

Clerk's Report to Van Community Council

For meeting 17th September 2020 as at 07.09.2020

1. Litter pick

Contacted Andy at KWT 20/07/2020 – on furlough until end of August 2020. Now returned to work but only working on limited activities. The Clerk contacted the Parent Network, Bridging Together CSO Barbour, Lansbury Park NHO to publicise and has circulated via social media. No requests for assistance with resources to date

TO NOTE

2. Audit update – outstanding points

The Clerk was emailed on 18th August requesting further clarification by 1st September on some of the points in the Audit report. This was provided to BDO on 24th August 2020. See attached

TO NOTE

3. Christmas Event

This is due to take place on Saturday 12th December 2020 at Van Community Centre . In light of ongoing uncertainty due to COVID clerk requests Council considers if wishes to proceed with this event.

If Council wishes to proceed, a programme for the event needs to be determined and tasks allocated accordingly

FOR DECISION

4. Change in Payroll

Playworks have made changes to their services and will no longer make payments to employees and HMRC. This will be the responsibility of Van CC. The purpose of electing to use a payroll provider was to allow for segregation of duties to reduce errors and fraud. This is no longer the case. In addition, Playworks failed to make the HMRC payment on time for the first quarter of 2020-2021. The Clerk therefore recommends that the Council consider changing to an alternative payroll provider. The Clerk has had information from WCVA and is currently waiting on a discussion with the payroll departed at CCBC who may be able to offer a service to Community Councils

FOR DECISION

5. Van Community Centre Accounts

As requested at last meeting, Clerk sent Email on 9th March, requesting;

- Confirmation of rate paid by other centre users
- Sight of recent audited accounts – chased up 24th August 2020
- A place for Van Community Council on the Management committee

No response received

TO NOTE

6. BMMR Care Project

The BMMR CARE Project is an initiative by the Bedwas, Machen, Michaelston-y-Fedw and Rudry Parish Trust which aims to practically and pastorally support all those in need in their communities. It was formed at the beginning of the Covid lockdown. See <https://bmmr.church/care/> for more information.

I have recently received a referral request from a resident, and I am aware that Cllr Leek had a request from a resident also. I understood that Cllr Leek intended to sign up as an individual

Councillor but it appears that this was mistaken by the BMMR Care project, and taken as on behalf of Van Community Council as a whole. Confirmation required that Van CC to be a referral partner

FOR DECISION

7. Notice Boards

Notice Board at the entrance of Castle Park on the wall owned by Castle Court Shopping Centre is now installed

TO NOTE

- Notice board at Coed Pwll - to be moved to area opposite Trevelyan Court. Have contacted Morrisons shopping centre who it is understood owns the land but not response to date. Chased up 24.08.2020

TO NOTE

- Notice board 3 – Move Notice Board from inside perimeter of Van Community Centre fence to ground outside –CCBC approved. Quotes for contractor to undertake this will be obtained by the Clerk for this and the board in Coed Pwll once permission obtained to move from Morrisons

TO NOTE

CILCA

The Clerk has signed up to undertake the CiLCA qualification and has applied for a Welsh Government Grant to assist with the cost. It will now be by remote sessions, and the first one is due to take place on 7th October

TO NOTE