

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,
Bedwas on Thursday June 7th 2018 at 6.30pm**

<u>Present</u>	<u>Apologies</u>
E. Davies	
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) Inspector Gavin Clifton, CSO Jon Spokes, Bethan Smith

POLICE & ROAD SAFETY COMMITTEE

35. Inspector Gavin Clifton thanked the committee for their recent invitation to present an award at the Chairs Awards Event. He thoroughly enjoyed the event and would very much appreciate involvement in such future events.

Inspector Clifton and Councillors discussed the following

- ASB issues around Lower Graig Y Rhacca the previous weekend.
- Appreciation from Cllr McConnell for the recent 'ridealong' with Bedwas police officers. Cllrs Winslade, Phipps and Morgan are due to participate in the 'ridealong' scheme in due course.
- Free Runners in Caerphilly town are currently causing concerns
- Parking enforcement changes when powers extend to the County Council to also book for parking issues.
- The crash the previous night at the Ice Cream Parlour in Machen but no cause was yet known.
- The meeting held this week with Nicola Whetem of the Fire Crimes and Consequences Unit.
- Travellers from Cardiff committing burglaries affecting the local area. Investigations are ongoing and advice being given to the community.
- 3 new probationer police officers are starting next week.
- Neighbourhood Enforcement Team has been introduced which is important for gaining local intelligence.
- Community Engagement is very good in this area
- Engagement is needed with the community around off road motorcycles as operations are currently ongoing to target this area.

- Consideration could be given to a joint summer event

CSO Jon Spokes provide an update on activity in the last month.

- 2 daytime dwelling burglaries, one of which in the BTM Ward
- Weekly police surgeries have been held in Machen Library
- CSO's have been monitoring HGV lorries parking at Esso Garage in Trethomas
- The Your Voice survey has identified the currently priority of inconsiderate driving / speeding Llanfabon Drive

A GYR Youth Engagement Event will be held during July/August with Communities First to interact and engage with local youths. Police will be in attendance as well as other agencies and sports groups. Date and details to be confirmed in due course.

BETHAN SMITH, WHQS Environmental Officer

- 36.** A presentation was received on the work which could be considered for inclusion as part of a WHQS Environmental Funded project. The criteria for the projects included tenant led schemes, visible in the community, low ongoing maintenance etc. The following was discussed
- Litter picking equipment for the community council could be purchased not under this scheme but consideration could be given to other funding avenues.
 - Machen Rural Market is held monthly and could be an opportunity for consultation with residents of the area.
 - What assistance could be given to help with parking issues and planning of schemes which would fit these scheme.
 - Consideration of using the CIL money to 'top up' schemes in the area.
 - Questionnaires will be available to collect feedback and a stand will be at Bedwas Rocks.

FULL COUNCIL

37. Declarations of Interest: Cllr Chris Morgan declared an interest in a letter to follow about the siting of a container for the Scouts as his wife is the Scout Leader. He did not participate in the discussion. Cllr Phil Rosser and Cllr Dave Davies declared an interest in the grant application for the Bedwas Mountain Race as they personally know the applicant. Cllr Lisa Phipps declared an interest in the application for 37 Hillside Terrace as it was for her property and she left the room for the discussion on the Planning Applications.

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

39. Minutes of the AGM meeting held on May 3rd

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

40. Minutes of the meeting held on May 3rd

Resolved: That the minutes of May 3rd are updated and brought back to the next meeting.

41. Chair's Announcement and Report

A successful litterpick was carried out in Machen in association with Machen Rocks. Cllrs Winslade, McConnell, and Morgan supported the event and over 25 bags of rubbish were collected.

The Chair attended the BTM Band Concert and provided a £25 donation.

The Chair along with Cllrs Morgan, McConnell and Phipps supported the GE Volunteering day which was a very successful event with other 65 volunteers attending.

The Chair along with Cllr Phipps attended the Bedwas and Trethomas Hall Funday to aid Romanian orphans

A discussion took place around the value of the donation to the Mayors Charity and whether it should come from the Chairs Allowance or the Council Funds

Resolved : A £100 donation is made to the Mayors Charity annually from the Council Funds.

Councillor Regan left the meeting at 7.35pm

42. Clerk's Update

A recent contact through Cllr Regan has not proved possible to undertake the installation of the defibrillators. No other approach has been received from any local electricians to install for free/low cost. A reminder was provided of the quotes received from AJC Electrical Solutions.

Given recent GDPR legislation changes discussion took place around how appropriate it is to have specific and detailed information on staff salaries

A small incident occurred this week with water in the ladies toilet. A plumber was called and a new set of taps needed to be installed

A letter has been received from 7th Caerphilly Scouts Group asking for consideration to be given to the location of a 16ft container unit in the Council Office car park.

Resolved:

1. The work to install the defibrillators at the four sites in Bedwas, Trethomas and Machen to AJC Electrical Solutions
2. A total wages bill figure (including tax, NI and pension contributions) will be provided for financial reports.
3. To note that expenditure was necessary to replace the taps in the ladies toilet.

4. Agree to allowing 7th Caerphilly Scouts Group to allow the location of a container in the Council Office car park

43. Audit 2017/18

The Clerk presented a report confirming that the accounts have been submitted and the Internal Audit has been completed for 2017/18. The Internal Audit report is a very positive report and explanations have been provided about the variations in any of the budget headings.

Cllrs Morgan and Havard passed on their thanks to the Clerks and the improvements which have been made which are reflected in the Audit report.

Cllr Havard raised how we could get an updated valuation for the Office and the Hall.

Resolved:

1. That the accounting statement in the report and the Annual Statement accurately reflect the financial position for the year ending March 2018.
2. That the Council approves the Explanation of Quantified Variances.
3. That the Council authorises the Clerk to complete and sign the Annual Return.
4. That the Council authorises the Clerk/RFO to submit the Annual Return to the External Auditors.
5. An Assets Register Book is purchased and a company is approached to undertake a valuation on the properties.

44. South Wales Fire and Rescue, Crimes and Consequences Youth Initiative

The Deputy Clerk fed back on a meeting held with Nicola Whetem, South Wales Fire and Rescue Service, Crimes and Consequences Manager with Cllr Chris Morgan on 5th June 2018. *Crimes and Consequences* is an innovative new project aimed at reducing the number of deliberate fires, Arson, Misuse of Fireworks and fire related anti-social behaviour, such as attacks on firefighters and hoax calls, as well as covering issues of Car Crime and Road Safety, integrating drug and alcohol misuse. The project is first and foremost aimed at young people who may be on the cusp of ASB or offending behaviour or who have offended or displaying risky or challenging behavior.

The points made in the meeting included :

- Referrals are received from many partner agencies including the police, the CSO's, Schools, Probation etc.
- Current partnerships/ organizations in the area which included Machen Road Watch, All Schools and the Mynydd Haf Independent School
- Engagement with the PCSO's/Schools need to be developed to identify current youth in the area which would fall into the category above
- The Council would benefit from engaging with Steve Logan, Caerphilly Fire Station Commander

- Street Games Wales <https://www.streetgames.org/about-us/about-streetgames> are an organisation which provide extensive events and work as a partner organisation with the Emergency Services.
- Main areas of activity in the local area would need to be identified from the Fire and Police agencies so it's essential that residents in the area are reporting activities and incidents via their CSO's or 101 telephone number.
- They were very interested in the current Your Voice priority for this area and Jon Spokes contact details have been shared.
- General discussion was had on known activity including such things as grass fires, anti social behavior and setting off of alarms at the Hall, burning of rubbish on GYR scrub land and what intervention and schemes they could offer.i.e. Burnie the Sheep and Operation Bang
- The provision of the Night Shelter at the Hall and how the Team could assist with provision of advise around home fire safety when they secure a home and about the crime and ASB that is associated with homeless individuals.

45. Appointment of a Caretaker for Bedwas Workmens' Hall

The Clerk presented a report to consider the recommendation of the Employment Group that the Council undertake a recruitment campaign to appoint a part time caretaker for the Hall.

The Clerk has held a series of meetings with members of the Hall Management Committee to examine what is required from the role of a caretaker. The main issues included :-

- The number of hours that the Council can afford
- Balancing expectations of the Hall volunteers against the reality of the provision that the Council can afford.
- How any gaps in provision could be filled by volunteers
- What would happen during periods of sickness or annual leave and whether the Council would engage a company to cover the cleaning of the building.
- The consideration of a draft job description and pay scale

The Hall Committee had not provided any indication that they would be in a position to contribute towards the funding of such a role.

Resolved : A letter to be sent as a priority to the Hall Committee to formally request their consideration at their next meeting for a contribution towards to the role before further steps are taken to undertake any advertisement / recruitment activity.

46. Forward Plan of Council Decisions

Resolved : Add a review of Standing Orders and Financial Regulations to the October Meeting

FINANCE COMMITTEE

47. Chair's Report

No update

48. Payments made since last meeting

Confirmation was provided to Cllr Havard that all the payments due to the building and fire security companies for installations at the Hall and Offices were now fully paid.

Cllr Rosser requested that consideration is given to other alternatives to web hosting as the payment to CCBC of £600p.a appeared excessive.

Cllr Morgan noted the number of un-presented payments and cheques was higher than previously but it was confirmed that this was due to a change in accounting practice to record on Rialtus when monies have been committed rather than paid. This will aid a more up to date figure of the Council's remaining funds.

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

49. Ward Project Expenditure

Resolved: To note the expenditure

50. Applications for Financial Assistance

RESOLVED:

- (1) To reject the application from K Bale as the Youth Club does not exist as yet and has no bank account. Councillors however are willing to meet with the individual if she needs any information or support in creating the youth club formally.
- (2) To award £200 to Bedwas Mountain Race from the Bedwas Ward

51. Bedwas Workmen's Hall Annual Accounts

Resolved : The draft accounts for provided for information only are noted.

LAND & BUILDINGS COMMITTEE

52. Chairs Report

No update

53. Hall Maintenance

An update was provided to confirm a schedule of maintenance work required at the Hall is being updated. Problems affecting the toilet ceiling and the old stage door needs to be looked into.

Resolved : Quotations to be sought to remedy the problem in the toilets and for a new stage door

PLANNING COMMITTEE

54. Chairs Report

No Update

55. Planning Applications

Application 18/0311 – No objections raised

Application 18/0312 – No objections raised

Application 18/0335 – No objections raised

Application 18/0168 – No objections raised

Application 18/0316 – No objections raised

Application 18/0365 – No objections raised

Application 18/0309 – No objections raised

Application 18/0396 – No objections raised

Application 18/0394 – No objections raised

Application 18/0430 – No objections raised

ENVIRONMENT & LEISURE COMMITTEE

56. Chair's Report

The 3 Heartbeats are at the Workmen's Hall on Saturday 9th June 2018.

Alzheimers Cupcake Sale is taking place at the Co-Op in Bedwas, Friday 15th June 10am – 12 noon. Councillors are requested to donate a raffle prize.

57. Turn the Town Pink

Resolved: Clerks to look into the arrangements for a Breast Cancer Fundraiser at the Workmen's Hall in October 2018 and bring back a report on possible costs. An initial £100 budget was set aside for the event.

58. Planned Events for 2018/19

Resolved:

(1) Approach Tower Print to arrange for the re design of Council Logo

(2) Prices to be obtained for 12 sets of litter picking equipment.

Meeting End : 9.00PM

.....CHAIR OF COUNCIL