

# PORTHCAWL TOWN COUNCIL



## MINUTES OF THE MEETING OF COUNCIL HELD (ELECTRONICALLY) ON THURSDAY, 8<sup>th</sup> OCTOBER 2020

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### PRESENT:

#### COUNCILLORS:

B Jones (Mayor)

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

ASSISTANT CLERK: S Watkins

### 102. To receive apologies for absence

No apologies received.

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

Cllr N Clarke	Agenda item 16	Personal BCBC Member
Cllr N Clarke	Agenda item 23	Personal Interest, Secretary of Credu Charity Ltd
Cllr M Clarke	Agenda item 16	Personal BCBC Member
Cllr M Clarke	Agenda item 23	Personal Interest, Trustee of Credu Charity Ltd
Cllr B Jones	Agenda item 16	Personal BCBC Member
Cllr B Jones	Agenda Item 23	Personal Interest Employee of Credu Charity Ltd
Cllr S Aspey	Agenda item 16	Personal BCBC Member
Cllr G Walter	Agenda item 9	Personal Interest, Member of Christmas Morning Swim Committee
Cllr R Smith	Agenda item 9	Personal & Pecuniary Interest to InclusAbility

**104. To confirm and sign the Minutes of the Special Meeting of Council held on 3<sup>rd</sup> September 2020**

**Resolved:** To confirm and sign the Minutes of the Special Meeting of Council held on 3<sup>rd</sup> September as a true and accurate record.

**105. To confirm and sign the Minutes of the Meeting of Council held on 10<sup>th</sup> September 2020**

**Resolved:** To confirm and sign the Minutes of the Meeting of Council held on 10<sup>th</sup> September as a true and accurate record.

**106. To consider any matters arising from the Minutes of the Special Meeting of Council held on 3<sup>rd</sup> September 2020 (for information purposes only)**

Page 2 – A member asked as to whether the agreed information at the last meeting of Council had been inserted in the One Voice Wales adopted Financial Regulations. The Clerk advised Members that the Financial Regulations had been amended accordingly. It was agreed to place a copy of the amended Financial Regulations onto the next Finance & Governance Committee.

**107. To consider any matters arising from the Minutes of the Meeting of Council held on 10<sup>th</sup> September 2020 (for information purposes only)**

Cllr L Desmond-Williams asked for it to be noted that she did not get the ability to vote on the accounts and that she would not have voted for them.

Page 5 item 95 – It was advised that the paragraph should read that the costings should be provided to the Town Clerk and not that the costings needed to be provided to Cllr N Clarke. It was advised that the costings had already been previously provided to the Town Clerk and have subsequently also been provided to the Assistant Town Clerk.

**108. To adjourn, if necessary, to take Public Question Time**

One member of public present, however, no questions raised.

**109. To consider email correspondence received from Pippa Kestle, Asset and Compliance Surveyor, BCBC – Renewal of Griffin Park Community Hub Lease**

**Resolved:** To renew the Griffin Park Community Hub Lease for a further 12 months.

**110. To consider item – Minutes of the Promoting Porthcawl Committee meeting held on 22<sup>nd</sup> September 2020**

Cllr T Hill read through the recommendations.

Members were informed that the grant application received from the Christmas Swim had been withdrawn.

It was suggested obtaining feedback and photographs from events organised by InclusAbility.

**Resolved:- To approve the minutes of the Promoting Porthcawl Committee meeting held on 22<sup>nd</sup> September 2020.**

**111. To consider item – Minutes of the Finance and Governance Committee meeting held on 24<sup>th</sup> September 2020**

Cllr R Smith read through the recommendations.

Members raised concerns about the current accounts provided by PML.

**Resolved: To approve the minutes of the Finance and Governance Committee meeting held on 24<sup>th</sup> September 2020.**

**112. To consider item – Minutes of the Operations Committee meeting held on 24<sup>th</sup> September 2020**

Cllr T Hill read through the first paragraph of the minutes of the Operations Committee meeting and subsequently Cllr B Jones continued.

Concerns were raised by Members regarding the safety issues for installing a hoist in the disabled toilet cubicle at the new Griffin Park public conveniences.

Members were advised that no hoist is planned to be fitted into the disabled toilet cubicle however, the cubicle is to be fitted with the appropriate hand grabs and supports and the interior would be large enough to accommodate wheelchairs to be easily manoeuvred. Members were further advised that if the preference of Council was to install a hoist at Griffin Park public conveniences then a large strengthened building would be needed and new plans would also need to be submitted to the planning department at BCBC. Members were reminded that a hoist is scheduled to be fitted in the John Street toilets and it was agreed not to pursue fitting a hoist at the Griffin Park public conveniences.

It was advised that a resolution, not a suggestion, was made at the Operations meeting that a meeting be arranged with Cllr L Tallon-Morris, Cllr J Pratt and the Assistant Town Clerk. However, members were informed that it was agreed at the Full Council meeting on 13<sup>th</sup> July 2020 that Cllr M Clarke be given authority to take forward, not to make any decisions and then to report back to council.

Members were advised that Cllr J Pratt and Cllr L Tallon-Morris along with the Assistant Town Clerk will be attending a meeting on Monday. Cllr M Clarke advised that he had withdrawn from this meeting. It was further agreed that for continuity Cllr M Clarke would now attend the meeting and report back to Council.

Members were informed that baby changing facilities would be made available in each toilet cubicle.

Cllr S Maitland Thomas declared an interest in item 8 of the agenda.

Following renewal of the Community Hub lease under item 8 of the agenda. Members further discussed that perhaps a two-year lease for the Griffin Park Community Hub should be considered due to the lease costs verses duration aspect. It was advised that match funding would be available from the community asset transfer from BCBC, an application, however, would need to be made for match funding.

**Resolved:** To accept the minutes of the Operations Committee meeting (with the above amendment) held on 24<sup>th</sup> September 2020.

**113. To consider item – Report of the Internal Auditor for the Year End 31<sup>st</sup> March 2020**

**Resolved:** To accept the report of the internal auditor for the Year End 31<sup>st</sup> March 2020.

**114. To approve item – Annual Return for the Year End 31<sup>st</sup> March 2020**

**Resolved:** To approve the Annual Return for the Year End 31<sup>st</sup> March 2020.

**115. To consider item – West Park Primary Representative vacancy (due to the resignation of Cllr P Winstanley)**

Cllr S Aspey left the meeting.

**Resolved:** To defer to a future meeting once a co-opted member is elected.

**116. To consider item – Porthcawl Regeneration (Cllr S Maitland-Thomas)**

It was agreed that this agenda item be deferred until November Council meeting.

**117. To consider e-mail correspondence received from Andrew Highway, Town Centre Manager, BCBC – Salt Lake Development**

**Resolved:** To note for information.

**118. To consider correspondence received from John Bader and associated e-mail from Leighton Jones – Independent Remuneration for Wales – Draft Annual Report 2021/22**

**Resolved:** To note for information.

**119. To consider item – Alternative/Virtual Christmas Period (Cllr T Hill)**

Cllr Hill reported that due to the Covid19 pandemic restrictions the Christmas event is cancelled. Working with various organisations and businesses to organise an alternative/virtual Christmas.

**Resolved:** To allocate £5,000 from the Covid budget. Chair of Promoting Porthcawl, Cllr Brian Jones and Assistant Town Clerk to have authority to make final decisions.

**120. To consider item – Apprenticeship Scheme (Cllr M Chegwen)**

It was moved and agreed that this item be considered under Standing Order No.3(d) item 27.

**121. To consider e-mail correspondence received from Kate Ashbrook – Renewal of annual subscription for the Open Spaces Society at a cost of £45.00**

**Resolved:- To approve the annual subscription for the Open Spaces Society at a cost of £45.00.**

**122. For information – Report received from the New Road Allotment Society**

**Resolved:- To note information.**

**123. To consider Temporary closure of Town Council office due to increase in COVID cases and lone working policy (Cllr B Jones)**

Safety of staff was discussed due to the rise in coronavirus cases.

**Resolved:- To close the Town Council office and the Assistant Town Clerk to work from home. To be reviewed in a few months. Authority was given for the Assistant Town Clerk to divert the office phone to mobile on the basis the cost is £250 per year.**

**124. To approve invoice for Credu Charity at the cost of £7,798.15**

It was moved and agreed that this item be considered under Standing Order No.3(d) of the meeting.

**125. Clerk's report**

Nothing to report.