



**Bedwas, Trethomas & Machen Community Council**

**DRAFT MINUTES**

Remote FULL COUNCIL Meeting,  
MS Teams  
Thursday 12<sup>th</sup> November 2020

<b><u>Present</u></b>	<b><u>Apologies</u></b>
Jill Winslade	Lisa Phipps
Daniel Llewellyn	
Amanda McConnell	
Chris Morgan (Chair)	
Elizabeth Aldworth	
Phil Rosser	
Derek Havard	
June Gale	
Dave Davies	

**Also Present:** Marcia Jones (Clerk)

**594. Police & Community Safety Matters**

CSO 13 Lisa Gibbs & CSO 343 Bronwyn Satterly of Gwent Police sent their apologies, as they are accompanying Caerphilly Youth Service, who have started a new project to try to reduce ASB in the area, be going out in the community to engage with the young people in Bedwas, Trethomas and Machen.

**595. Declarations of Interest.**

595.1 Item 8.6. - Cllr Havard declared an interest as the Poppy Appeal coordinator for the area and therefore did not take part in this item

**596. To Note and approve apologies for absence.**

NOTED and approved.

596.1 The Chair noted that Cllr Walsh resigned from BTM CC on 01.10.2020. Cllr Morgan wished to thank Cllr Walsh for the hard work, support and contribution to the Community Council since 2017 **RESOLVED:** A letter of thanks to be sent to Mrs Walsh.

596.2 Cllr Havard inquired Members of the recent passing of a previous Member and Chair of this Council. A minute's silence was observed. **RESOLVED:** Council to send a letter of condolence

**597. Minutes of ORDINARY FULL COUNCIL meeting on 27<sup>th</sup> August 2020**

**RESOLVED:** The minutes of the meeting were accepted as a true record for signing by the Chair.

**598. Minutes of ANNUAL MEETING on 1<sup>st</sup> October 2020**

**RESOLVED:** The minutes of the meeting were accepted as a true record for signing by the Chair.

**599. Minutes of meeting ORDINARY FULL COUNCIL on 1st October 2020**

**RESOLVED:** The minutes of the meeting were accepted as a true record for signing by the Chair.

**600. Matters Arising from the meeting ORDINARY FULL COUNCIL on 27<sup>th</sup> August 2020**

600.1 Cllr Havard referred to the item 577.8. He advised that no elected Member should feel intimidated or bullied and he wish to withdraw the statement made. Cllr Havard wished to offer his profuse and unreserved apologies to Cllr Llewellyn in this respect. Cllr Llewellyn accepted this apology.

**601. Matters Arising from the meeting ORDINARY FULL COUNCIL on 1st October 2020**

NONE

**Finance Matters**

**602. Bank Statement 932 and Reconciliation to 30.10.2020**

NOTED and approved.

**603. Payments for November 2020**

NOTED and approved.

**604. Rent reduction**

**RESOLVED:** Further information to be sought from tenants who have been forced to close due to COVID restrictions to ascertain if eligible for financial assistance from the Local Authority/ government before decision can be made

**605. Payroll Services**

**RESOLVED:** To change payroll service provider to WCVA.

**606. 'Local Government Administration' publication**

**RESOLVED:** Council to purchase 12<sup>th</sup> Edition

**607. Donation to the Royal British Legion (RBL)**

In recent years, BTM community council has purchased lamppost poppies to support the RBL. They were not available this year due to COVID.

**RESOLVED:** Council to make donation of £300 to RBL in lieu of poppies

**608. Requests for Financial Assistance**

607.1 Cerebral Palsy. Request for donation declined as does not meet criteria in the Financial Assistance Policy

**609. Audit**

608.1 NOTED - Letter from external auditors BDO confirming that the Conclusion of Audit and matters arising

608.2 **RESOLVED:** To approve the Annual Return 2019-2020.

608.3 NOTED - The Notice of Conclusion of Audit was displayed on the BTM CC website and Notice Board from 27<sup>th</sup> October 2020 for 14 days.

**610. Local Resolution Protocol**

The Clerk confirmed this was originally adopted by the Council on 7<sup>th</sup> December 2017.

**RESOLVED:** To approve revised version dated November 2020

**611. To appoint Member/Vice chair to Finance, Employment & Policy Committee**

611.1 **RESOLVED:** Cllr J Winslade to take position of Vice Chair

611.2 **RESOLVED:** Cllr P Rosser to join the committee

**612. Events & Leisure Committee**

612.1 NOTED – Draft minutes of meeting 26th October 2020

612.2 **RESOLVED:** The following events and related budgets to take place in 2021-2022

- i. February 2020 - Remote Chair's award ceremony
- ii. May 2021 – Community Garden Open Day - £750
- iii. June 2021 – OAP Garden Party and Alzheimer's fundraiser - £250
- iv. July 2021 – Community Garden Children's Fund day - £800
- v. August 2021 – Dog Show, in conjunction with CCBC and Hope Rescue - £400
- vi. September 2021 – MacMillan Coffee Day
- vii. Autumn 2021 – Newsletter - £1000
- viii. October 2021 – Halloween Panto - £900
- ix. November 2021 – Remembrance Day reception at BTM office - £200

- x. December 2021 – Christmas Panto - £900
- xi. December 2021 – Christmas Carol Service - £450
- xii. Spring 2022 – BTM CC Awards Ceremony - £1500

**613. Land & Buildings Management Committee**

613.1 NOTED – Draft minutes of meeting 19th October 2020

613.2 **RESOLVED:** The following works and related budgets to be undertaken

- i. Installation of new fire door at BTM offices - £1100
- ii. Installation of New window in chamber - £1500
- iii. Upgrade fire alarm to meet legislative requirements - £2900
- iv. Remedial work at BWH to drains, pointing and doors - £3520 plus VAT

**614. Clerks Notices**

NOTED

614.1 **RESOLVED:** Voting cards to be issued for the two forthcoming bye-elections

**615. Motion proposed by Cllr D Llewellyn - Write to CCBC regarding safety at tips above Trethomas & Bedwas.**

Full motion proposed by Cllr Llewellyn and seconded by Cllr Morgan;

*The Council notes a number of concerns about the safety of the tips above Bedwas and Trethomas*

*For example:*

1. *Debris in culverts*
2. *Overgrown vegetation in drainage channels*
3. *Pond fence damaged and lock broken*
4. *Tip bulging*
5. *Erosion on west side*
6. *Large Ravines developing*
7. *Flytipping increasing.*

*There are obvious concerns about the hazards presented by these issues which could be a danger to life. For example there is easy access to the pond for children and pets alike and an obvious risk of drowning. A recent FOI request indicated that there has been no Risk Assessment of the Pond.*

*This council resolves therefore to write to Caerffili County Borough Council urging them to carry out appropriate works to resolve these matters as soon as is practicable.*

Cllrs Havard and Aldworth outlined their ongoing dialogue and correspondence with CCBC. Members agreed that work is required but concern was noted this will not alleviate the long term and ongoing issues that these tips will create. Cllr Havard wished to propose an amendment to the motion as a result of this;

8. To request the pursuit of funding from the Coalfields funding to fully implement a longer-term safety and regeneration plan
9. To write to the MP and MS' for this area to call for their support and to request that they write to their counterparts across Wales to encourage a cohesive approach to obtaining the funds from the Coalfields in Wales.

**RESOLVED:** Cllrs Havard and Llewelyn to prepare final wording for motion to bring to the next council meeting for approval

**616. Motion proposed by Cllr J Winslade – Write to MP & MS in relation to supporting silent fireworks**

Full motion proposed by Cllr Winslade and seconded by Cllr McConnell;

*To write to Wayne David MP and Hefin David MS in relation to supporting our quest for silent fireworks/organised displays with silent fireworks*

**RESOLVED:** To write to the MP and MS' for this area to call for their support and to request that they write to their counterparts across Wales to encourage commitment to this.

Cllr Aldworth left the meeting at this point at 7.37pm

**617 Planning Applications**

615.1 Case Ref. 20/0740/NOTA – No Objections/Comments

615.2 Case Ref. 20/0749/FULL – No Objections/Comments

615.3 Case Ref. 20/0759/FULL – No Objections/Comments

615.4 Case Ref. 20/063/FULL – No Objections/Comments

615.5 Case Ref. 20/0784/FULL – No Objections/Comments

615.6 Case Ref. 20/0874/FULL – No Objections/Comments

615.7 Case Ref. 20/0886/FULL– No Objections/Comments

**RESOLVED:** Cllr Rosser to confirm to CCBC

**618 Next meeting**

This is scheduled to take place on Thursday 3<sup>rd</sup> December 2020 at 6.30pm via MS Teams.

The Chair informed Members that he would not be able to attend to work shift pattern. This was NOTED ad the Vice Chair will chair accordingly

Meeting Closed 7.45 pm

Signed .....  
Cllr C Morgan  
Chair of Council

Signed .....  
M Jones  
Clerk