seasonal hours for opening and closing the park and both public conveniences be 9am-6 or 7pm Spring, 9am-9pm Summer, Autumn 9am-7pm and Winter 9am-5pm.

Resolved: To approve the seasonal hours for the opening and closing of Griffin Park including the public conveniences and also John Street public conveniences as follows:- Spring 9am-6/7pm, Summer 9am-9pm, Autumn 9am-7pm and Winter 9am-5pm.

30. Planning Committee (Quorum)

The Town Clerk advised that there are issues with the quorum with the planning committee. The last three meetings were not quorate, and the Town Clerk asked if Members would be happy to put their names forward to join this committee to increase the amount of committee Members.

Cllr J Jones asked to be noted that she was extremely disappointed at the last meeting and advised that although she does not blame anyone for not being able to attend meetings but having not turned up and not informing the Town Clerk is not what she expected of Council and feel that the residents and constituents deserve better. The Clerk advised that a text message was sent to the Assistant Town Clerk who was not working on the evening of the meeting, however, the message did not come through on the phone until the day following the meeting. Cllr J Jones also asked to be noted that she felt that this was not acceptable especially as three Councillors had not given their apologies for this evenings Full Council meeting and that Members had not been elected in order to not fulfil their duties and to not inform the Clerk's if they are not able to attend a meeting.

Resolved: Cllr J Jones to be appointed on the planning committee.

Resolved: That the Town Clerk calls an urgent special planning committee meeting to consider all the outstanding planning applications.

31. Town Clerk Reports

a) Internal Audit report for the financial year 2021-2022

The Town Clerk advised that the Audit Report for the financial year 2021-2022 received from the Internal Auditor included 27 recommendations for improvements and that 24 of these recommendations were completed in the last financial year. It was explained that last year's originally appointed Internal Auditor was unfortunately unable to undertake the 2021/2022 internal audit for PTC and the Clerk experienced great difficulty in finding a replacement Internal Auditor who was happy to conduct an internal audit for PTC. It is important that Members note that the difficulty in obtaining the Internal Auditor impacted on the internal audit process for staff as it was very time constrictive. However, the appointed Internal Auditor has carried out a full and thorough Internal Audit which has resulted in 18 recommendations of which is a reduction on last year's recommendations and subsequently 7 of those recommendations have already been addressed. The Town Clerk & RFO advised that she has been working hard to put processes in place to ensure that the remaining 11 recommendations will be addressed in readiness for an interim internal audit towards the end of the year. This is to ensure that Council's financial governance and procedures will be in a far stronger position for the 2022/2023 internal audit. The Internal Audit Report is a working document for improvements and regular progress reports will be provided to the Finance & Governance committee.

The Clerk advised that the 11 small remaining recommendations are historic issues that have come forward which have always been procedures of PTC. The Clerk further advised that she is satisfied that these recommendations can be worked through of which have already been highlighted and discussed by Members in the Finance & Governance committee.

Cllr M Chegwen thanked all staff for their hard work relating to the Internal Audit.

Resolved: To unanimously approve the Internal Audit report as presented for the financial year 2021-2022.

b) Annual Accounts and Annual Return for the financial year 2021-2022

Following discussion:-

Resolved: To unanimously approve the Annual Accounts and Annual Return as presented for the financial year 2021-2022.

c) Signing Annual Return 2021-2022

Following discussion:-

Resolved: To unanimously approve the signing of the Annual Return as presented 2021-2022.

Meeting concluded at 8.11pm