

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman
Vice-Chairman

Councillor Maria Hall,
Councillor Eileen Macey.

Clerk/R.F.O.

John Dilworth

Minutes,
Full Council Meeting,
Friday, 19th February, 2016,
Van Community Centre.

Present:	Councillors	Russell Deacon, Fay Gay, Barbara Jones, Sheila Newbury, Eileen Macey.
In attendance:	Clerk/R.F.O. Gwent Police	John Dilworth.

In the absence of the Chairman, the Vice-Chairman progressed to the Chair, for the meeting

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.

76/16. **Apologies for absence.**

There were apologies received from the following Council member's: Councillors David Hill, Gwyn Nicholls, and Maria Hall

77/16 **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 the item number and subject matters that their interest relates to and signify the nature of the personal interest).

No declarations were made.

78/16 **Police matters.**

Police were not present (apologies later received).

79/16 **To approve the minutes of the Council Meeting, 15th January, 2016, (appendix 1.)**

The minutes were approved and signed by the Chairman.

80/16 **Matters arising.**

Minute 67/16 g Clerk's Report, IT Training – Councillor Russell Deacon pointed out that for environmental reasons Council should go over to electronic transmission and inquired the monthly cost of photocopying (£18 to £25 per month)

Councillor Sheila Newbury pointed out that she wishes to receive hard copies of the agenda and papers.

It was mooted, Council provide tablets to members who wish to access the agenda and papers electronically. The Clerk pointed out, previously five out of the ten members agreed to receiving agenda and papers electronically. That went down to three and the present position; Councillors Maria Hall, Russell Deacon, Barbara Jones (hard copy) and Gwyn Nicolls (coopted recently) receive the documents electronically.

The Clerk advised that this is matter for the next meeting (four members present out of the Council's membership of ten members) and was directed to seek costings on tablets with the capacity to call up pdf files.

81/16 **Correspondence.**

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

- i Email, 21st January, 2016, 5-Man Cleansing Team, CCBC, will be in the area, 29th February, 2016. A request has been made to clear mattresses, rear of Dol y Eos and Dan Fran. Further fly tipping and litter locations forwarded to the 5-Man Team.
- ii Email, 26th January, 2016, Mr Nigel Burnell, referred to a recent meeting and the members were most concerned to hear that this matter had been abandoned by Van Community Council. He went onto say, Council minutes of 17th April stated:

“If the offer by van cc to ccbc of match funding was refused then Van cc would review Its contribution to ENSURE that the work was carried out.”

I reproduce the Council minutes 136/15 H, 17th April, 2015:

“It was resolved that the Clerk write to the Interim Chief Executive of Caerphilly C. B. C. and inform that a Community Council may make a contribution to the total costs but may not meet the full cost. Therefore, Van Community Council will match fund the work, however, in the event this offer is turned down then Council will review its contribution to ensure that the work is carried out; drop kerbs in Mardy Crescent and removal of the roundabout, Farm Road.”

The Council did review the matter at the Council meeting, 17th July, 2015, see minute 40/15 iii C:

“The Clerk was directed to write to Mr Dean Smith and inform him, Council seek a contribution towards the full cost of the works, since this authority cannot meet the full cost...”

Council meeting, 18th September, 2015, minute 50/15

“ Email, 21st July, 2015, Mr Dean Smith.

Thank you for your correspondence of 20 July 2015 in which you have requested that Caerphilly County Borough Council reconsider its position with regard to funding the requested highway works at Maerdy Crescent and Farm Road, Castle Park Estate, Caerphilly.

Having reviewed your request, I can advise you that our position remains unchanged. I would also draw your attention to the fact that such funding is unlikely to become available in the foreseeable future due to the austere times and associated budget reductions that the authority faces.”

Mr Burnell requested:

“Is it possible to have you email any relevant part of the minutes from your meetings In May / June / July, which are not available on the web site, pertaining to this matter and any correspondence from ccbc since the quote on the 7th April.

I have heard this week that both Elaine and Christine forehead have resigned From van cc. Please can you inform me if there is any councillor now representing The castle park ward.”

Mr Burnell is incorrect that the minutes of the May and July meeting are not on the Council web site, in fact I replied that they have been published on the web site and provided him with the names of the three Councillors for Lansbury Park (one vacancy), and Mr Burnell replied, email, 27th January:

“Thank you for your information, I have now found the minutes of each meeting on the web site from my lap top. We seem to be at a dead end, whereby ccbc Say they have no budget for this work and although your council may have the Finance to do the work, your advice to the members is that they should not fund All this project. The removal of the circle in Farm Road remains the priority, if any funds are available, as this is a health and safety issue, being access to the street for the Emergency services.”

A discussion ensued and noted, CCBC have no budget and it rests with them to make a contribution to the full costs to ensure the work is carried out.

- iii Emails (2), 27th January, 2016, Mr Robert Campbell, Clerk to the Town and Community Council Joint Liaison Committee, agenda and minutes, and accounts. Noted

Emails (2), 27th January, 2016, Mrs Ceri Mortimer, reference to Mr. Campbell’s email. Noted.
- iv Email, 2nd February, 2016, Mr. Andrew Wagstaffe, Neighbourhood Officer, United Welsh Housing, contacted his colleague Mr. Mike Metcalfe who previously covered the area, he was not aware of any fence replacement. He had some recollection of Colin Cunningham of Celtic Horizons planting the land as a wildflower meadow, but believes that this did not take well. He proposed a site meeting for Tuesday 23rd February at 11.00am?
Site meeting confirmed, meet at Dol yr Eoes, and copy of letter, dated the 7th March, 2014, referring to costings for the fence was emailed to Mr Wagstaffe. Noted that the Clerk will attend and Councillor Sheila Newbury.
- v Email, 4th February, 2016, Fitzpatrick Woolmer Design & Publishing Ltd, invoice for the two noticeboards, £6, 145.20 inc. VAT (reclaimed). Listed on the Creditors for payment.
- vi Email, 4th February, 2016, Atlantic Building Services Ltd, estimate for removing notice-board at the Van Community Centre, installing new notice-board at Centre, and notice-board, Porset, £688.00 plus VAT (reclaimed), Minute 67/16 B (approved). Noted.
- vii Email, 5th February, 2016 Lansbury Matters, resident meeting, 11th February, 2016, invitation to John Dilworth, Apologies attending presentation, FOI. Forwarded list of Members for Mrs Michelle McKenzie-Jones (5 emails on the subject inc. one from Councillor Russell Deacon).

Noted.

- viii Email, 5th February, 2016, Miss Helen Morgan, Senior Committee Clerk, CCBC. Proposals for consultation on the Deposit LDP, accordingly I advise members, Caerphilly Library, 22nd to the 27th February, 2016:

“The consultation will go live on our website on Thursday 11th February 2016 for 12 weeks and there will be information provided on the process.

The documents were presented to Special Council on 3rd February 2016 and are available to view on our website (paragraph 4.58 of the main report details the statutory six week deposit period)

4.58 In terms of public involvement in the process, the Deposit Stage is the key stage in the plan preparation process. It is at this stage that members of the public can fully participate and make representations of support, or objection (or merely comment on), on the full set of policies and proposals for the County Borough. Moreover, it is at this stage that members of the public can ultimately indicate if they would wish to appear at the Examination in public, and outline their representations directly to the Independent Inspector. Elected Members can also make formal representations in respect of specific issues during the six week statutory consultation process in the same way as any other stakeholder can. Any representations made during the six week consultation will then be considered by the Inspector at Examination.”

<http://www.democracy.caerphilly.gov.uk/ieListDocuments.aspx?CIId=127&MIId=10044>

Exhibition Location	Date	From:
Caerphilly Library	Monday 22 February to	
	Saturday 27 February 2016	During normal library opening hours

Noted.

- ix Email, 7th February, Steve Dunnett, Chairman, Gwern y Domen Conservation Group, unable to submit for grant application for February meeting but referred to March meeting. Deadline for application provided. Noted.
- x Email, 10th February, 2016, Mrs Alison Jones, Van Partnership, forwarding agenda for the Lansbury Community Meeting. Noted.
- xi Email, Mr Nick Rutter, Website Editor, CCBC, confirm, training for the Clerk, Monday, 22nd February, 2016, 11am. Noted.
- xii Letter, 11th February, 2016, Regeneration/Planning, CCBC, LDP and supporting documents. Referred to under Clerk's Report.
- xiii Email, 12th February, 2016, Miss Helen Morgan, Senior Committee Clerk, CCBC, links to ICO. Noted.
- xiv Email, 15th February, 2016, Civic Trust Cymru, organizing a day event on Friday March 18th for civic societies, organizations and individuals who care about the place in which they live. Invitation to attend. Noted.
- xv Email, 15th February, 2016, Miss Helen Morgan, Senior Committee Services Officer, CCBC, Town and Community Liaison Committee on 3rd February it was requested that an item be placed on the agenda for 2nd March 2016 for an update on CCBCs response on the LG Draft Bill consultation deadline of 15 Feb 2016. The Report was attached to the email.

Meeting has taken place, nominated representatives to consider the Charter and an update will be given at the CCBC Joint Liaison Sub-committee. Noted.

- xvi Email, 16th February, 2016, Mrs Michelle McKenzie-Jones, copied to Councillor Barbara Jones, nominations for community awards.
Clerk replied:
"Phil, Wendy, and Cath already included in my report.
In addition for Lansbury Matters, in my report; Mr Neil Box, Miss Natasha Evans, Miss Anne Marie-Bridgeman, and Miss Clare Masters.

All nominations are for member's consideration." Clerk's Report.

- xvii Email, 17th February, 2016, Development Control Manager, CCBC, Demolition of former Community Centre, Graham Court, 16/0097/NOTD. Clerk inquired on the demolition and advised: asbestos will be removed by a recognized contractor before commencement of demolition. Soft parts of the building including the roof will be removed manually and the walls and foundations removed mechanically. Once the site has been levelled, soil will be brought in and grassed over. The site will be fenced off and a gate providing access for grass cutting. Agenda item, Planning.
- xviii Email, 18th February, 2016, The Independent Remuneration Panel Annual Report 2016/17: <http://gov.wales/irpwsb/home/publication/2016-17/irp-annual-report-2016-17/?lang=en>. Section 10 relates specifically to Community and Town Councils. The Panel would be grateful if you could make your members aware of the contents report. Noted.
- xix Email, 18th February, 2016, statement, Fitzpatrick Woolmer Design & Publishing Ltd.

82/16 **Reports and local matters.**

Councillor Barbara Jones reported;

Lansbury Matters community meeting, Thursday, 11th February, 2016, also attended by Councillors Eileen Macey, Chris Forehead, Elaine Forehead, and GAVO representatives. Raised at the meeting, Chairman, Mrs Michelle McKenzie-Jones and housing officers inspect the area every week.

Proposal, cost of putting out tables for children who take sandwiches to school and led to the matter being subject to the press (sandwich tax). No plans to include this for 2016/17.

CCBC able to contribute to its reserves (not running them down).

CCBC Investment (£15 million) in the Icelandic Banks has been reclaimed

CCBC budget for 2016/17 with 1% increase in council tax and LDP changes.

83/16 **Planning.**

The Clerk reported, demolition of former Community Centre, Graham Court, 16/0097/NOTD. Clerk inquired on the demolition and advised: asbestos will be removed by a recognized contractor before commencement of demolition. Soft parts of the building including the roof will be removed manually and the walls and foundations removed mechanically. Once the site has been levelled, soil will be brought in to grass it over. The site will be fenced off and a gate providing access for grass cutting.

It was resolved to make no comments to CCBC.

84/16 **Clerk's Report (appendix 2), to follow.**

Clerk tabled copies of his report.

- a. Notice-boards, Van Community Council. Delivered and awaiting installation but contractor to be reminded. Member's confirmed the Clerk's actions.
- b. Grant applications. At the last meeting, 20th November, 2015, reported, grants were awarded to the following:
- Lansbury Matters, £250.
- Acknowledgment Slip, still awaited and cheque presented.
- Council meeting, 15th January, 2016.
- Head Teacher written (hand delivered) to regarding the £1,000 grant for the Memorial Garden, no reply.
- 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.
- Member's instructions, Clerk to contact Mrs Michelle McKenzie-Jones, Chairman, Lansbury Matters, to bring this matter to a conclusion.
- 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

No further progress to report.

Member's noted.

- d. Saint David's Day Concert, Friday, 4th, 6.15pm, Van Community Centre, Clos Guto. Following discussions with Mrs Natalie Falcus the School Council the School Council will be able to sing (subject to parent approval) at the St David's Day Concert, Friday, 4th March, 2016, starting at 6.15pm. However rehearsals for Mi Welais Jac y Do and Sosban Voch may be an issue, hopefully this will be overcome since they are not taught Welsh songs at the School. The Clerk has permission from Mrs Michelle McKenzie-Jones for the "Us Little Girls" to perform, which is separately constituted body from the School Council, as advised.

Dan Phelps, pianist, will develop the melody and provide accompaniment to the School Council.

Part of the proceedings to make some awards and the Clerk suggests, in line with, "Good Citizens and Youth Awards," Council make "The Van Community Champion Award."

Refreshments:

Cath is helping and I am sure Eileen will.

Hot dogs, onions, and rolls.

Chocolate, mini marshmallows and squishy cream drinks.

Squash and coffee.

What is planned will fill two hours, up to 8.15pm and possibly spilling over to two and a half hours, ending at 8.45pm.

Member's confirmed the Clerk's actions including fees for the performers; £100, Kirsty Adams, and £100 Dan Phelps.

- e. Town and Community Councils Joint Liaison Committee, unrepresented cheque for Council's affiliation fees, 2015/16. The Council's cheque no. 100137, £100.00, dated, 16th October, 2015, has yet to be presented by the Clerk to the Town and Community Councils Joint Liaison Committee since the new cheque account has not been opened. Council is advised:
- "This has proved to be extremely difficult with us both having to submit new, legal, qualifying tax forms that are ongoing. Hence we have not yet been able to process our 17 subscription cheques for 2015 to date."
- Members noted.
- f. Members IT training. The Clerk previously reported he will take forward members IT requirements with completed forms.
- No forms were returned to the Clerk and Council would now investigate tablets for members following Councillor Russell Deacon's suggestion.
- Matters arising (minute 80/16) Clerk to investigate costs of providing members with tablets.
- g. Partnership meeting, 1st February, 2016. The Clerk attended with Councillor Eileen Macey.
- Communities 1st reported project in Rhymney Valley, empowering women to be applied in the Van (Mrs Michelle McKenzie-Jones will be involved in the project).
- The Clerk reported the St David's Day Concert and asked Mrs Michelle McKenzie-Jones if "Us Little Girls," can perform at the Concert.
- Mr Phil Bryett thanked the Council for the grant, cheque to be forwarded after this meeting.
- Members noted.

- h. Site meeting, United Housing, Porset Brook bank, rear of Dol yr Eos, Tuesday, 23rd February, 2016, 11.00am. Costing for a fence rear of Dol yr Eos, in 2014, but not progressed. Mr Andrew Wagstaff requested meeting and scheduled for 23rd February to review fly tipping and fence. Reminder sent to United Housing and Clerk checked with United Housing since Mr Andrew Wagstaffe is on leave, The meeting is entered on his calendar. Members noted and Councillor Sheila Newbury will attend.
- i. Good youth and citizens awards Clerk, estimate for plaques (octagon, eight sided), at £10.50 including laser work; logo, Council name, award, and person name from Everson Trophy's, Ystrad Mynach (local firm, of good name).
Mr Geraint Evans, nominated by Councillor Eileen Macey
Mr Martin Kelly, Groundwork, assisted the St James School, which achieved an Eco award, nominated by Van Partnership.
Mr Phillip Bryett, improvements to Trevelyn Court, and work in the community, nominated by the Chairman, Van Partnership, Mr Dean Williams.
Mrs Wendy Bryett, improvements to Trevelyn Court, and work in the community, nominated by the Chairman, Van Partnership, Mr Dean Williams.
Mrs Michelle McKenzie-Jones, Lansbury Matters, and Us Girls, nominated by Councillor Barbara Jones.
Mrs Cath Grant, Van Community Centre, support for community activities and to this Council, nominated under the recommendation of the Clerk. Nomination sponsored by Councillor Fay Gay.
Further nominations from Lansbury Matters; Mr Neil Box, (Dan, estate cleaner, late father), Miss Natasha Evans, Miss Anne Marie-Bridgeman, and Miss Clare Masters.
It was resolved to proceed with the awards (9) and presented by the Chairman, Councillor Maria Hall.
- j. Lansbury Matters community meeting, Thursday, 11th February, 2016. Contact details, Lansbury Ward members, were provided to Mrs Michelle McKenzie-Jones.
I understand the meeting took place and the agenda published it as a "Lansbury Matters Community Meeting". Clerk, under the impression that the calling of a community meeting is legislated by the 1972 LGA and applies to Community Councils.
Members noted.
- k. Local Development Plan consultation, Gwern y Domen (618P houses plus 270 at The Clerk will be attending the LDP exhibition on Friday, 26th February, 2016, and the Community meeting, Rudry Parish Hall, Thursday, 25th February, 2016.
The Clerk, in his report, drew members attention to the published comments of Mrs Michelle McKenzie-Jones, Lansbury Matters, which makes a valid point:

Maerdy Wood). "...Let us agree to this, as far as I see there is not benefit to us and will increase the inequalities gap between us and other communities... LETS LOOK AFTER OUR OWN!! Lets say NO sort Lansbury out first..."

Suggested comments on the reclassification of the Gwern y Domen site from agriculture to housing:

i. Site previously subject to a planning application for a golf course, no. 5/5/90/0621, RVDC, and refused.

ii. Archaeological dimension of the site.

LDP makes not reference to the Gwern y Domen Colliery, close to the Gwern y Domen Mound, drift, air shafts, spring, etc.

LDP makes no reference to the Post Medieval Quarry and dwelling at Pantysagawun.

See the Glamorgan-Gwent Archaeological Trust Gwern y Domen Farm Archaeological Study and also as follows:

The site was the location of fighting between the Welsh and Earl Striguel and Pembroke, Neville, Baron Chepstow. Lord Marches, and the borders between the Hundred of Gwentilwg and the Hundred of St Cenydd in Glamorgan. The slaughter of the Normans took place on the banks of the Rhymney close to Van, bordering on lands called Tymawr and extending to the old furnaces near Machen. It was depicted in Sir Walter Scot song, "The Norman Horse Shoe:

*"...In crimson light on Rhymney's stream:
They vowed Caerphilly's sod should feel
The Norman charger's spurning heel..."*

There could be further archeological artefacts below the surface which the LDP ignores.

iii. Highways issues with additional vehicular traffic and congestion at the roundabout at the junction on Lansbury Distributer Road.

iiii. Removal of agricultural land, even though left fallow, what is its Welsh Government status?

iv. Despoiling of Maerdy Wood (ancient wood).

v. Remove's access to a green space.

vi. Insufficient infrastructure to address the significant increase in population.

vii. Air pollution from clearing the site and building work.

viii. Noise pollution.

viii. Medical services in the area under pressure without this development.

Members progressed the Clerk's suggestions, i. to v and added, vi. to viii and the Clerk to inform the LDP Team, CCBC.

Clerk, authority to speak on the Council's behalf at the Public meeting, Rudry, called by the Gwern y Domen Conservation Group.

- i. Response from the Head of Community and Leisure Services, CCBC, former Van Terrace Play-area, substantial document and hard copies to all members, prior to the meeting (appendix A). This document was hand delivered to all members.

Member noted and awaited response from CCBC to the cost of leasing the site.
- m. Freedom of Information request, Miss Abigail Hughes (educational purposes). FOI request has been received which has not been made under that headings, however, any request for information is treated accordingly.

I have requested clarification and the "clock stops ticking," regarding the twenty days.

Members noted.

85/16 **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 (A-E).

A.	100155	Grant, Trevelyan Court Residents Group.	150.00
B.	100156	Fitzpatrick Woolmer Design & Publishing Ltd	6,145.20
C.	100157	Councillor Eileen Macey, annual remuneration (form filled in)	50.00
D.	100158	John Dilworth, Clerk's net salary (less deductions), 2015/16, month 10.	533.56
E.	100159	John Dilworth, expenses.	
		Postage	3.78
		Photocopying	49.30
		Stationary	36.99

		Post Office Phone Card		10.00	
		Mileage (see breakdown)		75.57	
Journeys:					
1.	8 th January, 2016	Travelled to Trustmark, Talbot Green, and return, copying (2.48 miles).		1.11	
2.	11 th January, 2016	Travelled to Van and return, distribute agenda and papers (26 miles)		11.70	
3.	15 th January, 2016	Travelled to Van and return, Council meeting (26 miles)		11.70	
4.	25 th January, 2016	Travelled to Van and return, put up notice, casual vacancy.		11.70	
5.	1 st February, 2016	Travelled to Van and return, Van Partnership Meeting.		11.70	
6.	3 rd February, 2016	Travelled to Trustmark, Talbot Green, and return, copying and purchased inkjet cartridge (2.48 miles).		1.11	
7.	4 th February, 2016	Travelled to Van and return, delivery, notice-boards.		11.70	
8.	11 th February, 2016	Travelled to Ty Penallta, and return, presentation (33 miles).		14.85	
		Total claimed.			175.64

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

The accounts were approved and spend against budget was noted.

Grants – none received since last meeting.

iii. **Grant policy** (Clerk, one grant per year, however, only under exceptional circumstances will a second grant be made in the year and the Community Council recognized in any promotional literature and social media for sponsoring, compliance with the provision, 1972 LG Act).

Further to the Clerk's recommendations: do not award grants to national organization.

Deferred, "Formal Words," Councillor Russell Deacon.

87/16 **To receive an application from Mrs Pamela Nelder of 49, Coed Main, to fill the casual Vacancy in the Lansbury Ward of the Van Community Council area following the resignation of Councillor Christine Forehead (the Clerk has received a written application and will read it at the Council meeting).**

The Clerk read out the letter of application from Mrs Pamela Nelder seeking cooption to the Lansbury Ward vacancy following the resignation of Councillor Chris Forehead.

It was moved and seconded that Mrs Pamela Nelder be co-opted to fill the vacancy and the Clerk to contact Mrs Nelder writing.

88/16 **Good youth and citizens awards (remain as an agenda item).**

Change of name to “The Van Community Champion Award.” It does not offend the previous name it is doing the same thing.

89/16 **Play Area, Van Terrace.**

Reply awaited from Interim Head of Legal Services.

90/16 **Van Community Centre garden project.**

Raised, Welsh Housing, Mr Phil Davey, running project to regenerate environment. Clerk to make inquiries.

91/16 **Items for the next agenda.**

“Formal Words,” grant policy.

Meeting closed at 8.15pm.