

Bedwas, Trethomas & Machen Community Council

**Minutes of the meeting of FULL COUNCIL at the Council Offices
Newport Road, Bedwas on Thursday 7 February 2019 at 6.30pm**

Present	Apologies
DJ Davies	E. Aldworth
D Havard (arrived at 7.30pm)	E Davies
L Phipps	J. Gale
C Morgan	
J Walsh	
J Winslade (Chair)	
K Regan	
P Rosser	
A McConnell	

POLICE & ROAD SAFETY COMMITTEE

200 There was no Police presence at the meeting and no reports were received

FULL COUNCIL

201 Declarations of Interest: Cllr Phipps declared interest in minute No 215. No other declarations of interest were received

202 Attendance and apologies for absence were noted as above

203 To consider and sign the Minutes of the meeting held on 6 December 2018
Cllr McConnell raised an amendment necessary in reference to the purchase of a 'defibrillator' whereas this should read a 'defibrillator box'
The December minutes as amended were accepted as a true record and signed by the Chair

204 To consider and sign the Minutes of the meeting held on 10 January 2019
Cllr McConnell requested an amendment to the minute 186 in that Cllrs McConnell, Winslade and Phipps 'delivered' the Homeless Shelter rather than 'supported' it, as indicated in the minutes.
The January minutes as amended were accepted as a true record and signed by the Chair

205 Matters arising from both Minutes not already on the agenda: 187. Clerks had been asked to contact all local schools to ask for the promotion of a Pantomime to be added to the agendas of the Governors' meetings. An update was to be received at this meeting but it is carried forward by Councillors reporting on individual schools

206 Chair's announcements and Report
A verbal report was received as update on the Chair's Awards. Nominations had been received by the official closing date of 31st January and it was anticipated to be able to assess those nominations with a view to determining if the awards would go ahead on 25 April as first planned. Cllr Rosser congratulated Cllrs McConnell, Phipps and Winslade on delivering the Homeless Shelter as a very worthwhile cause. He added that the topic is worthy of investment by all in the community

207 Clerk's Report – No verbal or written report was received. Immediately prior to the meeting letters had been received by the Chair from both the Clerk and the Deputy Clerk giving their resignations with immediate effect. The Chair will respond formally with the support of the Council's Employment Group. Cllr Phipps proposed that the Council approach qualified and known individuals to step in as an interim arrangement to support the Council and for Councillors to take forward actions to

progress Council business. This was agreed by Council. The Employment Group are to meet asap to discuss and progress further actions necessary to re-establish the Clerk services

208 The Council considered and agreed the internal audit provision in readiness for the 2018-19 external audit. Cllr Phipps offered to contact BPU to be invited to carry out the internal audit

209 To consider and agree the Risk Assessment
Cllr Phipps proposed an amendment to the risk assessment in relation to insufficient staffing to deliver services and a loss of key personnel. As this risk had been considered low, it ought to be re-profiled to increase the likelihood and severity scores in a classification of very high. Measures to mitigate this risk were proposed and accepted and are to be carried out through the Employment Group with the actions in 207 above

210 Cllr Phipps queried whether CCBC had received BTM's request for the precept for 2019-20 as indicated on the risk assessment. Cllr Phipps to make contact with CCBC to clarify.

211 Forward Plan of Council Decisions
No further items were added to the plan

FINANCE COMMITTEE

212 Chair's Report – No update

213 Payments made since last meeting
Cllr Phipps queried window cleaning costs. Cllr Regan agreed to contact the local window cleaner. Council agreed to note the expenditure

214 Ward Projects Expenditure
Council agreed to note the expenditure

215 Applications for Financial Assistance
One application was received. Cllr Regan proposed that £300 be made available from Trethomas Ward project pot for 'Dance Unity'. Council agreed on this figure for Dance Unity and noted the expenditure

LAND & BUILDINGS COMMITTEE

216 Chairs Report - No update was received

217 The Workmen's Hall committee are to consider a new sign to the exterior of the building with exterior lights. Cllr Phipps reported that the Clerk had sent a request to the Council and a response had been received. The matter is deferred for discussion at the next meeting

218 Electrical Survey – to receive a verbal update
Cllr McConnell had requested the Clerk to receive clarification and detail in 'laymen's' terms on the electrical survey from the quotes received from contractors. No clarification had been received. Cllr Phipps proposed that the Council appoint Dale Electrical contractors as others had not been full quotes. Cllr Regan agree to make contact with Dale Electrical for a full copy of the report.

219 Hall Issues
Tensions appeared to have emerged in communications between the Hall Management Committee and the Clerks. The Committee inquery was indicated as a key issue hindering decision making and any progress at the Hall. Cllr Winslade indicated the need to include designated parking around the hall to be included in any future plans. Cllr McConnell asked for an update on pest control mechanisms at the Hall. Cllr Davies confirmed there remains a problem and a return visit had been requested of

pest control officers. The Management Committee are asked to address these issues and to report back to Full Council

PLANNING

220 Chair's Report - No Update

221 Planning Applications

Application 19/0023/FULL - approved

Application 19/0039/FULL - Cllr Havard indicated there was a need for a site visit

ENVIRONMENT AND LEISURE COMMITTEE

222 Chair's Report - Seven nominations had been received for the Chair Awards. The Council agreed that a list is to be provided to Full Council in March. It was noted that no BTM Councillors attended as Governors at Tyn y Wern Primary. Cllr Winslade offered to change her Governorship from Bedwas Infants to Tyn y Wern Primary in due course

223 Panto promotion and events

Schools had been sent emails regarding the Panto. Council agreed that Halloween panto would be booked for Thursday 31 October and 'Alice in Panto' would be the Christmas panto to be staged on Sunday 15th December 2019. Cllr McConnell is to inform Wize productions

224 Events for 2019-2020 - No other events noted

225 Resignation of Clerks

Cllr David Davies and Cllr Emma Davies had resigned from the Employment Group. Cllr Jan Walsh and Cllr Phipps were nominated and accepted to take up the vacancies on the Employment Group. Cllr Phipps proposed and it was agreed to advertise for a replacement Clerk as soon as possible. The Council agreed to approach suitably qualified individuals for interim Clerking support during the recruitment process.

The Meeting closed at 8.45pm

SignedChairperson

Date