



# **VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN MINUTES FULL COUNCIL MEETING Thursday 20th July 2023**

## **1. Police & Community Safety Matters**

Received verbal police report

## **2. Fire Service & Community Safety Matters**

Apologies received and noted

## **3. Guest Speaker-Tracey Davies from Van Allotment**

Council would like to thank Tracey for a such an informative presentation

Agreed: The clerk will contact Lisa James, (CIL), CCBC for advice, before an award for financial assistance is approved for planters at the allotments

## **4. Declarations of Interest**

Elaine Forehead Chair of VCCentre management committee

Christine Forehead Member of VCCentre management committee

Sharon Harris Member of VCCentre management committee

Council agreed that due to the nature of the business that all three needed to be present and contribute to the discussion

## **5. To note Member attendance and to receive any apologies**

### ***In Attendance:***

Cllr Elaine Forehead

Cllr Sheila Jones

Cllr Sheila Newbury

Cllr Jeff Grenfell

Cllr Sharon Harris

Cllr Lynne Hughes

Cllr Matthew Ferris

Cllr Christine Forehead

Clerk (Michelle Moore)

**Apologies:**

*Cllr Anne Broughton-Pettit*

Approved Absence Cllr John Pettit

**6. Minutes**

6.1 The minutes of the Annual Meeting held on 18th May 2023 were agreed and arrangements made to be signed by the chair as an accurate record

6.2 The minutes of the Ordinary Full Council meeting held on 15<sup>th</sup> June 2023 were agreed and arrangements made to be signed by the chair as an accurate record

Note point 5. Date will be amended to 18<sup>th</sup> May 2023

**7. Financial Matters**

7.1 Received and agreed

7.2 Received and agreed

7.3.1 Request for financial assistance-Thriving Communities

**Resolved:** awarded £500

7.3.2 Request for financial assistance-Uniform Exchange

**Resolved:** awarded £500

7.3.3 Request for financial assistance-Caerphilly Athletic Football Club

**Resolved:** awarded £500

7.3.4 Request for financial assistance- Create Caerphilly

**Resolved:** The Clerk to request clarification on some of the application details-before a decision is made by the Chair, Vice Chair and Clerk in August recess

**8. To receive and review the Publication Scheme**

**Resolved:** To adopt and the Clerk to publish on the website

**9. To discuss - Van Community Centre**

**Resolved:** VCCouncil will consider funding an administrator type role in the VCCentre: fixed term, when presented with a comprehensive job description, contract and full costs to be incurred

Action: Clerk to contact OVW for advice on any possible legal implications that may arise on implementation of the proposal

Action: Chair to contact Jeff Reynolds regarding a possible Job description

**10. To discuss - Community Engagement**

10.1 Community Engagement event October 30th in the process of being finalized

**Resolved:** VCCouncil to cover the funding-Cllr Sheila Jones estimates costs at £300

Action: Flyers for the Royal British Legion will be posted in the notice boards; provided by Cllr Matthew Ferris

**Resolved:** If council does not receive a response from Phil Hill-Defib, by our next meeting in September, council will independently action a plan, to go ahead, and install one on the Lansbury stretch

**11. To discuss -CIL projects**

11.1 To discuss the purchase of topsoil for the planters at Van Community Centre

**Resolved:** Cllr Sheila Jones to approach VCCentre for funding

**12. To discuss the clerk using working from home allowance to hire office space**

**Resolved:** Clerk to explore possibilities

**13. Clerk's Report**

Received and Noted

**14. Items for the next Agenda**

Community Champion Nominations

Six-month review Clerks hours

VCCentre-developments on administration role

Defib

**15. Date of Next meeting**

Thursday 21<sup>st</sup> September 2023, 6pm at Van Community Centre

Chair

Clerk            *M Moore*