



VAN COMMUNITY COUNCIL

CYNGOR CYMUNED Y FAN

Michelle Moore
Clerk to the Council/Clerc Y Cyngor
Email: clerk@vancc.co.uk
Tel/Ffon: 07387 885132
C/O 25 Heol Erw y Rhos, Caerphilly. CF83 3QX

NOTICE OF FULL COUNCIL MEETING

10th November 2022

To: Chair and Members of Van Community Council.

You are summoned to attend a Full Council Meeting to be undertaken by Van Community Council on **Thursday 17th November 2022, at 6 pm, at Van Community Centre.**

This is available remotely via MS Teams on request.

If you are unable to attend, please contact the Clerk on clerk@vancc.co.uk or 07387 885132 to advise in advance of the meeting.

In line with legislation, all community council meetings are open to members of the public and press to attend. Please contact the Clerk in advance of the meeting to advise that you wish to attend, and appropriate arrangements will be made. Members of the public cannot speak during the meeting.

The business to be transacted is set out in the agenda attached.

Yours Faithfully,

Michelle Moore
Clerk to the Council/ Clerc Y Cyngor

AGENDA

1. **To note Member attendance and to receive any apologies**
2. **Police & Community Safety Matters**
3. **Fire Service & Community Safety Matters**
4. **Declarations of Interest: To receive disclosures of personal interests from members in accordance with the code of conduct.**

To Note; '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 on 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 other member(s) present they should notify the meeting of this fact. This is in order that the potential interest is clarified before the meeting proceeds.

5. **Minutes**

To receive, and if approved, to sign the minutes of the ORDINARY FULL COUNCIL meeting held on 20th October 2022 as an accurate record.

6. **Financial Matters**

- 6.1 To receive, confirm, and approve bank Statements 128 and 78 for October 2022.
- 6.2 To receive, confirm and approve bank reconciliations and list of payments for October 2022.
- 6.3 To receive a letter to request financial assistance from Urdd National Eisteddfod.

7. **To receive a draft (v1) of the NEWSLETTER from Cllr Lynne Hughes**

- 7.1 To approve using the previous header/title "VANtage news".
- 7.2 To approve a format / A4 or A5.
- 7.3 To agree how many pages.
- 7.4 To agree to 2 more items of content.

8. **To receive and consider draft Terms of Reference for Sub-Committees and Working Groups**

9. **To receive and consider draft Volunteer Policy, Form, Risk Assessment and Induction Brief**

10. **To receive an updated CIL Action Plan from Cllr John Pettit and an update on the DEFIB**

11. **To consider the provision of Christmas Lights for the tree outside Van Community Centre**

12. **To receive an update on the Christmas Lights outside St. James School**

13. **To receive an update on the Orchard Pack and Soil Analysis for the land at the end of Van Terrace**

14. **Clerk's Report**

15. Community Engagement

To consider how to promote community engagement and develop action plans for possible new projects.

16. Planning Applications

To receive & consider planning applications. Comments or enquiries must be emailed to planadmin@caerphilly.gov.uk within 21 days of receipt of the email date. Late application may be submitted at the meeting

Case Ref	22/0827/FULL	Site Area: 176m ²
Location	14 Van Terrace Caerphilly CF83 3EE	
Proposal	Erect single storey rear extension and associated works	
Case Officer	Bridget Jones-Crabtree	
Ward	St James Map Ref: 316722 (E) 18661 (N)	Expected Decision Level: Delegated

17. Items for the next Agenda

18. To approve Plenary powers to the Chair, in consultation with the Clerk during the Christmas recess

19. Date of Next meeting

Thursday 19th January 2022 @ Van Community Centre