

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL Council Offices, Newport Road,
Bedwas on Thursday April 12th at 6.30pm**

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

Also Present: CSO John McDonnell, CSO Claire Eyles, Jolene Dalton (Clerk), Gill Howells (Deputy Clerk)

Declarations of Interest : Councillor Regan declared an interest in the Application for Financial Assistance for Machen RFC Under 14s and left the room for that item.

POLICE & ROAD SAFETY COMMITTEE

- 207.** CSO John McDonnell and CSO Claire Eyles attended the committee and gave the following update on crime in the area.

64 crimes were recorded in March 2018 compared to 37 in March 2017 which included 10 public order

198 incidents were recorded in March 2018. This included 10 anti social behaviour incidents – 8 of which were nuisance ASB and 2 environmental ASB.

First aid training has been carried out in most schools in the area.

Park Enforcement Day to be carried out on 20th April.

The 'Your Voice' Survey is being carried out at present and Councillors were urged to pass this information onto their residents. Its available via social media and CSO's will also be making visits to collect residents views on the local priorities

The 'Ridealong' scheme is proving to be very successful and there are a number of individuals waiting to be allocated onto shifts. The Police are trying to accommodate these requests as quickly and as practicable as possible

A member raised an issue about the parking in Trethomas opposite the Tesco. Details of the vehicles will be passed onto CSO Lisa Humphries to look into further.

A member requested an update on the arrangements to carry out a leaflet drop at Graig View in Machen following parking issues causing problems for Emergency Services access. It was also requested to be considered for Summerfield Lane in Lower Graig Y Rhacca.

A poster will shortly be circulated with the date for the Police Surgeries

A member raised issues with youths causing problems at Bedwas Workmens Hall last week smashing fire alarms.

A member raised issues with vehicles speeding and racing around Standard Street/William Street in Trethomas

A member raised concerns about recent reports on social media following an arrest of an individual from a local fish shop which is currently under investigation.

Members thanked the officers for their attendance at the meeting. Officers then left.

FULL COUNCIL

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

209. Minutes of the meeting held on January 26th 2018

Resolved: That the minutes of January 26th are updated and accepted as a true record for signing by the Chair.

210. Minutes of the meeting held on February 1st 2018

Resolved: That the minutes of February 1st are updated and accepted as a true record for signing by the Chair.

211. Chair's Announcement and Report

The Chairs Awards was a fantastic evening and very enjoyable with great entertainment. The Chair extended his thanks to all that attended and to the Clerks for their organisation of the event.

Councillor Morgan commented that they were not the first ever awards undertaken by the Council but were the first of its type undertaken in recent years.

A member raised a question with regard to the funding of this event and it was noted the budget of £1,000 has been allocated for this event in the January Council Meeting. The event had come in under budget.

212. Clerk's Annual Report

The Clerk advised that she would prepare an annual report for the next meeting covering the activities of the last year.

The Hall Management Committee have written to the Council to request for permission to undertake the following projects :-

- Refurbishment of the Bar Area upstairs in the Theatre
- Removal of a small office in back room downstairs and general refurbishment of this new larger room to have an additional room to hire out.
- Removal of old office area downstairs next to kitchen to open this area out and refurbishment to become a cafe area.
- Refurbishment of the Ladies and Gents toilets upstairs
- Refurbishment of the dressing rooms and toilets upstairs backstage.

Members clarified that the Hall would be undertaking and carrying out the works. The Clerks would assist with any grant applications should funding be identified.

The Hall Committee has requested support to purchase a till for the Hall for which they would reimburse the Council.

Resolved :

- (1) Approval was given to the Hall Management Committee undertake the above works
- (2) The Clerk to arrange to purchase a till for the Workmen's Hall for which the Council will be reimbursed.

213. Youth Representative

Resolved : Alec Crane to be appointed as a Youth Representative

214. General Data Protection Regulation (GDPR)

The Clerks are booked onto a training course on 17th April at Caerphilly County Borough Council to obtain information on the forthcoming change in regulations. There is lots of discussion amongst Council Clerks about this and there are a number of firms offering services to assist with the changes.

It appears that with the main issues of the GDPR covered the Council should meet audit requirements as minimal personal data is held

Governors Wales have offered us their cabinets when they leave the premises therefore the Clerks will undertake a review of what's currently in the safe, destroy what's not needed and store necessary documents in those cupboards.

Members raised questions about the cost implications, what guidance is available for papers at home with Members and included in emails. No information is available as yet about the cost implications and advice would need to be sought on how best to manage Members keep at home and in emails. However it was noted that personal data is very rarely included in the Community Council papers or emails.

Resolved :

- (1) Council notes the content of the report
- (2) Council instructs the Clerk to undertake an immediate full review of the data that is held and that all unnecessary data is disposed of.
- (3) That following this the Deputy Clerk undertakes an independent audit of the data that the Council retains.
- (4) That, as the most independent of the two officers, the Council appoints the Deputy Clerk to the position of DPO as an interim measure until further advice is provided on the appointment of an external DPO
- (5) That the Council monitors the progress of complying with the new GDPR

215. Defibrillators

No local businesses have come forward to assist with the defibrillators locally at low or no costs. Aneurin Bevan University Health Board are chasing the installation and locations.

A local electrician currently undertaking work at the Hall has provided a price to undertake the installations at the four sites. Cllr Regan advised he has a contact who is visiting the locations on Monday 16th April with him to consider the installation.,

Further to the lack of response from Bedwas Post Office and the Bedwas Co-Op, an alternative location to be considered could be the Police Station.

Resolved:

- (1) Cllr Regan to provide feedback following his meeting on Monday 16th April
- (2) Cllr Phipps to contact the Manager at Bedwas Co-Op to obtain feedback on locating the defibrillator on that site.

216. Welsh Government Funding

Due to the extent of the content it was recommended that it was postponed to the next meeting

Resolved : Chair of Finance, Group Leader and Cllr Havard to undertake a review and put together a joint response with the Clerk.

217. Risk Assessment

Resolved : The Risk Assessment was adopted by the Council

218. Bedwas Bus Stop

The bus stop no longer exists and there have been no further complaints received. Cllr Havard confirmed that he had requested it was re routed but it was not followed up by the company.

219. Foward Plan

The Dog Show has been organised for the 27th May in the Meadow at Riverside Walk. The forms and the risk assessment have been submitted to Caerphilly CBC and is pending their approval.

The Alzheimers Bake Sale will be undertaken in June. Cllr Phipps recommended that we carry out the Dementia Friendly training prior to this.

Resolved : The Council arrange to undertake the Dementia Friendly training.

FINANCE COMMITTEE

220. Chair's Report

No update

221. Payments made since last meeting

Queries regarding a difference in salary payments and payments to APP UK were resolved at the meeting. Clarification was provided over the payment to Keep Wales Tidy for the sponsorship of the Litter Pick Champions.

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

222. Ward Project Expenditure

Resolved: To note the expenditure

223. Applications for Financial Assistance

RESOLVED:

- (1)** To award £300 for 2nd Bedwas Brownies from the Bedwas Ward
- (2)** To reject the request for £300 for Machen Petanque due to already having received a grant payment this year.
- (3)** To award £150 for Hepzibah Baptist Chapel from Bedwas Ward
- (4)** To award £100 for Bedwas Writing Circle from Bedwas Ward
- (5)** To reject the request for the Youth Club due to insufficient information provided.
- (6)** To award £300 for Machen RFC U14's from Machen Ward

LAND & BUILDINGS COMMITTEE

224. Chairs Report

No update provided.

225. Hall Maintenance

The drains have been completed

226. Handrail at the Hall

Resolved : Approval to purchase a handrail from Aber Wrought Iron for £350+VAT

227. Boiler at the Hall

Resolved : Approval to award the work for the Boiler to BG Heat as the lowest contractor for £1567 + VAT

228. Corridor Lighting at the Hall

Resolved : Approval to award the work for the Corridor Lights to AJC Electrical for £379.50+VAT.

PLANNING COMMITTEE

229. Chairs Report

Cllr Rosser and Cllr Walsh will liaise and advise further on place plans

230. Planning Applications

Application 18/0022 – No objections raised

Application 18/0076 – No objections raised

Application 18/0109 - No objections raised

Application 18/0123 – Concerns raised about access

Application 18/0182 - No objections raised

Application 18/0238– Concerns raised about access

ENVIRONMENT & LEISURE COMMITTEE

231. Chair's Report

There are now 4 local shops selling tickets for the Workmen's Hall events.

The ABBA Production sold over 200 tickets and took over £2000 on the bar.

Posters and Leaflets have been printed to be issued all around the BTM Area.

A film weekend is being discussed for the 1st March 2019

The Halloween and Christmas Panto's will need volunteers to assist with the events.

Cllr Phipps advised that Bethan Smith WHQS is due to come to our ward. Consideration needs to be given to what works need to be undertaken.

Cllr Winslade noted that a safeguarding course is being undertaken at Van Community Centre. They are carried out on Saturdays 9.30-4pm and asked Councillors to consider if they would like to undertake the course.

The Hall have purchased the Royal Oak Bar and a quotation has been received to install the equipment in August and have an opening in September.

Resolved :

(1) Bethan Smith to be invited to a future meeting to discuss the WHQS

(2) Arrangements to be made for Councillors to undertake the Safeguarding Course

232. Machen Show

Resolved : The Council to purchase the Gold Package

Meeting End : 8.40pm

.....CHAIR OF COUNCIL