

PORTHCAWL TOWN COUNCIL



MINUTES OF THE MEETING OF COUNCIL HELD (ELECTRONICALLY) ON THURSDAY 9th SEPTEMBER 2021

PRESENT:

COUNCILLORS: T Hill

M Clarke	R Lee
N Clarke	S Maitland-Thomas
M Emmet-Lewis	J Perren
D Fussell	J Pratt
B Jones	L Tallon-Morris
J Manley	R Smith

TOWN CLERK: K Grabham

ASSISTANT TOWN CLERK: S Watkins

89. To receive apologies for absence

Apologies received from: Cllr's L Desmond-Williams, A Harris, M Rock, M Chegwen, B Lewis

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

Cllr N Clarke	Item 8	Personal, Member of BCBC
Cllr M Clarke	Item 8	Personal, Member of BCBC
Cllr J Pratt	Item 7	Personal, Employee of Dr Jamie Wallis, MP
Cllr B Jones	Item 8	Personal, Member of BCBC
Cllr R Smith	Item 7	Personal

Cllr R Smith advised that he should have declared an interest at the Full Council meeting on 14th July due to Dr Jamie Wallis being in attendance at the meeting.

91. **To confirm and agree amendment to minutes of Full Meeting of Council held on 20th May 2021**

The Town Clerk advised that the reason for the minutes of the Full Council meeting of 20th May 2021 were being re-presented was due to a typing error that had been noted in the minutes.

Cllr N Clarke asked to be noted that she abstained from voting on this item.

Resolved: To approve the amendment to the minutes of the Full Meeting of Council held on 20th May 2021.

92. **To confirm and sign minutes of the Special Meeting of Council held on 29th June 2021**

Resolved: To approve the minutes of the Special meeting of Council held on the 29th June 2021 as a true and accurate record.

93. **To confirm and sign the minutes of the Full Meeting of Council held on 29th July 2021**

Resolved: To approve the minutes of the meeting of Council held on the 29th July 2021 as a true and accurate record.

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

There was one member of the public present, however, no questions were raised.

95. **To consider item – Correspondence from Dr Jamie Wallis**

Cllr J Pratt ran through the contents of the correspondence received from Dr Jamie Wallis, MP.

Some Councillors felt that the installation of street lighting should not fall under the remit of Porthcawl Town Council as it is the ultimate responsibility of BCBC. Concerns were raised that should Council proceed with installing street lights in the said residential street that this could potentially start a precedent for other areas in Porthcawl. Other Councillors mentioned that it would be difficult to reach any final decisions without having sight of any costings, however, felt that this avenue should perhaps be initially explored.

Cllr J Pratt noted that he abstained due to declaring an interest at the beginning of the meeting.

Resolved: That the Clerk carries out some investigations in relation to further information and costs and report back to Council.

96. **To consider item – Correspondence from BCBC Clos y Mametz, Porthcawl – 20mph Speed Limit Zone**

Members were in full support of the proposed 20mph speed limit zone.

Cllr B Jones advised that he had made some enquiries to establish as to whether the road is un-adopted or as to whether it belongs to BCBC, however, was waiting for a response.

Resolved: That Council supports the proposed 20mph speed limit zone for Clos y Mametz, Porthcawl and that the Town Clerk advises BCBC accordingly.

97. **To consider item – Correspondence from Welsh Government – Local Development Plan**

Members were informed that the correspondence received from the Welsh Government was in response to a letter sent to them from Council.

Resolved: To note for information.

98. **To consider item - Correspondence from Welsh Government – Draft Local Elections (Principal Areas) (Wales) Rules 2021 & Draft Local Elections (Communities) (Wales) Rules 2021**

The Clerk advised that a response is required to be submitted by 24th September to the Welsh Government and that a questionnaire is attached to the paperwork that needs to be completed. It was asked as to whether Members wish to respond individually or collectively as a Council to the Welsh Government.

Resolved: That Cllr's B Jones, J Pratt, S Maitland Thomas, L Tallon-Morris and D Fussell to liaise with the Town Clerk to draft a response to submit to the Welsh Government by the required deadline.

99. **To consider item - Coastal Path – Cllr M Emmet-Lewis**

Cllr M Emmet-Lewis advised that she had received a complaint from a constituent that they had encountered issues in pushing their pram through the coastal path due to cyclists sharing the pathway.

The Town Clerk shared her screen illustrating a worn, unreadable sign which is located on the boardwalk which previously stated that the Boardwalk is a designated non-cyclist area.

It was advised that there was previously a kissing gate to prevent cyclists from using the Boardwalk which has since been removed. Cllr M Clarke advised that he had already been pursuing this matter with BCBC and would report back to Council with some information as soon as possible.

Resolved: That the Clerk writes to BCBC to request that they renew the kissing gates and also to install a sign with 'Cyclists Dismount' at the Boardwalk. To make BCBC aware that Cllr M Clarke, Borough Councillor, has already been liaising with an Officer regarding this matter.

Resolved: To place this item on a future Full Council agenda following information being brought forward from Cllr M Clarke.

100. To consider item – Littering at Newton Green – Cllr J Pratt

Cllr J Pratt advised that he had been contacted by a Newton resident who had also contacted the Town Clerk in relation to broken glass and rubbish being left on Newton Green and also being thrown into the resident's garden.

Members suggested placing additional bins on Newton Green or for a Litter/Dog Warden through BCBC to be employed to patrol Porthcawl.

It was further suggested about asking the local businesses in Newton to perhaps work in conjunction with Porthcawl Town Council for the provision of additional bins on Newton Green.

Resolved: To propose to BCBC to implement a Litter Warden in Porthcawl.

101. To consider item – Review the arrangement between Porthcawl Town Council and New Road Allotment Society (As resolved at Special Meeting of Council 23rd May 2019)

Resolved: To continue with the current agreement between Porthcawl Town Council and the New Road Allotment Society for another year in respect of the New Road Allotment Site.

102. To receive update – New Road Allotment Society Quarterly Report

Resolved: To note for information.

103. To grant plenary powers to Promoting Porthcawl concerning Christmas Lights & Events – Cllr T Hill

The Clerk reminded Members that an additional £10,000 was ring fenced for the Christmas Lights as per Town Clerk Reports at the Full Council meeting held on 29th June 2021.

Resolved: To grant plenary powers to the Promoting Porthcawl Committee concerning Christmas Lights and Events.

104. Town Clerk Reports

a) Payments for Authorisation

The Clerk introduced the report and sought the council's approval to make the payments as listed in appendix a.

Cllr M Emmet-Lewis mentioned that the Clerk had liaised with Cllr R Lewis regarding the standing fee for electric used per day at the Community Hub and that the electric bill for Hub included a brought forward balance.

Cllr L Tallon-Morris mentioned the payments for the Rest Bay toilets. The Town Clerk reminded Members that there was an agreement between BCBC and PTC to provide additional toilets in the town and that PTC are reclaiming money from BCBC for any invoices paid in respect of the Rest Bay toilets.

Cllr N Clarke asked as to whether the bin at Moor Lane is being emptied as it seemed to be full on passing the area. It was suggested obtaining some evidence from the Contractor of the work they have undertaken. The Town Clerk advised that she would make some enquiries with the Contractor and report back to Members.

The Town Clerk advised that once the Facility Officer is in place for Council they will be undertaking the same work of the current Contractor.

Resolved: For payments to be made as per appendix a.

b) Quarter One Financial Reports

The Clerk introduced the report and informed members of the recommendations and backing paperwork.

The Town Clerk advised that this report would normally be initially presented to the Finance and Governance Committee and subsequently approved by Full Council. However, due to timescales it was being presented to Full Council only on this occasion.

Resolved: To accept the quarter one financial reports as presented.

c) Internal Audit Recommendation Number 3

The Clerk read through the recommendation and correspondence to Members.

It was advised that a Terms of Reference for a delegated committee of Council needs to be agreed so that should Council be in the same position of a lockdown or similar scenario in the future they will lawfully be able to make decisions on behalf of Council as a whole.

Resolved: To accept the advice provided by One Voice Wales which satisfies the Internal Audit Report recommendation number 3.

d) Internal Audit Recommendation Number 21 – Model Contract of Employment

The Clerk introduced the report and informed members of the recommendations made by the Staffing Committee.

It was suggested that the dates for salaries reviews and the place of work home/office should be inserted on the contract of employment.

Resolved: That the Model Contract of Employment be discussed further at a Special Staffing Committee Meeting. Cllr R Smith to liaise with the Town Clerk to adapt the Model Contract of Employment prior to the meeting.

Meeting concluded at 8.10pm