



**CYNGOR CYMUNED
LLANBRADACH & PWLL-Y-PANT
COMMUNITY COUNCIL**

C/o C Mortimer, Clerk to the Council
38 Nant Fawr Road, Cyncoed. Cardiff CF23 6JR
Email: mortic1@caerphilly.gov.uk Tel: 07933 725094

3rd June 2020

Chair and Members of Llanbradach & Pwllypant Community Council

Dear Chair/Councillors

The next ordinary council meeting of LLANBRADACH & PWLLYPANT COMMUNITY COUNCIL will be held on Monday 8th June 2020 at 6.00pm for a 6.15pm start. The meeting will be held remotely in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020. It will not be practical to include the press and public in our remote meetings. We will however continue to exercise good practices in line with legislation, by publishing our decisions/draft minutes in a timely manner on our website.

The business to be transacted is set out in the agenda below.

Yours sincerely

Ceri Mortimer
Clerk to the Council

encs

AGENDA

- 1 Police Update**
- 2 Apologies**
- 3 Declarations of Interest**
Councillors are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution, and the Code of Conduct for both Councillors and Clerk.
- 4 Chair's Term of Office**
In accordance with the new regulations council is requested to note the current Chair, Cllr Dave Rees' extended term of office until our Annual Meeting..
- 5 Chairman's Announcements**
- 6 Minutes**
To receive and if approved to confirm and sign the minutes of the **ORDINARY FULL COUNCIL meeting held on 10/03/2020** as an accurate record.
- 7 Matters Arising**
- 8 Finance**
 - (i) Balance of Funds to 31st March 2020**
To receive, confirm and approve 'Balance of Funds' document (Chair to sign)
 - (ii) Reconciliation to 31st March 2020**
To receive, confirm and approve reconciliation document (Chair to sign reconciliation)
 - (iii) Bank Statements to 31st March 2020**

To receive and approve bank statements no's 168,153 & 203 (Chair to sign statements).

9 Finance

(i) Balance of Funds to 2nd June 2020

To receive, confirm and approve 'Balance of Funds' document (Chair to sign)

(ii) Reconciliation

To receive, confirm and approve reconciliation document (Chair to sign)

(iii) Bank Statements

To receive and approve bank statements 154 & 169 (Chair to sign).

10 Audit Wales - Amended Notice of Audit 2019-20

(i) To receive and note amended notice of audit for the financial year ended 31 March 2020

(ii) To receive and note Notice of Date of Appointment for the Exercise of Electors' Rights commencing on 1st September 2020 and ending on 28th September 2020, to be published on our website from 5th June 2020.

11 Audit for year ended 31st March 2020

(i) To receive and note internal auditor's report, in respect of the internal audit for year ended 31st March 2020

(ii) To receive and note significant variances where the percentage is +/- greater than 10%

(iii) To receive and note bank reconciliation which verifies box 9 of the Annual return.

(iv) To receive and note Debtors and Creditors

(v) To receive and approve the Annual Return year ended 31st March 2020.

A Council resolution is required for approval of Annual Return

Clerk/RFO has certified the Annual Return, Chair is to sign the Annual Return as confirmation of Council's approval.

12 Financial Assistance/Grants 2020/21 – any further applications will be tabled

(i) Wales Air Ambulance

Letter received from Dr Ami Jones Critical Care Consultant, who is aiming to evolve from their current 12 hour service into a 24/7 hour service.

This item was deferred from the last meeting as Council required to know their preferred method of payment..

(ii) To consider funding local organisations who are supporting those in need within our community during the covid-19 crisis.

13 Project Update / New Project Proposals

Due to Covid-19, Members are requested to revisit projects that were previously approved:

a) Summer Activities Scheme 2020

Council agreed to fund the Summer Scheme again over 5 weeks, like last year.

b) Summer Floral Competition

Council agreed to the competition in 2020

c) Christmas:

(i) Sleigh Ride Monday 2nd December - completed for 2019

Dai Ink will undertake artwork in 2020

Council agreed to purchase a suitable longer ladder for Santa's Sleigh ride.

(ii) Christmas Lighting Competition - completed for 2019.

Council agreed to continue for 2020

(iii) Pantomime Sunday 13th December 2020 2pm & 6pm @ £2 per ticket (cost agreed 13/01/2020 minute no. 135 c).

d) Community Awards (Sporting Achievement/Community Volunteer/ Young Citizen)
Members agreed that future nominations be awarded at the start of the Pantomime.

e) Defibrillator – defibrillators have been erected o/s (i) the Wingfield Hotel and (ii) Ebenezer Church, De Winton Terrace and two further defibrillators to be erected o/s

(iii) Pwllpant Village Hall and (iv) The Rise – ongoing investigations in Dennis Evans' wall or a stand alone post. In contact with CCBC Highways re: electricity feeding into the defibrillator (v) The Bowling Club are to consider moving their defibrillator outside and the community council to fund a cabinet.

f) Newsletter – was progressing well. Items that were discussed for inclusion: Next newsletter to include Pastor's advice surgeries, panto, awards at the panto, wild flower planting, twinning, future nominees for awards and carnival. A member to provide a write up on the pantomime. Cllr Colin Man to submit a piece on the new Health Centre.

g) Bird, bat and hedgehog boxes/habitats

Cllr Adrian Stone is to lead on this project and put forward various areas for consideration in relation to daffodil planting, wild flower, bird, bat and hedgehog habitats.

To receive and note response from CCBC Ecologist Margaret Isle.

h) Summer carnival - 20th June 2020 (£3k) - Cancelled due to Covid-19.

i) Armistice Service

Council agreed to coordinate/manage future services and to include the event within our public liability insurance.

To receive and note response from Hailey Lancaster

j) Keep Wales Tidy - Local Places for Nature

To receive and note response from Keep Wales Tidy in relation to our successful application for a fruit garden.

k) Other Environmental matters/projects

14 CIL

To receive and note correspondence from CCBC's Planning Officer Lisa James in relation to CIL monies and to discuss potential infrastructure projects.

15 Independent Remuneration Panel Annual Report 2020/21

(Pages 1-9, 42-51, 55, 58-59, 77-80 are applicable to Community & Town Councils, attached).

Council is requested to consider the approval of Determination no's 43,44,45,46,47,49,50

Mandated items that do not require a council decision are:

Determination no's 42 - £150 to each member, 48 – care costs up to £403 per month and 51 Members in receipt of a Band 1 or Band 2 senior salary from CCBC (i.e. Leader, Deputy Leader or Executive Member) cannot receive any payment apart from travel, subsistence and care.

A council resolution is required.

Members who wish to forego payment are to write individually to the clerk (standard letter enclosed).

16 Lap top

Council lap top is no longer working and therefore council is requested to consider the purchase of another. Gelligaer Community Council have agreed to share 50% of the cost as the clerk is now working from home in the main for both councils.

A Council resolution is required.

17 CCBC Consultation – Inclusion of Electric Bays in Off Street Parking Order

To receive and discuss

18 Planning Applications (late applications will be tabled at meeting)

To receive & discuss planning applications. Comments or enquiries must be emailed to planadmin@caerphilly.gov.uk within 21 days of receipt of the email date.

19 Next meeting Date: Monday 13th July 2020, 6.15pm AGM/Ordinary