

February 2021

Minutes of the monthly meeting of the Gilfach Goch Community Council held on Wednesday 10 February 2021 on Zoom.

Cofnodion cyfarfod misol. Cynhelir Mercher 10 Chwefror 2021 ar Zoom.

PRESENT

COUNCILLORS: M.WHITTER, L.PRICE, R.PRICE. A. WARREN (Chaired the meeting in the absence of the chair and vice)

IN ATTENDANCE

THE CLERK DAWN WALTERS.

31. APOLOGIES FOR ABSENCE

31.1 Borough Councillor Aurfron Roberts.

32. MEMBERS DECLARATION OF INTEREST

32.1 There were no declarations of interest.

33. MINUTES OF PREVIOUS MEETINGS

33.1 The minutes of the previous monthly meeting were then agreed as a true record.

34. MATTERS ARISING FROM MINUTES

34.1 Minute 25.8 Borough Councillor Roberts reported to the clerk that the flags are on order and will be fitted shortly. There will also be a new bus stop sign outside the post office in High Street. The work will be done by contractors.

35. ALLOTMENTS / GARAGES

35.1 After careful consideration it was RESOLVED: That the garages ground rent remain at £90 per annum and the clerk was instructed to prepare the letters and to consider any requests made for payment in instalments.

35.2 The clerk had prepared documents to be delivered to the known tenants of plots in the Holly Street Allotment, a letter informing them that the allotment is now under the management of the community council, Tenancy Agreement and a document stating the Allotment Rules. The documents were approved. The allotment consists of 25 plots and there are only 11 tenants known by the clerk. These names were given to the previous clerk in November 2020 by Mr and Mrs Owen. It was RESOLVED: That the annual rental of a plot would be £25.

Bilingual signage would be designed for placement on the 3 gates. The gates will be fitted with new locks. Keys will be given to the plot holders on return of their signed Tenancy Agreement and the fee of £25. In the event of the loss of a key the tenant will need to purchase one from the community council. Keys will need to be returned if the plot holder decides to give up the plot at any time. The intention in the near future is to form an Allotment Association which will consist of the clerk, a councillor or councillors and a representative or representatives of the plot holders.

A Warren showed concerns of the history of knotweed in the allotment and the clerk was aware of this and believes that it was last treated in 2016 and it can only be treated during certain months of the year. It was RESOLVED: that the matter would be looked into.

36. STAFFING

36.1 The post of Outdoor Assets Caretaker will be advertised on 11 March 2021. This was formerly the post of the Bus Shelter Cleaner. The official leaving date of Mr Nigel Blake is 10 March and even though the post has been covered by a casual member of staff it is a legal requirement that it be advertised. The clerk prepared a job description which was approved. It was RESOLVED: That the working hours will increase from 10 to 12 weekly hours with the 2 additional hours for weekly inspections of the Holly Street Allotment and any other task that the council deems reasonable.

36.2 The previous clerk, Edwina Jones, was entitled to holiday pay during the period April – December 2020 as she did not use any of her holiday entitlement. On seeking advice from One Voice Wales the clerk reported that she was entitled to a payment of £556.87. It was RESOLVED: That the payment be made.

36.3 The contract that had been previously created for the clerk, Dawn Walters, did not contain enough detail according to One Voice Wales and a new contract was created in accordance with the advice given. The new document was approved and would need to be signed by the chairman.

37. CORRESPONDENCE

37.1 The resignation letter from Councillor and vice chairman J. Lewis was read and accepted. The clerk was instructed to prepare a letter of thanks and to purchase some flowers to deliver to Jo. A Warren was elected as the new vice chairman proposed by R. Price and seconded by M. Whitter. The clerk was instructed to inform the electoral officer and be advised of the procedure to fill the councillor vacancy of the Garden Village Ward. The necessary bank documents were also prepared to remove Jo from the list of authorised signatories.

37.2 A planning application was read and noted for the following

37.2a 19 Beech Street CF39 8UD Two storey rear extension

37.2b 1 & 3 Wood Street CF39 8UF Rear single storey extension & double storey extension.

37.3 A thank you letter was received from GG OAP Welfare relating to the grant that they received.

37.4 A letter was received from the Wales Air Ambulance Charity Emergency Appeal requesting a donation. A. Warren discussed the importance of this service and it was RESOLVED: That a donation of £250 be given.

37.5 A letter was received from Eisteddfod Genedlaethol Urdd Gobaith Cymru requesting a donation towards the Urdd National Eisteddfod 2021. It will be a digital arts festival due to the pandemic. After a lengthy discussion it was RESOLVED: That a donation of £100 be given.

38. REPORTS / COMPLAINTS

38.1 L. Price had received a complaint that the clerk appears under the councillors heading on the website. It was RESOLVED: That the clerk contact A. Buch to rectify.

38.2 A. Warren expressed concerns of the working conditions of the clerk (mainly temperature related) and the general condition of the interior of the council office. It was RESOLVED: That the clerk agenda this for the next meeting and in the meantime would get advice with regards to works that need to be carried out and would report in the next meeting.

39. FINANCIAL REPORT

39.1	Bank balance as of 31.1 2021	£102964.63
39.2	Invoices approved	
39.2a	Red Valley Enterprises Hire of premises	£180
39.2b	Zoom (reimbursement D Walters)	£28.78
39.2c	Extrascope (Printer)	£146.50
39.2d	Centregreat (Xmas Lights)	£1640

40. ACCOUNTS

40.1 Cheques authorised

002611	H Jones	£280
002612	D Walters	£1539.56
002613	N Blake	£1234.64
002614	D Walters	£1539.56
002615	H Jones	£280
002616	R V Enterprises	£180

40.2 Bank Transactions for December

December Expenditure

Bopath Cerebral Palsy Cymru	£200	
Tesco	£17.50	Christmas
B T	£77.70	
HMRC	£172.04	
HMRC	£60.40	
Edwina Jones	£450	
Council Tax	£111	
GG Community Singers	£500	Chq 002592
GG Watercolour Society	£200	Chq 002593
GG & Ton Defib	£1000	Chq 002600
Tonyrefail School	£1000	Chq 002608
Bus Shelters Ltd	£610	Chq 002610
H Jones	£280	Chq 002611
Dawn Walters	£1539 56	Chq 002612

December Income

Precept	£18666.67
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January Expenditure

B T	£63.99	
HMRC	£172.04	
Council Tax	£111	
Liz Price	£211	Chq 002602
Dawn Walters	£1539.56	Chq 002614
H Jones	£280	Chq 002615
Red Valley Enterprises	£180	Chq 002616

January Income

No income received

40.3 Money already earmarked

Dropped Kerbs	£5000
New Basketball Area	£40000
Bus Shelter Repairs	£623.80
CIL	£6174
Windfarm	£1000

Commitments

Salaries Including Employers NI	£4233
Utilities (C. Tax, BT, Water, Electricity Estimate)	£750
Unpresented Cheques	£0
TOTAL	£4983

Income not yet received

Allotment and Ground rent	£1000
TOTAL	£1000

40.4 Bank Reconciliation

Balance @ 31.1.2021	£102964.63
Earmarked + Commitments	£57780.80-
Income not yet received	£1000+

BAL: £46183.83

41. **DATE OF NEXT MEETING**

41.1 The meeting was then brought to a close and the date set for the next meeting which will take place on Wednesday 10 March 2021 6.30pm via zoom