

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman Councillor Maria Hall, Clerk/R.F.O. John Dilworth
Vice-Chairman Councillor Eileen Macey.

Minutes,
Full Council Meeting,
Friday, 18th March, 2016,
Van Community Centre.

Present:	Councillors	Russell Deacon, Fay Gay, Maria Hall, David Hill, Brian Jenkins, Barbara Jones, Eileen Macey, Pam Nelder, Gwyn Nicholls, Sheila Newbury.
In attendance:	Clerk/R.F.O. Gwent Police	John Dilworth, CSO Claire Robinson

Public, any issues, and limited to ten minutes.

Clerk's advice, Arnold Baker, 9th Edition on Access to Council Meetings states:

"Many local councils set aside a period when the public can ask questions or even make statements. This is an excellent practice as long as the period is defined, and is clearly understood that the public must not take part at any other time."

It is not a public meeting but a council meeting and legally constituted to discuss published business.

No members of the public were present.

- 92/16. **To welcome Councillor (elect) Pam Nelder to the Council (Lansbury Park Ward) and to sign the Declaration of Acceptance of Office.**

The Chairman welcomed Councillor Pam Nelder to the council who signed the Declaration of Office in the presence of the Clerk.

- 93/16. **Apologies for absence.**

Full complement of members.

- 94/16. **Declarations of interests.** To receive disclosures of personal interests from Members in accordance with the Code of Conduct (**Note:** Members are requested to give written notice of

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the item number and subject matters that their interest relates to and signify the nature of the personal interest).

No declarations of interest were made.

95/16. **Police matters.**

The Chairman welcomed CSO Claire Robinson to the meeting, and invited her to address the Council.

CSO Robinson gave a report on the latest crime figures which are down on last year and regretted to report, the stone throwing is back. Four boys have been visited at their parents' house following allegations of stone throwing. She pointed out that there are powers under the tenancy agreement resting with the housing Enforcement Officer.

CSO Robinson reported further:

Vehicle access issues at Gwaun Newydd with vehicles parked both sides. CCBC have written to the residents to advise if the refuse vehicles can't access then the bins will not be emptied.

Parked vehicle registration is monitored on a regular basis.

Councillor Brian Jenkins raised a parking matter with a vehicle parked opposite a van

Plans for Easter weekend policing.

Intergenerational Club, ten interested members, and Tesco donation of craft resources.

Next Your Voice, Monday, 4th April, 2016, 6.30 to 7.3-0pm at the Van Community Centre.

The Chairman thanked CSO Robinson for her report and the officer took her leave of the meeting.

97/16. **To approve the minutes of the Council Meeting, 19th February, 2016, (appendix 1.)**

The minutes were approved as an accurate record of the proceedings and signed by the Chairman.

98/16. **Matters arising.**

Minute 84/16 k, Clerk's Report, Local Development Plan consultation, Gwern y Domen (618P houses plus 270 at Maerdy Wood). Clerk to invite a representative of Persimmon to the next meeting.

99/16. **Correspondence.**

The Clerk tabled a list of correspondence received since the last meeting.

- i Email, 19th February, 2016, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council. Advises, following on the agenda for the meeting on 2nd March 2016 and by way of an update would advise you as follows: -

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“An update on the Public Health (Wales) Bill from Mark S Williams - there is no information at present - the Bill is currently at Stage 3 of the process. The NAW website advises that Stage 3 proceedings will take place on 8th March and it will then move onto Stage 4 - the passing of the Bill.

An update for a response on the LG Draft Bill consultation deadline of 15 Feb 2016 - a copy of the response from the County Borough which was considered at Council on 26th January 2016 has been forwarded to all Clerks

An update on reviewing the Charter for use up to 2023 - this was considered by the nominated representatives and other than minor changes (to reflect the requirements for consultation under the Future Generations legislation around assessments of local well-being and subsequent well-being plans, the deletion of the Community Strategy from the current list and a change of the title of Caerphilly County Borough Council's Welsh Language Scheme to read Strategic Equality Plan 2016-2020) it was agreed that it remain as at present until such time that local government reorganization has been determined and whether, as suggested, merged LA's and community/town councils adopt the same/model charter.

As requested at the last the last meeting, an e mail was sent to all Heads of Service (3rd December 2015) to remind them of the requirement to consult with community/town councils.” Noted.

- ii Email, 22nd February, 2016, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council, consultation Velothon Wales's cycling event, published on the web - comments are required by 4th March 2016. Noted.
- iii Email, 22nd February, 2016, Mr Jason Plange, Local Government Partnerships, Welsh Government, next few weeks we will be sending out relevant information to the Community and Town Council sector. Noted.
- iiii Email, 22nd February, 2016, Mr Andrew Wagstaffe, Neighbourhood Officer, United Welsh Housing, he regretted, re-schedule our meeting, 23rd February, 2016. Refer to Clerk's Report.
- v Email, 22nd February, 2016, Mr Stephen Pugh, Communications Manager, Caerphilly County Borough Council, formal consultation request from the council regarding the 2016 Velothon. 2016 Velothon Wales cycling event with thousands of cyclists taking part in a closed-road race across South Wales.

CCBC believe lessons have been learnt following last year's event. The organizers are working with the five councils along the length of the route to look at ways of lessening the impact of the road closures on the community and local businesses.

2016 event will take place on, Sunday 22nd May and the cyclists will follow the same 140km route as last year, although the shorter 50km route event will not take place this year.

CCBC will consult on the proposed route and road closures (see attached) and the consultation starts today for a two week period (ending Friday 4th March).

The Velothon Wales website (www.velothon-wales.co.uk) features more detail about the event and the road closures. Noted.

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vi Email, 23rd February, 2016, CCBC, information request, RVDC decision notice on Gwern y Domen (1991). Noted, Clerk made FOI request.

vi Email, 2nd March, 2016, Miss Hilary Maggs, Local Government Partnerships Welsh Government

The guidance can be found by clicking on the link below.

<http://gov.wales/topics/improvingservices/public-services-boards/?lang=en>. Noted.

vii Letter, 2nd March, 2016, Head of Planning and Regeneration, CCBC, confirming Deposit Consultation Submission, LDP, representor no. 1345 and access no. 778. Noted.

viii Email, 3rd March, 2016, Mr Peter Morgan, appointed Independent Internal Auditor, 2015/16,

“Grants are obviously required to be made in accordance with the requirements of legislation (particularly section 137) and within the budget available, but beyond that it is really up to the Council to set its own policy on how it wants to determine / allocate monies. There is nothing (legally) to prevent giving a second grant to an organization during a financial year, though the Council needs to verify the validity of the application.

I think what the councillor is trying to say in the last sentence is that generally unless there are exceptional reasons there needs to be 12 months before anyone can submit a further grant request.” Advice reported to Council in Clerk’s Report. Reported, Clerk’s Report.

viii Email, 4th March, 2016, Rachel Mafin, Play Development Officer, Gwent Association of Voluntary Organizations, changes to the regulations and qualifications.

Applies to the Council Summer Play scheme, 2016.
1st April regulated and inspected by CSSIW.

Summer 2016 Senior Play worker will need to have the Managing a holiday play scheme award or a level 3 play work qualification. This will entitle them to lead and manage the play scheme and be a registered person in charge with CSSIW. This Managing a holiday play scheme award is valid until September 2016, after which Persons in charge of holiday play schemes will need a full level 3 play work qualification.

Clerk and his wife to met with Rachel on Thursday, 17th March, 2016. GAVO have promised to support Council in the registration process.

x Email, 6th March, 2016, Mrs Michelle McKenzie-Jones, Lansbury Matters, withdrawal of nomination for “The Van Community Champion “, award. Replied, award will not be made for reasons stated in your email of the 6th March. Member’s decision to make the award.

xi Email, 13th March, 2016, Councillor Russell Deacon, to the Clerk and the Chairman, stated:

“At the Governors meeting on 10th March for St Helens the chair Martyn Western spoke to me and said it would be a good idea if he could speak to the council to let them know more about what the school does and improve communications between us and them. I wonder if we could put this in the correspondence for next week’s council meeting to see if we

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could act upon this please.”

Clerk’s reply to Councillor Russell Deacon and copied to the Chairman/Van Community Council, Mr Martyn Western, Chairman of the School Governing Body, and Mr Tim Crosse, Head Teacher:

“...Your email will be recorded in the correspondence list to Council on the 18th March, 2016. For the record I have in the past provided flyers advertising Soup and Carols to the St Helens RC School and some members have indicated to me that Council should engage with the School.

I welcome improved communications.” Clerk, to invite Chairman/Governing Body to the next meeting.

- xii Email, 14th March, 2016, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly County Borough Council. Community and Town Councils, CCBC area, informed of key policy developments, especially around undertaking the Caerphilly borough local assessment of well-being and ensuing Caerphilly borough well-being plan and included on the on the distribution list for the monthly briefing Policy Watch, and the quarterly community planning briefings (you will have already have received copies of these under separate cover).

Short paper on new policy directions and a copy of the report that is being presented to the Voluntary Sector Liaison Sub-Committee on 16th March 2016 in relation to the Compact. Community Councillor H. Llewellyn is your nominated representative on this Committee.

Wellbeing of future Wales Well-being Act, 2015, comes into force for public sector bodies, on April, 2016, with seven goals; more prosperous Wales, resilient Wales, healthier Wales, more equal Wales, Wales of cohesive communities, Wales of vibrant culture and thriving Welsh language, and globally responsible Wales.

“Caerphilly Public Service Board will need to agree and publish a Local Well-being Plan by April 2018, which will set out:

Why the Board feels the objectives will contribute within the Caerphilly borough to achieving the 7 well-being goals, and how the Board has had regard to the local assessment of well-being in setting its objectives and steps to take. The Board will be required to carry out an annual review of the Well-being Plan, showing progress.”

Section 40, Future Generations Act, places a duty upon community and town council to meetings local objectives if their gross expenditure was £200,000, clearly this does not apply to Van Community Council. Noted.

- xiii Email, 14th March, 2016, Councillor Russell Deacon, something of interest for members, see link.

<http://www.caerphillyobserver.co.uk/news/956135/fight-to-turnaround-caerphilly-towns-lansbury-park-profiled-on-bbc-week-in-week-out/>

Clerk will table one hard copy.

- xiii Email, 18th March, 2016, *Mrs Joy Thomas, Mayor’s Assistant, CCBC*, Mayor’s Charity Concert, Aber Valley Male Voice Choir and pupils of Lewis Girls’ School are holding a

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concert in aid of the Mayor's Charity Appeal, and Councillor Leon Gardiner invitation to join him at 7.00 p.m. on Thursday 14th April at Lewis Girls School, Ystrad Mynach. Tickets cost £5.00 (including raffle ticket) and can be purchased from myself.

Noted, Aber Valley MVC was established in 1959, and has notched up over 1000 performances in Wales and beyond. Lewis Girls' School has a well-established music department, and a strong tradition of performing within the community. (Van Community Council presented a Van Community Champion Award to Mr Geraint Evans, conductor).

Mayor raising money for Tŷ Hafan and Macmillan Cancer Support.

It was resolved that the Clerk and his wife, Julie, represent the Council at the event and two tickets are purchased.

100/16. **Planning.**

No planning applications.

101/16. **Reports and local matters.**

The Clerk tabled a hardcopy, entitled: "Fight to turnaround Caerphilly town's Lansbury Park profiled on BBC Week in Week Out, Published in News on Monday March 14th, 2016." Members discussed the matter and it was pointed out that some people included in the BBC Wales programme did not want to be included. Further, the programme made reference to grants provided to Lansbury Matters and Awards but no recognition to the Council or the Community Centre.

The Clerk reported (Facebook, Lansbury Matters), Residents only meeting, Thursday 24th, March, from 12.00noon to 1.30 pm., Van Community Centre.

Councillor Brian Jenkins pointed out to Council that he will be unable to attend meetings due to health problems and was granted dispensation for an undisclosed period.

102/16. **Clerk's Report (appendix 2), to follow.**

The Clerk tabled his report which was considered.

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| A | Notice-boards, Van Community Council. | Both notice-bards have been installed; Van Community Centre, Pwll Ddu, Porset Park. The Community Centre has a key to the notice-board. |
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Member's confirmed the Clerk's actions.

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| B | Grant applications. | Lansbury Matters, £250.
Acknowledgment Slip, now signed following presentation to Mrs Michelle McKenzie-Jones, 29 th February, 2016. |
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Council meeting, 15th January, 2016.

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St James School, granted £1,000.

Head Teacher written to, 18th January, 2015 (hand delivered).

No acknowledgement or reply from the Head Teacher, Mr Paul Samuel.

Grant form requested by the Gwern y Domen Conservation Group and forwarded to the group, however, they are not in a position to submit an application till the March meeting, and however, it has not been received.

The Clerk to write to Mr Paul Samuel, Head Teacher, St James School, inquiring as to the position with the Memorial Garden.

It was suggested, failure to respond could invoke a two year ban on grant applications by the applicant.

C Summer Play-scheme, 2016.

Play-scheme dates (remain in report for member's information).

Week

1.	Monday, 25 th July	Friday, 29 th July
2.	Monday, 1 st August	Friday, 5 th August
3.	Monday, 8 th August	Friday, 12 th August
4.	Monday, 15 th August	Friday, 19 th August

The Clerk reported, the age banding has changed so Council has to register the Play-scheme with CSSIW. Clerk is currently pursuing registration with support from GAVO.

The registration procedure and further health and safety requirements from St James School could jeopardise the 2016 Summer Play-scheme. Clerk will progress to the best of his good offices with his continued 110% effort for the Council and the Community.

Advice received from GAVO, i.e. as reproduced:

"From 1st April all childcare and play provision (inc, child minders, day care services, after school clubs, holiday play schemes and play provision) for children under 12 years old, operating for more than 2 hours a day, will be regulated and inspected by CSSIW.

From summer 2016 Persons in charge of holiday play schemes registered with CSSIW will need to have the Managing a holiday play scheme award or a level 3 play work qualification. This will entitle them to lead and manage the play scheme and be a registered person in charge with CSSIW. This Managing a holiday play scheme award is valid until September 2016, after which Persons in charge of holiday play schemes will need a full level 3 play work qualification."

Following the meeting with Mrs Rachel Maflin, Play Development Officer, Gwent Association of Voluntary Organizations, and Thursday, 17th March, 2016, to start the registration process. However, Council also has to

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provide H&S documents and policies to St James School for their verification.

The Clerk, advised, no guarantee that the process will be completed in time; registration, interviews, training, DBS, St James School requirements etc. but every effort will be exhausted to overcome the obstacles.

CSSIW registration takes 14 to 16 weeks.

The Manager (SPW) and support workers have to be included in the CSSIW registration for submission.

Due to the time allowed it will not be possible to invoke the previous procedure, advertise and interview (six weeks).

Contact has been made with the previous Senior Play Worker, Mrs Teresa Price, but she is unable to confirm till after the Easter School Holidays (11th April).

The Clerk emphasised, play-schemes are at risk in Caerphilly and RCT through changes in regulations imposed by CSSIW. He went onto report, contacted Llanharan Community Drop-in Project (LCDP) who have gone through the registration process and have all the documents required. They have the expertise and a job spec for the SPW will be circulated to Play Wales. They will undertake the registration on behalf of the Council.

On the other hand.

Mrs Rachel Maflin, Play Development Officer, GAVO, investigate if GAVO do registration. Nothing in place, Play-Development Officer's post vacant and to be filled.

GAVOs advice:

"Summer Play scheme 2016

Due to recent changes in childcare law, holiday play schemes must now be registered with CSSIW and the person in charge must hold a Managing a holiday play scheme Award qualification or Play work Level 3 qual.

Many community councils and voluntary groups across Wales will be affected by the changes.

Unfortunately recent advice from CSSIW is that it will not continue with the registration process until the organization has a suitably qualified person in place. This will make the situation particularly difficult for play schemes as they do not generally recruit until June.

However, there may be a number of options

- Contact last year's senior play worker who I understand has a suitable qualification (I understand John Dilworth has already done this)
- GAVO to register with CSSIW and name the play scheme site in the registration. We could use one of our own qualified staff as the qualified

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person to take the registration process forward. (We would have to get agreement from GAVO's exec to do this. Unfortunately the person who would normally take this forward is the holiday scheme coordinator -currently not in post) I am happy to assist in any way that I can in support both for John and the wider community council.

I have discussed the issues with Claire Williams and Sally Jenkins – Childcare Development Officers at CCBC and we have agreed to meet and discuss how best we can all help both the Van Playscheme and those other groups who are also in the same position. The last thing any of us want to see is the loss of such an important service to the local community.

Apologies for not being able to attend your meeting this evening but I am delivering training tomorrow and am working from home today to prepare course materials.”

It was pointed out by a member that CCBC organized swimming sessions, during half term, for the children but few attended.

Clerk's recommendation liaise with LCDP and Clerk granted plenary powers to proceed to secure the Summer Play-scheme, 2016.

The Clerk's recommendation was progressed.

- D Saint David's Day Concert, Friday, March 4th, 2016, 6.165pm, Van Community Centre, Clos Guto, Morrison's, Castle Court, Caerphilly, sponsorship and awards.
- Clerk reported great success, attendance around sixty persons and positive feedback on Social Media. Councillor Eileen Macey, Vice-chairman, presented plaques, and enhanced the presentations with her personal reminisces. Councillor Barbara Jones, presented the plaque to Mrs Michelle McKenzie-Jones, Lansbury Matters. In turn, with agreement, a presentation was made by Lansbury Matters. Following an email, 6th March, 2016, 13:06, from Mrs Michelle McKenzie-Jones, Chairman, Lansbury Matters, nomination for an award is withdrawn from Miss Anne Marie-Bridgeman, for reasons stated in her email (contents of which cannot be published, critical nature). It was pointed out that Miss Bridgeman was elected to the St James School Governing Body and at her first meeting made a valid contribution to the business of the meeting.

Member's confirmed the Clerk's action, however, the Clerk was directed to invite Miss Anne-Marie Bridgeman to the next meeting of the Council at which the Chairman would present her with the Community Champion Award.

The Clerk to write to Miss Bridgeman and advise her of Council's decision.

The Clerk was thanked for organizing the event.

- E Site meeting, United Housing,
- Costing for a fence rear of Dol yr Eos, in 2014, but not progressed. Site meeting to review fly tipping and fence. Reminder sent to United Housing and Mr Andrew Wagestaff cancelled

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Porset Brook meeting but requested rescheduled date and time. Refer to this meeting.
bank, rear of
Dol yr Eos, Clerk to refer copy of email to 5Man Team to Councillor Barbara Jones
Tuesday, 23rd who will take up the matter.
February, 2016,
11.00am.

F Grant policy, Clerk, advice from Mr Peter Morgan, appointed Independent Internal
formal words, Auditor:
Councillor
Russell Deacon *“Grants are obviously required to be made in accordance with the
(appendix A). requirements of legislation (particularly section 137) and within the budget
available, but beyond that it is really up to the Council to set its own policy
on how it wants to determine / allocate monies. There is nothing (legally)
to prevent giving a second grant to an organisation during a financial
year, though the Council needs to verify the validity of the application.*

I think what the councillor is trying to say in the last sentence is that generally unless there are exceptional reasons there needs to be 12 months before anyone can submit a further grant request.”

In addition, the Formal Words procedure dealing with a second grant in the financial year could lead to over complication and criticism against this Council.

“Formal Words.

What is an exceptional circumstance and how can an application proceed?

An exceptional circumstance is, by definition, exceptional. It is likely to be an unexpected circumstance that an applicant has never before encountered or one that could not be reasonably have been foreseen at the time of application. Therefore an exceptional circumstance could be:
the marking of a specific event or anniversary that was not apparent or publicly known at the time of the first application;
a new grant or type of funding that required matched funding and was not apparent or publicly known at the time of the first application;
a specific event that is deemed to be of overwhelming importance or significance to the community and that a failure to support the application would mean that the planned activity/ event or purchase could not take place without additional funding;

An exceptional circumstance is not:

a series of applications or the requirement for additional funding in order for the continuance of the applicant’s activities;
a failure to apply for sufficient funding in the first application;
the requirement for the setting up of new or similar bodies to undertake similar events to an original application;
the requirement of immediate or short term funding due to either time management issues or the failure of the applicant to secure other expected funding;

The application for additional funding must be made in writing to the clerk for consideration at a full council meeting. The application should set out a

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case for the exceptional circumstances and provide supporting information's, emails or written correspondence etc. The application should also take into account the guidance above. Upon receipt of the application the clerk will inform the applicant of the timescale for the consideration and reply to the request. The timescale is fixed by council standing orders and is not able to be expedited more quickly.

Before submitting the request to the council for consideration the clerk will confirm that:

1. ♦ the exceptional circumstance affected the applicant's ability to submit a request for the desired amount of funding in their first application;
2. ♦ the circumstance is a legitimate and valid reason;
3. ♦ detailed documentation supporting the submission is provided;

If the three points, above, are not accepted the application will not be considered by council.

The funding year period for the first grant is from the date that the applicant's request was accepted by the council for funding.

Prof Russell Deacon”

Councillor Russell Deacon pointed out, “Formal Words” provides guidelines for exceptional circumstances.

Members considered the advice and to include “Forma Words” in the Financial Regulations.

G Local Development Plan consultation, Gwern y Domen (618P houses plus 270 at Maerdy Wood).

Previous report, planning application no.5/5/90/0621, and it was reported, incorrectly (minute 84/16 k), the application was refused. In fact, it was approved by the former Rhymney Valley District Council and the decision notice is dated, 1st February, 1991. That permission for change of use agricultural land (grade 3a) for golf course has lapsed, five years.

A Freedom of Information was made and the Clerk has received a copy of the decision notice which was emailed to the Gwern y Domen Conservation Group (no reply) and Councillor Barbara Jones.

Access through that lapsed decision would have been off the Lansbury Park and Mornington Meadows Distributor Road at a location to be agreed.

There were no real safeguards except that an archaeological field evaluation study must be carried out before work commenced on the site.

Clerk attended the public meeting in Rudry, 25th February, 2016, at which Councillors Barbara Jones, Gwyn Nicolls, and Fay Gay attended.

Clerk spoke for the Council and pointed out, Gwern y Domen comes within the Van Community Council boundary (Brynau Ward), historical environment etc. and Council has opposed the LDP changes.

Members confirmed the actions of the Clerk's and a representative of Persimmon would be invited to the April meeting.

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103/16. **Finance.**

i. **To consider payment of creditors (appendix 3).**

The list of credits was considered and the bills and invoices outlined be paid and cheques signed accordingly (cheques A to L).

A.	100160	Fitzpatrick Woolmer Design & Publishing Ltd, replaces previous cheque, now cancelled.	6,145.20
B.	100161	Dan Phelps, performance fee. Pianist, St David's Day Concert, 4 th March, 2016.	100.00
C.	100162	Kirsty Adams, performance fee. Singer/karaoke, St David's Day Concert, 4 th March, 2016.	100.00
D.	100163	Councillor Sheila Newbury, annual remuneration (form filled in)	50.00
E.	100164	Cancelled.	0.00
F.	100165	John Dilworth, Clerk's net salary (less deductions), 2015/16, month 12.	533.56
G.	100166	John Dilworth, expenses.	
		Postage	15.74
		Photocopying	31.04
		Stationary	0.00
		Post Office Phone Card	0.00
		Mileage (see breakdown)	121.41

Journeys:			
1.	15-Feb-2016	Van and return, delivered agenda and papers, onto Everson's Trophies.	14.85
2.	19-Feb-2016	Trustmark, Talbot Green, and return, photocopying.	1.11
3.	19-Feb-2016	Van and return, Council meeting.	11.70
4.	22-Feb-2016	Ty Penallta, and return, web page training.	14.85
5.	23-Feb-2016	Van and return, litter tour with Cllr S. Newbury.	11.70
6.	25-Feb-2016	Rudry Parish Hal, and return, public mtg LDP.	15.00
7.	29-Feb-2016	Van and return, installation/notice-boards, onto Everson's Trophies.	14.85
8.	03-Mar-2016	Everson's Trophies, and return, replacement plaque.	14.85
9.	04-Mar-2016	Morrison's Caerphilly and return, rolls & hot dogs.	10.80
10.	04-Mar-2016	Van and return, St David's Day Concert.	11.70
		Total claimed.	168.19
H.	100167	John Dilworth, Clerk, reimburse for card payment, nine plaques, St David's Day Concert.	94.50
I.	100168	John Dilworth, Clerk, food items, St David's Day Concert.	34.44

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J.	100169	John Dilworth, Clerk, second half yearly office accommodation allowance, use of a room in the clerk's house as the Council's office.		250.00
K.	100170	Post Office Ltd. Amount due to HMRC, Clerk's tax and N.I., months 10, 11, and 12.		400.20
L.	100171	Caerphilly C B C, website hosting and maintenance		600.00

ii. **Accounts, 2015/16, accounts (appendix 4a, 4b, and 4c.**

The accounts were approved and spend against budget was noted.

iii. **Grant applications:**

Grants – none received since last meeting.

iv. **To consider purchasing Tablets (electronic communication device) for members who wish to access the agenda and papers electronically (£80 to £160 per tablet) – Councillor Russell Deacon.**

It was resolved to purchase one tablet, as a pilot, for Councillor Fay Gay.

Clerk to provide hard copies, as required.

104/16 **Good youth and citizens awards (remain as an agenda item).**

To remain on the agenda.

105/16. **Play Area, Van Terrace.**

Clerk advised, regarding inquiry to lease the land, awaiting reply from the Interim Head of Legal Services.

106/16 **Van Community Centre garden project.**

To remain on the agenda.

107/16 **Minor Authority vacancy, St Helens RC School Governing Body (Councillor Russell Deacon indicated at the last meeting he wishes to vacate the position).**

Councillor Russell Deacon advised, the meeting take place on a Thursday afternoon and are difficult to attend.

Deferred to the April meeting and the Clerk to invite the Chairman of the School Governing body to the meeting.

108/16 **Items for the next agenda.**

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Minor Authority Representative, St Helens RC School.

Meeting closed at 8.10pm.

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