

## Bedwas, Trethomas & Machen Community Council

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6<sup>th</sup> May 2026

**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 **Wednesday 13<sup>th</sup> May 2026 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 Butler*

Ann Butler  
Clerk to BTM CC

# Full Council Meeting

## AGENDA

### 1. Police Matters

CSO Ellie Morgan from Bedwas Police Station will give a report and answer any queries

### 2. Bedwas Workmen's Hall

A copy of the minutes from the committee meeting held in March has been forwarded to all members

### 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 Thursday 9<sup>th</sup> April 2026 to confirm as a true and accurate record

### 6. Clerk's report

### 7. Finance Matters

7.1 To note and approve the reconciliation to bank as at 30<sup>th</sup> April 2026

7.2 To note and approve April payments

7.3 Financial Assistance request – Bedwas Crafters

### 8. Annual Report

To review and consider the annual Report in line with Section 52 of the Local Government and Elections (Wales) Act 2021, and, if agreed, give permission for it to be added to the website

### 9. Audit year ended 31<sup>st</sup> March 2026

9.1 To receive and note the Internal Auditor's report in respect of the audit for year ended 31<sup>st</sup> March 2026

9.2 To receive and note the bank reconciliation which verifies Box 9 of the Annual Return. Copy of last year's budget with final spend figures presented for reference

9.3 To receive and approve the Annual Return

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

### 10. Play Sufficiency

Following on from the presentation given to councillors, the cost for play sessions has been confirmed £90 for a 2 hour session.

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

11.1 Next meeting to be confirmed after AGM

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

12.1 Next meeting to be confirmed after AGM

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

13.1 Next meeting to be arranged after AGM

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

14.1 Next meeting to be arranged after AGM

## **15. 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.** 26/0247/COU

**Site Area:** 776m<sup>2</sup>

**Location:** Unit 3, Bedwas Bus. Ctr, Bedwas House Ind Est, Bedwas CF83 8DU (UPRN 000043045253)

**Proposal:** Change use from B2 Fabrication Facility to include use of existing rear yard for storage purposes, minor exterior alterations and erection of security fencing

**Case Officer:** Joe Simmons **Tel:** 01443 864428 [simmoj1@caerphilly.gov.uk](mailto:simmoj1@caerphilly.gov.uk)

**Map Ref:** 316680 (E) 188743 (N)

**Decision Level:** Delegated

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

Next meeting is scheduled for Thursday 4<sup>th</sup> June at 6.30pm