

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman	Councillor Maria Hall	Clerk/R.F.O.	John Dilworth
Vice-Chairman	Councillor Eileen Macey		

Minutes,
Ordinary Meeting,
Friday, 18th September, 2015,
Van Community Centre.

Present: Councillors Barbara Jones,
Fay Gay,
Brian Jenkins,
Eileen Macey.

In attendance: Clerk/R.F.O. John Dilworth,
C.S.O.s Lisa Gibbs, and Claire
Robinson.

In the absence of the Chairman the Vice-Chairman progressed to the Chair for this meeting.

Public, any issues, and limited to ten minutes.

Clerk’s advice, Arnold Baker, 9th Edition on Access to Council Meetings states:

“Many local councils set aside a period when the public can ask questions or even make statements. This is an excellent practice as long as the period is defined, and is clearly understood that the public must not take part at any other time.”

It is not a public meeting but a council meeting and legally constituted to discuss published business.

No member so the public were present.

44/15 **Apologies for absence.**

There were apologies received from the following Council member’s: Councillors Russell Deacon, Chris Forehead, Maria Hall, David Hill, and Sheila Newbury.

45/15 **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).

None received.

Signed:.....

Date:.....

46/15 **Notice of election (co-option).** To receive an expression of interest from Mr Gwyn Nicolls to fill the casual vacancy, Llansbury Ward. (Note: Mr Nicolls' written application, received at the last meeting and referred to this meeting)

The Clerk read out the letter of application from Mr Gwyn Nicholls to seek cooption to the Lansbury Ward vacancy following the resignation of Miss Elaine Forehead. He went on to advise, Miss Michelle Jones had expressed a verbal interest but no letter of application nor email had been received by the Clerk. He pointed out that the Notice of Vacancy published in the Lansbury Ward stated:

"...Anyone interested in co-option to the Council should contact the Clerk to the Council at the address below."

It was moved and seconded that Mr Gwyn Nicholls be co-opted to fill the vacancy and the Clerk to contact Mr Nicholls to sign "The Declaration of Acceptance of Office," and further to provide him with a copy of the Members Code of Conduct (Model Order 2008), Standing Orders, Agenda and papers (current meeting).

47/15 **Notice of Election (minor authority representative) St James Primary School Governing Body.**

The Clerk advised that there is now a vacancy for the Minor Authority Representative.

Councillor Brian Jenkins expressed an interest in the vacancy, however, due to the poor attendance (four members), including two member who are LEA Governors on the respective Governing Body (Councillors Barbara Jones and Eileen Macey) it was resolved to defer the matter to the next meeting in the expectation that the attendance of members would improve

The Clerk pointed out, the Council will not be represented, as a Council, at the forthcoming School Governing Body AGM. In response, a member replied, the Local Education Authority representatives, on the School Governing Body represent the LEA and the Community Council (not appointed by Van Community Council).

48/15 **Police matters.**

The Police Officer, before commencing her report gave the CSW Margaret Reed's apologies.

Further she reported on:

Parking problems at Clos Guto by St Helen's RC School and a site meeting with the Police Traffic Manager and CCBC Highways to take place outside of the School. She pointed out that the School has been informed. Notices have been displayed but parents of the children, driving to the School, are not cooperating (residents feelings are running high).

It was raised that a women and two children were nearly knocked over leaving the School.

Time Credit Scheme involved the children and over the Summer period the level of anti-social behavior was noticeably down.

New initiative, Community Speed Watch, funded by the PCC, and requires 8 to 10 volunteers to get it running with the first one in Rudry. Interest has been shown from Castle Park Estate but they have yet to confirm. It requires one person to use the speed gun and one to monitor

Signed:.....

Date:.....

the machine. In reply to a question about the group discontinuing and the equipment if another group is set-up. The original group buys the equipment, on winding up, and passes on to the new group.

The Clerk thanked the Officers for attending the Summer Play-scheme and interacting with the children through craft sessions and games (CSO Jonathan Spokes).

Pamper Day.

Your Voice at the Rudry Parish Hall, Rudry, attracted ten members of the public. Priorities; speeding vehicles, Rudry, and anti-social behaviour, Buxton Court.

The Chairman thanked the officers for attending who took their leave of the meeting.

49/15 **To approve the minutes of the Council Meeting, 17th July, 2015, (appendix 1.)**

The minutes were approved and signed by the Chairman.

50/15. **Matters arising.**

Minute 39/15 B. *To consider, if appropriate, to engage with the Multi Agency Groups, following circulation of the documents; Lansbury Park Neighbourhood Working Group, Table of Current Service Provision in Lansbury Park as at 04/06/2015, and the Lansbury Park Multi Agency Group Action Plan. (Hard copy of the documents were provided at the last meeting, please bring your copy).*

Channeled through St James Ward members who attend.

Minute 40/15 iii A. *Email, 21st July, 2015, Mr Dean Smith.*

Thank you for your correspondence of 20 July 2015 in which you have requested that Caerphilly County Borough Council reconsider its position with regard to funding the requested highway works at Maerdy Crescent and Farm Road, Castle Park Estate, Caerphilly.

Having reviewed your request, I can advise you that our position remains unchanged. I would also draw your attention to the fact that such funding is unlikely to become available in the foreseeable future due to the austere times and associated budget reductions that the authority faces.

The Clerk advised that as per Council's Standing Orders, consideration of a reversal of the decision cannot take place for six months, standing order 41, as reproduced:

"RESCINDING OF RESOLUTIONS

- 41. *No motion to rescind any resolution which has been passed within the preceding six months, nor any motion or amendment to the same effect as one which has been negated within the preceding six months, shall be in order unless the notice thereof shall have been given and specified in the summons to the meeting and the notice shall bear, in addition to the name of the member who proposed the motion, the names of six other members; and when any such motion has been disposed of by the Council it shall not be appropriate for any member to propose a similar*

Signed:.....

Date:.....

motion within a further period of six months. This Standing Order shall not apply to motions which are moved by the Chairman or other members of a Committee or Sub-Committee of the Council in pursuance of a recommendation of such Committee or Sub-Committee."

It was pointed out that further cuts will be made to the Highway budget for 2016/17 (£100,000).

Members noted the position.

51/15. **Correspondence.**

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

- i. Email, 30th July, 2015, Miss Helen Morgan, Senior Committee Clerk, CCBC, note, circulated by the Interim Head of Legal Services and Monitoring Office at the Community Council Liaison Sub-committee and attached guide on declaring an interest.

"A reminder that Section 58 transfers responsibility for the maintenance of community council registers of interest from the principle Councils Monitoring Officer to the Proper Officer of each community/town council - as such, in accordance with the Act, and from 1st May 2015, you are required to publish all declarations of interest electronically."

Clerk, published on the Council web site (delay, Mr Nick Rutter, Web Manager, on sick leave).

- ii. Email, 30th July, 2015, Mr Robert Campbell, Clerk, Town & Community Council Liaison Committee, affiliation for 205/16. Clerk's Report.
- iii. Letter, 31st July, 2015, Disclosure Agreement Under the Police Act, 1997. Umbrella agreement for the purpose of DBS/CRB. This allows Council to verify identification. Clerk has signed and forwarded onto CCBC.
- iiii. Email, 5th August, 2015, Senior Planner, CCBC, 123 consultation on CIL, i.e. as reproduced:

"On 1 July 2014, Caerphilly County Borough Council introduced the Community Infrastructure Levy within the county. The Community Infrastructure Levy (CIL) is a system of charges that local authorities can choose to levy against new development in their areas. Different rates of charge are identified for different types of development, dependent upon how viable each type of development is. It is a mandatory charge that is levied against all new qualifying development.

The revenue generated from CIL is used to fund infrastructure to support future planned development in the county borough. Regulation 123 of the Community Infrastructure Levy Regulations 2010 (as amended) sets out the requirement for the Council to publish a list of the infrastructure that it intends to fund through CIL. The Caerphilly County Borough Council Regulation 123 List of Infrastructure (the 123 List) was published to coincide with the introduction of CIL in July 2014.

Further to the implementation and monitoring of the CIL, it has become apparent that there is a need to amend the existing 123 List to remove on-site education provision.

Signed:.....

Date:.....

Off-site education provision is to be retained on the 123 List and thus funded through CIL.

The Council is inviting representations on a Replacement Regulation 123 List from Wednesday 5 August 2015 to Wednesday 9 September 2015. The Replacement List is available for public inspection free of charge at the Council Offices in Pontllanfraith, Blackwood during office hours and is also available on the Council's Website at www.caerphilly.gov.uk/CILConsultation.

Representations in respect of the proposed change to the 123 List should be sent in writing to the:
Strategic & Development Plans Team, Caerphilly County Borough Council,
Pontllanfraith House, Blackwood NP12 2YW, or sent by e-mail to ldp@caerphilly.gov.uk, by no later than the 9 September 2015.

Adeline Wilcox, Senior Planner | Uwch Gynllunydd “

Noted.

- v. Email, 14th August, 2015, Miss Helen Morgan, Senior Committee Clerk, CCBC, budget report, 2016/17, presented to Cabinet on the 28th October, 2015.

Noted.

- vi. Email, 20th August, 2015, Caerphilly Town Centre Management Group Meeting, advance notification of the next meeting, Rhymney Room, Penallta Hose, Tuesday, 20th October, 2015, at 2.00pm.

Noted.

- vii. Email, 3rd September, 2015, Mr Robert Campbell, Clerk, Town and Community Council wrote:

On 2 September 2015 at 09:41, Morgan, Helen <MORGAH@caerphilly.gov.uk> wrote:

Gail Williams has advised that in her view it is the responsibility of the Clerk to advise members on declarations of interest.

Gail can be contacted if advice is required by the respective Clerk.

Helen

From: Robert Campbell [<mailto:clerk2riscatc@gmail.com>]

Sent: 01 September 2015 16:05

To: Morgan, Helen

Subject: Fwd: Van CC - Monitoring Officers recent presentation to the Liaison Committee

Hi Helen

Can you clarify if my Clerk colleague John Dilworth's comments are correct, please?

Bob

----- Forwarded message -----

From: [jdilworth49+john <john@jdilworth49.plus.com>](mailto:jdilworth49+john@jdilworth49.plus.com)

Signed:.....

Date:.....

Date: 1 September 2015 at 12:15

Subject: Van CC - Monitoring Officers recent presentation to the Liaison Committee

To: Robert Campbell <clerk2riscatc@gmail.com>

Hi Robert:

Just a point following the Monitoring Officers recent presentation to the Liaison Subcommittee.

I have a note that states:

"The Officer responsible for enforcing the Code is the Monitoring Officer. Responsibility of the Clerk to ensure the Code is properly performed."

My understanding is, members are responsible for disclosures and not the Clerk to point out that a members has a personal or prejudicial interest.

Any thoughts?"

Clerk's Report.

- Viii. Letter, 7th September, 2015, Welsh Government, Shared Purpose: Shared Future-Draft Statutory Guidance for the Well-being of Future Generations (Wales) Act, 2015. Consultation runs from the 7th September to 16th November, 2015.
<http://gov.wales/consultations/people-and-communities/shared-future-shared-purpose/?skip=1&lang=cy>

<http://gov.wales/consultations/people-and-communities/shared-future-shared-purpose/?status=open&lang=en>

Noted.

- x. Email, 7th September, 2015, Mr Nigel Burnell, Secretary, Castle Park Neighbourhood Watch, wrote:

"I have a meeting of Castle Park neighbourhood watch on Monday 14th Sept. On the agenda is the matter of Farm Road/Mardy Crescent road works. At your last meeting was any decision made in relation to these matters or any report from CCBC highways dept. Regards. Nigel Burnell. Secretary"

Clerk's reply, 11th September, 2015:

"Thank you your email of the 7th inst. regarding a decision on highways works at Mardy Crescent and Farm Road and reports from Highways, which I am now able to answer following a few days leave.

I was directed to write to Mr Dean Smith, Principal Engineer (Traffic Management), CCBC, to again raise the contribution by the Highway Authority towards the total cost of the works.

No Highway Authority Report was received on the matter.

I trust I have answered your queries."

Noted.

- xi. Letter, 7th September, 2015, Police and Crime Commissioner for Gwent, informing,

Signed:.....

Date:.....

Gwent Community Council Event, Tuesday, 15th September, 2015, cancelled due to the response from Community and Town Councils.

Noted.

- xii. Letter, 11th September, 2015, HSBC, Council's account signatories, following new bank mandate; Clerk, Mrs Maria Hall, Mrs Sheila Newbury, and Mrs Eileen Macey.

Noted.

- xiii. Email, 15th September, 2015, OVW, Mr Paul Egan of One Voice Wales is providing Performance Appraisal training on the 12th October, 2015, at Gelligaer Community Council, Council Office, Llwyn Onn, Penpedairheol, Hengoed. CF82 8BB (disabled access. The cost, £35
Spaces are limited. Please note this is open to Clerks/All staff & Councillors .

Noted.

- Xiii. Email, OVW, 16th September, 2015, advising written statement from the Minister to the 'Land Transaction Tax.'

Minister for Finance and Government Business has issued the following Written Statements:

Responses to the consultation on a Land Transaction Tax.

Responses to the consultation on Landfill Disposals Tax.

<http://gov.wales/about/cabinet/cabinetstatements/2015/?lang=en>

Noted.

- xv. Email, Miss Helen Morgan, Senior Committee Clerk, CCBC, forwarded on from the Development Plans Team concerning consultation smaller scale wind turbine developments.

The consultation will take place from 26th August 2015 to 6th October 2015. For further details on the consultation, please visit the consultation page at www.caerphilly.gov.uk/spg. Representations should be sent in writing toldp@caerphilly.gov.uk or by post to Pontllanfraith House, Pontllanfraith, Blackwood, NP12 2YW.

Following on from this public consultation, the intention is for both studies to be presented to Council for adoption as Supplementary Planning Guidance (SPG) in due course.

Noted.

52/15. **Planning.**

**15/0431/FULL Erect single storey front elevation, 5, Snowden Court, Lansbury Park.
August Recess, delegated powers to Chairman and Vice-Chairman, no**

Signed:.....

Date:.....

15/0673/FULL **comments made.**
Erect first storey extension, 9, Llanfedw Close, Porset. For members decision.

It was resolved to make no comments on the applications.

53/15. **Reports and local matters.**

Councillor Eileen Macey reported that Lansbury Matters have booked the Van Community Centre for both the Halloween and Christmas Parties.

Councillor Barbara Jones reported that the derelict community centre will be demolished and the site will provide parking. It would have cost £305,000 to replace the former centre, however, interested parties may seek funding for a new centre from the Lottery.

54/15. **Clerk’s Report (appendix 2), to follow.**

The Clerk tabled copies of his report with appendix A (Welsh Language Policy).

A. Van Community Council funds, £467.00, Lansbury Matters Fun Day, Saturday, 1st August, 2015, and reissue cheque payable to Smart Money Cymru, Lansbury Matters’, later advised, the account is located in the Credit Union (information not provided on the grant application).

The Clerk reported, in his report, the application was for the Fund Day, Saturday, 1st August, 2015, organised by Lansbury Matters, and the total amount applied for, £467.00, and broken down as follows by Miss Elaine Forehead, Chairperson, Lansbury Matters:

- Climbing Wall - £345 + VAT
- Event license (temporary events notice) - £21
- Event (applicant wrote, “EVEN”) - £101.

The following was published on Facebook by Miss Michelle Jones, 17th July, 20:39(hours):

“Would like to thank Van community council for accepting Lansbury matters application to fund the climbing wall for our summer fun day on 1st August. ...which now means this activity -climbing wall, will be free to the community.”

Council granted the full amount; climbing wall, temporary event notice, and insurance, but the public media statement refers to funding the climbing wall, only.

Members made it clear to Miss Jones, at the Council meeting, Van Community Council had acceded to the application and granted the full amount applied for therefore Van Community Council sponsored the event.

The cheque was forwarded recorded delivery to Miss Elaine Forehead and signed for on Saturday, 25th July by Miss Elaine Forehead.

The Clerk informed Miss Elaine Forehead, in the Council letter, dated, the 18th July:

“...would you please present the cheque to your bank as soon as

Signed:.....

Date:.....

possible and ensure that Van Community Council's contribution is recognized in any promotional literature i.e Van Community Council is sponsoring the Fun Day, Saturday, 1st August, 2015.

I look forward to your reply at your earliest convenience."

On Monday, 27th July, 2015, he received a telephone call from Miss Annemarie Bridgman, that the cheque no. 100107, forwarded to Miss Elaine Forehead was, "no good," however, he was advised, and confirmed with the Credit Union, the account was with Smart Money Cymru and the Lansbury Account is held in the Credit Union Account.

In view of the time scale he (the Clerk) informed Miss Annemarie Bridgeman that a new cheque cannot be issued till he received the old one which was facilitated, with no delay on his part.

On Wednesday, 29th July, 2015, he (The Clerk) delivered to the address of Miss Annemarie Bridgeman and accompanied by Councillor Eileen Macey the following letter and cheque no. 100108 for £467 and made payable to Smart Money Cymru (Credit Union).

"Further to our telephone conversation regarding the cheque made payable no. 100107 for £467.00, to Lansbury Matters in furtherance of the grant application by Miss Elaine Forehead, I write to advise.

I am now in receipt of the previous cheque which has been struck through and I thank you for delivering it to the Play-scheme which I collected yesterday, 28th July.

I attach a new cheque no. 100108 for £467.00, having received the previous cheque no. 100107, and made payable to Smart Money Cymru, as advised by you.

I wish to also confirm that Van Community Council is sponsoring the Fun Day, Saturday, 1st August, 2015, and Miss Elaine Forehead has stated that the total funding; £345+VAT, Climbing Wall, Event License, £21 (temporary license for the event), and Event Insurance, £101, however, I am confused by a published statement made on Social Media by Miss Michelle Jones, 17th July, 20:30(hours), i.e. as reproduced:

"Would like to thank Van community council for accepting lansbury matters application to fund the climbing wall for our summer funday on 1st August...which now means this activity climbing wall will be free to the community."

Van Community Council made the grant application in the understanding that it was sponsoring the event and that would be recognized in any literature or statements on Social Media.

Would you now inform Miss Elaine Forehead, Chairperson, Lansbury Matters, that she need not return the tear-off slip, part of the letter to her, dated, 18th July, which now rests with you to return to me as this is a legal requirement for the Auditors.

Signed:.....

Date:.....

I look forward to your reply at your earliest convenience.

*Yours sincerely,
John Dilworth,
Clerk.*

Enc: cheque £467.00, no. 100108.

-----*Please tear-off*-----

RECEIVED from Van Community Council the sum of £467.00, Cheque no: 100108.

Signed:.....Position held:

Organization: Lansbury Matters,

*Address: Miss Annemarie Bridgeman,
Lansbury Matters,
39, Maxton Court,
Caerphilly,
CF83 1QN."*

Members thanked the Clerk and Councillor Eileen Macey for dealing with the matter.

The Clerk, before moving on, in his report, pointed out that the application was not for running costs for Lansbury Matters and a further application may follow. In reply, the Clerk was informed that members would look at the application when received.

B. Audit of Accounts, 2014/15, (clean audit).

The Clerk reported, in his report, the accounts for year ending the 31st March, 2015, have been audited both by the Independent Internal Auditor, Mr Peter Morgan and the External Auditor, Mazars LLP.

He, the Clerk, provided the following explanation for the variance in receipts, to the External Auditor:

"Council received significance balances of £42,855.72 from an historic agreement with Caerphilly County Borough Council (1996 to 2014). The agreement is now closed with Caerphilly County Borough Council and over the period Van Community Council paid Caerphilly C. B. C., £62,064.

For 1999/2000 they applied interest accredited to the Council of £600, included in the £42,855.72.

This is an historic agreement and the paperwork is sparse and was in operation when I took up post on the 11th October, 2011. Payments started in 1996 and apparently there was some paperwork in place and some of the accredited money was used for projects. The Independent

Signed:.....

Date:.....

Internal Auditor makes reference to the Fund in his report, page 5, Additional Item (see attached report)

Significant funds, out of the Leisure Fund, have been ring-fenced for a number of projects.”

For the year ending accounts this council has a clean audit with no matters reported in the Annual Return and copies of Section of the Annual Return will be tabled at the meeting.

The Clerk tabled copies of Section 3, Annual Return, 2014/15, includes the External Auditors Report

Member’s noted, the “clean audit” of accounts and the External Auditor has nothing to report to council, on the accounts.

C. Letter from the Minister, i.e. as reproduced.

“To: Local Authority Leaders

Welsh Local Government Association One Voice Wales.

17 August 2015

Dear Colleagues, I want to draw your attention to the consultation which will be launched today on the Welsh Government’s Draft Directions to the Local Democracy and Boundary Commission for Wales (the Commission). The Draft Directions are based on the Welsh Government’s preferred configuration for the future of local authorities in Wales which I published in June and contain both options for North Wales. The consultation document which sits alongside the Draft Directions explains some of the background context and poses some questions on which I would welcome your thoughts. As you know, I propose to remove the cap on the maximum number of councillors per authority in recognition of the larger populations and geographical areas which the new councils will cover. I am, therefore, not proposing to specify a minimum or maximum number of councillors per local authority. Instead, the Draft Directions specify that the number of councillors should be no smaller than the number produced by a councillor to elector ratio of one councillor to every 4,000 electors. I also recognise that it is important to ensure effective and convenient local government and am interested to hear views on how this can be supported by warding arrangements, taking into account the particular characteristics of each area. Powys is not included in the Draft Directions because the proposals envisage it remaining as a continuing authority. I intend to implement the recommendations contained in the Commission’s report of 2011 which propose a reduction in numbers of elected members from the current 73 to 64. It is my intention to issue the Directions to the Commission as soon as possible following Royal Assent of the Local Government (Wales) Bill 2015, subject to the will of the National Assembly. This will allow the Commission as much time as possible to complete its reviews and for electoral arrangements to be made for the elections to Shadow Authorities in 2019. The consultation will remain open for 12 weeks, closing at midnight on 9 November. I am keen to hear views from across Wales and would welcome your comments in response to this consultation.

Yours sincerely, Leighton Andrews AC / AM Y

Gweinidog Gwasanaethau Cyhoeddus Minister for Public Services.”

Signed:.....

Date:.....

Members noted.

D. Notice-board,
Porset Ward.

During Summer Play-scheme Registration, It was pointed out to Mrs Julie Dilworth (volunteer), that information was not made available in the Porset area (Ward).

Council is being requested, by Gwent Police, to publish information on the Pen y Cae Noticeboard and their requests are being accommodated in so far, this Council is required by law to publish certain notices.

He reported, receipt of an estimate for a free standing metal notice-board, A1 window, at £1,760 plus VAT(refundable) from FitzpatrickWoolmer at Ebbw Vale. They supplied the notice-boards for Community 1st.

In view of the Leisure Services refund the Clerk recommended, this Council progress, as a matter of urgency, the purchase and installation of a Notice-board in the Porset Ward.

Following consideration of the matter it was resolved to purchase three notice-boards for:

- Porset
- The Stretch
- Castle Park

Site meeting to be convened (Clerk, referring back to Council meeting for suitable date).

E. Community
Councillor,
Carmarthen,
Code of Conduct,
"serious" breach."

Councillor Russell Deacon passed the information to the Clerk and accordingly it is being brought to members attention and refers to a Community Councillor who failed to declare an interest when her council took a vote on a wind farm development.

The Ombudsman found the member had breached the Code of Conduct.

Members noted the breach in the Code of Conduct.

F. Proposed
Caerphilly Basin
Highways
Improvements at
the A468/469,
Pwll-y-Pant and
subject to Welsh
Government
funding.
The Clerk to table
the plans, A0
size.

The Clerk tabled the plan and it was noted that the project is held up over ownership of a piece of land.

Signed:.....

Date:.....

- G. Candidate Site, Gwern y Domen, Brynau Community Ward (potential 650 houses).
 Persimmon want the site reallocated from agriculture to residential in the Deposit LDP.
- The Clerk reported, in his report, Persimmon have applied to Caerphilly C. B. C. for the site to be allocated in the LDP to residential with a potential of 650 houses off the Lansbury Distributer Road and up to the Motte and Bailey Castle, off Rudry Lane.
- An action group has been formed, Gwern y Domen Community Conservation Group.
- The next stage of the Deposit Plan, early 2016, will provide Council with an opportunity to comment on the details contained in the Deposit LDP.
- Other matters:

The Clerk reported, research into the Gwern y Domen Colliery site, below the Motte and Bailey Castle, off Rudry Lane, the 1898 map extract has been forwarded to Forward Planning, Caerphilly C. B. C. The Ordnance maps, 1915, and 1961, failed to show the colliery site and air shaft.

A study was commissioned and undertaken by the Glamorgan Archaeological Trust, to redevelop 91.5 ha. of farm land (Gwern y Domen land Candidate Site is 28.2 ha.) into an eighteen hole golf course with buildings (RVDC, planning application no: 5/5/90/0621).

The development did not take place but the archaeological study, identified sites of archaeological interests with four within the proximity of the site;

- post - medieval quarry,
- post - medieval dwelling at Pantysagawn,
- post - medieval dwelling at Gwern y Domen (Wern Tomien),
- Industrial – Coal Mine at Gwern y Domen

Further, a study, “Gwern y Domen Candidate Site - Potential Ecological Implications,” for the Gwern y Domen Working Group.

Member’s noted that further consultation will proceed in February, 2016, and the Clerk will attend the consultation event.

- H. Welsh Language Policy (appendix A)
- Attached, appendix A, and deferred to the October meeting.

- I. Community Council Liaison Sub-committee, 29th July, 2015, Declaration of Interest responsibilities.
- Further to Councillor Eileen Macey’s report (minute 38/15) on the Town and Community Councils Liaison Committee, Caerphilly C. B. C. are to transfer responsibilities for the Members Code of Conduct to Community Council Clerks and a presentation by the Interim Monitoring Officer, Mrs Gail Williams, at the Liaison meeting, the Clerk reported:.

He sought clarification from the Clerk to the Liaison Community, Mr Robert Campbell, on the following note taken at the Liaison Sub-committee meeting:

“The Officer responsible for enforcing the Code is the Monitoring Officer.

Signed:.....

Date:.....

Responsibility of the Clerk to ensure the Code is properly performed."

The Clerk added in his correspondence to Mr Campbell, Clerk to the Town and Community Councils Joint Liaison Committee:

"My understanding, members are responsible for disclosures and not the Clerk. It is not the responsibility of the Clerk to point out that a member or members have a personal or prejudicial interest."

In reply, Mrs Gail Williams', via Miss Helen Morgan, Senior Committee Clerk (Mr Campbell referred it to Miss Helen Morgan):

"...in her (Monitoring Officer) view it is the responsibility of the Clerk to advise members on declarations of interest." (My insertion, for clarification, "Monitoring Officer")

He referred this back to Miss Helen Morgan, Community Council Liaison Officer or Senior Committee Clerk for the "relevant officer," and he asked the following question:

"Is it an opinion (Monitoring Officer) set in law?"

Clearly, the answer is no, it is an opinion (The Clerk answered his own question).

To move matters forward and for members clarification on role regarding members declaration of interests he referred members to the "Guidance from the Public Service Ombudsman for Wales," March, 2015, i.e. as reproduced:

"3. Personal and prejudicial interests

*The paragraphs below are designed to offer guidance in this area. I would strongly recommend that if you are in any doubt about whether you have a **personal or prejudicial interest, and, if so, what you need to do, you should ask your Clerk for advice. However, the decision on what course of action should be taken remains with you.** (Clerk's bold and underlined).*

While you are carrying out your duties, you need to decide if you have a personal interest, and if so, whether you need to disclose it. Most members know that you need to disclose personal interests at meetings, but as you will read below, there are other occasions, such as when speaking to the Clerk about the matter concerned, when you may also need to do so. Listed below are some questions that you should ask when deciding if you have an interest.

You have a personal interest in any business of your Council, including when making a decision, where it relates to or is likely to affect:

- 1. your job or your business*
- 2. your employer, or any firm in which you are a partner or paid director*
- 3. any person who has paid towards the cost of your election or your expenses as a member*
- 4. any company in which you hold shares with a nominal value of more than £25,000 or where your holding is more than 1% of the total issued*

Signed:.....

Date:.....

- share capital, which has premises or land in your Council's area*
 - 5. any contract that your Council makes with a firm in which you are a partner, paid director or hold shares in as described in 4*
 - 6. any land in which you have an interest and which is in your Council's area (this is especially important in all planning matters including strategic plans)*
 - 7. any land let by your Council to a firm in which you're a partner, paid director or a body as set out in 4*
 - 8. anybody to which you've been elected, appointed or nominated by your Council*
 - 9. any:*
 - public authority or body exercising functions of a public nature*
 - company, industrial and provident society, charity or body directed to charitable purposes*
 - body whose main role is influencing public opinion or policy*
 - trade union or professional association*
 - private club, society or association operating in your Council's area in which you have membership or are in a position of general control or management, or*
 - 10. any land in your Council's area which you have a license to occupy for at least 28 days.*
- It is always safer to declare an interest, however, if in doubt, consult your Clerk or your Monitoring Officer."*

The conclusion, members may seek guidance from the Clerk or the Interim Monitoring Officer relating on matters to the Code of Conduct but the responsibility on whether they have a personal interest rests with members (see paragraph 10(1) of the Code of Conduct).

Members noted the advice of the Clerk and their responsibilities under the Members Model Code of Conduct (2008).

J. Code of Conduct training, recently appointed community/town councillors/clerks, who were not able to attend any of the previous sessions & as a refresher for those who have already received the presentation.

The Clerk strongly advised members to consider this opportunity which he will be taking up.

**3.00 pm,
Wednesday 23rd
September 2015,
Council Chamber,
Ty Penallta, open
to all community**

Signed:.....

Date:.....

& town
councillors and
Clerks.

Members noted.

55/15. **Finance.**

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

The list of credits was considered and the bills and invoices outlined be paid and cheques signed accordingly (cheques A to O, plenary powers during August Recess).

A.	100108	Smart Money Cymru, grant application to Lansbury Matters. Replaces previous cheque which has been cancelled (retained in invoice file).	467.00
B.	100109	OVW, Chairing Skills course, Councillor Maria Hall (attended).	45.00
C.	100100	John Dilworth, Clerk, reimburse for Credit Card payment to Noah Ark Zoo Farm.	160.00
D.	100111	John Dilworth, Clerk, reimburse for Credit Card payment to Makro. Tuck consumables.	94.34
E.	100112	John Dilworth, Clerk's, Summer Play-scheme, entrance fees for Planet Ice, skating.	156.00
F.	100113	John Dilworth, Clerk's, Summer Play-scheme, tuck consumables.	70.25
G.	100114	John Dilworth, Clerk's net salary (less deductions), 2015/16, month 5.	533.56
H.	100115	John Dilworth, expenses.	
		Postage	12.94
		Photocopying	36.74
		Stationary	4.00
		Post Office Phone Card	10.00
		Mileage (see breakdown)	173.88
		Play-scheme	54.72
Journeys:			
1.	8-Jul-2015	Travelled to Van and return, staff meeting, Play-workers (26 miles).	11.70
2.	9-Jul-2015	Travelled to Van and return, shopping at "What's", play-scheme (26 miles).	11.70
3.	10-Jul-2015	Travelled to Trustmark, Talbot Green, copying agenda and papers (2.48 miles).	1.11
4.	10-Jul-2015	Travelled to Van and return, Play-scheme Registration (26 miles).	11.70
5.	16-Jul-2015	Travelled to Van and return, deliver some of the Play-scheme kit (26 miles).	11.70
6.	17-Jul-2015	Travelled to Van and return, council meeting (26 miles).	11.70

Signed:.....

Date:.....

7.	20-Jul-2015	Travelled to Mackro, Nantgarw, and return, to purchase Summer Play-scheme resources (16 miles).	7.20	
8.	21-Jul-2015	Travelled to Van and return, Summer Play-scheme start and delivered resources (26 miles).	11.70	
9.	22-Jul-2015	Travelled to IT Maintenance, Talbot Green, and return, to pick-up PC (2.48).	1.11	
10.	23-Jul-2015	Travelled to Trustmark, Talbot Green, purchase new PC monitor (2.48 miles).	1.11	
11.	24-Jul-2015	Travelled to Van and return, Summer Play-scheme trip, acting as volunteers (26 miles).	11.70	
12.	27-Jul-2015	Travelled to Van and return, Summer Play-scheme, pay Falconry UK (26 miles).	11.70	
13.	28-Jul-2015	Travelled to Van and return, Summer Play-scheme trip, acting as volunteers (swimming) (26 miles).	11.70	
14.	29-Jul-2015	Travelled to Council offices, Ty Penallta and return, Liaison Meeting then onto 39, Maxton Court to deliver cheque, Lansbury Matters (35 miles inc. additional to Maxton Court).	15.75	
15.	30-Jul-2015	Travelled to Makro, Nantgarw, and return, to purchase Summer Play-scheme resources (16 miles).	7.20	
16.	31-Jul-2015	Travelled to Van and return, Summer Play-scheme, delivered tuck (26 miles).	11.70	
17.	4-Aug-2015	Travelled to Van and return, Summer Play-scheme trip, acting as volunteer (swimming).	11.70	
18.	7-Aug-2015	Travelled to Planet Ice, Cardiff Bay and return, pay bill (26.8 miles).	11.70	
		Total claimed.		
I.	100116	Caerphilly C.B. C., fees for DBS Play-workers CRB checks.		246.00
J.	100117	Castell Coaches, Play-scheme trips.		880.00
K.	100118	Miss Teresa Price, salary month 5.		912.96
L.	100119	Miss Charlotte Buchanan, salary month 5.		936.92
M.	100120	Miss Emma Carter, salary month 5.		773.52
N.	100121	Mr Jack Griffiths, salary month 5.		773.52
O.	100122	Miss Teresa Price, Senior Play-worker (temporary post), reimbursed for taxi fee from Planet Ice, Cardiff Bay, to the Heath Hospital.		13.00
P.	100123	Grant Caerphilly Town Council, grant, firework display.		250.00
Q.	100124	Grant, Mayor's CCBC Charity Appeal.		150.00
R.	100125	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, hire of a van to transport, in one journey, Summer Play-scheme resources to the Council Office at 3, School Street, Pontyclun.		59.00

Signed:.....

Date:.....

S.	100126	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, derv fuel, hired van	5.00
T.	100127	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, Knighmoves Discos and Karaoke.	100.00
U.	100128	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, entrance fees for children and Play-workers to Show Case Cinema, Nantgarw.	143.00
V.	100129	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, Bowlplex, additional payment, entrance fees for bowling, children and Play-workers.	27.00
W.	100130	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, tuck.	14.56
X.	100131	John Dilworth, Clerk's, Summer Play-scheme, to reimburse, multi-coloured water bombs.	7.00
Y.	100132	Mazars LLP, fee Annual Audit of Accounts, 2014/15, higher, Leisure Service Amenity fund.	420.00
Z.	100133	Post Office Ltd. Amount due to HMRC, Clerk's and Play-staff tax and N.I., months 4, 5, and 6, inc. Play staff, why higher.	1,516.01
AA	100134	Councillor Maria Hall, Chairman's Allowance, 2015/16	400.00
AB	100135	John Dilworth, Clerk's net salary (less deductions), 2015/16, month 6.	533.56
AC	100136	John Dilworth, expenses.	81.69
		Postage	1.73
		Photocopying	
		Stationary	2.97
		Post Office Phone Card	
		Mileage (see breakdown)	67.50
		Play-scheme(films/developed)	9.49
Journeys:			
1.	10-August-2015	Travelled to Makro and onto to Van and return, purchased tuck and meeting with SPW (26 miles).	11.70
2.	11-August-2015	Travelled to Van and return, cheques/signed and volunteering (26 miles).	11.70
3.	13-August-2015	Travelled to Bowlplex, Nantgarw, and return, play entrance fees (22 miles).	9.90
4.	14-August-2015	Travelled to Van and return, collected Play-scheme resources (26 miles).	11.70
5.	17-August-2015	Travelled to Caerphilly and return, change of	10.80

Signed:.....

Date:.....

		signature, bank mandate with Chairman (24 miles).		
6.	1-September-2015	Travelled to Van and return, council meeting display audit notice, Pen y Cae (26 miles).	11.70	

ii. **Accounts, 2015/16, accounts (appendix 4a, 4b, and 4c).**

The accounts were approved.

iii. **To consider affiliation for 2015/16 to the Town and Community Council Liaison Committee.**

It was resolved to re-affiliate to the Town and Community Councils Liaison Committee at a fee of £100 for 2015/2016.

iii. **Grant applications:**

None received since the last meeting.

56/15. **Good youth and citizens awards (remain as an agenda item).**

Noted, remain agenda item.

57/15. **Play Area, Van Terrace.**

Deferred to next meeting for Councillor David Hill.

58/15. **Items for the next agenda.**

Minor Authority vacancy

Play Area, Van Terrace.

Meeting closed at 8.15pm.

Signed:.....

Date:.....