**Bedwas, Trethomas & Machen Community Council**

Council Offices

Newport Road

Bedwas

Caerphilly

CF83 8YB

Tel: (029) 2088 5734

E-mail: [clerk@btmcc.co.uk](mailto:clerk@btmcc.co.uk)

29th November, 2021

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

You are summoned to attend the ‘ORDINARY MEETING’ via Microsoft Teams on **Thursday 2nd December 2021** **at 6:30pm.**  The MS Teams link attached

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.

*In line with legislation, community council meetings are open to members of the public and press to attend.*

*Please contact BTM Council Offices in advance to request joining instructions.*

*Members of the press and public can attend on an observation basis only and*

*are not permitted to speak during 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 BTM Council Offices prior to the meeting.

Yours sincerely,

Ann Birkinshaw

Clerk to BTM CC

**Full Council Meeting**

**AGENDA**

1. **Police & Community Safety Matters**
2. **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.

1. **To note Member attendance and to receive and agree apologies for absence**
2. **To consider, and if correct, arrange for the Chair to sign the minutes of the Ordinary Full Council Meeting held on 4th November, 2021 to confirm true and accurate records**
3. **Matters arising from that meeting**
4. **Clerk’s Report**
5. **Finance Matters**

7.1 To note and approve the reconciliation to bank as at 30th November, 2021

7.2 To note and approve November bank payments

7.3 Financial assistance requests. One request received this month from Bee Initiative

1. **Events & Leisure (EL) Committee**
   1. A verbal update/report is expected and to note the date of the next meeting
   2. Finalise details for staffing the Christmas Family Panto. Clerk and Caretaker will check COVID passes at front of building. Merchandise sales and ticket checking at the door need to be covered
2. **Finance, Employment & Policies (FEP) Committee**
   1. A verbal update/report is expected and to note the date of the next Meeting
3. **Environment & CIL (ECIL) Committee**

10.1 A verbal update/report is expected and to note the date of the next Meeting

1. **Land & Buildings Management (LBM) Committee**
   1. A verbal update/report is expected and to note the date of the next Meeting
   2. To discuss quotations received for the replacement of windows at the rear of the Council office (copies attached)
2. **To note an updated Meeting and Events Schedule**
3. **Correspondence items for discussion by Council**
   1. Email correspondence between Cllr C Morgan – Chair and Mr Huw Jackson – Branch Secretary of Plaid Cymru to be discussed. Email trail sent separately to each councillor and marked Private and Confidential
   2. The batteries in the 3 defibrillators are due for replacement shortly, at a cost of £180 each
4. **Youth Representatives report**
5. **Planning Applications**

To consider the following Caerphilly County Borough’s planning applications in the Bedwas, Trethomas and Machen area received since the last full council meeting and the Community Council’s response to those planning applications. 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

**Case Ref.** 21/1061/COU **Site Area:** 1581m²

**Location:** Unit 11 (Lawrence Court) Greenway Bedwas House Industrial Estate Bedwas Caerphilly CF83 8DW (UPRN 000043164918)

**Proposal:** Change of use of first floor from ancillary office to A3 Use (Restaurant & Takeaway). Internal alterations to include a first floor (mezzanine) extension also for A3 use **Case Officer:** Jacob Cooke ( 01443 864347 [cookej1@caerphilly.gov.uk](mailto:cookej1@caerphilly.gov.uk)

**Map Ref:** 316421 (E) 188795 (N)

**Expected Decision Level: Delegated**

1. **Exempt items**
2. **Date of next meeting**

Is scheduled for Thursday 6th January, 2022 at 6.30pm via the MS teams platform or in person indoors if allowed by Welsh Government

**Meetings and events schedule**

