

## Bedwas, Trethomas & Machen Community Council

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28<sup>th</sup> February 2021

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

You are summoned to attend an ORDINARY Full Council Meeting of BEDWAS, TRETHOMAS & MACHEN COMMUNITY COUNCIL to be undertaken by remote access using MS Teams to be held on **Thursday 4<sup>th</sup> March 2021 at 6.30 pm**

*In line with legislation, community council meetings are open to members of the public and press to attend.  
Please contact the Clerk in advance to request joining instructions.  
Members of the public cannot speak during the meeting.*

If you are unable to attend this meeting, please send your apologies to [clerk@btmcc.co.uk](mailto: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**

"By virtue of the Public Bodies (Admission to Meetings) Act, 1960, and the Council's standing order 28(k) the press and public are excluded from discussions on the following item 8.2 and 8.4 on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."

1. Police & Community Safety Matters
2. Presentation - Daniel Partridge, Caerphilly Cycling Campaign
3. To Receive and Note Declarations of Interest – Code of Conduct  
*Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Community Councils Standing Orders and the Code of Conduct. If a councillor has a prejudicial interest, they must, unless a dispensation been granted, withdraw from the meeting and take no part in the discussion or vote.*
4. To note Member attendance and to receive and agree apologies for absence.
5. To consider, and if correct, arrange for the Chair to sign the minutes of the Ordinary FULL COUNCIL Meeting held on 4<sup>th</sup> February 2021 to confirm a true and accurate record
6. Matters arising from Ordinary Meeting held on 4<sup>th</sup> February 2021
7. To consider a change to the scheduled date for the Annual Meeting and Full Council Meeting for May 2021
8. Finance Matters
  - 8.1 To note and approve February bank payments and reconciliation to bank statement 937 as at 19.02.2021
  - 8.2 Confidential matter – Press & public to be excluded.  
To consider tenants rent arrangements.
  - 8.3 To note Financial Awards/Grants for 2020-2021 to date Financial Awards/Grants
  - 8.4 Confidential matter – Press & public to be excluded.  
To determine grant award requests.
    - 8.4.1 Bedwas Theatre Group
9. To receive and adopt the following Policies
  - 9.1 Recruitment & Selection Policy & Procedure
  - 9.2 Training & Development policy and procedure
  - 9.3 Data Protection Policy
10. To receive and approve revisions to the following;
  - 10.1 Standing Orders
  - 10.2 Financial Regulations
  - 10.3 Committee Terms of Reference

11. Events & Leisure (EL) Committee

11.1 To receive and note the draft minutes from the meeting on 15<sup>th</sup> February 2021.

12. Finance, Employment & Policies (FEP) Committee

12.1 To receive an update on the recruitment process of the BWH project Manager

13. Environment & CIL (ECIL) Committee

13.1 To receive and note the draft minutes from the meeting on 15<sup>th</sup> February 2021.

13.2 To ratify expenditure of £2980 plus VAT - CIL Money for a fence at Lower Graig Y Rhacca

13.3 To ratify expenditure of £3486 plus VAT - CIL Money for benches and knee rail at Upper Glyn Gwyn Street

13.4 To ratify expenditure of £491 plus VAT - CIL Money for a memorial WW1 bin for the BTM community garden

13.5 To ratify expenditure of £2160.86 plus VAT – CIL Money for a 3 or 4 x planters with BTM CC logo

14. To note updated Meeting and Events Schedule

15. 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](mailto:planning@caerphilly.gov.uk) within 21 days of receipt of the email date. Late applications may be submitted at the meeting

Email 08/02/2021

15.1. Case Ref. 21/0056/TPO Site Area: 201m<sup>2</sup>

Location: Land At Grid Ref 316083 189351 Dan-Y-Deri Bedwas (UPRN 000043177886)

Proposal: Carry out various works to Holly/Hazel hedge and 2No. Oak Trees (Tree Preservation Order 7/98/CCBC)

Case Officer: Jacob Cooke ☎ 01443 864347 ✉ [cookej1@caerphilly.gov.uk](mailto:cookej1@caerphilly.gov.uk)

Map Ref: 316084 (E) 189351 (N)

Expected Decision Level: Delegated

15.2. Case Ref. 21/0070/RET Site Area: 49m<sup>2</sup>

Location: New House Royal Oak Machen Caerphilly CF83 8SN (UPRN 000043064643)

Proposal: Retain and complete the conversion of existing garage to residential and change roller shutter doors to bi-folding doors

shutter doors to bi-folding doors

Case Officer: Carwyn Powell ☎ 01443 864424 ✉ [powelc2@caerphilly.gov.uk](mailto:powelc2@caerphilly.gov.uk)

Ref: 321962 (E) 188682 (N)

Expected Decision Level: Delegated

Email 22/02/2021

15.3 Case Ref. 20/1066/COU Site Area: 202m<sup>2</sup>

Location: Unit 21-23 Afon Court Greenway Bedwas House Industrial Estate Bedwas Caerphilly CF83 8JG(UPRN 000043177560)

Proposal: Change the use to A3 to include take away

Case Officer: Carwyn Powell ☎ 01443 864424 ✉ powelc2@caerphilly.gov.uk

Map Ref: 316428 (E) 188519 (N)

Expected Decision Level: Delegated

15

.4 Case Ref. 21/0075/FULL Site Area: 234m<sup>2</sup>

Location: 40 Hillside Terrace Bedwas Caerphilly CF83 8AJ (UPRN 000043050092)

Proposal: Extend the existing rear extension

Case Officer: Carwyn Powell ☎ 01443 864424 ✉ powelc2@caerphilly.gov.uk

Ref:317280 (E) 188857 (N)

Expected Decision Level: Delegated

15.5 Case Ref. 21/0118/FULL Site Area: 124m<sup>2</sup>

Location: 23 Glebe Street Bedwas Caerphilly CF83 8AD (UPRN 000043049989)

Proposal: Erect first floor rear extension to existing single storey extension

Case Officer: Jacob Cooke ☎ 01443 864347 ✉ cookej1@caerphilly.gov.uk

Ref: 317176 (E) 188669 (N)

Expected Decision Level: Delegated

15.6 Case Ref. 21/0138/OUT Site Area: 703m<sup>2</sup>

Location: Land At Grid Ref 319353 188688 Newport Road Machen (UPRN 000043177013)

Proposal: Erect a three bedroom dwelling and detached garage

Case Officer: Anthony Pyne ☎ 01443 864523 ✉ pynea@caerphilly.gov.uk

Map Ref: 319354 (E) 188688 (N)

Expected Decision Level: Delegated

16. Date of next meeting

1<sup>st</sup> April 2021. 6.30pm via MS teams