



Bedwas, Trethomas & Machen Community Council

Council Offices

Newport Road

Bedwas

Caerphilly

CF83 8YB

Tel: (029) 2088 5734

E-mail: clerk@btmcc.co.uk

4th November 2020

To: All Councillors of Bedwas, Trethomas & Machen Community Council

You are summoned to attend a Full Council Meeting to be undertaken by remote access of BEDWAS, TRETTHOMAS & MACHEN COMMUNITY COUNCIL using MS Teams, to be held on **Thursday 12th November 2020 at 6.30 pm**

Please Note; This Meeting will be held in accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020. The Regulations make temporary provision in relation to local authority meetings during the Covid 19 pandemic. Statutory requirements placed on local authorities by existing legislation to admit the public and press in person to certain meetings and to provide facilities to inspect certain documents in person at offices of the authority are relaxed for the duration of the Regulations. All documentation about and relating to this and any other Community Council Meeting undertaken by remote access will be made available on the Community Council Website. <https://www.btmcc.co.uk/>

If you are unable to attend this meeting, please send your apologies to clerk@btmcc.co.uk or telephone (029) 20885734 prior to the meeting.

The business to be transacted is set out in the agenda below. If any member requires further information on any item, please contact the Clerk prior to the meeting.

Yours sincerely,

Marcia Jones
Clerk to the Council

AGENDA

1. Police & Community Safety Matters
2. Declarations of interest

Members who consider that they have an interest to declare are asked to state:

 - a) *the item in which they have an interest and*
 - b) *the nature of the interest.*

Any Member who is unsure about the above should seek advice prior to the meeting to expedite matters at the meeting itself.
3. To note Member attendance and to receive any apologies for absence.
4. To consider, and if correct, arrange for the Chair to sign the minutes of the Ordinary FULL COUNCIL Meeting held on 27th August 2020 to confirm a true and accurate record
5. To consider, and if correct, arrange for the Chair to sign the minutes of the ANNUAL GENERAL Meeting held on 1st October 2020 to confirm a true and accurate record
6. To consider, and if correct, arrange for the Chair to sign the minutes of the Ordinary FULL COUNCIL Meeting held on 1st October 2020 to confirm a true and accurate record
7. Matters arising from Ordinary Meeting held on 1st October 2020
8. Finance Matters
 - 8.1 To note and approve Bank statement 923 and reconciliation and as at 30.10.2020
 - 8.2 To note payments for November 2020
 - 8.3 To consider a reduction in rent to tenants who are unable to trade due to COVID 19 lockdown restrictions
 - 8.4 To consider and agree a provider for payroll service.
 - 8.5 To consider and agree purchase of revised edition of 'Local Government Administration' publication.
 - 8.6 To consider a donation of £300 to The British Legion in lieu purchase of Remembrance Day 2020 poppies.
 - 8.7 Applications for Financial Assistance - to determine grant awards:
 - 8.7.1 Cerebral Palsy Cymru - no amount specified
9. Audit for the year ended 31 March 2020
 - 10.1 To receive and note letter from external auditors BDO confirming that the Conclusion of Audit and any matters arising
 - 10.2 Council to receive and approve the Annual Return.
 - 10.3 To note the Notice of Conclusion of Audit was displayed on the BTM CC website and Notice Board from 27th October 2020 for 14 days.
10. To consider and adopt a 'Local Resolution Protocol' for BTM CC

11. To appoint a Vice Chair/member to the Finance, Employment & Policies Committee

12. Events & Leisure Committee

14.1 To receive and note the draft minutes of the meeting held on 26th October 2020

14.2 To consider and agree the following proposed events and budget;

14.2.1 February 2020 - Remote Chair's award ceremony -

14.2.2 May 2021 – Community Garden Open Day - £750

14.2.3 June 2021 – OAP Garden Party and Alzheimer's fundraiser - £250

14.2.4 July 2021 – Community Garden Children's Fund day - £800

14.2.5 August 2021 – Dog Show, in conjunction with CCBC and Hope Rescue - £400

14.2.6 September 2021 – MacMillan Coffee Day

14.2.7 Autumn 2021 – Newsletter - £1000

14.2.8 October 2021 – Halloween Panto - £900

14.2.9 November 2021 – Remembrance Day reception at BTM office - £200

14.2.10 December 2021 – Christmas Panto - £900

14.2.11 December 2021 – Christmas Carol Service - £450

14.2.12 Spring 2022 – BTM CC Awards Ceremony - £1500

13. Land & Building Management Committee

15.1 To receive and note the draft minutes of the meeting held on 19th October 2020

15.2 To confirm proceed with installation of new fire door at BTM offices - £1100

15.3 To confirm proceed with installation of New window in chamber - £1500

15.4 To confirm proceed with upgrade fire alarm to meet legislative requirements - £2900

15.5 To confirm proceed with remedial work at BWH to drains, pointing and doors - £3520 plus VAT (awaiting quote for pointing)

14. To receive and note the Clerk's Notices

15. To consider Motion proposed by Cllr D Llewellyn - Write to CCBC regarding safety at tips above Trethomas & Bedwas.

16. To consider Motion proposed by Cllr J Winslade – Write to MP & MS in relation to supporting silent fireworks.

17. To receive and approve updated Asset Register 2020-2021

18. Planning Applications

To consider the Community Council's response to planning applications in the Bedwas, Trethomas and Machen area received for since the last council meeting. Any comments or enquiries to be emailed to; planning@caerphilly.gov.uk within 21 days of receipt of the email date

Email Date; 25 September 2020

Case Ref. 20/0740/NOTA Site Area: 1462m²

Location: Land At Grid Ref 316666 189339 Mountain Road Bedwas (UPRN 000043176744)

Proposal: Erect agricultural storage shed

Case Officer: Mr C Powell (01443 864424 : powelc2@caerphilly.gov.uk

Map Ref: 316666 (E) 189339 (N)

Expected Decision Level: Delegated

Case Ref. 20/0749/FULL Site Area: 592m²

Location: 15 Dranllwyn Close Machen Caerphilly CF83 8QF (UPRN 000043062116)

Proposal: Remodel dwelling with provision of additional first floor accommodation including increases in eaves levels and roof ridge height, changes to fenestration, external alterations and demolition of existing conservatory

Case Officer: Mr A Pyne (01443 864523 : pynea@caerphilly.gov.uk

Map Ref: 320822 (E) 189252 (N)

Expected Decision Level: Delegated

Case Ref. 20/0759/FULL Site Area: 223m²

Location: 10 Maritime Court Bedwas House Industrial Estate Bedwas (UPRN 000043088618)

Proposal: Erect side extension to industrial unit to provide product storage

Case Officer: Mr A Pyne (01443 864523 : pynea@caerphilly.gov.uk

Map Ref: 316303 (E) 188963 (N)

Email Date: 2 October 2020

Case Ref. 20/0763/FULL Site Area: 278m²

Location: 3 Rhyd-Y-Gwern Isaf Machen Caerphilly CF83 8LG (UPRN 000043065183)

Proposal: Demolish existing conservatory and erect a single storey rear extension

Case Officer: Mr J Cooke ☎ 01443 864347 ☉ cookej1@caerphilly.gov.uk

Map Ref: 321321 (E) 189078 (N)

Expected Decision Level: Delegated

Case Ref. 20/0784/FULL Site Area: 471m²

Location: 8 Dol-Y-Pandy Bedwas Caerphilly CF83 8HP (UPRN 000043080135)

Proposal: Erect single storey rear extension and front porch

Case Officer: Mr J Cooke ☎ 01443 864347 ☉ cookej1@caerphilly.gov.uk

Ref: 316285 (E) 189144 (N)

Expected Decision Level: Delegated

Email Date: 2 November 2020

Case Ref. 20/0874/FULL Site Area: 1125m²

Location: Grey Stones 11 Rectory Road Bedwas Caerphilly CF83 8AX (UPRN 000043051223)

Proposal: Erect new detached garage

Case Officer: Mr M W Jones ☎ 01443 864528 ☉ jonesm5@caerphilly.gov.uk

Map Ref: 317185 (E) 189166 (N)

Council Expected Decision Level: Delegated

Case Ref. 20/0886/FULL Site Area: 235m²

Location: 81 Dol-Y-Pandy Bedwas Caerphilly CF83 8HL (UPRN 000043011463)

Proposal: Erect single-storey rear extension

Case Officer: Mr J Cooke ☎ 01443 864347 ☉ cookej1@caerphilly.gov.uk

Map Ref: 316329 (E) 189185 (N)

Expected Decision Level: Delegated

19. Date of next meeting