

## Bedwas, Trethomas & Machen Community Council

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10<sup>th</sup> May 2023

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

You are summoned to attend the 'ORDINARY MEETING' to be held at the Council Chamber, Bedwas on **Thursday 18<sup>th</sup> May 2023 at 6:30pm**

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*

Ann Birkinshaw  
Clerk to BTM CC

# **Full Council Meeting**

## **AGENDA**

### **1. Police Matters**

CSO Angharad Morgan or CSO Jon Spokes from Bedwas Police Station will give a report and answer any queries

### **2. Bedwas Workmen's Hall**

The Chair or Vice Chair of BWH Management Committee will offer a monthly update

### **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 6<sup>th</sup> April 2023 to confirm it is a true and accurate record**

### **6. Clerk's Report**

### **7. Annual Report**

To review and approve the Annual Report for publication on website

### **8. Finance Matters**

- 8.1 To note and approve the reconciliation to bank as at 30<sup>th</sup> April 2023
- 8.2 To note and approve April bank payments
- 8.3 To note end of year figures on budget
- 8.4 Financial assistance requests. Three received. Bridgend Allotment Association, 7<sup>th</sup> Caerphilly Scouts and Machen WI

### **9. Audit year ended 31<sup>st</sup> March 2023**

- 9.1 To receive and note internal auditor's report, in respect of the internal audit for year ended 31st March 2023
- 9.2 To receive and note bank reconciliation which verifies box 9 of the Annual return.
- 9.3 To receive and approve the Annual Return.

A Council resolution is required for approval and agree arrangements for the Presiding Chair to sign the Annual Return to certify

### **10. Events & Leisure (EL) Committee**

- 10.1 To report on the Coronation Day celebrations at Bedwas Workmen's Hall on 6<sup>th</sup> May
- 10.2 Note the date of next meeting

### **11. Finance, Employment & Policies (FEP) Committee**

- 11.1 To report on meeting held 18<sup>th</sup> April Audit. Policies
- 11.2 To note the date of next meeting

## **12. Environment & CIL (ECIL) Committee**

- 12.1 To note the date of next meeting

## **13. Land & Buildings Management (LBM) Committee**

- 13.1 To report on meeting held 3<sup>rd</sup> May
- 13.2 To note date of next meeting

## **14. 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.** 23/0204/HH      **Site Area:** 1138m<sup>2</sup>

**Location:** 121 Pandy Road, Bedwas, Caerphilly CF83 8EL (UPRN 000043045240)

**Proposal:** Demolish existing garage, erect single storey side extension and two storey front porch, raise the ridge and make external alterations

**Case Officer:** Bridgette Jones-Crabtree Tel: 07850 916850

[jonesbas@caerphilly.gov.uk](mailto:jonesbas@caerphilly.gov.uk)

**Map Ref:** 316641(E) 188835N)

**Decision Level:** Delegated

## **15. Exempt items**

## **16. Date of next meeting**

Next meeting is scheduled for Thursday 1<sup>st</sup> June 2023, at 6.30pm at the Council Chamber, Bedwas