



**VAN COMMUNITY  
COUNCIL  
CYNGOR CYMUNED Y FAN**

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**MINUTES  
FULL COUNCIL MEETING  
Thursday 19<sup>th</sup> June 2025 at Van Community Centre**

Chair-CLlr Jeff Grenfell

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

**In Attendance**

CLlr Sharon Harris

CLlr Jeff Grenfell

CLlr Sheila Jones

CLlr Lynne Hughes

CLlr Matthew Ferris

CLlr John Pettit

CLlr Anne Broughton Pettit

Clerk Michelle Moore

**Apologies**

CLlr Elaine Forehead

CLlr Christine Forehead

CLlr Sheila Newbury

**2. Police & Community Safety Matters**

**In Attendance**

PCSO Lisa Gibbs

Noted: the update on the recent knife crime

**3. Fire Service & Community Safety Matters**

**Apologies**

Station Commander Julian Lloyd

**4. Declarations of Interest**

**None**

**5. Minutes**

- 5.1 The minutes of the ANNUAL meeting held on 22<sup>nd</sup> May 2025 were agreed as an accurate record and signed by the chair

- 5.2 The minutes of the FULL COUNCIL meeting held on 22<sup>nd</sup> May 2025 were agreed as an accurate record and signed by the chair

**6. Financial Matters**

- 6.1 Received and confirmed Bank Statements May 2025  
6.2 Received and confirmed Bank Reconciliations & Payments for May 2025  
6.3 To receive applications for Financial Assistance-NONE

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

Noted:

Van allotments have put together the grow your own bean kits and are open for collection from the allotments

Volunteers have planted bulbs received from Keep Wales Tidy at Van Orchard

**8. Community engagement**

- 8.1 VE DAY 80 Event -Roundup of payments for the night  
100 portions were ordered-/87 people attended  
**Resolved:** Cllrs did not order any portions of chips  
**Resolved:** Cllr Matthew Ferris will chase up the outstanding invoice from Chunkys
- 8.2 Update-Litter Picking  
Cllr Matthew Ferris has received a template Risk Assessment from Andy King and foresees the first organised litter pick to be in the Autumn
- 8.3 Update-Grant Application /Compassionate Communities, from Cllr Lynne Hughes  
This has been submitted and now under consideration
- 8.4 Update-Van Decides/PB fund  
Cllr Sharon Harris is happy to represent the Community Centre  
Cllr Sheila Jones will represent the Community Council  
All Cllrs are aware of a meeting arranged for 18.30 at Van Community Centre to discuss assembling a panel to decide on projects for the ward
- 8.5 Discussion on summer community picnic in partnership with the Community Centre  
**Resolved:** To organise a Christmas Event  
Noted: Connect Life Church are staging a summer picnic on the fields outside the Community Centre/date yet to be confirmed

**9. Clerk's Report**

**Note**

- i) Reference: Youth Representative discussed at the Annual meeting 22<sup>nd</sup> May 2025  
Cllr Lynne Hughes has emailed schools and the youth forum and is awaiting a response from the Welsh school and the Youth Voice Lead
- ii) Clerk will send another follow-up email to Jonathan Morgan, Head Coach, Caerphilly Tennis Club to get an update on the Tennis sessions at the Community Centre
- iii) Clerk to contact Elaine Thomas for any information she has on- who provides lunch on Christmas day for the homeless

**10. Items for next agenda**

- 10.1 To discuss Christmas Event at Van Community Centre
- 10.2 To discuss document retention and storage
- 10.3 To consider the purchase of additional fruit trees for the Van Orchard
- 10.4 To add to the January 2026 agenda-To discuss and consider a St Davids Day event

**11. Date of Next meetings**

Full Council Meeting Thursday July 17th 2025, 18:00 Van Community Centre

**Meeting closed: 19:06**

**Chair**

**Elaine Forehead**

**Clerk**

**Michelle Moore**

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