

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN



Minutes of the Ordinary FULL COUNCIL Meeting of Van Community Council Thursday 17th October 2019. 6pm. Van Community Centre, Clos Guto, Caerphilly

Present: Tony Graham (Chair), Sheila Jones, Norma Graham, John Leek.

Apologies: Linda Williams, Pam Nelder, Sheila Newbury, Barbara Jones (Vice Chair), Fay Gay and Jayne Keeble

The Clerk advised in line with Standing Orders that Councillor Keeble has not attended for four consecutive months. Councillor Leek agreed to contact and request that she confirms her plans moving forward to the Chair or Clerk prior to the next meeting.

In Attendance: Marcia Jones (Clerk) CSO Mey

59. Police Matters

CSO Mey attended the meeting and talked through her report which was tabled at the meeting (see attached - Appendix 1)

- i. The Clerk thanked CSO Mey and her colleagues for the delivery of the Mini Police/Heddlu Bach programme. 37 applied to participate, and interviews were undertaken as only 22 could be part of the cohort
- ii. The creation of a book under the PETRA scheme with the Mini Police/Heddlu Bach is due to be undertaken in November. CSO Mey advised that the PETRA book written by parents on their experiences with the police had encountered
- iii. some issues as was planned to be delivered in conjunction with Griag yr Rhacca, and support is not forthcoming from some areas.
ACTION; The Clerk will contact BTM Community Council to notify of the issue and establish if they can offer support.
- iv. The safety concerns which present on Bonfire Night on the estate were highlighted and the Council discussed the potential to organise an event on Lansbury Park in 2020 that would allow the enthusiastic resident participation to be focused into an event that reduces safety issues. It was AGREED to contact partners with a view to an initial meeting early in 2020
ACTION; Clerk to contact relevant parties to gauge support

CSO Mey then left the meeting

60. Residents Representations

None

61. Declarations of Interest

None

62. Minutes of the Ordinary Full Council meeting held on 19th September 2019

Minutes of the ORDINARY FULL COUNCIL meeting held on 19th September 2019 were received. Agreed as an accurate record and Chair signed to confirm.

63. Matters Arising

- i. Summer Play Scheme. The Clerk advised that an invoice of £10,735.31 for the delivery of the summer play scheme is expected. A letter of thanks was sent to CCBC Early Years. A date for a meeting with CCBC Early Years, the Parent Network and the Chair and Clerk of the Council has been set for November to discuss future options for Summer playscheme provision
- ii. The next walkabout will be taking place on Wednesday 23rd October at 11.30am
- iii. The Asset Register has been adjusted to reflect the purchase of land at Van Terrace

64. Finance

- i. List of payments. Received. Payments confirmed and approved
- ii. Bank Reconciliation. Received, confirmed and approved.
- iii. Online Banking. Clerk provided correspondence from One Voice Wales detailing guidance on Online Banking. The Clerk presented a procedure to meet requirements. This was discussed and a motion to accept was AGREED.
- iv. Requests for Financial Assistance
 - a. Eisteddfod y Cymoedd £200, AGREED
 - b. Parent Forum £200,
Formal Application to be completed. Council are minded to support, subject to receipt of information

65. Clerk's Report

See attached – Appendix 2

- i. Annual Audit. The Clerk confirmed the Audit was completed and 'Notice of Conclusion of Audit' has been received. One minor issue reported -- *'The Accounting Statements do not add up by £1'* This is a result of rounding. Clerk requests approval and acceptance of audit by Council. AGREED
- ii. Notice Boards. Correspondence from CCBC regarding planning requirements and costs were highlighted and discussed. Four quotes for a new board were presented. Council confirmed that it wished to progress the purchase of 1 new board and moving 2 others and a provisional amount of £3500 was AGREED for this purpose
- iii. Extension of Playscheme/Youth Provision. Clerk advised has initial meeting with CCBC Youth Services, Nikki Taylor, on Wednesday 23rd October. Clerk will provide a report of options in due course
- iv. Purchase of Laminator. Clerk requests this to laminate notices and posters. AGREED up to £100.

66. Planning Applications

- i. Case Ref; 19/0805/CLPU. No objection

67. Planning for Newsletter

This was discussed and it was it was AGREED that the Clerk to provide a report at the next meeting to include outline costs for printing and delivery

68. Christmas Event. Date confirmed as Sunday 8th December at Van Community Centre at 5.30pm. The event to be called 'A Taste of Christmas' Rio is confirmed, and his set to include some Christmas songs. Other entertainment to be confirmed and once done Councillor Jones will arrange for a poster to be produced to advertise the event. Clerk and Councillors Jones and N Graham to liaise to finalise arrangements

69. Councillor Surgeries

The Clerk advised that had received confirmation the Van Community Centre was unavailable in December. It was AGREED the surgeries should commence in January 2020. Clerk to confirm to Secretary of Van Community Centre for the second Saturday of each month (excluding August) until further notice. Clerk to update Councillor schedule and present at next meeting.

70. Revised Financial Regulations 2019

Clerk advised that the revised financial regulations have been written in line with the guidance issued by One Voice Wales in early 2019. Councillors requested clarity on some points. Adjustments were made to items 2.2, 3.2 and 4.4. it was noted that under 14.1 that Van CC need to make suitable provision for the storage of deeds in respect of Van Terrace. The Clerk was requested to seek confirmation from One Voice Wales if a councillor who is the spouse of a signatory should be involved in the quarterly verification process. It was AGREED to accept the Financial Regulations.

ACTION; the Clerk to seek guidance from One Voice Wales on the issue of deed storage and quarterly verification process

71. Items for next Agenda

- Christmas Lights 2020
- Draft Budget 2020-2021

72. Date of next meeting

21st November 2019

Meeting closed 7.45pm



Chair – Van Community Council