

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,
Bedwas on Thursday July 5th 2018 at 6.30pm**

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

Also Present: Jolene Dalton (Clerk), Gill Howells (Deputy Clerk) CSO Lisa Gibbs

POLICE & ROAD SAFETY COMMITTEE

- 59.** GYR Youth Engagement Event will be held on Thursday 2nd August (midday to 3pm) with Communities First, Sport Caerphilly and Positive Futures to interact and engage with local youths. They will be including activities such as football and tug of war against the Police during the event and will have a bouncy castle and climbing wall along with BBQ Food.

Clarification was provided that the event was being held in the area as there was a need to focus on the area and the youth engagement however the event is open to all in the BTM area.

Confirmation was provided that there would be a Police presence at Machen Show to engage with the Public.

A member referred to a recent successful day at Van Community Centre and CSO Gibbs was happy to support a similar day in this area, maybe in the October Half Term should something be arranged.

A member confirmed that there has been improvement in the parking situation by Tesco in Trethomas however details were provided of a vehicle regularly parking there.

FULL COUNCIL

- 60. Declarations of Interest:** Cllr Lisa Phipps and Cllr Jill Winslade declared an interest in the application for finance for Bedwas Theatre Group as the applicant

was a close friend. Councillor Liz Aldworth declared an interest in the Planning Application for Pandy Road, Bedwas due to her role as a County Councillor.

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

62. Minutes of the meeting held on May 3rd

Resolved: That the minutes of are accepted as a true record for signing by the Chair.

63. Minutes of the meeting held on June 7th

Resolved: That the minutes of are accepted as a true record for signing by the Chair.

64. Chair's Announcement and Report

The Council held a very successful Alzheimers Cupcake Sale on the 15th June with over £200 raised. This amount will be made up to £250 from the Chairs Allowance. The Councillors wished to pass on their personal thanks to the Manager at Bedwas Co-Operative store for his donation and support for the event.

The Chair along with Cllrs McConnell and Phipps attended the Bedwas Theatre Group Summer Fun Show with Hefin David AM and had a great evening of entertainment.

The Chair attended a meeting on the 20th June with Luke Hurley and Councillors regarding the plans for the development and refurbishment of the Workmen's Hall. This has been followed up with meetings at the Hall and a further meeting with Luke Hurley to take plans forward.

The Chair attended BTM Football Awards Evening to present an award and also provided them with a donation of £25

The Council had a stand at Bedwas Rocks and Councillors attended to support the event however it was noted that the event itself was poorly attended this year.

On 29th June the Chair attended the Machen Village Hall committee and chaired the meeting for them.

A litter pick on the 30th June in Graig y Rhacca was very successful in terms of the number of people that turned out to help and the collection of 69 bags of rubbish.

Earlier in the evening a number of Councillors attended the Bedwas High Art Exhibition.

65. Clerk's Update

Defibrillators have been installed in the four locations in Machen, Trethomas and Bedwas. Photos and a press release with the Caerphilly Observer have been arranged for Saturday 7th July.

The Audit Information has been submitted for 2017/18 and all accounts have been published.

Governors Wales have now vacated the offices on the Ground Floor. The Councillors wished to pass on their best wishes for their success in their new venture.

A very successful meeting was held with Luke Hurley for the development of the Workmen's Hall Plans. The plans will be developed over the next two week and the business plan over the summer with a view to bring back full proposals for the September meeting.

Brinson's have been contacted with regard to providing a valuation for the offices for insurance purposes but arrangements have not yet been confirmed to undertake the assessment.

Resolved : The Downstairs Offices should be advertised for rental as soon as possible via social media and local arrangements. Discussions with Brinsons when they carry out the valuation may help with the setting of any rental value.

66. Appointment of a Caretaker for Bedwas Workmens' Hall

Following the last meeting, the Clerk contacted the Hall Committee for their consideration of a donation towards to the costs of the caretaker. A response from the Hall has been received and they advise that they are unable to support at this time. This decision is based on the following:

- The income to the hall is not yet stable: This is based on the fact they have not had a full year of Utilities to pay and they need to ensure they have this money in place and not find themselves in a situation where they need to come to the Council as landlords to seek financial support.
- They have seen their general funds reduce this year to a closing balance of 17k. The hall currently stands at £16.7k annual expenditure which puts them at risk if they were to lose one of a hirers income, so they need to plan for any unexpected shortfall.
- They also need to ensure they can cover any additional cleaning of the hall which may be needed outside the caretaker hours (such as after weekend events)

Councillor Havard advised that he was not willing to support the proposal to engage a caretaker without financial support from the Hall unless they were to commit that when they are in a financial position to do so, that they then provide future funding towards the role. Cllr Winslade advised of the steps that they are taking at the Hall to increase charges and reduce running costs and that there is a commitment to provide a contribution in the future when they are in a position to do so.

Resolved : Progress with the engagement of a caretaker for the Hall for the 14 hours per week proposed at the last meeting. An Employment Panel meeting was set up for Thursday 12th July to take this forward.

67. Forward Plan of Council Decisions

No new items for the forward plan.

Member were requested to submit information and ideas for the Newsletter to Cllr McConnell by the last Friday in August.

FINANCE COMMITTEE

68. Chair's Report

No update

69. Payments made since last meeting

Requested to include Chairs Allowance in the description of appropriate payments for clarity on future reports.

70. Quarterly Budget Report

The budget set for 2018/19 was tight and based upon known expenditure. The shortfall on the budget for this year was agreed to be funded by a £10,000 contribution from Reserves and an additional specific £3,000 for the Boiler at the Hall.

Income – the Council have received the first tranche of the precept monies, CIL monies and some rental income. Additional expected income is for office rental and the Pantomimes later in the year. As no new tenant has been secured for the downstairs offices as yet, there is a shortfall against the budget of £1,200 so efforts now need to be made to engage another tenant to plug that gap.

The CIL monies are included in the budget however, they should not be used to offset the running costs of the Community Council as they are paid to the Council to fund specific projects meeting the CIL requirements. Therefore it is recommended that these monies are separated out from the general account into the other account and earmarked for specific projects. Over the last few years a total sum of £5,566 has been received. This will ensure that this money is earmarked for projects and not swallowed up in the organisation income and running costs.

Expenditure for the first three months is shown below

Expenditure

	2018/19 Budget	Actual to June 2018	Committed Monies	Total
Administration	£54,300	£10,336	£39,141	£49,477
Grants and Projects	£20,801	£6,583	£8,481	£15,064
Council Offices	£11,000	£4,948	£6,599	£11,547
Workmen's Hall	£14,500	£6,900	£8,046	£14,946

The spend on the Council Offices and Workmen's Hall are at budget already taking in account commitments.

The Council Offices spend is as predicted however a much larger than expected water bill due to a leak has caused significantly higher than usual spend. There was an unexpected cost of nearly £500 for new fire extinguishers included in the spend above. Most spend in this area can be anticipated and has been accounted for in Committed Monies i.e. photocopying contract, utilities bill for the year etc. Care needs to be taken in further spend in the office but nothing much is anticipated.

The Workmen's Hall however is a different issue. The big spend on the change-over of the security systems, and the new boiler was budgeted for and all completed. Cleaning costs have increased and dependent upon progress with the Caretaker role, a piece of work can be undertaken to review the contract with other local providers to undertake the cleaning work if necessary.

The £3,000 Maintenance budget was originally set for the costs of the boiler which has come in significantly under budget but there was no budget for additional maintenance. There is not a spare £1,500 in this budget as the cost was being offset by a transfer from reserves. As a result the jobs which have been completed total over £1500 of a budget which never existed. This work therefore has to be funded from other areas of the year's budget, or additional income generated.

Given the budget position and the current progress with the Building and Business Plans, it was suggested that further spend needs to be curtailed unless deemed absolutely necessary for health and safety issues.

Resolved :

1. The first quarter budget report is noted.
2. The CIL Monies are moved out from general funds to the Savings Account.
3. A transfer of £3,000 from reserves to offset the spend to date and the earmarked boiler renewal funds.
4. Consideration needs to be given to increasing income and to secure a tenant for the downstairs offices.
5. Further expenditure should have an identified budget with funds available.

6. Future expenditure at the Hall should be put on hold unless deemed absolutely necessary for health and safety reasons.
7. A letter to be written to the Hall Committee advising of recommendation no.6
8. A future policy to be developed on how CIL monies in the area should be utilised.

71. Ward Project Expenditure

Resolved: To note the expenditure and add in a remaining balance amount on future reports.

72. Applications for Financial Assistance

RESOLVED:

- (1) To award £300 to Bedwas Theatre Group. £200 from the Trethomas Area and £50 from each of Machen and Bedwas.
- (2) To contribute £150 (£50 from each ward) to Caerphilly Town Council as a contribution towards the fireworks
- (3) To award £300 to Machen AFC from the Machen Ward
- (4) To contribute £200 from the Machen ward to the Graig Y Rhacca Youth Engagement Event if funding from the remaining funds in the GYR Resource Centre accounts is not made available.
- (5) To contribute £225 (£75 from each ward) to Machen Primary School in sponsorship of the Schools Intersport Event taking place on Friday 7th July.

LAND & BUILDINGS COMMITTEE

73. Chairs Report

No update

74. Hall Maintenance

Cllr Davies advised he was notified of a problem with blocked drains at the Hall a few weeks ago. Having attended the site there was a blockage mainly consisting of wet wipes. Dynorod were called out to fix the problem. Cllr Phipps raised a query about whether this should have happened given recent work undertaken at the Hall on the drains. Cllr Rosser suggested that all classes are notified and signs are put up to not put wet wipes down the toilet.

A smell was reported in the Computer room but no further action has been necessary in respect of this.

Work is ongoing with Luke Hurley to take forward the Hall Refurbishment plans.

Resolved: Cllr Davies to arrange to meet with the Hall to discuss preventative measures in respect of the blocked drains

PLANNING COMMITTEE

75. Chairs Report

No Update

76. Planning Applications

Application 18/0304/FULL – Objections were raised about this application due to the location very close to the road and the lack of options for off road parking on what is a very busy A road. Concerns raised about how individuals, pushchairs etc. would pass any cars on any pavement.

Application 18/0440/RM- Objections were raised and the Council are very disappointed that their previous concerns about traffic and road issues have not been recognised and have been ignored.

Application 18/0450/FULL – No objection raised

Application 18/0456/ADV – No objection raised

Application 18/0466/CLPU – No objection raised

Application 18/0470/FULL– No objection raised

Application 18/0476/RET– No objection raised

ENVIRONMENT & LEISURE COMMITTEE

77. Chair's Report

Defibrillators have been installed in the four locations in Machen, Trethomas and Bedwas. Photos and a press release with the Caerphilly Observer have been arranged for Saturday 7th July.

78. Arrangements for Remembrance Day / World War 1 Commemoration

Discussions took place around the arrangements for this event and the grant funding available to purchase Silhouettes from the Armed Forces Covenant Fund Trust. The application for funding requires details of each silhouette and where it will go. Consideration was given to the potential numbers and locations and how they could be used after the event.

Resolved: Councillors to consider the location for the silhouettes and confirm to the Clerk in order to submit an application by the 16th July

79. Christmas Events

The Pantomime has booked and 2 showings will take place at Bedwas Workmen's Hall on the 16th December.

The Chairs Christmas Carole Service will take place on Tuesday 11th December.

Volunteers were discussed for the following events and the names below were put forward

Halloween Pantomime on 2nd November – Cllrs Jan Walsh, Amanda McConnell, Lisa Phipps, Derek Havard and Alec Crane

Christmas Pantomime 16th December - - Cllrs Phil Rosser, Derek Havard, Amanda McConnell, Chris Morgan, Dave Davies, Jan Walsh and Lisa Phipps

80. Macmillan Coffee Morning

The event has been arranged for Fri 28th September at Bedwas OAP 10am – 1pm. The following Councillors volunteered to support the event – Cllrs Jan Walsh, Lisa Phipps, Amanda McConnell, Phil Rosser and Chris Morgan.

81. Planned Events for 2018/19

Cllr Rosser raised the possibility of the establishment of a seated garden area in Bedwas Park. It was suggested that this could be taken forward as part of the WHQS Programme

Cllr Morgan has been in discussion with Lisa Rawlings at Caerphilly CBC about the development of the Memorial Garden. Contacts with landscape garden companies in the local area has, disappointingly, not resulted in any companies coming forward to assist with the design of the garden. Cllr Havard referred to the possibility of Groundwork Wales providing a design.

A volunteer day is being held on Bedwas Riverside Walk on 15th July.

A river clean up is being held on 14th September launching the All Wales Beach Clean Scheme.

A Picnic in the Park is being held on the 8th September.

Discussion took place on the Paint the Town Pink and consideration is being given to hiring a Pink Impersonator.

10 Lamppost poppies per ward have been ordered and will arrive in September. Members needs to advise where they would like to see the poppies placed.

A Handbook and Guide for the Council from 1953 has been donated by Lynda Davies to be held at the Council Offices.

Resolved:

Meeting End : 8.30PM

.....CHAIR OF COUNCIL