

PORTHCAWL TOWN COUNCIL



MINUTES OF THE MEETING OF COUNCIL HELD (ELECTRONICALLY) ON THURSDAY, 8th April 2021

PRESENT:

COUNCILLORS: T Hill (Deputy Mayor)

M Chegwen	B Lewis
S Maitland-Thomas	A Harris
J Pratt	N Clarke
M Emmet-Lewis	C Wintle
C Wesgate	R Lee
J Manley	M Clarke

TOWN CLERK: Kerry-Leigh Grabham

238. To receive apologies for absence

Cllr B Jones, Cllr L Desmond Williams, Cllr L Tallon-Morris, Cllr R Smith

239. To receive Members' Declaration of Interest in respect of business to be transacted

Cllr J Manley, Item 8 Personal
Cllr N Clarke, Item 8,9 & 10 Personal, BCBC
Cllr M Clarke, Item 8,9 & 10 Personal, BCBC

240. To confirm and sign the Minutes of the Meeting of Council held on the 11th March 2021.

Resolved: To approve the minutes with the amendment to note that Cllr J Manley was present and declared an interest in item number 7, personal.

241. To confirm and sign the Minutes of the Meeting Finance & Governance Committee held on the 4th March 2021.

Resolved: To approve the minutes as a true and accurate records.

242. To confirm and sign the Minutes of the Operations Committee held on Thursday 18th March 2021.

A member queried, if they should be resolving the recommendations in bold. The Town Clerk informed members that at this stage of the meeting, we are confirming the minutes. Where it is necessary for Council to make a decision, a report will be tabled, so Council are being presented with the all the information to enable them to make a decision.

Cllr S Matiland-Thomas updated members that the Brodgen Families Grave has been tidied up and if this could be included on our maintenance schedule.

Cllr N Clarke queried if there was written proof confirming that PTC are responsible for the grave and if so it should be included on our asset register.

The Town Clerk confirmed that she would check for written confirmation and the asset register and would draw a list of all responsibilities of the Council and circulate to members.

Resolve: To accept the minutes with the following amendments, Cllr J Manley in attendance. Correction to paragraph 6 page two should read could not and the resolution should read realistic date.

243. To confirm and sign the minutes of the Special Meeting held on Wednesday 24th March 2021.

A member queried if the objection letter in relation to the women's residential unit has been sent as agreed by the Special Committee.

A member queried if the letter will still be sent as the application has been put on hold until after the election.

The Town Clerk confirmed that the letter would still be sent.

Resolved: To approve the minutes with the amendment that Cllr J Manley was in attendance at the meeting.

244. For information purposes only, correspondence received from Kelly Watson BCBC, (Prohibition and restrictions of waiting and loading and parking places)(civil enforcement) order 2013 (amendment No 17) Order 202.

Resolved: For members to note the correspondence.

245. For Information purposes only, correspondence received from Kelly Watson BCBC, Lime Tree Way Footpath Closure.

Resolved: For members to note the correspondence.

246. To consider item – correspondence from Traffic & Transportation BCBC proposed introduction of No waiting or loading at any time parking restrictions and the proposed introduction of a 20 MPH Zone.

A member queried the 20 mph zone around the new health centre. Members advised that it is due to the amount of people attending the medical centre.

A member informed Council that this is positive step and will allow for Council to request further 20mph zones by schools.

Resolved: Members note and approve of the correspondence.

250. To consider item – Griffin Park Toilets – Cllr B Jones

Cllr T Hill introduced the item and informed members that due to Cllr B Jones not being present, that the Town Clerk would provide an update.

The Town Clerk informed members that the new toilet block has today been fitted on to the concrete slab. That there is a proposed opening in mind, however that date would not be published just yet. The Town Clerk also informed members that Griffin Park Community Hub, have by agreement opened their toilets to the public, daily Monday to Sunday 10am to 4pm.

A member reminded all members that only two people are allowed in the hand wash area at any time in John Street Toilets. This will allow for queues. The same member also informed all members that BCBC are looking to provide temporary toilets in Porthcawl. The Town Clerk confirmed that this is the case and that there will hopefully be an update next week.

The Town Clerk informed members that she & Cllr Jones have completed toilet inspection training and this will enable the Town Council to inspect the toilets in the correct manner, hopefully elevating some of the complaints, in relation to the cleanliness of the toilets.

Cllr T Hill, thanked all those involved.

251. To Consider Item – Outdoor Gym – Cllr C Westgate

Cllr C Wesgate introduced the item and proposed Cosy Corner as a site. Cllr C Westgate informed members, that the outdoor gym would greatly assist with mental and physical health.

Cllr M Emmet-Lewis informed members that she would whole heartily support the proposal of an outdoor gym.

Cllr M Clarke informed members that he supports the idea, and suggested that Cllr C Westgate work with the Town Clerk to determine the costs involved, suggested Griffin Park as a proposed location and bring all the information back to Council.

Cllr J Pratt queried if Porthcawl already have these facilities in Porthcawl at Newton.

Cllr C Wesgate informed members that the facilities at Newton are very different to the items that he has proposed.

Cllr J Manley informed members that there may be the potential for funding from Sports Wales and she would be happy to work with the Town Clerk on the funding application.

Resolved: For Cllr C Wesgate to meet with the Town Clerk & Cllr J Manley to determine costs, if there would be funding available and to report back to Promoting Porthcawl.

252. Town Clerk Reports

a) Invoices for payment

The Town Clerk introduced the report.

A member queried the outstanding Danfo invoices. The Town Clerk informed members that a thorough review of the invoices received from Danfo was conducted and it has been confirmed that the two invoices are outstanding.

Resolved: For invoices to be paid.

253. b) PML Accountants Notice

The Town Clerk introduced the report. A member informed all members that she was happy that the contract is coming to an end. The member felt that the Finance function is one of the most important functions of the Council.

Resolved: For the Town Clerk to terminate the current contract with PML Accountants and Issue PML with a letter informing them of Council's decision.

254. c) Newton/Nottage Road Safety Project

The Town Clerk introduced the report.

Cllr N Clarke queried the hourly rate and ceiling fee and ask if this is the correct protocol for procuring services on an hourly fee.

The Town Clerk informed members that she was not aware that services could not be procured on an hourly rate.

Resolved: To accept the proposal for Mile White Transport services to be retained to assist the Town Clerk with the Delivery of the Project.

255. d) Griffin Park CAT Transfer

The Town Clerk introduced the report.

Cllr M Clarke, thanked the Town Clerk for the report and moved that the report be accepted. Cllr M Clarke informed members that he had attended a meeting with Cllr B Jones and there was a very strong indication that the Town Council could apply to CAT transfer fund for the £20,000 for remedial work and be successful.

Cllr M Chegwen, thanked the Town Clerk for a thorough report and seconded Cllr M Clarke.

Cllr N Clarke queried how long would the CAT transfer take to complete?

The Town Clerk informed members that the 'Tenancy at Will' has been proposed while the freehold transfer completes in the background. Freehold transfers are taking a long time to complete at the moment, as seen with John Street Public Toilets.

Resolved: For the Town Clerk to proceed with the Tenancy at Will while the Freehold CAT is processed in the background.

256. e) Procurement Policy

The Town Clerk introduced the report.

Cllr M Clarke queried if work would be completed on an adhoc basis and did not want suppliers being paid less than living wage.

Cllr J Manley thanked the Town Clerk for the report and acknowledged that this will streamline the process.

Cllr J Pratt queried if we would continuously add contractors to the approved contractors list.

The Town Clerk informed members that we would recruit on a continuous process, however our standing orders would still be followed.

Resolved: For the Procurement Policy to be accepted and implemented and for the creation of an approved contractors list.

257. f) Local Government & Elections Act (Wales) Act 2021

The Town Clerk introduced the report. Cllr N Clarke informed members that the report is worth reading and the changes are vast and varying.

Cllr T Hill informed members that the report is highlighting the onus and requirements of Town & Community Councillors on how they should be fulfilling the role as a Councillor.

Resolved: To accept the new legislation.

Meeting Concluded at 20.03pm