



**VAN COMMUNITY
COUNCIL
CYNGOR CYMUNED Y FAN**

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**MINUTES
FULL COUNCIL MEETING
Thursday 22nd May 2025 at Van Community Centre**

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

In Attendance

Cllr Elaine Forehead
Cllr Sharon Harris
Cllr Jeff Grenfell
Cllr Sheila Jones
Cllr Lynne Hughes
Clerk Michelle Moore

Apologies

Cllr Matthew Ferris
Cllr John Pettit
Cllr Anne Broughton Pettit
Cllr Sheila Newbury
Cllr Christine Forehead

2. Police & Community Safety Matters

In attendance PCSO 123 and PCSO Lisa Gibbs

Resolved: building on the success of the pamper day at the Van Community Centre , Clerk to contact Lisa Gibbs and PCSO 303 Sarah Barbour to discuss and consider holding a similar event in October

3. Fire Service & Community Safety Matters

Apologies: Station Commander Julian Lloyd

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

Noted: Cllr Jeff Grenfell is a delegate of Caerphilly Twinning Association

5. Minutes

- 5.1 The minutes of the FULL COUNCIL meeting held on 17th April 2025 were agreed as an accurate record and signed by the chair

6. Financial Matters

- 6.1 Received and approved Bank Statements April 2025
- 6.2 Received and approved Bank Reconciliations & Payments for April 2025
- 6.3 Application for Financial Assistance-Salvage Creation
Resolved: to award £500
- 6.4 Application for Financial Assistance-Llangollen International Eisteddfod
Resolved: to award £50
Clerk to request postcode data
- 6.5. Application for Financial Assistance-Caerphilly Twinning Association
Resolved: award not granted
VanCC will readily consider any submission for financial assistance towards an exchange visit for individual residents in the Van ward: through the CTA

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. Audit Year Ended 31st March 2025

- 7.1 Received and noted internal auditor's report, in respect of the internal audit for year ended 31st March 2025
- 7.2 Received and noted bank reconciliation which verifies box 9 of the Annual Return.
- 7.3 **Resolved:** to approve the Annual Return and signed by the presiding Chair

8. To receive and confirm the updated budget based on the End of Year figures March 31st, 2025

Resolved: to approve the budget

9. To receive and authorise payment for Insurance renewal 1st June 2024-31st May 2025 at £890.82

Resolved: to approve payment

10. To receive and approve the Annual Report 2024-2025

Resolved: to approve and for the clerk to post on the website

11. To receive an update from the working group for the appointment of an Eco Project Officer /possible projects

Noted: Cllr S Jones has requested 2 fruit trees for the Van Orchard

Resolved: to continue as a recurring item on the agenda

Note: discussed, working in partnership with Van Ward Allotments to deliver a bean/herb growing project

12. To discuss and consider as whether there should be a recurring item "Environment matters" on the agenda(item deferred from April 17th)

Resolved: this will be absorbed and discussed under Community Engagement

13. To consider Skateboard sessions for July/August 2025

Resolved: Clerk to confirm they have Public Liability Insurance, before making any bookings

Resolved: Clerk to book 2hr session last week of July
 2hr session end of August

14. Community engagement

14.1 VE DAY 80 Event

Resolved: VannCC will only pay half of all submitted invoices

Cllr Matthew Ferris to clarify the invoice from Chunkys-council were quoted £8 per head

Cllr Matthew Ferris to clarify how Cllrs in attendance at the event, can make payment for their portion

This can be conveyed via email, and does not need to wait until the next agenda to be addressed

Resolved: building on the success of the event, Cllr Lynne Hughes has agreed to complete and apply for £500 grant ,Compassionate Communities: “Dying Matters” week

Aim-to hold a similar ticketed event with music and light refreshments at the Van Community Centre

14.2 Update-Litter Picking to be deferred to next agenda

14.3 Update-Menopause Morning

Noted-the attendance was adequate to meet funding criteria at the morning session; however, an evening session was less than satisfactory

15. Clerk’s Report

Noted

16. Items for next agenda

To receive feedback from Cllr Lynne Hughes on the submitted application to Compassionate Cymru

17. Date of Next meetings

Full Council Meeting Thursday June 19th 2025, 18:00 Van Community Centre