

Pencoed Town Council

MILLENNIUM PROJECT MANAGEMENT COMMITTEE

MINUTES of the Millennium Project Management Committee held on Thursday 20 February 2003 at 4.00 p.m. in The Council Chamber, Felindre Road, Pencoed.

PRESENT: Councillors: Mrs. S. Jewell (Chair), D.R. Gregory, G. Jordan

APOLOGIES FOR ABSENCE: Councillor G. Oram BCBC S. Moon, R. Jones

Councillor Mrs. Jewell expressed concern at the poor attendance at this meeting.

I. REVIEW OF WORK PROGRAMME

The report of Greenlane Cymru was tabled and this was discussed. The following additional points were raised.

- Way marking of the footpaths on the site to be agreed and installed.
- There is substantial growth of young gorse and BTCV have agreed to undertake clearance on site.
- Board walk mesh cover to be installed. Greenlane Cymru will be submitting an estimate for the work both on this site and Coed Iestyn.
- The condition of the Colliers Path to be monitored and appropriate action taken in consultation with Mr. Paul Rees.

2. RISK IDENTIFICATION

The Clerk tabled a risk identification report. The work has been undertaken by the Health & Safety Officer of BCBC, together with Robert Jones and the Clerk. After discussion:

RESOLVED: That this report be accepted and relevant action be taken as appropriate.

3. FINANCIAL UPDATE

The Clerk reported that he has now received the final payment of £2,500 from the Dunraven Estate for this project.

RESOLVED: That the Clerk produce a breakdown of income and expenditure on this project at the next meeting.

4. MERGER OF THIS COMMITTEE WITH COED IESTYN MANAGEMENT COMMITTEE

The merger of both these Committees was discussed. The cross linking of the issues and maintenance work would now suggest that it was an opportune time to merge these Committees into one with the title 'Pencoed Woodlands Management Committee'.

RESOLVED: That this Committee proposes to the Annual General Meeting of Pencoed Town Council that the Coed Iestyn and Millennium Project Management Committees be merged into one Committee under the title of 'Pencoed Woodlands Management Committee'.

5. DATE OF NEXT MEETING

Tuesday, 8 April 2003 at 4 p.m. in the Council Chamber, Felindre Road, Pencoed.

MILLENNIUM WOOD PROJECT

Risk Identification

This was carried out on site on 13 August 2002. The Inspection Team consisted of

Norman J. Davies [Town Clerk]
Robert Jones [BCBC]
Health & Safety Officer [BCBC]

Areas of risk were identified as follows

1. Loose shingle on the upper third area of the Collier's Path.
2. Styles at both ends of fences should have flat platform for safer public use.
3. Barbed wire needs to be removed from the section around the styles.
4. Ensure that the gully on the eastern side of the area (and outside the fence) is covered by a safely constructed boardwalk to avoid injury, but sufficiently adequate to keep out horse riders.
5. That appropriately worded signs are posted to point out the hazards of steep slopes, brooks and wetlands.

N.B. Items 1 and 5 can be covered by proper signage.

There should be regular inspections of site to ensure that the areas identified above are maintained appropriately.

Annual inspections will need to be carried out to update the above, and add any additional items if necessary.