

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman Councillor Elaine Forehead, Clerk/R.F.O. John Dilworth
Vice-Chairman Councillor Maria Hall.

Minutes,
Full Council Meeting,
Friday, 17th April, 2015,
Van Community Centre.

Present:	Councillors	Russell Deacon, Chris Forehead, Elaine Forehead, Fay Gay, Barbara Jones, Eileen Macey, Sheila Newbery.
In attendance:	Clerk/R.F.O.	John Dilworth.
	Gwent Police	CSO 23 Jonathan Spokes and CSO 13 Lisa Gibbs,
	Members of the public	Mr Nigel Burnell, Castle Park Neighbourhood Watch,
		Miss Michelle Jones, Lansbury Matters.

Public, any issues, and limited to ten minutes.

Miss Michelle Jones, representing Lansbury Matters, stated, the Community Group are progressing a regeneration involvement community programme. Their primary goal is get the derelict Community Centre on Graham Court up and running. Miss Jones went on to say, it is changing people's behavior however it is the average person who will tell us what they like and to involve them.

Miss Jones then went on to outline their programme so far; Easter Egg Hunt which attracted two hundred children and every child who turned up had an Easter egg then on the 6th June a Car Boot Sale. Lansbury Matters has been invited to Trecenydd to arrange a Car Boot Sale and they are working hard to raise money.

Regarding funding, Trecenydd received a grant of £500 from Pen yr Heol, Tecenyd, Engerglyn Community Council for the Trecenydd Community Group.

The Clerk pointed out that an application for funding has not been received albeit an e-mail from Councillor Elaine Forehead on funding insurance for the Car Boot Sale. In reply Councillor Barbara Jones stated that members will be guided by the Clerk.

The Chairman brought the item to an end and deferred it to a later part on the agenda.

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128/15. **Apologies for absence.**

There were apologies for absence received from the following Council member: Councillor Maria Hall.

129/15. **Declarations of interests.** To receive disclosures of personal interests from Members in accordance with the Code of Conduct (**Note:** Members are requested to give written notice of the item number and subject matters that their interest relates to and signify the nature of the personal interest).

The Following interests were declared and recorded on the appropriate form:

Councillor Chris Forehead	Personal, member of Lansbury Matters Group	Stayed
Councillor Elaine Forehead	Personal, Chairman of Lansbury Matters Group	Vacated the Chair when item raised (not an agenda item) and stayed.

130/15. **Police matters (.C.S.O.s 23 Jonathan Spokes and 13 Lisa Gibbs).**

The Chairman welcomed CSO 23 Jonathan Spokes and CSO 13 Lisa Gibbs to the meeting who reported on the priorities for the next four months.

First Aid Course to be run at

- Tynewydd Primary School
- St James Primary School
- St Helens School

The officer explained that they go in on a school day for the children.

Pampa Day at Craig-y-Rhacca on the 26th March, 2015, and in reply to a question from the Chairman, no one from the Van area.

Your Voice and seven people turned up, however, the officer circulated a document, Your Voice 2015, which explained why the change from Pact to Your Voice to improve attendance and priorities.

Further issues reported:

Digital Speed Display, Brynau Road.

Drink driver, caught driving through "access only" sign, from the Town.

She went on to report anti-social behaviour at the Stretch, Lansbury Park and the wayside seat, however, she pointed out, and the Community supports its retention.

The report moved to speeding vehicles and a New Speed watch scheme has been launched in

Signed:.....

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Monmouthshire. She advised, PS Sarah Green, Neighbourhood Sergeant has attended a meeting and Sergeant Green has set one up Caerphilly. If contacted the Sergeant will set one up in the Van area. (Residents sign up to the Community Speedwatch Scheme which trains people to monitor passing vehicles.)

The officer reported that vehicles had been monitored on Lansbury Distributor Road (Mornington Distributor Road) but no one was reported speeding. The Clerk was directed to contact Traffic Management (Mr Dean Smith) to inquire if a speed wire assessment could be done.

The officer in closing on her report thanked the council for the £100 Asda Voucher and pointed out that the scheme had taken a while to set up. CSO Jonathan Spokes reported that he has been transferred to Craig-y-Rhacca but he will still be around. The Chairman and members joined in thanking him for his efforts over the years.

131/15. **To approve the minutes of the Council Meeting, 20th March, 2015, (appendix 1.)**

Councillor Chris Forehead raised an error in the minutes regarding the "Working Men's Club" and should read, "Working Men's Hall." The Clerk pointed out that the reference is in the Clerk's Report, 17th April, 2015.

The Minutes were approved and signed by the Chairman.

132/15. **Matters arising.**

No matters were raised.

133/15. **Correspondence.**

The Clerk circulated a list of correspondence received since the last meeting.

- i E-mail, 25th March, 2015, Administrative Assistant, Caerphilly C. B. C., Temporary Driving Order, Cardiff Road and Castle Street the nearest. Noted.
- ii E-mail and attached letter, 25th March, 2015, Admin Support, Mrs Lesley Griffiths, Minister for Communities and Tackling Poverty, W.G. Reply, Clerk's Report.
- iii Letter, 17th March, 2015 (received after the last meeting), Director of Environment, regarding correspondence, date the 2nd March, re. Mardy Crescent and Farm Road. Agenda item.
- iiii E-mail, 13th March, Welsh Government, invitation to Mrs. Lesley Griffith, Minister, response in seventeen days. Noted.
- v E-mail, 13th March, 2015, CSO Claire Robinson, Bedwas Neighbourhood Policing Team. Advising that there will be something called "Your Voice" to replace PACT meetings. Seeking permission for a link from the Council web site. Clerk recommends. Clerk taken action and published on the Council's web site.

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- vi E-mail, 26th March, 2015, Miss Claire Sanderson, Local Government Partnerships Division, W.G. Notice that the L.G. Byelaws Wales Act, 2012, will apply from the 31st March, 2015. Noted.
- vii E-mails 28th March, 9th April, 3th April, and the 11th April, 2015, Mr Nigel Burnell, Secretary, Castle Park Neighbourhood Watch Caerphilly. Inquiring grant for Cold Call Zone at Castle Park and requested agenda and minutes. Also pointed out that the Estate was not invited to the site meeting (no date provided by Mr Burnell and the Clerk was not directed to inform him). Further grant application towards the £500 cost of a Cold Call Zone at Castle park Estate. Further correspondence, Caerphilly Town Council granted £250.00 to St Martins Estate for Cold Calling programme.
- viii Letter, 30th March, 2015, Mazars (External Auditor appointed by the Wales Audit Commission), notice of audit of accounts, year ending the 31st March, 2015. Time-scale stated and Clerk notes that the Annual Return is signed once by the Clerk and Chairman as against the previous year. Auditors letter, has a contradiction, is it a copy or original Annual Return to Auditor? Noted.
- ix E-mail, 30th March, 2015, Caerphilly C. B. C. updated ID forms for DBS checks. Noted.
- x E-mail 1st April, 2015, Mr John Poyner, Connecting Communities Manager, Caerphilly C. B. C., grant application for school animation training. The cost is split between three community council areas. Agenda item.
- xi E-mail, 9th April, 2015, CSO Claire Robinson, The St James 'Your Voice' meeting (which replaces the old-style PACT meeting) will be taking place next week. Details are: Thursday 16th April, 2015, Community Centre, Lansbury Park, CF83 1RX, 7pm – 8pm. This is a public meeting. Clerk e-mailed members on e-mail and phoned rest. Noted.
- xii E-mail, 13th April, 2015, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council, Welsh Government commencement order in relation the Local Government Democracy Act 2011, i.e. as reproduced:

"The Local Government (Democracy) (Wales) Act 2013 ("the 2013 Act") received Royal Assent on 30 July 2013. Its primary purpose was to reform the constitution and function of the Local Democracy and Boundary Commission for Wales (formerly the Local Government Boundary Commission for Wales). The 2013 Act, however, introduced various other provisions connected with local government.

The above Order commences sections 55-58, 68 and 69 of the 2013 Act with effect from 1 May 2015.

Community and Town Councils – Electronic Publication of Information

Following commencement of sections 55 - 57 of the 2013 Act, Community and Town Councils will be required to publish certain information electronically (i.e. on a

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website). This includes information about the council's clerk and members, minutes of council meetings and any audited statement of the council's accounts.

Community and Town Councils will be required to publish public notices electronically, and to make certain information about their meetings and proceedings available electronically.

The requirement to publish information electronically is in addition to existing publication requirements.

Statutory guidance to assist Community and Town Councils in fulfilling their duties will come into force on 1 May 2015 and will be available on <http://gov.wales/?skip=1&lang=en>."

- xiii E-mails and letter, 9th April and 13th April, 2015, Mr Dean Smith, Principal Engineer (Traffic Management), requesting the Clerk to call him and noted contents of letter, 7th April. Quotation for drop kerbs at Mardy Crescent (£1,063) and removal of roundabout at Farm Road, Castle Park (£4,701). Agenda item.

- xiv E-mail, 15th April, 2015, Miss Helen Morgan, on behalf of Mr Tim Stephens, Development Control Manager,

"Caerphilly County Borough Council will report planning application 13/0732/MIN for the surface mine and associated works at Nant Llesg, north of Fochriw, to its Planning Committee on 10th June 2015. The application will be deferred for a members' site visit at that meeting, which will take place on 23rd June 2015. The application will then be reported to a Special Planning Committee on 24th June 2015.

The Special Planning Committee will be held in the Council Chamber at Penallta House, Tredomen Park, and Ystrad Mynach, CF82 7PG. It will start at 2.00 p.m. The timetable for the meeting will be as follows:

- Introduction by the Chair of the Planning Committee - 15 minutes
- Procedural matters discussed by the Head of Planning and Regeneration or Development Control Manager - 15 minutes
- Case Officer to outline the scheme - 30 minutes
- Objectors to the scheme - 45 minutes
- Non-Planning Committee members - 30 minutes (without prejudice to the right of the Council's members under its Constitution to address the Planning Committee)
- Applicants and supporters of the scheme - 45 minutes
- Discussion and decision by the Planning Committee." Noted.

- xv E-mail, 17th April, 2015, Councillor Elaine, application for financial assistance by Lansbury Matters for insurance to cover their car boot on 6th June, 2015. The Clerk plenary powers to the Clerk to take this forward. Formal quote must be provided to the Clerk. (Not an agenda item).

134/15. **Planning.**

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No planning applications had been received since the last meeting.

135/15. Reports and local matters.

No reports were received.

136/15. Clerk's Report (appendix 2).

The Clerk's Report was considered.

- A. Reply from the Welsh Government Minister, Mrs Lesly Griffiths, AM.
- The Clerk reported in his report, the Minister has declined Van Community Council's invitation to attend a meeting to discuss, with members, what resources Welsh Government applies to Lansbury Park in Caerphilly ranked as 'most deprived' in Wales in her letter dated, 24th March, 2015.

The Minister advises, Welsh Government channels its resources through its Tackling Poverty programme to "Local Authorities and Communities First Lead Delivery Bodies..."

Since the Minister has declined to attend a meeting of Van Community Council she has referred Council to the following contacts on how funding is applied to the area:

Communities First LDB contact	Tina McMahon	mcmah@caerphilly.gov.uk
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Families First contact	Lynne Bosank-Williams	bosanl@caerphilly.gov.uk
	Steve Mutch	dimmis@caerphilly.gov.uk

Flying Start contact		mutcha@caerphilly.gov.uk
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Tackling Poverty Champion:	Robert Hartshorn Cllr Gerald Jones	hartsr@caerphilly.gov.uk jonesg5@caerphilly.gov.uk
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The Clerk was directed to write to the Minister, accordingly:

The measures employed are not working as testified by the news, St James 3, including the Lansbury Park Estate Lansbury is the Most Deprived Community in Wales.

Since you do not wish to attend a meeting of the Council would it possible for one of your officers to attend a future meeting, which are held on the third Friday of the Month, 6.30p.m. at the Van Community Centre, Clos Guto, Caerphilly.

- B. "Caerphilly Animation"
- The Clerk reported, in his report, Council has received a grant application from Mr. John Poyner, Connecting Communities Manager,

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project,
donation.

on behalf of Caerphilly County Borough Council. Mr Poyner has been successful in obtaining part funding from the Arts Council towards the provision of the "Caerphilly Animates" project, with training opportunities for children of Twyn, St James, Rudry and Cwrt Rawlin schools will attend the Caerphilly Animates project at St Martins School for one eight week period and commencing in September during a weekday evening probably between the hours of 3.30 and 5.30pm.

The short fall is £250 divided between this authority and Draethen Waterloo and Rudry Community Council and also Caerphilly Town Council to make up the shortfall. The contribution for the three authorities is £83.

He had advised Mr Poyner, it is a financial decision and subject to public scrutiny therefore it will be considered at the next meeting of Van Community Council scheduled for Friday, 17th April and I will be able to inform him of the decision before the end of April.

Council is not contributing to the statutory teaching provision but an extra mural training.

I recommend it since it is a contribution and will be justified under the powers given by Section 145 d of the Local Government Act, 1972.

Members approved the application under the Finance section of the agenda.

C. Soup and
Carols, Friday,
27th
November,
2015.

The Clerk, in his report, reminded members:

Venue: Van Community Centre.

Date, Friday, 27th November, 2015 Start time 6.30p.m.

Councillor Eileen Macey to prepare the soup.

Clerk to purchase, for the Council, ingredients.

Stand in for Father Christmas, awaits further discussion and decision.

Possible Elf to help stand in for Father Christmas, awaits further discussion and decision.

Councillor Elaine Forehead volunteered to deputise for Santa Clause.

D. Summer Play-
scheme, 2015.

The Clerk reported, the posts (SPW and 3 APWs) have been forwarded to Caerphilly C. B. C. Play Wales for advertising on their web sites.

No change in salary from previous year.

Shortlisting meeting, either Thursday, 30th April, or Friday, 1st May.

Interviews for all staff, Friday, 8th may, 2015, starting at 5.00p.m., at the Van Community Centre.

Do you want Mr Darren James Williams, Holiday Scheme Coordinator –

Signed:.....

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Caerphilly, Gwent Association of Voluntary Organisations, to sit in on the interviews?

Fantastic innovation for the Play-scheme activities, Falconry UK. I spoke to them on Saturday, 11th April, at Bargoed and it would be an engaging event for the kids to see birds of prey, flying demonstration and handling them under expert supervision. Sixty minute show and with travelling, about £80 to £90.

Members are asked to note the progress.

Interview Panel, Chairman, Vice-chairman, Leader, Councillor Eileen Macey, Councillor Sheila Newbury, the Clerk and his wife.

- E. Community Survey. CSO Claire Robinson, Bedwas Neighbourhood Policing Team, request has been taken forward and the link is active on Van Community Council's web site.

Members noted.

- F. Caerphilly Town Centre Management Group, 24th March, 2015. Attended the scheduled meeting on Tuesday, 24th March, 2015, in an ex officio capacity (no voting rights) and Councillor Russell Deacon was there for the Council. A number of items, some routine were discussed, updates provided, and recommendations made, which I summarise as follows:

- No change in air quality.
- Skateboard Park, ongoing, and it was recognised that site location is critical and potential tourist attraction.
- Former Library, turned into a café.
- Loss of Tesco and tenant required for premises.
- Working Men's Hall (run by volunteers), granted £3,500 against a quote for remodelling toilet facilities to make an "Accessible Toilet."
- Flower Festival, Caerphilly Town Council granted £1,500.
- Caerphilly Town has a strong mix of retailers.
- Additional CCTV at Taxi Rank and transferring broadband to "Public Centre Broadband System."

Members noted.

- G. Planning Workshops, (PAW and CCBC) 7th April, 2015 Both the Clerk and Councillor Eileen Macey attended the (free) Planning Workshops at Ty Penallta.

It was presented by Mr. Elwyn Thomas of Planning Aid Wales which is an independent body and in attendance there were several Caerphilly C. B. planning officers who answered questions from attendees.

The Planning Workshops aimed to cover:

help community and town councillors to engage more effectively with planning;

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introduce changes to the planning system which will be coming into effect over the next year or so;

be interactive, with opportunities for group discussion and questions.

Clearly Welsh Government (now) recognizes the role played by Community Council's in the planning process whereby Community Councils (statutory consultees) will engage with the Planning Authorities (twenty-five) to create a new planning culture.

Looking ahead, there is opportunity to work with our local planning authority in creating "Place Plans."

"Place Plans" are not statutory documents. They identify local priorities and are designed to guide the allocation of funding decisions, service delivery, and physical changes to meet the ever changing needs of the community through dialogue with the planning authority, funding bodies and the community.

Members noted.

H. Mardy
Crescent, drop
kerbs, and
roundabout at
Farm Road,
Castle Park
Estate.

The Clerk reported, Councillor Elaine Forehead met with Mr Dean Smith, Principal Engineer (Traffic Management) to discuss the matter on the 30th March, 2015 (minute 126/15). Following correspondence with Mr Dean Smith he spoke to him on Thursday, 9th April, 2015, in reply to an e-mail requesting the Clerk to contact him by phone.

He was informed, Mr. Gavin Barry, Assistant Engineer, will produce the costings and Mr Dean Smith will forward them onto Councillor Elaine Forehead and myself (Clerk).

The Clerk was informed, Monday, 13th April, by Mr. Dean Smith that the work will cost £5,764.6, however, that does not include "...disruption owed to statutory undertakers."

To reiterate Council does not have a statutory responsibility in this area and accordingly a contribution to the full costs could only be legally made.

To ensure that members receive the correct advice, he set out the advice to the Regional Adviser for Wales, Society of Local Council Clerks, Mrs. Ruth Tucker, B.A., and A.C.M.I., who agrees with the Clerk. The work would be undertaken by Engineering Services, Caerphilly County Borough Council who are responsible for highways in the County Borough.

A discussion ensued and it was noted that the previous estimate (year ago) was significantly higher than the current estimate.

It was further noted that the work can only be undertaken by a contractor approved by Engineering Services.

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It was resolved that the Clerk write to the Interim Chief Executive of Caerphilly C. B. C. and inform that a Community Council may make a contribution to the total costs but may not meet the full cost. Therefore, Van Community Council will match fund the work, however, in the event this offer is turned down then Council will review its contribution to ensure that the work is carried out; drop kerbs in Mardy Crescent and removal of the roundabout, Farm Road.

137/15. **Finance.**

i. **To consider payment of creditors (appendix 3).**

The Clerk reported payments (A-B) and it was resolved to sign cheques accordingly.

A.	100086	John Dilworth, Clerk's net salary (less deductions), 2015/16, month 1.	533.76
B.	100087	John Dilworth, expenses.	
		Postage	3.72
		Photocopying	21.60
		Stationery (inc. 2 ink cartridge)	77.67
		Post Office Phone Card	10.00
		Mileage (see breakdown)	68.16

Journeys:			
1.	17 th March, 2015	Delivered agenda and papers to 7 members re. hard copies and last address, 35, Trevelyan Crt., and return (39 miles).	17.55
2.	18 th March, 2015	Travelled to Pen-coed, presentation of the L.G. White paper (16 miles).	7.20
3.	20 th March, 2015	Travelled to Van and return, council meeting (26 miles)	11.70
4.	24 th March, 2015	Travelled to Ty Penallta, Caerphilly Town Centre Management Group (34 miles).	15.30
5.	2 nd April, 2015	Travelled to Trustmark, Talbot Green, photocopying agenda and papers. (2.48 miles).	1.11
6.	7 th April, 2015	Travelled to Ty Penallta, Planning Workshop, PAW & CCBC (34 miles).	15.30
		Total claimed.	181.15

ii. **Accounts, 2014/15, accounts closed on the 31st March, 2015 (appendix 4a, 4b, 4c, 4d, 4e, 4f, and 4g).**

The accounts were approved.

iii. **Grant applications;**

Caerphilly County Borough Council, "Caerphilly Animates" project.

Signed:.....

Date:.....

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It was resolved to grant £83.00 (amount requested) having considered the grant request. Council considered that it is in the interests of, and will bring direct benefit to, their area or a

There being no other powers to incur this expenditure the Council approved the request under the Local Government Act, 1972, Section 145 d.

Castle Park Neighbourhood watch Caerphilly, contribution to the total cost of £500 to make it a Non Cold Calling Area.

Mr Nigel Burnell spoke on the application and stated that they are not looking for the full amount, (Clerk pointed out to the Chairman that Caerphilly Town Council had granted £250.00 for a similar scheme in St Martins). He went on to say they have produced two newsletters but have limited funds.

It was resolved to grant £500.00 having considered the grant request. Council considered that it is in the interests of, and will bring direct benefit to, their area or a part of it.

There being no other powers to incur this expenditure the Council approved the request under the Local Government Act and Rating Act, 1997, Section 31.

Lansbury Matters (not on the published agenda). The Clerk reported correspondence from Councillor Elaine Forehead, re. funding insurance for car boot sale.

Councillor Elaine Forehead vacated the Chair and Councillor Eileen Macey, in the absence of the Vice-Chairman was elected to the Chair for this item only.

Miss Michelle Jones, representing Lansbury Matters advised, they have already spent £101 on insurance, £150 on printing, further, Communities First are assisting with the Risk Assessment etc. Councillor Elaine Forehead pointed out the time scale for the Car Boot Sale arrangements. The Clerk inquired if a quote had been obtained for the public events insurance (cover car boot sale) and was informed that a quote had been obtained.

It was raised by a member whether Council needs to pay any money today. The Clerk replied, there is no application in writing from Miss Michelle Jones only an e-mail from Councilor Elaine Forehead regarding funding the public events insurance. The Clerk advised against payment at this meeting (not an agenda item) and expressed his concern as to the procedure but was reassured by Councillor Elaine Forehead that it is nothing untowards and a community group applying for money.

Moved and seconded, in principal Council supports Lansbury Matters and will give some money to it. It was resolved accordingly.

The Clerk was informed, Councillor Elaine Forehead and Miss Michelle Jones will put a package together (grant application) and forward it to the Clerk, as soon as possible.

138/15. **Good youth and citizens awards (remain as an agenda item).**

Councillor Eileen Macey nominated Mr Geraint Evans, conductor, residing at Darren Close, due to his fund raising for the community.

139/15. **To consider, funding required for Mardy Crescent and Farm Road, Councillor Elaine Forehead** (deferred from the last meeting).

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Date:.....

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(Report from Councillor Elaine Forehead on her meeting with Mr Dean Smith, Principal Engineer (Traffic Management) and to receive costings referred to the member and the Clerk.)

Item dealt with under Clerk's Report.

140/15. **Items for the next agenda.**

Us Girls (Clerk to research).

Funding application, Lansbury Matters.

Meeting closed at 8.00p.m.

Signed:.....

Date:.....