**MINUTES**

**FULL COUNCIL MEETING**

**Thursday 21st March 2024**

1. **To note Member attendance and to receive any apologies.**

***In Attendance:***

Vice Chair, Cllr Anne Broughton-Pettit -Chaired the meeting

Cllr Christine Forehead

Cllr Matthew Ferris

Cllr Sharon Harris

Cllr Sheila Jones

Cllr Sheila Newbury

Cllr Lynne Hughes

Clerk Michelle Moore

***Apologies:***

Cllr Elaine Forehead

Cllr Jeff Grenfell

Cllr John Pettit

1. **Police & Community Safety Matters**

***Nonattendance***

No Police report received.

1. **Fire Service & Community Safety Matter**

***Apologies:***

Joanna Quick

Note- VanCC have been requested to forward all future meeting invitations to Huw Lloyd who will be taking over from J. Quick in the Caerphilly area.

**4.** **Declarations of Interest: To receive disclosures of personal interests from members in accordance with the code of conduct.**

None

**5.** **Minutes**

The minutes of the ORDINARY FULL COUNCIL meeting held on 15th February 2024 were agreed and signed by the chair, as an accurate record.

**6.** **Financial Matters**

6.1 Received and agreed bank statements for January and February 2024

6.2 Received and agreed Bank Reconciliations, Payments for January 2024, February 2024

6.3 To receive request for financial assistance from Caerphilly and District Twinning Association

**Resolved:** Clerk to ask for further information on how Van ward residents will benefit and a breakdown of how the money will be spent.

6.4 To receive request for financial assistance from Gwyl Caerphilly Festival/The Wingfield Hotel

**Resolved:** Clerk to ask for further information -where will the festival be held and specific benefits to the residents of Van ward

6.5 To receive request for financial assistance from Caerphilly Rugby Club

**Resolved:** Clerk to collaborate with the Chair Elaine forehead and write a letter of support on behalf of VanCC

6.6 Clerk and members to complete “change the primary user” HSBC form on-line

Noted-this was signed and submitted online March 17th

Signatories signed a hard copy to pre-empt any unforeseen hurdles. Clerk to post via branch.

6.7 Clerk and Signatories to complete and sign cheques- to fulfil as many outstanding payments as possible.

**Resolved:** Chqs Signed. Clerk to post them second class / signed for .

**7.** **To receive an update from Cllr Matthew Ferris on *Keep Wales Tidy***

**Resolved:** Clerk to contact Andy King and to purchase a litter picking pack at £297.05 plus VAT.Delivered to Cllr Matthew Ferris home address. It was Suggested a monthly walkabout and meeting point at Van Allotments

**8.** **To consider and discuss how to promote Community Engagement**

**Points of discussion included:**

1.Van Terrace Orchard-Clerk to contact the Volunteer group overseeing the project and offer an invitation to our next meeting for an update

2.To have a remembrance flower bed and plaque for all those lost to Covid 2019

Cllr Lynne Hughes contacted Marie Curie to request possible funding and if available will submit an application

3.Cllr Sheila Jones gave feedback on November 10th Engagement Event. Cllr S.Jones will forward all the information and sign post Thriving Communities to David Lewellyn

4.**Resolved:** Clerk to contact chair Tracey Lintern ,Van Allotments-that an award “grower of the year” will be funded and included in VanCC Award Evening 21st November 2024.No monetary value set. Budget in May 2024 will be updated accordingly.

**9.** **Planning Application**

Case Ref. 24/0154/OUT Site Area: 254m²

Location: 100 Pen-y-cae Caerphilly CF83 3BY (UPRN 000043035334)

Proposal: Erect 3-bedroom dwelling, to include off-street parking

**Resolved:** No Comment

**10.** **Clerk’s Report**

Noted

**11.** **To receive How to Evaluate a Clerks Job(SLCC) and to consider the most appropriate band**

Note-no public or press present.

Clerk gave a summary of the process

Clerk informed Council that at this point she would leave the room.

Cllr requested clerk remain in situ(Cllr Ferris ,Hughes ,Forehead, Pettit )

**Resolved:** Clerk to be moved into LC2 as from April 2024.The Budget in May 2024 will be updated accordingly.

**12.**  **Items for the next agenda**

12.1 To receive end of year accounts 2023-2024.

12.2 To discuss the remembrance project at Van orchard

**13.** **Date of Next meeting**

Thursday 18th April, at Van Community Centre 6pm confirmed

Meeting closed 19.40

Clerk M Moore

Chair