

**In line with the Welsh Government's 'Local Government and Elections (Wales) Act 2021' requirement for all 735 Town and Community Councils in Wales to electronically publish the key information and the outcome of their Council meetings within 7 days of the meeting, Bedwas, Trethomas and Machen Community Council hereby publish an unnumbered and unsigned summary of the:**

**Minutes of the Full Council Meeting of**

**Bedwas, Trethomas and Machen Community Council**

**Due to the current Coronavirus crisis it was held as a remote virtual meeting on Thursday 2<sup>nd</sup> December 2021**

Present: Cllr Chris Morgan, Cllr Lisa Phipps, Cllr Gareth Pratt, Cllr Liz Aldworth, Cllr Phil Rosser, Cllr Jill Winslade, Cllr Amanda McConnell, Cllr June Stone, Cllr Nigel Bull, Cllr Dave Davies and Cllr Derek Havard

Clerk/Proper Officer: Ann Birkinshaw. Also in attendance: Youth Representative Rhys Griffiths.

**Chair/Mayor Cllr Chris Morgan chaired the virtual meeting that commenced at 6.30pm**

**1/ Apologies**

Cllr Daniel Llewellyn, Youth Representative Madison Phipps-Magill

**2/ Minutes of the previous Full Council Full meeting on 4<sup>th</sup> November 2021**

The meeting acknowledged that minutes were agreed for signature as a true and correct record.

**3/ Matters arising**

a/ Cllr Phipps wishes to discuss further Item 762 from the minutes of last meeting. As Cllr Llewellyn was not at the meeting, this will be raised at the January Full Council Meeting.

**4/ Police & Community Safety Matters**

Police representatives Lisa Gibbs and Jake Michael were both on rest days but have submitted a report. Councillors appreciate they are busy but would hope they will be able to attend the next meeting.

**5/ Clerk's report**

Following annual inspection of the large boiler at BWH, a fault was identified. This required a new fan and gasket. As the work was essential and urgent, Gibson's have been asked to carry out repair as soon as possible. The cost is **£955.79**

We have received 2 quotes for the replacement of the windows at the rear of the council offices. The total cost is under £6,500. Funds were made available in the current budget for essential and routine maintenance on the building which will cover this cost

Whilst working the garden at the Council Offices, Cllr Bull has noted the drain below the downpipe at the right hand side of the building is blocked. Cllr Morgan has borrowed a drain camera and they will investigate the problem next week

The Council offices will be closed for the Christmas period from Thursday 23<sup>rd</sup> December until Tuesday 4<sup>th</sup> January

## **6/ Decisions made**

### **Finance Report**

The Chair presented a summary of the recent financial transactions. The summary was agreed as satisfactory by the Council

### **Financial Assistance Applications**

One request for financial assistance was received this month. Councillors agreed that the applicant needs to be more established in the BTM area before assistance can be offered

## **7/ Council Committees**

### **Finance, Employment and Policies Committee**

Cllr Morgan verbally updated Councillors on the decisions made during the last meeting. Caretaker hours increased to 20 per week and new contracts of employment issued for caretaker and clerk. No date has been set for a further meeting

**Environment & CIL Committee** – A meeting will be held early in the new year

### **Land & Buildings Committee**

It was agreed to accept the quote from Fairway Windows to replace the single glazed windows at the rear of the council offices with double glazed units

It was agreed that a fire risk assessment is carried out at the Council Offices and BWH at a cost of £300 per building

A meeting will be arranged for January

### **Events & Leisure Committee**

Arrangements have been finalised for the Christmas Family Pantomime at Bedwas Workmen's Hall on Sunday 12<sup>th</sup> December

A meeting will be held shortly to discuss the celebration of the Platinum Jubilee

## **7/ Correspondence**

Councillors were sent copies of all emails exchanged between Cllr Chris Morgan (Chair) and [REDACTED] (Branch Secretary Plaid Cymru) The following was agreed.

Answers to the questions that were posed by [REDACTED] were given by BTMCC Chair CM by email on the 21<sup>st</sup> October 2021.

Cllr Llewellyn has had opportunities to raise matters concerning corrections and clarification to the official minutes for all BTMCC meetings. No such representations were made by Cllr Llewellyn.

*Bedwas, Trethomas and Machen Community Council – Early summary of Minutes of 2 December 2021 to publish electronically. A copy in Welsh will be provided upon request.*

BTMCC has taken advice from “One Voice Wales” and have been advised that signed and agreed minutes of a Council meeting cannot be changed. Indeed it would be illegal to do so.

Notes of a meeting not recorded by an elected BTMCC Councillor, or recorded by a person in a non-official capacity, cannot be used as an official record of BTMCC meetings.

With these points in mind, no further correspondence will be entered into and BTMCC consider the matter closed. All Councillors agreed

The batteries in the three defibrillators across the BTM area need replacing. As the charity have not been able to fund-raise through the pandemic it was proposed by Cllr McConnell and seconded by Cllr Phipps the Council pay for the replacements at a cost of £180 each

## **8/ Youth Representatives**

Youth representative Rhys feels we could do more to advertise youth activities in the area. These are shared on our website and Facebook page, but Rhys has suggested maybe using noticeboards in schools and the community to further promote groups and events would help. Rhys will collaborate with Cllr McConnell to create posters and publicity material.

## **9/ Current Projects Summary**

The Michael Williams Memorial Garden was opened to the family on Saturday 13<sup>th</sup> November and is now available for the public to use. An official opening ceremony will be held in Spring 2022

## **10/ Planning Application**

(Cllr E Aldworth left the meeting prior to discussion)

Case Refs: 21/1061 was noted

**The meeting closed at 7.25 pm**

**The full Minutes when agreed and signed will also be made available on the Council's website as soon as practically possible**

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