



**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

9th April 2025

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 14th APRIL 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. If you would like to raise a matter for discussion at the meeting, you will be required to contact the Clerk at least 7 days prior to the meeting, so that it can be included as an item on the agenda.

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Meeting ID: 393 004 360 401
Passcode: vV2nm2cd

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

Yours sincerely

C Mortimer

C Mortimer
Clerk to the Council

AGENDA

- 1 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.
- 2 Apologies**
- 3 Police Update**
- 4 Public Participation**
- 5 Chair's Announcements**
- 6 Minutes**
To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 10/03/2025** as an accurate record.
- 7 Matters Arising**
Minute No 196 (10th February 2025) Re: Standards Committee Appointment
Members are requested to note that at a recent Community & Town Council Liaison meeting on Tuesday 18th March 2025, representative members voted on an appointment to the Standards Committee without having received and examined the resumes submitted by two candidates.

8. Finance to 8th April 2025

(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 statements 263.

9. Smart Money Cymru – Community Investment Bond (deferred from last meeting)

To receive and discuss.

10. Completion of Audit Year Ended 31st March 2023 and 2024

(i) To receive Annual Return and members are requested to note Auditors Opinion for year 2022/23

(ii) To receive Annual Return and members are requested to note Auditors Opinion for year 2023/24

(iii) To receive and note Notice of Completion of Audit for both years, which will be displayed on our notice board for a minimum of 14 days and uploaded onto our website alongside the Annual Return.

11. Audit for Year Ended 31st March 2025

To receive and note the following documentation on audit arrangements and processes:

(i) Audit Notice - Basic Audit

(ii) Guidance notes on completing the Annual Return

(iii) Basic Audit Information Requirements

(iv) Audit Opinions

(v) Audit Cycle

(vi) Audit Fees

12. Independent Remuneration Report 2025/26 (pages 12-15,23-24 for C&TC's)

Members are to receive and note that there are no further changes to the payments and benefits paid to elected members and therefore members may want all Determinations from 2024/25 be applied in 2025/26, 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

Type of payment	Requirement 2025/26	AGREED last year 2024/25
Group 4 Extra Costs/Basic Payment	(Electorate 1,000 - 4,999) Mandatory for all Members (we have an electorate number of 3,241 as of Feb 2025)	£156 plus one-off payment of £52 for consumables to all members
Senior Role Payment	Optional £500 for 1 member; optional for up to 3	<i>NIL</i>
Mayor or Chair	Optional up to £1,500	<i>£250 to Chair</i>
Deputy Mayor or Vice Chair	Optional up to £500	<i>£100 to Vice Chair</i>
Care (children/elderly)	Mandatory	Must produce receipts

Attendance Allowance	Optional	Disapproved
Financial Loss	Optional	Disapproved
Travel, Overnight	Optional	Agreed
Subsistence	Optional	Agreed

In summary members may wish to adopt the same as last year for 2025/26:

(i) Extra Costs/ Basic Mandatory Payment

A one off payment of £156 plus £52 for consumables.

Additional consumables costs over £52 can be claimed with receipts throughout the year.

(ii) Mayor / Chair Optional Payment

Chair to be paid £250 for the role of Chair. No other members to be in receipt of it.

It does appear that the Chairs Optional Payment of £250 plus the Basic Mandatory payment of £156 exceeds the threshold of £6 per week and is therefore taxable – the clerk will establish the appropriate procedure to pay the tax.

(iii) Deputy Mayor/Vice Chair

Vice Chair to be paid the sum of £100 for 2025/26.

(iv) Other Costs – as per the table above

Care Attendance Allowance – Mandatory with receipts.

Financial Loss - to disapprove.

Travel Overnight – to approve.

Subsistence – to approve.

A Council resolution is required for all determinations.

13. Chair's Civic Allowance - £850

To receive and note correspondence from One Voice Wales in relation to Civic expenditure.

Members are required to agree that the Chair's Civic Allowance expenditure is to be presented to council bi-annually, October 2025 and March 2026.

A Council resolution is required.

14. Financial Assistance/Grants 2024/25 (late applications will be tabled).

(i) Caerffili Twinning Association

(ii) Coed y Brain Primary School – VE Day Celebrations

(iii) Eisteddfod Ryngwladol Llangollen 2025 ~ Llangollen International Eisteddfod 2025

15. BT Consultation re: Removal of phonebox

HIGH ST JCT HIGH STREET PC01 STATION ROAD LLANBRADACH CAERPHILLY

(i) To receive, note and discuss correspondence from BT identifying our public phonebox that is no longer needed.

Communities can 'adopt' phone boxes to turn into something completely different

With payphone usage falling, communities are looking at new ways of using them.

Thousands of boxes have been reinvented as cafes, mini-libraries, and defibrillator sites.

Communities can adopt most red boxes for just £1.

They can also adopt modern glass boxes if they want to house a defibrillator. Visit bt.com/adopt for more information".

A council resolution is required as to whether or not you wish to adopt the phone box and associated maintenance costs (painting, locking, glazing etc)

16. Projects 2025/26

(i) To receive project summary

(ii) Victory in Europe (VE Day) Commemoration to mark 80th Anniversary since the end of WWII in Europe – extra Bank holiday on Monday 5th May 2025.

(iii) Easter Party Celebration – update on arrangements and members available to help.

(iv) Summer Playscheme

(a) to receive costs and dates for skateboarding

(b) to receive costs and dates for sport (to be tabled as awaiting response from CCBC)

- (v) Christmas Sleigh proposals
- (vi) Any new project proposals

17. Training- Members are encouraged and supported to attend training

To receive:

- (i) Training sessions
- (ii) Training Plan

18. Ty'n y Graig Footbridge Update - Transport for Wales (TfW)

To receive and note update

19. Bluebell Woods Bluebell Woods Update - Llanbradach Area Regeneration Committee (LARC)

It has previously been noted that LARC has received charitable status.

20. Land at Wingfield Works Lane Llanbradach CF83 3RW

To receive and note any updates, if there are any.

21. One Voice Wales

To receive and note correspondence from OVW inviting member councils to propose a maximum of two motions for debate at the AGM on Wednesday 1st October 2025, which must arrive at this office no later than noon on Friday 20th June 2025 for consideration by the AGM Motions Committee which will meet on Thursday 26th June 2025.

22. CCBC Consultation - Proposed Provision and Amendments to Traffic Orders at Oakfield Street and Victoria Street, Llanbradach

To receive and note correspondence from CCBC

"A meeting was held on site with the local councillors in relation to inappropriate parking of vehicles at the junctions of Oakfield Street and Victoria Street with Wingfield Terrace, Llanbradach. This inappropriate parking causes difficulties for residents emerging safely from these roads onto Wingfield Terrace. As a result of the inappropriate parking it is proposed that the existing double yellow lines on both junctions be extended in order to prevent parking to enable residents to exit / enter the streets safely. Please see the attached plan which shows the location where the double yellow lines are proposed." A Council resolution is required - Comments by 11th April 2025.

22. Planning Applications (any additional 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.

23. Next meeting Date: ANNUAL & ORDINARY Meeting will be held on Monday 12th May 2025, 6.15pm at Llanbradach Community Centre.