

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Clerk/Clerc:
John Dilworth.



3, School Street,
Pont-y-Clun,
Rhondda, Cynon and Tâf C. B. A.,
CF72 9AA.

Tel/Ffôn: 01443 228535
E-mail/E-bost: john@jdilworth49.plus.com

11th October, 2018.

Dear Councillor,

I write to summons you to attend the next Meeting of Van Community Council, at the Van Community Centre, Thursday, 18th October, 2018, at 6.00p.m.

The agenda of the meeting is as follows:

Agenda.

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.

1.	To receive apologies and whether to approve the reason for absence.
2.	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). Chair to read the following statement. Members are referred to, and shall observe, the provisions of the Van Council's Code of Conduct. If a Councillor has a Disclosable Prejudicial Interest he/she must, unless a dispensation has been granted, withdraw from the meeting room and take no part in the discussion or vote and it shall be incumbent upon members who know of that interest to disclose it to the meeting and if another member present believes that there may be a conflict of interest with another member(s) present they should notify the meeting of this fact. This in order that the potential interest is clarified before the meeting proceeds.
3.	Police matters.
4.	To approve the minutes, Council Meeting, 20th September, 2018 (appendix 1).
5.	Matters arising.
5.1	Minute 75/18.2 Flyer, Cllr Barbara Jones, Chair.
5.2	"By virtue of the Public Bodies (Admission to Meetings) Act, 1960, the press and public are excluded from discussions on the following item, 5.3, on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted." THE CLERK DECLARES HIS INTERESTS IN THE ITEM AND WILL LEAVE THE

**Clerk's advice: Longfield Parish Council v Wright (1918), item not the agenda.
Council may discuss but may not make a decision.**

	MEETING AND THE ROOM (minute 43/18 ii).
5.3	Minute 75/18.6 Employment Committee report; Clerk's hours and pay settlement, 2017 and 2018. THE CLERK WILL LEAVE THE MEETING AND ROOM. Clerk/RFO will circulate amended figures for arears from the 1 st April, 2017 to October, 2018, before leaving the meeting and the room.
5.4	Minute 78/18 "Report Opportunity Knocks Launch."
5.5	Minute 75/18.8 Defibrillator and cabinet for the Van Community Centre; "Following a discussion it was resolved upon receipt of confirmation from the Van Community Centre on the following: 1. Confirmation of the defibrillator (whether free or purchased). 2. Confirmation that CCBC will commission the defib cabinet for free. With 1 and 2 in place, the Clerk/RFO proceeds to order the defib cabinet from "The Defibpad," at a cost of five hundred and twenty-six pounds and eighty pence (£526.80) plus VAT and consists of; LED light, heater, and key pad."
6.	Correspondence.
7.	Planning.
8.	Reports and local matters.
9.	Clerk's Report (appendix 2).
	A Clerk/RFO reports, former Van Terrace Play area land and the TR1, Property Transfer Deed, to transfer ownership of the land from Caerphilly County Borough Council to Van Community Council for one pound (£1) and appointment of the valuer.
	B Clerk/RFO reports, Annual Audit, year ended accounts, 2018, i. "...no audit opinion has as yet been issued in relation to the Accounting Statements for the year ended 31March 2018," however minor issues. ii. Notice, "...no audit opinion issued," displayed, with a copy of the Annual Return, year ended the 31 st March, 2018, and the marked alongside the Annual Statement "subject to audit". iii, WAO legal opinion on whether it is legal to award service gratuities.
	C Clerk/RFO reports next Walkabout, 22 nd October, 2018, Dol yr Eos, Dol Fran, and Porset Brook.
	D Clerk/RFO reports, Defibrillator and cabinet for the Van Community Centre.
	E Clerk/RFO update on, Soup and Carols, Friday, 7 th December, 2018, 6.00pm, Van Community Centre.
	F Clerk/RFO reports that he has arranged for the Council's wreath, Remembrance Sunday, 11 th November, 2018, and the Chair has agreed to lay it on the Caerphilly Cenotaph.
	G Clerk/RFO reports that he will be a Steward (personal capacity) at the Firework work Display organised by CTC on the 3 rd November, 2018.
	H Clerk/RFO reports, contacted by Sovereign Playground who wish to do a free quote on the former play area at Van Terrace.
	I Clerk/RFO reports whether members want the Clerk/RFO to renew his DBS?
	J Moving some of the older council records to a filing cabinet in the Van Centre.
	K Clerk/RFO's attendance at outside bodies; Town and Community Councils Liaison Committee, Community Councils Liaison Sub-Committee, and the Caerphilly Town Centre Management Group, whether he should continue to attend?
10.	Finance.
	i. To consider payment of creditors (appendix 3).
	ii. Accounts, 2018/19, bank rec. 1 st October, 2018, (appendix 4a, 4b, 4c).
	iii. Grants and the legislative powers authorizing them.
	vi. External Audit, year ended the 31 st March, 2018.

Clerk's advice: Longfield Parish Council v Wright (1918), item not the agenda. Council may discuss but may not make a decision.

11.	Following deferred from the last meeting: Letter, Mr. Wayne David, MP for Caerphilly, for Van Community Council to make representation to CCBC as to the possibility of it becoming a “Plastic Free Community” and consider contributing to the “Plastic Free Campaign,” (appendix 5a (MPs letter) and 5b (Clerk/RFO reply).
12.	To consider a carnival.
13.	Special award for promoting the environment.
14.	<p>To consider “Policies, grants bodies involved with children and vulnerable adults.” (Council has in place, Financial Regulations, Standing Orders, relevant legislation, grant application form in dealing with grant applications such as PFA St James Primary School).</p> <p>(Advice, OVW: “Whilst there is no legal requirement, for a Community or Town Council, to ensure that when a body, that deals with children and vulnerable adults, applies to the Community Council for a grant that the Community Council should request to see a copy of that body's safe guarding policy but it would be good practice to do so.</p> <p><i>If the body in question does not have such a policy or its policy is considered by the Community to Council to be inadequate, it is for the Community Council to determine whether it wishes to report the body to the County Borough Council, again there is no legal requirement.</i></p> <p><i>Alternatively given that it is possible that small voluntary community groups may not have such policies in place, the Community Council could consider asking the County Borough Council to provide a model "Safeguarding Policy" or signpost the Community Council to a model policy.</i></p> <p><i>The Community Council could then provide or signpost a body that does not have a safe guarding policy to the model suggesting that they adopt the policy and on then on proof of adoption the Community Council could consider the body's application.</i></p> <p><i>This would help community to groups to drive up standards of governance.”</i></p>
15.	To set a date and time for the members site meeting to consider the options for the land at Van Terrace and consultation with residents of Van Terrace and Court Ty Mawr.
16.	Items for the next agenda.

.....

John Dilworth,
Clerk to the Council.

Clerk’s advice: Longfield Parish Council v Wright (1918), item not the agenda. Council may discuss but may not make a decision.