

Bedwas, Trethomas & Machen Community Council

Minutes of the meeting of FULL COUNCIL at the Council Offices Newport Road, Bedwas on Thursday 7 April 2019 at 6.30pm

<u>Present</u>	<u>Apologies</u>
E. Aldworth	E Davies
DJ. Davies	C Morgan
J. Gale	P. Rosser
D. Havard	K Regan
A McConnell	
L. Phipps	
J. Walsh	
J. Winslade(Chair)	

POLICE & ROAD SAFETY COMMITTEE

250 No Police Report received.

FULL COUNCIL

251 **Declarations of Interest:** None

252 **Attendance and apologies for absence** were noted as above

253 **To consider and sign the Minutes of the meeting held on 7 March 2019**

The March minutes were accepted as a true record and signed by the Chair.

254 Update from new Machen Coop Store Manager

An update on the opening of the new Machen Cooperative Store was provided by Mr Stephen Willey who informed Members that despite various delays, the store is anticipated to open on 7th June. Fourteen new members of staff have been recruited from the locality. The Coop is keen to work with the community and offers a loyalty scheme where 1% of the money spent in store can be allocated to local causes.

255 **Presentation by Emma Phipps Magill, Chairperson of Bedwas Workmen's Hall**

A verbal overview of activities within the Hall was provided by Emma Phipps Magill. There are sixteen regular hirers, 48 planned events for the coming year and increased numbers of private hirings. The Hall is strengthening but there remain financial and structural concerns. The Business Plan is said to be completed but requiring update for the forthcoming financial year. The Hall requires at least £17.5k per annum to maintain it. Generally income is covering revenue expenditure but capital is continually required through funding applications.

Feedback suggests that there is a narrow view within the general public of the use of the LIFT fund. There is a requirement for the Hall Committee to clarify what is and what is not appropriate spend. Technical advice, drawings, pre-contract processes and some intangible costs contribute to the overall project and achievement of the lift but may not be recognised as relevant by the public.

The meetings of the Hall are many times barely quorate and therefore new members are needed. EPM indicated that a call out to the public had been made.

It was resolved that Cllr Walsh would submit the expression of interest for the Cadw Historic Buildings application with a deadline within the week.

Chair's announcements and Report

- 256 A verbal report was received by Cllr J Winslade. She highlighted the work around the night shelter in the Hall.
- 258 Cllr Winslade gave an overview of the process to recruit a new Clerk. Eight applications had been received; one outside of the deadline. Three Councillors sifted and scored each application and selected three to interview. One shortlisted candidate subsequently withdrew their application and therefore two excellent candidates were interviewed. A scoring mechanism was used and a decision was reached. The Candidate was offered and accepted the offer of the post and would be required to provide one month notice to their current employer. References were being taken up and subject to satisfactory references, the new Clerk was anticipated to commence with BTM in May 2019.
- 257 Cllr Winslade recognised that her term in office was drawing to a close for the year and expressed gratitude for the support she had received during her term.
- 258 Cllr Walsh highlighted the Standing Order procedure in regards to nominations and elections of Chair and Vice Chair. She also reminded Members of the agreement in October meeting of a nominations process for Chair and Vice Chair. The process agreed was for Members to submit nominations for Chair and Vice Chair to the current Chair prior to the Annual Meeting. At the meeting, the current Chair would record the number of nominations and a vote taken to elect. This would allow the one Independent Councillor to have an equal voice in a democratic process.

Cllr Havard highlighted the significance of and processes set in place within the ruling party to determine Labour candidates. Cllr Phipps reminded Members that nominees would need to agree to be nominated prior to submitting a nomination.

It was resolved: that nominations could be made to the current Chair prior to the Annual Meeting.

Clerk's Report

- 259 Cllr Phipps expressed formal thanks to Bob Campbell for his assistance in preparing for the Council meeting and his overall advice and support during the past two months.
- 260 The Council has appointed a new Clerk who is yet to take up office therefore Cllr Phipps gave a verbal report on the office work she and councillors have undertaken during the month. Cllr Phipps highlighted the extra burden of day to day cover for telephones, enquiries and general paperwork which has been placed upon her during the interim between Clerks.

261 Cllr Phipps highlighted the new National Minimum and Living Wage uplift to £8.21 per person from April 5th 2019. The Greater Torfaen Pension Scheme remains the favoured scheme and carries a £268.21 cost implication to the Council in the coming year.

It was resolved that actions through the minutes would be taken up by Councillors to alleviate the focus on Cllr Phipps.

Forward Plan of Council Decisions

262 Bedwas Workingmen's Hall progress was added to June Forward Plan

FINANCE COMMITTEE

263 **Chair's Report** – A verbal update was provided.

Account Summary

264 All Banking transactions had been processed during the month.

265 Cllr Phipps reported on the details set out by the Independent Remuneration Panel and the Council agreed that Cllrs qualifying for annual remuneration would receive the recommended payment of £150 each in 2019/2020. To reduce paper consumption and to ensure compliance with GDPR **it was agreed** that tablets could be purchased using the Councillor's Allowance.

Ward Projects Expenditure

266 Council agreed to note the expenditure to date.

267 Cllr Phipps requested to add to the May meeting a proposal to vote on combining the ward project funds into one pot.

One Voice Wales Membership

268 The Council had completed its membership of One Voice Wales following a vote at the March meeting.

Applications for Financial Assistance

269 One application was received from Bedwas Brownies. It was agreed to support the application to £300 paid from Trethomas and Machen ward pots.

LAND & BUILDINGS COMMITTEE

Chairs Report

270 A brief verbal report was received.

Hall Issues

271 Following the discussion over designated parking at the Hall, the Caretaker had provided an interim solution but a professional solution was still required. A vote was carried and it was resolved to appoint a suitable contractor to paint parking lines following quotes received. £350 would be used out of general funds.

272 Cllr McConnell requested clarification on the status of the electrical contractor. Cllr Regan had agreed to contact contractors. No information had been received subsequently.

Memorial Garden Project

273 Cllr Morgan was unavailable to report an update on the project.

PLANNING

Chair's Report

274 No update was received. Cllr Rosser was unavailable.

Planning Applications

275 Application 19/0136/FULL - noted

Application 34/68/MCC - noted

Application 18/0759/FULL – noted and an objection had been raised on the basis of congestion at the road junction with Commercial Road. A question was also raised on the basis of affordable housing availability. Cllr Rosser had drafted a letter to indicate Council comments. Cllr Havard would request a site visit.

It was agreed that Cllr Havard would deliver the letter to CCBC planning. Cllr Havard would also request a site visit.

ENVIRONMENT AND LEISURE COMMITTEE

Chair's Report

276 ACDC tribute band, Hells Bells is playing at the Hall on 6th April.

277 Macmillan Coffee morning will be held in Machen Village Hall on 29th September 2019. Cllr McConnell to post information on Facebook.

278 Domain names for BTM Council were discussed. **It was agreed** to purchase @BTMCC.UK

Graig y Rhacca CCTV

279 The Council strongly supported the continued use of CCTV at Graig y Rhacca and it was agreed that Cllr McConnell would write on the Council's behalf.

EMPLOYEE PANEL

280 In the March meeting, a review of the Caretaker role had been deferred to the April meeting. However, the new Clerk would not be in post until May. Cllr McConnell highlighted the urgency of conducting a review of the Hall Caretaker contract as soon as possible. The initial contract of six months was to end on 30th April with a review to determine whether or not to make the temporary post more permanent. However, it was recognised that there is a supervision and support function included within the role of the Clerk and as the appointee is anticipated to be in post after the date of the review, forward options were discussed that would provide the most suitable support and structure to the Caretaker. After some debate, where Cllr McConnell emphasised her opposition to the decision, it was agreed that an extension of one month would be added to the temporary contract with a formal procedure of review to follow in May 2019.

It was Resolved: Cllr Walsh would discuss the decision with the post-holder.

The Meeting closed 8.35pm

SignedChairperson Date