



# VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

## Minutes of the Remote Ordinary FULL COUNCIL Meeting

Thursday 15<sup>th</sup> April 2021

**Present:**

By Video: Cllr Tony Graham (Chair), Cllr Norma Graham, Cllr Sheila Jones. Cllr B Jones, Cllr F Gay.  
BY Phone: Cllr John Leek.

**Apologies:** Cllr Sheila Newbury, Cllr Pam Nelder.

**In Attendance:** Marcia Jones (Clerk). CSO Barbour (Gwent Police). A Petit (Member of the Public)

### **206 Police & Community Safety**

206.1 CSO Barbour outlined the current work and engagement initiatives and some they hope to undertake in forthcoming months, including

- Tackling off road biking
- Non-wearing of car seat belts, in conjunction with the fire service
- Bin fires at Lansbury Park
- Skateboard skills in conjunction with CCBC Youth Service
- Promotion of 'smart water' to victims of burglary
- Supporting census officers in collection of data

The Chair thanked CSO Barbour and she left the meeting at 6.12pm

### **207. Declarations of Interest**

NONE.

### **208. To Note and approve apologies for absence.**

208.1 The member of the public was asked to leave to discuss confidential matter

208.2 It was noted that the agreed period of absence for Cllr L Williams has expired. Cllr Williams has made no contact with the Chair or Clerk and therefore is disqualified under the six-month rule.

**RESOLVED:** Clerk to write to Cllr Williams to confirm situation and inform the Monitoring Officer of a casual vacancy in the Porset Ward.

208.3 The member of the public was invited to re-enter the meeting

**209. Minutes of the Remote Full Council meeting held on Thursday 18th March 2021**

**RESOLVED:** The minutes of the remote ORDINARY FULL COUNCIL meeting held on 18th March 2021 were agreed as an accurate record and will be signed by the Chair to confirm.

**210. Matters Arising from Full Council meeting held on Thursday 18th March 2021**

NONE

**211. Finance**

211.1 Reconciliation of bank Statement 102 to 31<sup>st</sup> March 2021

Received and **AGREED.**

211.2 Additional salary Expenditure in March 2021

The Clerk Presented a report outlining issues with HMRC resulting in an additional payment to WCVA to cover amounts due

NOTED and **AGREED**

211.3 List of payments due for April 2021.

Received and **AGREED.**

211.4 End of year 2020-2021 Draft Accounts and Report

NOTED

**RESOLVED:** A working group to meet to consider formation of 'Earmarked Reserves' and develop policy and amounts for Full Council consideration and approval

211.5 Requests for Financial Assistance

NONE

**212. Membership to One Voice Wales**

**RESOLVED:** members agreed to renew the subscription for 2021-2022 at a cost of £769

**213. Van CC newsletter**

Members were very pleased with the standard of the format and design. The Clerk advised the newsletter is now with the printers and due to be ready on 16th April. Just Win will make deliveries to homes in the Van CC area.

**RESOLVED:** £150 to be paid to the designer for work undertaken

**214. Christmas Lighting 2021**

The Clerk outlined content of the report presented and progress made to date. The proposal from LITE is acceptable, with current preference being option 3. Still awaiting proposals from other suppliers. Council will make a final decision once this information is received.

**215. Mental Health Awareness Week 10-16<sup>th</sup> May 2021**

Cllr S Jones outlined proposals for hosting events during this week, working in partnership with local groups. Members were agreed to unanimously for the Council to support, and is hopefully this will lead to greater engagement opportunities in the future.

**RESOLVED:** £300 to made available to enable activities to take place

**216. Clerks Notices**

NOTED

216.1 As Cllr B Jones now has a seat on the Committee for Van Committee Centre, she has agreed to take forward obtaining a copy of recent accounts.

216.2 Cllr B Jones advised Members that she had undertaken the annul appraisal of the Clerk and was very pleased with performance.

**217. Purchase of Litter Picking Equipment**

The Clerk advise that she has been approached by a resident who is willing to undertake litter picks in her area and has asked if the Community Council, can support with suitable litter picking equipment. Cllr B Jones will approach CCBC to ascertain is they can assist

**RESOLVED:** to purchase up to 12 sets of equipment if cannot be obtained from alterative sources

**218. Planning Applications**

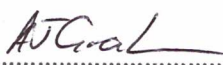
NONE

**219. Date of next meeting**

The Annual Meeting with take place on Thursday 20<sup>th</sup> May 2021 at 6pm. Full Council will follow this meeting . This is scheduled to be a remote meeting using MS Teams.

**220. Clerk Salary Scale increase**

This item was deferred to the end of the agenda with Members approval. The Clerk left the meeting prior to this item being discussed. Members received a report from Cllr B. Jones following her recent appraisal of the Clerk’s performance over the past year. Members were pleased to hear that the Clerk is enjoying her role and has recently completed her CILCA qualification and has attended various other training and development courses. Members agreed that the Clerk’s salary be increased to SCP 10. The Clerk was informed of this decision by Cllr B. Jones following the close of the meeting.

  
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Cllr T Graham  
Chair – Van Community Council

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M Jones  
Clerk