



**VAN COMMUNITY
COUNCIL
CYNGOR CYMUNED Y FAN**

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**MINUTES
FULL COUNCIL MEETING
Thursday 18th September 2024
Held at Van Community Centre**

Public in attendance-Lisa Watkins (Director Caerphilly Uniform Exchange)

To receive questions on playdays held on Lansbury stretch -supporting her application for financial assistance

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

In attendance

Cllr Elaine Forehead

Cllr Anne Broughton-Pettit

Cllr Christine Forehead

Cllr Jeff Grenfell

Cllr Lynne Hughes

Cllr Sheila Jones

Cllr Sharon Harris

Cllr Sheila Newbury

CLERK Michelle Moore

Apologies

Cllr Matthew Ferris

Cllr John Pettit

2. Police & Community Safety Matters

In attendance

CO469 Ryan Taylor

Received and noted police report

3. Fire Service & Community Safety Matters

In attendance

Station Commander Julian Lloyd

Discussed and noted the increase in fly tipping around bonfire night

Fire service to work in conjunction with police service to try and combat issue

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.

Declared: Cllr Elaine Forehead /Cllr Christine Forehead

6.3 Related to members in Van Allotments

5. Minutes

5.1 The minutes of the FULL COUNCIL meeting held on 18th July 2024 were agreed as an accurate record and signed by the chair

6. Financial Matters

6.1 Received and approved Bank Statements July, August 2024

6.2 Received and approved Bank Reconciliations & Payments for July, August 2024

6.3 To receive an update from Van Allotments on their application for financial assistance

Resolved: To award the full amount of £1411.60 and to paid via BACS- on receipt of the invoice from First Tunnels LTD

6.4 To receive an application for Financial Assistance from Caerphilly Uniform Exchange
Cllrs had the opportunity to discuss the playdays held on Lansbury Stretch with Lisa Watkins
Lisa Watkins left the room

Resolved: To award the full amount of £500

Lisa Watkins returned to the room

Resolved that in pursuance of the power conferred by section 137 of the Local Government Act 1972(as amended) and being of the opinion that the expenditure above satisfies the requirements of the that section

7. To receive Grant Evaluation form - Caerphilly Uniform Exchange-/August Playdays/ hard copy of photos in the meeting

Received and noted

8. CIL projects-

8.1 To receive information on free standing noticeboard and hard copy of photo in the meeting

Resolved: To revisit at a further time should the need arise

8.2 To receive information and consider artwork on the ward's consoles/walls

Resolved: Clerk to investigate further and members to inform Clerk of consoles/walls locations they would like to be considered

9. To discuss and consider the content needed to develop a Security Policy (including risk mitigation and insurance)

Resolved: Chair and Clerk to contact One Voice Wales in respect to their lack of cooperation/response to an email from one of the members

Resolved: To defer to next meeting

10. To discuss and consider endorsing two youth representatives on the Van Community Council

Resolved: Chair to contact the CCBC Youth Forum for further information

Resolved: Clerk to contact other community councils on their approach and procedures

Resolved: To include this on the Annual Meeting agenda in May 2025

11. To receive and consider the Community Champion Nomination application forms, and to discuss awards evening Thursday November 21st (Total Budget £500)

11.1 **Resolved:** no winner

11.2 **Resolved:** no runner up

11.3 **Resolved:** no runner up

Resolved: To have three community champion awards of equal status

11.4 To agree spend and trophies to purchase (Everson Trophies, Ystrad Mynach)

Resolved: Chair and Clerk to choose and purchase appropriate awards from- Everson Trophies

Resolved: On Discretion of Chair and Clerk to keep within budget

Budget: £100 inclusive of engraving for three trophies

11.5 To agree an appropriate award and spend for Van Allotments-Grower of the Year

Resolved: Chair and Clerk to choose and purchase appropriate award from -Everson Trophies

Budget: £40

11.6 To agree spend for the catering

Quote £7.50 person-Crave the Dish

Resolved: To use the above/cater for 30.

Clerk and Chair to use their discretion and to keep the event within budget

11.7 To agree a time/duration for the event-hall hire spend

Resolved: Hall hire 3 hours £60 VCCenter

Resolved: Monthly meeting 18:00-19:45 VCCenter: Phoenix room

Resolved: Award night 19:00 to 20:00 VCCenter: Main Hall

Resolved that in pursuance of the power conferred by section 137 of the Local Government Act 1972(as amended) and being of the opinion that the expenditure above satisfies the requirements of the that section

12. To receive and consider adopting a Co-Option Policy, Application Form and Eligibility Criteria Information

Resolved: To adopt and post on website

13. To receive and consider adopting updated Financial Assistance Policy/Application and Evaluation Forms

Resolved: To adopt all the changes and post on website

14. To consider and discuss how to promote community engagement

14.1 VE DAY 80 - 'A SHARED MOMENT OF CELEBRATION' - 8TH MAY 2025

Resolved: To defer to the next meeting

14.2. To receive photos from Skateboard Academy sessions in August 24-and consider a session October half term as a hard copy in the meeting

Resolved: To book one session/1 hour lunch time in October half term, Location: Skateboard Park

14.3 To receive an update on the participatory fund

Noted: Gavo will be in attendance at the Engagement event Friday 20th September at VCCentre to begin the participatory engagement process

15. Clerk's Report

Noted

16. Exempt Items

None

17. Items for the next agenda

17.1 Draft budget for 2025-2026

17.2 Remembrance Sunday-Wreath

18. Date of Next meeting

Full Council Meeting Thursday 17th October via TEAMS

Meeting Closed: 19:25

Chair

Elaine Forehead

Clerk

Michelle Moore

M Moore