

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,
Bedwas on Thursday 3 November 2016 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 also received from: Adam Bird (Youth representative)

Also Present: Jolene Dalton (Clerk), PCSO Bev Coggan

Declaration of Interest Councillors Lisa Jones and June Gale declared a personal interest in agenda item 5 of the Finance Committee as they are volunteer directors at Graig Y Rhacca Resource Centre. Councillors David Davies and Amanda McConnell declared a personal interest in agenda item 5 of the Finance Committee as friends of Bedwas Rugby Club. Councillor Lisa Jones also declared a personal interest in agenda item 3 of the Land & Building Committee as she was related to one of the builders.

POLICE & ROAD SAFETY COMMITTEE

- 105.** PCSO Coggan presented the crime figures for the month reporting that there were 41 crimes recorded during September.

It was confirmed that the Police would be present at the Remembrance Day Services in the BTM area.

It was reported that the yellow lines on the Mountain Road did not extend far enough and needed to reach the grit bins as the Police were unable to ticket any vehicles that did not have all tyres encroaching on the yellow lines.

Residents had reported concerns over a man with a black dog who was looking into gardens at the rear of Hillside.

The problem of unregistered bikes speeding in the Navigation Road area was raised, it was explained that it was a difficult issue to tackle unless the perpetrators could be identified.

Members thanked PCSO Coggan for her attendance at the meeting.

FULL COUNCIL

106. Apologies - The apologies were noted and accepted.

107. Minutes of the meeting held on 6 October 2016

Arising from the minutes of the meeting the following points were made:

- Minute 99 – the plaques had been valued to be worth £600-£800
- Minute 104 – Councillors were asked to consider other nominations
- The amount given to the Rupperra Trust was £225
- The Macmillan Coffee Morning raised £212.

RESOLVED: That the minutes of the meeting be accepted as a true record and be signed by the Chair.

108. 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.

109. Youth Representative's Report

There was nothing to report

110. Clerks Report

There was nothing to report

111. Grievance Procedure

RESOLVED: To Adopt the procedure without amendment

112. Anti-Harassment & Bullying Policy

RESOLVED: To adopt the procedure without amendment

113. Staffing Policy

It was noted that the Council had previously asked for members to put themselves forward to form an Employment Panel to deal with staffing matters. Members raised concern over the additional responsibilities and workload that could be transferred to Community Councils.

RESOLVED:

1. That Councillors David Davies, Amanda McConnell and Chris Morgan would sit on the Employment Panel and would take the lead in staffing issues, the exact terms of reference would be looked at in a future Council meeting.
2. That the Council should write to Welsh Government raising its concerns and requesting guidance on any proposed changes to its role.

114. School Governor Appointment

RESOLVED: To nominate Councillor Brian James to the vacant position of Governor for Bedwas Junior School

115. Accounting Statement for 2015-16

The Clerk presented the item and explained that she was presenting the Accounting Statements for 2015-16 in order to comply with the final requirement of the auditing process. The Audit had highlighted two areas of concern; firstly that there was no Council minute to appoint the Internal Auditor and secondly that the Council was not monitoring its budget sufficiently.

RESOLVED: 1. That the appointment of an Internal Auditor would be agreed by Council in the future. 2. That quarterly budget monitoring would be carried out by Council in future.

116. Resolution to exclude the press and public

RESOLVED: To exclude the press and public by virtue of The Public Bodies (Admission to Meetings) Act 1960.

117. Probation and future terms and conditions of the Clerk

RESOLVED: The Clerks salary and hours were agreed, a contract would now be signed accordingly.

The remainder of the meeting was conducted in open session

FINANCE COMMITTEE

118. Chair's Report

Members discussed the provision of Christmas trees in the BTM area, it was suggested that they could be planted outside the schools in the area so that the children could be involved and take ownership of the tree which would hopefully reduce the risk of vandalism.

Members raised some concerns over the risk assessment process that would need to be undertaken and discussed the need for the schools involved to be consulted on the proposal as it could be an additional burden on them. Members also raised concern over the timing of the proposal as it could prove to be too late to implement for Christmas 2016. The trees would be accompanied by plaques stating that they were provided by the Community Council.

Resolved: that the Council would investigate the possibility of the purchasing and planting of 5 Christmas trees for the area, at a cost of no more than £500 each. The money would be found from the reserve funds.

119. Clerk's Report

There was nothing to report

120. Payments made since

The payments were noted and approved as set out in the paperwork

121. Changes to the Bank Mandate

Resolved: That the Council approves the addition of the Clerk, Jolene Dalton to the list of signatories as set out in the conditions listed by the Co-Operative Bank.

122. Ward Project Expenditure

The Ward Project Expenditure was noted and approved as set out in the paperwork

123. Applications for Financial Assistance

RESOLVED: 1. To award £100 to Bedwas Writers Circle 2. To award £300 to GraigY Rhacca Resource Centre 3. To award Bedwas mini and junior rugby section £300.

LAND & BUILDINGS COMMITTEE

124. Chair's Report

The Chair reported that a meeting had been held with Hurley & Davies to discuss the renewal of the roof at the Workmen's Hall. It was proposed that the

company manage the tendering process for the repairs as they have the specialist skills necessary. All associated costs would be emailed to members.

A representative from GAVO had also been present and had briefed the Council on grant applications, additional help had been offered with completing the paperwork. It was decided that GAVO should be invited to a future meeting of Council.

RESOLVED: That Hurley and Davies manage the tendering process for the Workmen's Hall and that appropriate funding be sought to pay for the work.

It was also reported that the ceiling had been replaced and skimmed in the gent's toilets at the Hall.

It had come to the Clerk's attention that a former user of the building had retained their set of keys, the Clerk was asked to write and ask for them to be returned.

It had been noticed that damage had been caused to the car park at the Council Offices by the contractors. It was agreed that once they had finished using the area they should be asked to repair all damage caused.

It was reported that combustible materials were being stored in the boiler room at the Workmen's Hall. The Chair of the committee was asked to make contact with the owner of the materials and ask that they be removed immediately.

125. Clerk's Report

There was none.

126. Contract to repair work to the back office and corridor at the Council Offices Bedwas

RESOLVED: To award the contract to KJ Decorating.

127. Bedwas Remembrance Service

The memorial plaques had been reframed and would be put up in the Council Chamber, Councillor Chris Morgan undertook to complete the work and re-position a number of the photographs at the same time.

PLANNING COMMITTEE

128. Application 16/0726/RET – 7 Dan-Y-Deri Bedwas

RESOLVED: No objection

Application 16/0835/CLEU – Good Fortune 1 Forge Road, Machen

RESOLVED: No objection

Application 16/0846/TPO – Broomwood Newport Road, Machen

RESOLVED: No objection

Application 16/0843/NCC – Fwrrwm Ishta House, 68 Commercial Rd, Machen

RESOLVED: No objection

Application 16/0845/FULL – Ty Pen-y-waun Mountain Road, Bedwas

RESOLVED: No objection

Application 16/0853/FULL – Maes Yr Hendre Forge Road, Machen

RESOLVED: No objection

Application 16/0782/OUT – The Hawthorns, New Row, Machen

RESOLVED: No objection

Minutes of the Meeting of the ENVIRONMENT & LEISURE COMMITTEE

129. Chair's Report

The Chair presented her report informing members that the paranormal evening held at the Hall had been a great success and had been very well received, an evening of Clairvoyancy was planned for December along with a Christmas Market on 4th December and a family Christmas Party on 16 December.

Members were asked if anyone could volunteer to assist with the fireworks display in Caerphilly.

Members were reminded that there would be a Carol concert at the Council Offices on 13th December, all members were encouraged to attend

102. Clerk's Report

There was none

Meeting End 8.50pm

.....CHAIR OF COUNCIL

Chair's Report – 3 November 2016

- **7 October** – attended a Charity Concert to help raise funds for Pancreatic Cancer Research Fund at the Mount Carmel Church, Caerphilly. Featuring Caerphilly Ladies Choir, The Twyn Primary School Choir, Neil Parker – Tenor, Compère being Wayne David MP. I donated from my Chair's Allowance £50.
- **11 October** – attended One Voice Wales training – Well Being of Future Generations (Wales) Act. Also in attendance was Cllr Dave Davies.
- **14 October** – myself and Jeannette Harding of Machen Community Road Watch did a Presentation and Quiz at Machen Village Hall for the WI. It was well received by the Members.
- **14 October** - Attended GC at Ty Penallta together with Cllrs Lisa Jones, Jill Winslade and our Youth Rep Adam Bird.
- **15 October** – volunteered at Bedwas Workmen's Hall – Tina Sparkle & Disco evening. It was very well attended. Cllr Jill Winslade also present and our Youth Rep, Adam Bird.
- **17 October** – attended a meeting with Gwent Police and the Fire Service re: Road Safety Awareness Event at Crossways Retail Park, Caerphilly on Thursday the 24 November, 6pm to 9pm. There will be a demonstration of cutting a roof off a vehicle, there will be a crashed up car and bike on display, 5 virtual reality goggles & more. The Police will shortly put together a Poster of the event.
- **19 October** – attended a Ride Along Scheme at Bedwas Police Station from 9am-4.30pm. The Scheme enabled me to experience first-hand what our Local Police Officers are dealing with on a daily basis. Due to confidentiality I cannot go into specifics but what I can say is that it was a varied day with lone working in daylight hours. Anyone can apply to take part on the Ride Along Scheme, though various Terms and Conditions apply, to find out more please visit www.gwent.police.uk
- I have been contacted by PC Andrew Taylor of the Caerphilly South Neighbourhood Policing Team, Bedwas to be involved in a pro-active day of action on the 17 November, ie Speed Watch Session and then on the 2 December to undertake a Presentation on what is involved and the benefits at a Your Voice meeting of Morgan Jones Ward.

Date for your diary : Road Safety Awareness Event at Crossways Retail Park, Caerphilly on Thursday the 24 November 2016, 6pm to 9pm.