



VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN MINUTES FULL COUNCIL MEETING Thursday 21st September 2023

Resolved-Cllr Christine Forehead to chair the meeting

1. Police & Community Safety Matter

In attendance CSO Elliot Williams

Received verbal police report as prepared by CSO Sarah Barbour

Action: CSO E Williams will assess the parking issues at Porset Park

Note

New initiative LEAD launched

CSO S Barbour in the process of arranging Christmas Grotto at Van Community Centre

2. Fire Service & Community Safety Matters

Apologies received from Station Commander, Julian Lloyd

Cllr Elaine Forehead joined the meeting and resumed as Chair

3. Declarations of Interest:

Cllr Sharon Harris- Community Champion Awards

Agreed – Cllr S Harris is not to participate in agenda item 10

4. Member attendance

Cllr Elaine Forehead

Cllr Sheila Jones

Cllr Mattew Ferris

Cllr Lynee Hughes

Cllr Christine Forehead

Cllr Sharon Harris

Clerk-Michelle Moore

Member apologies

Cllr Anne Broughton –Petitt

Cllr Sheila Newbury

Cllr John Petitt

5. Minutes

The minutes of the ORDINARY FULL COUNCIL meeting held on 20th July 2023 were agreed and signed by the chair.

Resolved: To delete 10.2

6. Financial Matters

6.1 Received and agreed

6.2 Received and agreed

6.3 NONE

7. To receive and review Welsh Language Policy

Resolved: to adopt

Note

Cllr Jeff Grenfell will be at hand as a translator

8. To receive and review Equality Policy

Resolved: To adopt

9. To receive and review Standing Orders -designed to comply with all relevant legislation including the Local Government and Elections (Wales) Act 2021. (May 2023)

Resolved: To adopt

Note-inclusive of the amended index

10. To receive and review the Community Champion Awards

Resolved:

Winner –Uniform Exchange

Runners up- Jennifer Jones, Vicky Jones

Action: Clerk to cost 3 trophies

Note

Budget to remain at £300 inclusive of trophies

Both Nominators and Nominees to be invited to the award evening

Cllr Elaine Forehead left the meeting

Cllr Christine Forehead resumed Chair duties

11. To discuss-Community Engagement

Resolved: Confirmed event to take place at VanCCentre,10th November 2023 ,10.30-12.30

Note

Funding in place stands at £600 (inclusive of VanCC £300)

11.1 Community Engagement Survey

Resolved: The survey will be incorporated into a Newsletter

Cllr Jeff grenfell and Cllr Lynne Hughes have agreed to develop the newsletter to be published in spring 2024

11.2 To invite residents to discuss Caerphilly 2035 -with a team from CCBC

Resolved: The clerk will research the costs for Cowsheds to deliver a presentation at VanCCentre

12. To discuss -CIL projects

12.1 To discuss the DEFIB and other location options ((a)outside Van Allotments, (b)outside Uniform Exchange)

Resolved:

(i)Clerk to research costs of a secure cabinet

(ii)council have agreed to consider the possibility of having a defib installed in both locations

12.2 To consider the installation of a Van Community Information NOTICE BOARD outside Van Allotments

(request made by Tracey, Van Allotments)

Resolved:

(i)Clerk to research costs

(ii)There is a need for two independent Notice Boards

(iii)To install the noticeboard (s)to the fencing outside the allotments

13. To discuss and review the Clerk's hours

Resolved: Clerk to remain at 20hrs and to be reviewed in 6mths

14. Clerk's Report

Received and noted

14.1 Full audit –Received by the Clerk 18/9/23 UNQUALIFIED and NO RECOMMENDATIONS

Notice of Audit Conclusion has been published on the website and posted in the noticeboards

14.5 Staff Appraisal

Resolved: Completed 8th September with Chair Elaine Forehead and approved by council

15. Planning

Noted

16. To review and discuss leave of absence Cllr John Pettit

Resolved: Council to approve leave of absence until 26th December 2023

The next meeting Cllr John Pettit will be expected to attend- will be 18th January 2024

17. Items for the next Agenda

To finalise arrangements for the Community Champion Awards Night -Thursday 16th November
(FCMeeting@6pm)

Discuss playscheme for summer 2024

Discuss fireworks

Discuss the purchase of a wreath

To receive and consider the budget for 2024-2025

18. Date of Next meeting

Thursday October 19th Via MS TEAMS @ 6pm

Meeting closed at 19.45

Chair

Clerk *m Moore*