



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Community Engagement Committee (CEC) held by remote attendance at 7.00pm on Thursday 6<sup>th</sup> June 2024

*The meeting was held in accordance with:*  
**The Local Government and Elections (Wales) Act 2021**

**Present:**

**Councillors** David Evans (Chair), Neil Feist, Joanne Miller, Andrea James, Chris Parker.

**Clerk to the Council:** Leigh Smith.

**RFO/Deputy Clerk:** Lisa Phillips

**Apologies:** None

**Absent:** None.

**CEC2024/012 Welcome and Apologies.**

The Chair welcomed all attendees.

**CEC2024/013 Disclosures of Interests**

None.

**CEC2024/014 Minutes**

***RESOLVED***

To accept the draft minutes of the CEC meeting held on 26<sup>th</sup> March 2024 as a true and accurate record of the meeting.



**CEC2024/015 CEC Action plan.**

None.

**CEC2024/016 Open public participation session.**

Noted.

**CEC2024/017 Recommendations of the fireworks working group with regards to the 2024 fireworks event.**

Deferred.

**CEC2024/018 To receive an update on the work of the Jubilee Marsh Multi-User Route Working Group and to consider any recommendations.**

No update.

**CEC2024/019 To receive an update on the work of the Community Awards Ceremony Working Group and to consider any recommendations.**

No update.

**CEC2024/020 To receive an update on the work of the Annual survey Working Group and to consider any recommendations.**

No update.

**CEC2024/021 To receive an update on the work of the Senior Citizen's Christmas Lunches Working Group and to consider any recommendations.**

No update.

**CEC2024/022 To consider forming a working group to consider arrangements for the annual Senior Citizen's Christmas lunches**  
Noted. This item was included in error the working group having already been formed.



**CEC2024/023 To consider the terms of reference and other arrangements for the proposed Ewenny Bridge Project public consultation. The matter delegated from Full Council to CEC.**

***RESOLVED***

The terms of reference for the public consultation to include:

1. A multi-user\* bridge to replace the current footbridge over the River Ewenny approximately 3m wide and 20m long.
2. A multi-user\* path from the proposed Network Rail, Trenos railway crossing bridge to join up with the proposed Ewenny River bridge.

\*Multi-user being defined as for by all users. Including pedestrians, horse riders, disabled people and those with impaired mobility.

These matters having been resolved by the Community Council.

The consultation to allude to the aims of the wider project, including the following aspects:

3. Network Rail aspire to create a formal bridleway from the south of the Trenos railway line over both bridges and through the Brynna woods nature reserve.
4. Aspiration to make improvements to the surfaces of paths to the south of the Trenos railway crossing and to the north of the proposed Ewenny River bridge through Brynna Woods nature reserve to make them 'disabled friendly'.



The consultation documents to also include the following aspects:

5. Best value to be obtained by entering into a competitive tendering process.
6. Work to be carried out in consultation and full agreement of the Wildlife Trust of South and West Wales who own the Brynna Woods nature reserve.
7. Discussions have taken place with Natural Resources Wales, Welsh Water, RCTCBC rights of Way departments, RCTCBC structures departments and other groups in anticipation of applications for the relevant licenses and permissions.
8. The fact that the project would proceed on the basis that RCTCBC would adopt the bridge and take on future inspection and maintenance.
9. A separate statutory consultation exercise will be carried out in the future regarding the legal creation of the rights of way to create a multi-user network by Network Rail and/or RCTCBC at the appropriate time.
10. Include reference to the fact the LCC aspects of the project would be paid for using CIL funds and not general precept funds, with a brief explanation of CIL funding including the requirement to spend within 5 years of receipt.
11. Check to ensure all statements made are factual.
12. When referencing finances ensure the correct terminology is used. Phrases such as 'Earmarked', 'Committed', 'spent' must be carefully considered when being used to describe the Council's current level of commitment in line with resolutions made to date.
- 13.



14. Ensure the correct terminology is used. Phrases such as 'intends to', 'has resolved to', 'is committed to' must be carefully considered when being used to describe the Council's current level of commitment in line with resolutions made to date. Similarly aspects of the project not yet resolved by full council much be described carefully in line with resolutions made. For example the route of the proposed path to the south, the bridge material etc...

15. The wording of the central question should not be a closed question inviting a yes or no response, but instead the project presented and residents invited to comment.

16.

***RESOLVED***

The Trenos Crossing and Eweny Bridge Working Group to be delegated the following functions and to report back to the CEC with recommendations:

17. The production of draft documents to be used for the consultation.

18. The method of consulting the public.

19. The start date and duration of the consultation.

**CEC2024/024 Urgent information or to suggest items to the Clerk for a future agenda.**

None

There being no further business the meeting closed at 8.15pm



**Date of next scheduled meeting: 24<sup>th</sup> September 2024**

Councillor David Evans  
Chair of the Community Engagement Committee (CEC)



## **LLANHARAN COMMUNITY COUNCIL**

Minutes of the meeting of the Community Engagement Committee (CEC) held by remote attendance at 7.00pm on Tuesday 26<sup>th</sup> March 2024

*The meeting was held in accordance with:*  
**The Local Government and Elections (Wales) Act 2021**

**Present:**

**Councillors** David Evans (Chair), Neil Feist, Joanne Miller, Andrea James.

**Clerk to the Council:** Leigh Smith.

**Apologies:** None

**Absent:** Chris Parker

**CEC2024/001 Welcome and Apologies.**

The Chair welcomed all attendees.

**CEC2024/002 Disclosures of Interests**

Cllr Neil Feist declared a personal interest in general, being a member of Cycling UK.

**CEC2024/003 Minutes**

***RESOLVED***

To accept the draft minutes of the CEC meeting held on 5<sup>th</sup> October 2023 as a true and accurate record of the meeting.



**CEC2024/004 Open public participation and engagement session.**  
None.

**CEC2024/005 Progress and recommendations of the fireworks working group.**

Noted. See also CEC2024/011.

**CEC2024/006 Future placement of summer hanging baskets from Summer 2025.**

***RECOMMENDED***

From Summer 2025 to add the following to the Councils Summer plant schedule:

1 x Large planter at the green space adjacent to St Ilyd's Meadow.

2 x Large planters either side of the roundabout at Heol Y Parc (New Road).

1 x Large planter near the bus stop at Trens Gardens.

2 x Troughs on Llanilid village sign markers near Dragon Studio's.

The Clerk to obtain prices and present to the Committee at a future date.

**CEC2024/007 Future placement of Christmas motifs and other decorations from Christmas 2024.**

To consider adding the following Christmas decorations to the Councils scheme for Christmas 2024.





1 x Large Christmas tree and lights at the green space adjacent to St Ilyd's Meadow.

1 x Large Christmas tree at the roundabout at Heol Y Parc (New Road).

10 x Lamp post 'String lights' along New Road.

1 x Large Christmas tree at Lanley estate (left hand side of roundabout).

8 x Lamp post 'String lights' along entrance to Lanley estate.

The Clerk to obtain prices and practical aspects of providing sockets, power and other aspects of delivering the additions and present to the Committee at a future date together with spend/budgeting options.

The Clerk to enquire with RCTCBC about the feasibility of fitting 'string lights' on the wooden lamp posts in Brynna.

### **CEC2024/008 Quotations for the erection of summer hanging baskets for 2024.**

#### ***RECOMMENDED***

To appoint D3 signs to erect the summer hanging baskets as per the specification provided and the quotation received. The conditions of the Councils financial regulations having been satisfied. And to authorise the officers to spend up to £950 comprising £880 quoted plus a small contingency.

### **CEC2024/009 Annual survey of residents.**

#### ***RECOMMENDED***

For the Council to run an annual survey of residents to help better understand what residents want and how they feel the community council can support them through the services provided. The survey to



run for the month of March to allow members to digest the results which will help inform the budget for the following financial year.

**CEC2024/010 Working group to consider arrangements for the annual senior citizen's Christmas lunches.**

***RESOLVED***

To form a working group to consider arrangements for the annual senior citizen's Christmas lunches comprising Cllrs Joanne Miller, Neil Feist, Andrea James and David Evans. The Chair to be determined at the full council meeting.

**CEC2024/011 Urgent information or to suggest items to the Clerk for a future agenda.**

The committee requested that an agenda item to consider the 2024 fireworks event be held on Tuesday 5<sup>th</sup> November 2024 and that the balance of 'full noise' to 'low noise' fireworks be between 50/50 and 70/50. That is, a maximum of 50% and a minimum of 30% 'low noise' fireworks subject to availability of low noise fireworks.

There being no further business the meeting closed at 8.30pm

**Date of next scheduled meeting: TBD**

Councillor David Evans  
Chair of the Community Engagement Committee (CEC)





## Llanharan Community Council - Community Engagement Committee Action Plan

Action no	Date added	Category	From	Action	Notes	Status	Owner
2023/185	21.7.23	Full Council	CEG	RESOLVED For the Community Council to pay for the hall to be cleaned the Monday following the (fireworks) event (Officer's note: Est cost £45 based on 3 hours).	2023/185	Completed	
2024/086	19.04.2024	Full Council	CEC	2024/086 Recommendations of Community Engagement Committee meeting 26th March 2024 RESOLVED (CEC2024/006 Future placement of summer hanging baskets from Summer 2025). From Summer 2025 to investigate adding the following to the Councils Summer plant schedule: 1 x Large planter at the green space adjacent to St llyd's Meadow. 2 x Large planters either side of the roundabout at Heol Y Parc (New Road). 1 x Large planter near the bus stop at Trenos Gardens. 2 x Troughs on Llanilid village sign markers near Dragon Studio's. The Clerk to obtain prices and present to the Committee at a future date.			LS
2024/086	19.04.2024	Full Council	CEC	RESOLVED (CEC2024/007 Future placement of Christmas motifs and other decorations from Christmas 2024). To consider adding the following Christmas decorations to the Councils scheme for Christmas 2024: 1 x Large Christmas tree and lights at the green space adjacent to St llyd's Meadow. 1 x Large Christmas tree at the roundabout at Heol Y Parc (New Road). 10 x Lamp post 'String lights' along New Road. 1 x Large Christmas tree at Lanley estate (left hand side of roundabout). 8 x Lamp post 'String lights' along entrance to Lanley estate. The Clerk to obtain prices and practical aspects of providing sockets, power and other aspects of delivering the additions and present to the Committee at a future date together with spend/budgeting options.	Quotations for string lights and lights for extra christmas trees (and ancillary equipment requested 4.6.24).  Costings for the power supplies tbd	In Progress	LS
2024/086	19.04.2024	Full Council	CEC	RESOLVED The Clerk to enquire with RCTCBC about the feasibility of fitting 'string lights on the wooden lamp posts in Brynna	NA	Completed	LS

2024/086	19.04.2024	Full Council	CEC	<p>RESOLVED (CEC2024/008 Quotations for the erection of summer hanging baskets for 2024).</p> <p>To appoint D3 signs to erect the summer hanging baskets as per the specification provided and the quotation received. The conditions of the Councils' financial regulations having been satisfied. And to authorise the officers to spend up to £950 comprising £880 quoted plus a small contingency.</p>	Planned erection Week 1 June 2024	Completed	LS
2024/086	19.04.2024	Full Council	CEC	<p>RESOLVED (CEC2024/009 Annual survey of residents).</p> <p>For the Council to run an annual survey of residents to help better understand what residents want and how they feel the community council can support them through the services provided. The survey to run at an appropriate time to allow members to digest the results which will help inform the budget for the following financial year. To form a working group comprising Cllrs Neil Feist, Rhys Jenkins, Chris Parker, Robert Smith and David Evans. Cllr Robert Smith elected as Chair. Terms of reference as per the text in this resolution.</p>	Completed. Working group to proceed.	Completed	LS
2024/086	19.04.2024	Full Council	CEC	<p>RESOLVED (CEC2024/010 Working group to consider arrangements for the annual senior citizen's Christmas lunches).</p> <p>To form a working group to consider arrangements for the annual senior citizen's Christmas lunches comprising Cllrs Joanne Miller, Neil Feist, Andrea James, David Evans. The Chair to be decided at a future meeting. Terms of reference as per the text in this resolution.</p>	Working group to proceed.	Completed	LS
2024/086	19.04.2024	Full Council	CEC	<p>2024/087 Recommendations of Fireworks Working Group</p> <p>RESOLVED</p> <p>The 2024 fireworks event be held on Tuesday 5th November 2024 and that the balance of 'full noise' to 'low noise' fireworks be between 50/50 and 70/50. That is, a maximum of 50% and a minimum of 30% 'low noise' fireworks subject to availability of low noise fireworks</p>	Fireworks working group to proceed	Completed	LS

## Appendix 4

### **Terms of reference and other arrangements for the proposed Ewenny Bridge Project public consultation.**

#### Considerations of the scope of the consultation and what to include/exclude

Currently resolved constituent parts of the Community Council's 'Ewenny Bridge project':

1. A multi-user\* bridge to replace the current footbridge over the River Ewenny approximately 3m wide and 20m long.
2. A multi-user\* path from the proposed Network Rail, Trenos railway crossing bridge to join up with the proposed Ewenny River bridge.

\*Multi-user being defined as for by all users. Including pedestrians, horse riders, disabled people and those with impaired mobility.

Potential future constituent parts of the project (NOT yet resolved by the Community Council):

3. Network Rail aspire to create a formal bridleway from the south of the Trenos railway line over both bridges and through the Brynna woods nature reserve.
4. The Community Council to make improvements to the surfaces of paths to the south of the Trenos railway crossing and to the north of the proposed Ewenny River bridge through Brynna Woods nature reserve to make them 'disabled friendly' and to commit funds to doing so.
5. Any other aspects of the project not listed here.

Other aspects to potentially be included in the wording:

6. Best value to be obtained by entering into a competitive tendering process.
7. Work to be carried out in consultation and full agreement of the Wildlife Trust of South and West Wales who own the Brynna Woods nature reserve.
8. Discussions have taken place with Natural Resources Wales, Welsh Water, RCTCBC rights of Way departments, RCTCBC structures departments and other groups in anticipation of applications for the relevant licenses and permissions.
9. The fact that RCTCBC would adopt the bridge and take on future inspection and maintenance.
10. A future and separate consultation exercise would be carried out regarding the creation of a formal bridleway by Network Rail and/or RCTCBC at the appropriate time. The creation of a formal bridleway or any associated public rights of way applications is NOT part of this consultation.

Consideration of the wording of questions. I.e. What will the consultation ask?

Examples:

Llanharan Community Council's proposes to use circa £275,000 of the Council's CIL monies to provide.....

*Insert text from options 1-10 as decided above (or alternative)*

.....providing a multi-user route from the south of the Trens railway line, through Brynna woods and into Brynna. Linking the communities with a modern accessible route suitable for all users through the nature reserve.

Method of consultation

Facebook/Council website/QR Codes in the woods/Noticeboards/Local shops/OAP associations.

Date of issue

TBD

Length of consultation

TBD