



Bedwas, Trethomas & Machen Community Council

Minutes of the meeting of FULL COUNCIL,
Council Offices, Newport Road, Bedwas
Thursday 5th September 2019 at 6.30pm

Present	Apologies
Elizabeth Aldworth	Jill Winslade
David Davies	
Derek Havard	
Amanda McConnell	
Lisa Phipps	
Keith Regan	
Phil Rosser	
Chris Morgan (Chair)	
Jan Walsh	
June Gale	

Also Present: Marcia Jones (Clerk)
Emma Phipps- Magill - Chair BWH Management Committee
M Jeffs – Resident
PC 1264 Menna Watkins - Gwent Police
CSO 306 Rebecca Llewelyn Ennis – Gwent Police

POLICE & ROAD SAFETY COMMITTEE

357. PC Watkins introduced CSO Ennis who has recently come to the area. She reported that overall the activity in the area over the summer was less than in previous years, with fewer reports of anti-social behaviour and crimes being committed. The operation to reduce the issue of illegal off-road biking had not been as successful as hoped and this is an ongoing issue. Councillors highlighted the following concerns from residents which were noted by the officers;

- Use of police car sirens in Bedwas
- No street lighting between midnight and 5.30am
- Anti-social activity at the closed Tyn -y Pwll Public house
- Anti-social activity at Bedwas Workmen 's Hall
- Parking issues/obstruction by Tesco and Ship Deck in Trethomas

The officers then left the meeting

FULL COUNCIL

358. Land & building – Item 2; Bedwas Workmen 's Hall

The chair proposed the item to be taken first, and this was agreed by Councillors. Cllr Morgan welcomed Emma Phipps-Magill, Chair of Bedwas Workmen 's Hall (BWMH), to the meeting.

- i. A copy of the Chair's report from the BWMH AGM was provided.
- ii. Emma reported that regular hirer numbers have increased, and all use the downstairs rooms which allow for more opportunity for one off events in main upstairs rooms.
- iii. Changes have been made within the accounts to clearly show allocation of the lift and refurbishment funds
- iv. Men's SHEDS. This is a charity that BWMH hope to work with in the future with support from the Community Council. If the initial project proves successful at the hall, it was agreed a further discussion by Council on options, such as a shed on waste ground at the hall, will be taken forward
- v. Emma requested that the job description and rate paid to the caretaker is disclosed to the BWMH management committee, to allow them to determine if they are in a financial position to purchase additional hours from the caretaker during busy periods. It was agreed that the Clerk would clarify if this could be appropriately managed and report back
- vi. Emma highlighted frustration with delays for the refurbishment plans, and the lack continuity and support provided by the architects, Hurley & Davies. A final Business Plan is still required. It was agreed that a group consisting of Emma Phipps Magill, Andrea Soulsby, Amanda McConnell and Marcia Jones would meet to refresh and update plans and report to Council at the next meeting.
- vii. Emma requested that if councillors who are elected to the Management Committee no longer wish to be involved to request they are formally removed

NOTED

359. Declarations of Interest.

NONE

360. Apologies for absence.

The apologies were Noted and Accepted

361. Residents Representations

NONE

362. Minutes of meeting 4th July 2019

Agreed as an accurate subject to the following changes;

- i. P1. Jan Walsh omitted on attendance list - add
- ii. P6. CCBC Cabinet to be amended to CCBC Planning Committee
- iii. P6. Cllr Havard name spelt incorrectly

363. Chairs Announcements

None

364. To receive and approve the revised Standing Orders / Financial Regulations of the Community Council for the year 2019 – 2020

The clerk reminded councillors that an update was required following recent agreed changes in procedures. The Council approved the standing orders and financial regulations the municipal year 2019-20.

365. Employment Panel Update

- i. Closed session -
All press and public were excluded from this item on the agenda. Confidential papers circulated and matter recorded accordingly
- ii. It was agreed all payments for salary and HMRC related costs should be made by Play works with effect from September 2019. Pension contributions will be made by BTM CC
- iii. If required, Clerk to work additional hours and will report to the next council meeting

366. Community Infrastructure Levy (CIL)

Figures provided of current available CIL monies and date to be spent. Following last meeting, suggestions from Cllr McConnell were received;

- Replace Bus Stop Roofs in BTM with flat roofs & sedum plants as a gift to honeybees.
- Vehicle Activated Sign (VAS) Church Street/Hillside Terrace, Bedwas. Cost approximately £3,000 for the VAS Sign & installation.
- Bedwas Workmen's Hall (Restoration Project / Lift Fund).
- Machen Village Hall/Machen Library/Machen Doctor's Surgery - Resurface & Paint car parking bays for the whole car park.
- Machen War Memorial – painting of railings.

Following discussion, it was agreed that a working group is to be established with a councillor from each ward. Agreed members are – Lisa Phipps, Phil Rosser and Jan Walsh. All councillors to submit proposals for expenditure to the clerk by 19th September in preparation for the working party to meet. CIL to be included in future agendas

367. Clerk's report

- i. FOI request received requesting BTM CC accounts 2017/18, 2018/19 and details of the budget set for 2019/20. Response sent accordingly
- ii. Website. Clerk has been in contact with Louise Saddler at CCBC-Web Specialist. CCBC plan to redevelop the style of Community Council websites. Clerk requested confirmation from Council to participate in working group. Agreed
- iii. Meet with Michelle Jones, Chief Executive, The Parent Network - PN (previously Caerphilly Parent Network) to discuss provision of school holiday/scheme play opportunities.
- iv. Audit update - No report from External Auditor to date
- v. Overtime for clerk. Additional hours in July – 8. Paid in August salary

368. Selection of Governor - Bedwas & Rhydi Foundation School

Cllr Rosser currently serves as Governor on behalf of BTM CC at Bedwas Junior school. Following the formation of a 'federation' of Bedwas Juniors and Rhydi Primary the Head has advised that the Federation will select a governor from nominations from DWR CC and BTM CC, Council queried the legality of this. It was agreed that advise to be sought from Governor Support and reported to council.

369. Forward Plan of Council Decisions and Events

Clerk showed revised document. Omissions/ additions to be advised to Clerk ASAP
NOTED

Finance Committee

370. Chair's report

No update

371. Accounts Summary and Bank Reconciliation

NOTED

372. Insurance Policy

The Clerk advised that was not aware of any changes required to current policy and request Cllrs confirmation. Agreed to proceed on terms agreed in 2018 – 3 year SLA. Certificates to be displayed at the Council offices and Workmen 's Hall
NOTED

373. Ward Project Expenditure

NOTED

374. Confirmation of Auditor for 2019-2020

Following recent notification from auditor on an increase in fees, confirmation sought from Clerk that Council wish to continue with BPU for this year. Following several recent changes it was agreed to maintain continuity for this year and Clerk to seek three quotes for consideration for 2020-2021

375. Applications for Financial Assistance

- i. Bedwas & Trethomas Community Association - £694
Following discussion, and it was agreed to donate 2 benches with plaques from BTM CC
- ii. Messy Church - £300
APPROVED – subject to production of accounts and bank Statement

Land & Buildings Committee

376. Chair's Report

- i. Further discussions undertaken regarding Men's Sheds at BWH with Councillors fully supporting the same.
- ii. Cllr McConnell will chase up with Hall Treasurer, the Dyno-Rod Invoice who undertook emergency work on blocked sewage drains at BWH.

- iii. Awaiting updated version of Business Plan from Chair of BWH. Once received, Cllr McConnell will send to Hurley & Davies.
- iv. Unfortunately, Emma Phipps Magill & Cllr Derek Havard have still been unable to meet to start drafting the letters of support for the Business Plan.
- v. DALE Electrical's Invoice has been received & paid. The Clerk confirmed that the Electrical Report of BWH are expected on the 13 September.

377. Street Lighting

Cllr McConnell advised that many residents have been in touch complaining about the part night lighting between the hours of midnight and 5:30am. Other Cllrs confirmed similar concerns had been received from residents. Cllr McConnell further advised that street lights may or may not have an effect on crime, but do make people feel safer when walking at night.

After much discussion, it was agreed the clerk will draft a letter to CCBC outlining concerns

378. Update on Memorial Garden

Cllr Morgan provided a written update. See attached
NOTED

Cllr Regan left the meeting

Environment & Leisure Committee

379. Chair's Report

No Report

380. Plant a Tree

Cllr McConnell advised that Joe Boxes is celebrating over 2 years' (single use) PLASTIC FREE and for every unique freeform box sold, Joe will buy and personally plant a tree at Ruperra Conservation Trust - planned for January/February 2020. Agreed donation of £20 from Chair's Allowance

381. Bulb Planting – Machen

Details on land ownership to be confirmed by Cllr Phipps and further report at next meeting

NOTED

382. Macmillan Coffee morning

Friday 27th September – Machen village Hall. Requests for donation of cake/raffle prizes

NOTED

Planning Committee

Cllr Aldworth excluded herself due to her role on CCBC Planning Committee

383. Chairs Update

No Update

384. Planning Applications

- i. Case Ref. 19/0571– no objection
- ii. Case Ref. 19/0601– no objection
- iii. Case Ref. 19/0594– no objection
- iv. Case Ref. 19/0640– no objection
- v. Case Ref. 19/0649– no objection
- vi. Case Ref. 19/0666– no objection
- vii. Case Ref. 19/0710– no objection

Next Meeting;

Thursday 3rd October 2019 6.30pm

Meeting Closed 9.10 pm

Signed 
Chair of Council