



**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

19th September 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 Thursday 24<sup>th</sup> September 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

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**AGENDA**

- 1 Ty'n y Graig Footbridge - Ceri Taylor, Stakeholder Manager, Transport for Wales to provide an update and answer any questions.**
- 2 Police - to receive update for:**
  - (i) August 2020 – report enclosed
  - (ii) September 2020 – to follow
- 3 Apologies**
- 4 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.
- 5 Chairman's Announcements**

To announce the winners of the gardening competition.
- 6 Minutes**

To receive and if approved to confirm and sign the minutes of the **ORDINARY FULL COUNCIL meeting held on 13/07/2020** as an accurate record.
- 7 Matters Arising**
- 8 Finance to the 16 September 2020**
  - (i) Balance of Funds**

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 no's 207 & 208 (Chair to sign).

**(iv) Online Banking**

Council is requested to approve that the clerk have access to online banking. On line security measures would require three signatories (clerk plus two members) to approve all transactions on line.

A council resolution is required to agree:

- a) Online banking
- b) Two member signatories required

- 9 Playworks Payroll Bureau** – to receive and ratify increase in costs and to note going forward, Councils responsibility to pay HMRC directly for PAYE.
- 10 Financial Assistance/Grants 2020/21** – any further applications will be tabled
- (i) Caerffili & District Twinning Association – to receive letter from Mr Alun Lewis, Treasurer
- 11 Project Update / New Project Proposals – projects in BOLD are continuing**
- a) Summer Activities Scheme 2020 – cancelled
  - b) Summer Floral Competition - continuing with poster published on our Facebook page and new website**
  - c) Christmas:**
    - (i) Sleigh Ride Monday 2<sup>nd</sup> December - cancelled  
Dai Ink will undertake artwork in 2020. Council agreed to purchase a suitable longer ladder for Santa's Sleigh ride.
    - (ii) Christmas Lighting Competition – to continue for 2020/21**
    - (iii) Christmas lighting throughout our villages – to be erected and funded by the Community Council as normal**
    - (iv) Pantomime Sunday 13<sup>th</sup> December 2020 2pm & 6pm @ £2 per ticket (cost agreed 13/01/2020 minute no. 135 c). Cancelled
  - d) Community Awards (Sporting Achievement/Community Volunteer/ Young Citizen)**  
**Published on Facebook and our new website – a good response received.**  
**Closing date 31<sup>st</sup> August**
  - d) 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) Pwllypant Village Hall and (iv) The Rise – ongoing investigations on 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. Bowls Club is currently closed.**
    - (i) Resolution required to fund the conversion at The Rise.**
  - f) Newsletter – currently on hold.
  - g) Bird, bat and hedgehog boxes/habitats - on hold until September  
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.
  - h) Summer carnival - 20<sup>th</sup> June 2020 (£3k) - Cancelled
  - i) **Armistice Service – cancelled but notion of bugler is agreed.** Cllr Ann Reed & Cllr Colin Mann have confirmed weathers are on order.
  - j) Keep Wales Tidy - Local Places for Nature – Fruit Garden – Clerk has put this on hold until such time the community can come together to participate in this scheme.
  - k) Stone benches – reparatory work required. Clerk to arrange.**

**I) CIL sum of £3,580.75 – on potential infrastructure projects**

**(i) Inspection of Hornbeam trees on Coed y Brain Road**

To receive and note letter delivered to local residents and placed on social media following an inspection carried out by Paul Harris, Caerphilly County Borough Council's (CCBC) arborist. There will be no costs to the community council for the tree works.

**(ii) Oakfield Street - bin proposed for the bottom of Oakfield Street where old terrace meets new**

At our last meeting members agreed to fund the sum of £132 for a post mounted bin. However CCBC have since confirmed there is no suitable post.

The clerk has since requested a cost for installing a suitable post in the nearby verge and is awaiting a cost.

The cost for a floor mounted litterbin is £374 plus Highways (NCS) cost of installation of £300-350.

This item is to be deferred until further costs have been received.

**(iii) Oakfield Street – Grit bin.**

Based on the surface type used at the end of the road being quite slippery in cold weather, and more vulnerable residents finding it difficult to leave home easily in such conditions members are requested to consider the installation of a grit bin, which are priced at £500.

**m) Other Environmental matters/projects**

**12 Sight Cymru – Briefing on Covid-19 and people with sight loss**

To receive and note

**13 Social Media**

To receive, discuss and adopt

**14 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](mailto:planadmin@caerphilly.gov.uk) within 21 days of receipt of the email date.

Case Ref. 20/0686/FULL Site Area: 200m<sup>2</sup>

Location: 10 Glyn Eiddew Llanbradach Caerphilly CF83 3PJ (UPRN 000043028780)

Proposal: Erect extension at first floor for dormer bedrooms and a car port at ground level to the side of existing property

Case Officer: Mr J Cooke ☐ 01443 864347 ☐ [cookej1@caerphilly.gov.uk](mailto:cookej1@caerphilly.gov.uk)

Ward: Llanbradach Map Ref: 315480 (E) 191579 (N)

Community Council: Llanbradach & Pwllypant Comm Council Expected Decision Level: Delegated

**15 Next meeting Date: Monday 12<sup>th</sup> October 2020, 6.15pm**