

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,  
Bedwas on Thursday October 5th 2017 at 6.30pm**

<b><u>Present</u></b>	<b><u>Apologies</u></b>
	E. Aldworth
E. Davies	
DJ. Davies	
J.Gale	
D.Havard	
L. Phipps (from 7pm)	
A McConnell	
C Morgan (Chair)	
K.Regan	
	P.Rosser
J. Walsh	
J. Winslade	

**Also Present:** PC Lawrence Carrington, Jolene Dalton (Clerk)

**Declarations of Interest:** Councillors

**POLICE & ROAD SAFETY COMMITTEE**

93. PC Lawrence Carrington attended the meeting and explained that it had been a very quiet month in the area. A number of Councillors had participated in the Enforcement Day, the next one was scheduled for 23<sup>rd</sup> October. Times and details would be circulated nearer the date.

Members raised concerns about parking issues in the area, although it was noted that in some instances they were legally parked and that increased yellow line marking was needed.

Members requested that the Clerk contact the new Police Inspector to ensure that he would be attending the next Council meeting and requested that the monthly crime figures continue to be reported.

**FULL COUNCIL**

94. **Apologies for absence-** The apologies were noted and accepted.

96. **Minutes of the meeting held on 7<sup>th</sup> September 2017**

The time of the meeting was 6.30pm, not 6.00pm as stated in the minutes

**RESOLVED:** That the minutes of 7<sup>th</sup> September 2017 be accepted as a true record for signing by the Chair.

#### **97. Chair's Announcement and Report**

The Chair thanked the Vice-Chair for standing in for him at the previous meeting and thanked all members for the patience and good wishes whilst he was recovering through the summer. He reported that he had attended Machen Road Watch, 2 Macmillan events and had begun to liaise Great Western Railway Trust regarding a grant application for the Machen Viaduct Community Project. The Chair expressed his thanks to Wayne David MP for informing him of the availability of the grant, which would pay for benches, public notices and information boards as well as helping to pay with expenses for volunteers to complete the project. He had also attended Machen primary to award the children with the new road safety banner and prizes.

#### **98. Clerk's report**

The Clerk reported that her update would be short as all items had instead been included on the agenda. The BBC would be filming in the Council Chamber on Friday 20<sup>th</sup> October for the whole day. The commemorative poppy seeds had been delivered, members were invited to take them for their wards once the BTM stickers had been attached.

**Resolved:** That the Council note the update.

#### **99. Governor vacancy at Machen Primary School**

**Resolved:** That Councillor Jan Walsh be appointed as Governor for Machen Primary School

#### **100. External Audit Report 2016/17**

The Clerk reported that the report had been received and in order to complete the legal audit process. The report contained some points which the Council needed to act on such as the completion of a Risk Assessment but some of the points made were not valid – the report found that the Council did not operate a payroll system or make payments to HMRC which is factually incorrect and evidence had been supplied to the auditors to adequately demonstrate this.

**Resolved:** That the Clerk write to the Auditors regarding the findings of the report

#### **101. Insurance Renewal Policy**

The Clerk reported that the insurance was now up for renewal. The Council had chosen to insure with Zurich previously for the level of cover and value for money it provided. This year the premium had decreased.

**Resolved:** To renew the Insurance Policy as set out in the agenda papers.

#### **102. Budget setting 2017/18**

The Clerk gave a short verbal presentation setting out the procedure for budget setting and the precept. Members were asked to consider any projects that they may wish to propose and the associated budget required for them. The November meeting would see a substantive discussion on these projects and spending priorities in order for a draft budget to be put together in time for the December meeting. The precept would be determined at the January meeting in line with previous years.

Members discussed the need to involve the community in this work to establish what the priorities of the electorate were.

Members asked the Clerk to arrange training on the Rialtas system to ensure that it was being used to maximum effect.

#### **103. Forward Plan**

**Resolved:** That Machen Show be added to the March meeting.

### **FINANCE COMMITTEE**

#### **104. Chair's Report**

Nothing to report

#### **105. Payments made since last meeting**

**Resolved:** That the payments be noted and approved as set out in the paperwork.

#### **106. Ward Project Expenditure**

**Resolved:** To note the expenditure

#### **107. Applications for Financial Assistance**

Lisa Phipps, Emma Davies and Dave Davies all declared an interest in the application as the applicant was known to them.

**RESOLVED:** 1. To award £100 for each ward to Caerphilly Boxing Club

#### **108. Notice Board**

**Resolved:** To purchase the notice board as set out in the papers, with decorative lettering, in black and gold without pin boards or back painting.

#### **109. Workmen's Hall Cleaning costs**

**Resolved:** To defer the item until after the meeting with the Hall Committee

### **LAND & BUILDINGS COMMITTEE**

#### **110. Chairs Report**

The Chair reported that an Asbestos Survey had been carried out in the Council Offices which found Asbestos to be present in the artexing. Governors Wales needed to have a small hole drilled in the wall to allow for the installation of a CCTV system. The Chair had been in touch with CCBC and had been told that he could complete the work.

It was also reported that the toilets at the back of the Hall were blocked and that the entire drainage system at the side of the Hall had collapsed. Quotes would be obtained for the work to be done.

The pigeons that had taken up residency at the Hall would need to be removed. It was suggested that Caerphilly Bird Rescue may assist with catching the birds.

#### **111. Fire Safety Contracts at the Hall**

After careful consideration of the quotes received it was:

**Resolved:** To award the contract to Brumble Fire & Security Systems. To ask the same company to provide quotes for the other systems at the Hall and at the Council Offices.

### **PLANNING COMMITTEE**

#### **112. Application 17/0692/FULL– No objection**

**Application 17/0716/FULL– No objection.**

**Application 17/0644/NCC– No objection**

Although not on the agenda members raised concerns over the work at Rhyd Y Gwyn. It was understood that the permission had been transferred to a different contractor and lorries were causing significant problems. A meeting with the site

officer would be arranged and members were invited to attend to express their issues.

It was also reported that all work had ceased at the Fwrrwm Ishta site and the contractor had left. The Developers had agreed to 3 payments for a road crossing but there was no information on when the first payment would be made.

Members requested that a letter be sent to CCBC raising concerns about the site, the Clerk requested that the letter be member led to ensure that the details and location and nature of the complaint be accurate.

## **Minutes of the Meeting of the ENVIRONMENT & LEISURE COMMITTEE**

### **113. Chair's Report and planned events**

The Chair reported the following:

- The Queen Tribute act would be performing at the Hall on Saturday night.
- Contact had been made with Billy at the allotments regarding the Peace Garden Development, and also with Ground Works Wales and the Community Gardens Trust regarding any available funding.
- The Chair's Carol Concert would be attended by BTM band, held at the Council Offices on 12<sup>th</sup> December. Councillor Amanda offered to produce some posters for the event.
- The pantomime tickets were available for sale and all councillors were encouraged to attend.
- The Macmillan Coffee Morning had raised £206 which the Chair had topped up to £250. The chair had been the bingo caller for the event and his unique freestyling method of number calling had been well received.
- The Chair was very keen that a charity dog show be run in conjunction with Hope Dog Rescue to raise money and awareness of the charity.
- The Vice Chair of Council reported that she had attended a vintage car show in Ponypridd and felt that a similar event could work well in the area. It was proposed that the Community Council could work with Caerphilly Town Council to host the event. The event could also include the BTM vintage buses.

### **114. Christmas Lighting for BTM**

The Clerk reported that a significant amount of work had been done by the Chair, the Chair of Land & Buildings and herself in order to bring the quote for lights to members. Although it was customary for 3 quotes to be presented this had not been possible because there were not 3 companies that could complete the end to end process of firstly carrying out the work needed to the lamp posts and then also supply and install the lights. Members were informed that the timescale for agreeing the lights was now tight and that further work could not now be undertaken.

It was explained that a series of meetings had taken place and that although some members may feel that the lights should be in other areas of the ward, professional advice had been sought and the areas indicated had been

deemed suitable for installations. It was not common practice to put lights in largely residential areas.

**Resolved:** 1. That the Council moves forward to supply Christmas lights as set out in the agenda papers. 2. That the Council again make contact regarding the supply of Christmas Trees as agreed at a previous meeting.

### **115. Remembrance Day 2017**

Arrangements would remain as in previous years. Councillors Dave Davies and Lisa Phipps would liaise with the RBL members who had offered their assistance. The Chair would attend the Machen service and the Vice Chair would lay the Council wreath in Bedwas. Refreshments would be offered to all those attending any of the services in the Council Offices. Councillor Amanda McConnell undertook to produce a poster advertising the services and the refreshments.

Meeting End 8.45pm

.....CHAIR OF COUNCIL