

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,
Bedwas on Thursday 2nd March 2017 at 6pm**

<u>Present</u>	<u>Apologies</u>
E. Aldworth	
E. Davies	
DJ Davies	
J. Gale	
D. Havard	
B James	
L Jones	
A McConnell (Chair)	
C Morgan	
K Regan	
	M. Williams
	J. Winslade

Apologies: Mary Williams, Jill Winslade

Also Present: PSO Emily Iles, Jolene Dalton (Clerk)

Declarations of Interest: Minute 191 – Councillors David Davis and Emma Davis declared a personal interest in the grant application received from the Rainbows as the applicant was known to them. Therefore they played no part in the decision making process.

POLICE & ROAD SAFETY COMMITTEE

182. PSO Emily Iles reported that there were 36 crimes recorded during February compared to 30 in the same period in 2016. There were 175 incidents logged compared to 161. Of these 16 related to Anti-social behaviour, 11 of these were nuisance behaviour. Doorstep Crime Presentations had been carried out in a number of areas and at local sheltered housing to inform residents of doorstep scams. Officers had also been involved with a parking enforcement day and a royal visit by the Duchess of Cambridge.

Following the presentation members made the following points:

- Youths were causing problems at the Ash Grove/ Hazel Grove steps, resulting in local residents avoiding using the steps in the evening.
- A Speedwatch session had been held at the Road Watch day event, it was unfortunate that there was no police presence at the event as there were 28 recorded incidents of speeding vehicles, it was hoped that the Police would be able to attend future events.
- Further information was requested on the RCT which resulted in an overturned vehicle in Navigation Street.
- An update was requested on the seizure of a vehicle which has coincided with the cessation of speeding problems experienced in Hillside

Members thanked PSO Iles for her attendance at the meeting.

FULL COUNCIL

183. Apologies for absence- The apologies were noted and accepted.

184. Progress on the Workmen's Hall Bedwas

The meeting was attended by Andrew Thomas from Hurley & Davies and Gina Jones from Gavo. The following points were made:

- 4 quotes had now been received regarding the work needed to the roof.
- A report on the tendering process would be completed shortly.
- The flat roof system would be guaranteed for 20 years if maintained.
- Scaffolding is a significant portion of the costs.
- Applying for Heritage lottery is a two-stage process, beginning with a discussion of the project at a clinic to look at the potential of obtaining funding.
- A Community Regeneration grant could also be applied for, to qualify 20% of the funding must already be available, a maximum of £25,000 was available, even to those who had previously been awarded funding during other rounds.
- There are many different Trust Funds to which applications can be made, it was recommended that as many as possible are applied to.
- Many areas of funding do not accept match funding for volunteer hours, and of those that do many specify the percentage that they will match. The Hall volunteers should be logging all volunteer hours as this will enhance the application process.
- Some additional work has been included in the tendering process, it was therefore, possible to prioritise the works to the roof and the projector room and leave other works for a later date.
- It was stressed that a robust business plan would be essential to apply for any funding, without it, it was likely that applications would be refused.
- Members discussed the need to employ additional staff to apply for funding and to co-ordinate the process, in order to do this a job description and salary details would be essential. It was possible that funding would cover this post for a period of 2-3 years whilst the work was undertaken. The salary should be linked to the Council's pay scale and the person employed by the Community Council and not the Hall Management Committee.
- It was stressed that the Community Council should be the only applicants for funding as there were funds available to them that would not be available to the Management Committee without a lease or an asset transfer taking place.
- Following a request from the Management Committee it was advised that special planning permission would be needed before a hand rail could be put on the steps at the front of the Hall. To progress this, a risk assessment and

site visit would be required with relevant Council officers for advice/permission. Councillor Dave Davies undertook to progress the matter.

Members thanked Andrew and Gina for attending the meeting.

Mr David Gapper-Hampson attended the meeting to provide members with information on the application process to obtain funding, he made the following points:

- He had significant experience of fundraising and obtaining grants, there were significant amounts of funding available – somewhere in the region of £21million.
- Lottery funding could be applied for to cover the work needed and for a member of staff to oversee the project but a detailed business plan was essential or the application would undoubtedly fail.
- It was suggested that local businesses should also be approached to provide funding, a shortened version of a business plan outlining what the Community Council wanted to achieve should be sent to businesses and ask them for donations.
- The People and Places Lottery Fund was managed by Christopher Howe and he could give advice on the process.

Mr Gapper-Hampson was thanked for attending the meeting and offering advice to members.

RESOLVED: 1. That the Clerk write to the Management Committee requesting that they refrain from making any applications for funding.

2. That a working group be established to progress the project comprising of Councillors Chris Morgan, Dave Davies, Lisa Phipps, the Chair of Council for 2017/18 and the Clerk to the Council .

185. Minutes of the meeting held on 2 February 2017

This item was deferred as the paperwork could not be made available prior to the meeting due to IT issues.

Members thanked Councillor Chris Morgan for acting as Clerk and producing the minutes following the meeting.

186. Chair's Announcement and Report

The Chair's report was noted as set out in the report which will be attached to the minutes when published on the website.

187. Chair's Awards

Members were requested to send their nominated person for an award to the Clerk as soon as possible.

FINANCE COMMITTEE

188. Chair's Report

There was none

189. Payments made since last meeting

The item was deferred as the paperwork was not available prior to the meeting.

190. Ward Project Expenditure

The item was deferred as the paperwork was not available prior to the meeting.

191. Applications for Financial Assistance

RESOLVED: 1. To award Trethomas Kiddies Corner £300; 2. To award 1st Bedwas Rainbows £300.

The Clerk was requested to send grant application forms to all remaining applicants.

193. Internal Audit Provision for 2016/17

This decision was deferred until the next Council meeting

194. Invoices received for Workmen's Hall Bedwas

The Clerk reported that two invoices had been received regarding the Hall. One for repairs to the boiler for £2253.55 and one for asbestos testing for £234.00

RESOLVED: To make payment in full in respect of both invoices.

195. Christmas Donations

The item was deferred as the paperwork was not available prior to the meeting.

LAND & BUILDINGS COMMITTEE

196. Chair's Report

Due to the extensive item regarding the Workmen's Hall there was no update.

PLANNING COMMITTEE

197. Planning applications

RESOLVED To defer decisions on all planning applications as the paperwork was not made available prior to the meeting.

Minutes of the Meeting of the ENVIRONMENT & LEISURE COMMITTEE

198. Chair's Report

As the Chair was not able to attend the meeting there was no update.

Meeting End 8.10pm

.....CHAIR OF COUNCIL