



**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

19<sup>th</sup> April 2023

**Dear Chair and Members of Llanbradach & Pwllypant Community Council**

You are summoned to the **ORDINARY FULL COUNCIL MEETING** of Llanbradach & Pwllypant Community Council held on **MONDAY 24<sup>th</sup> APRIL 2023, 6.15pm** at Llanbradach Community Centre.

The meeting will be in MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

Members of the press and public are permitted to attend our meetings electronically or in person but are required to contact the Clerk prior to the meeting for the link.

The link for Members is contained within the main body of your email alongside attached agenda papers.

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

Yours sincerely

Ceri Mortimer  
Clerk to the Council

**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 Announcements**
- 5 Minutes**  
To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 13/03/2022** as an accurate record.
- 6 Matters Arising**
- 7 Finance to 8<sup>th</sup> February 2023 (deferred from the last meeting)**
  - (i) Balance of Funds**  
To receive, confirm and approve 'Balance of Funds' document
  - (ii) Reconciliation**  
To receive, confirm and approve reconciliation document
  - (iii) Bank Statements**  
To receive, confirm and approve bank statement 238

- 8 Audit Wales Arrangements for 2022/23**  
To receive and note email from Audit Wales
- 9 Financial Assistance/Grants 2022/23** – any applications received will be tabled.  
(i) CCBC's Mayors Appeal – to receive
- 10 Co-option Vacancy exists in the Pwllypant Ward**  
To receive and note co-option vacancy. Closing date: 11<sup>th</sup> May 2023
- 11 Projects 2023/24**  
(i) To receive project summary (tabled)  
(ii) Sport & Performing Arts – Summer Scheme. To receive and discuss.  
(iii) Benches at:  
(a) Village Surgery Bench – for the installation of a bench at the new Medical Centre we were required to supply photographs, bench specification, site plan, annotated plan of fixings, builder's RAM and insurance. We are now awaiting confirmation to proceed.  
(b) Adrian Stone memorial bench - to receive and discuss.  
(iv) Bench at the Cenotaph – to receive and discuss designs  
(v) Litter pick – 30<sup>th</sup> April Central Street 10am – to discuss  
(vi) Trip – Sunday 25<sup>th</sup> June (Pembrey, Tenby or Collier Adventure Park)  
(vii) Sensory play  
(viii) Land to the s/o 17 Dewinton – vegetation to be cut back.
- 12 Independent Remuneration Report 2023/24** (pages 10-12)  
There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:
- Payments for undertaking senior roles
  - Contributions towards costs of care and personal assistance
  - Reimbursement of travel and subsistence costs
  - Compensation for financial loss
  - Attendance allowance and
  - Co-opted member

For ease of reference please find table below indicating determinations resolved last year and our payment obligations and options for 2023/24.

Type of payment	Requirement 2023/24	What we RESOLVED in March 2022:	Applicable in 2023/24
<b>Group 4</b>	<b>(Electorate 1,000 - 4,999)</b>		
Extra Costs/Basic Payment	Mandatory for all Members	£150	£156 plus one-off payment of £52 for consumables
Senior Role Payment	Optional £500 for 1 member; optional for up to 3	£0 (can class Senior Role as Chair)	<i>£500 optional to Chair</i>
Mayor or Chair	Optional up to £1,500	£0 (Senior Role classed as Chair)	<i>£0</i>
Deputy Mayor or Vice Chair	Optional up to £500	£0 to the Vice Chair	<i>Up to £500 optional to Vice Chair</i>
Care (children/elderly)	Mandatory	Must produce receipts	Must produce receipts
Attendance Allowance			
Financial Loss	Optional	Disapproved	Disapprove
Travel, Overnight	Optional	Disapproved	Disapprove
Subsistence	Optional	Agreed	Agree

### **Guidance on taxation**

It is not within the remit or authority of the Panel to provide specific advice on matters of taxation. Advice can be provided by One Voice Wales and guidance is available on the HMRC website.

The £156 should fall under the statutory provisions of section 316A ITEPA: Income Tax (Earnings and Pensions) Act 2003 ([legislation.gov.uk](http://legislation.gov.uk)) and the current amount that can be paid without attracting a tax liability is £6 per week: Expenses and benefits: homeworking: Homeworking expenses and benefits that are exempt from tax - GOV.UK ([www.gov.uk](http://www.gov.uk)).

A council resolution is required to determine for 2023/24:

(i) How the payment of consumables are paid – a one off payment of £156 plus £52 is preferable to be made by the clerk. With any additional consumables costs over £52 can be claimed with receipts throughout the year.

(ii) To determine as to whether the Chair be in receipt of this payment or

(a) Optional Senior Role Payment of £500 or

(b) Optional Mayor /Chair Role up to £1,500 – Council can set payment amount

(iii) To determine an Optional Payment (up to £500) to the Vice Chair for 2023/24

### **13 Training**

(i) To receive training schedule with OVW for April 2023

(ii) To update our training plan

### **14 Ty'n y Graig Footbridge Update - Transport for Wales (TfW)**

### **15 Bluebell Woods Update**

### **16 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. 23/0116/DNS Site Area: 337793m<sup>2</sup>

Location: Cwm Ifor Solar Farm Cwm Ifor Farm Bowls Lane Caerphilly (UPRN 000088888888888888)

Proposal: Construct and operate a Solar Photovoltaic (PV) Farm - Development of National Significance

Case Officer: Carwyn Powell ☐ 07850 916860 ☐ [powelc2@caerphilly.gov.uk](mailto:powelc2@caerphilly.gov.uk)

Ward: Map Ref: 312717 (E) 210036 (N)

Community Council: Expected Decision Level: Delegated

Case Ref. 23/0227/TPO Site Area: 247m<sup>2</sup>

Location: Land Rear Of 15 Coed Y Pia Llanbradach Caerphilly CF83 3PT (UPRN 000043061980)

Proposal: Carry out various tree works (Tree Preservation Order 9/76/RVDC)

Case Officer: Abbie-Jane Stokes ☐ 07907 574195 ☐ [stokea@caerphilly.gov.uk](mailto:stokea@caerphilly.gov.uk)

Ward: Llanbradach Map Ref: 314981 (E) 192450 (N)

Community Council: Llanbradach & Pwllypant Comm Council Expected

Decision Level: Delegated

### **17 Next meeting Date:** ORDINARY Meeting on Monday 15<sup>th</sup> May 2023 (due to bank holiday on Monday 8<sup>th</sup> following the King's Coronation on Saturday 6<sup>th</sup>), 6.15pm at Llanbradach Community Centre