



# VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

## Minutes of the Remote Ordinary FULL COUNCIL Meeting

Thursday 20<sup>th</sup> May 2021

### **Present:**

By Video: Cllr Tony Graham (Chair), Cllr Norma Graham, Cllr Sheila Jones, Cllr B Jones, Cllr F Gay, Cllr A Broughton-Pettit

By Phone: Cllr John Leek, Cllr Pam Nelder

**Apologies:** Cllr Sheila Newbury, CSO Barbour (Gwent Police).

**In Attendance:** Marcia Jones (Clerk). Michelle Jones, CEO, Parent Network.

The Chair welcomed the new Councillor for Lansbury ward, Cllr A Broughton-Pettit, to the meeting and the Clerk confirm the 'Declaration of Acceptance of Office' had been signed in advance of the meeting

### **221 Police & Community Safety**

CSO Barbour of Gwent Police was unable to attend, but had provided a written report, which has been circulated. The Clerk provided a summary.

### **222. Declarations of Interest**

NONE.

### **223. Summer play provision 2021**

With agreement of members this item was taken at the start of the meeting. Michelle Jones, CEO of Parent Network joined the meeting to provide members with an update. There had been concern that required data would not be able to be extracted, but Sarah Mutch at CCBC has confirmed the number of 6-11 year olds in the Van area will be available shortly, so the original project can proceed. This is a key budget area for the council.

**RESOLVED;** the Clerk to liaise with CCBC and Parent Network to progress, and authorised to take necessary actions within budget agreed.

**RESOLVED:** Sarah Mutch to be invited to join a future meeting to outline a pilot early years scheme commencing in the area in September 2021.

The Chair thanked Michelle and she left the meeting

**224. Minutes of the Remote Full Council meeting held on Thursday 15th April 2021**

**RESOLVED:** The minutes of the remote ORDINARY FULL COUNCIL meeting held on 15th April 2021 were agreed as an accurate record, and will be signed by the Chair to confirm.

**225. Matters Arising from Full Council meeting held on Thursday 15th April 2021**

225.1 The working party on Earmarked reserves will be arranged by the Clerk shortly.

**226. Finance**

226.1 Reconciliation of bank Statement 103 to 30th April 2021

Received and **AGREED.**

226.2 List of payments due for May 2021.

Received and **AGREED.**

Cllr B Jones queried the payment date of Councillor allowances for 2021-2022. The Clerk confirmed these would be made towards the end of the financial in accordance with HMRC guidelines.

226.3 Requests for Financial Assistance

NONE

**227. Audit Year Ended 31st March 2021**

227.1 The Internal auditor's report for the financial year ended 31st March 2021.

NOTED. No actions required. Cllr T Graham thanked the Clerk for her diligence.

227.2 2020-2021 End of year bank reconciliation.

It was verified that this reflects the figure in box 9 of the Annual return.

227.3 To receive and approve the Annual Return.

The Annual Governance statement was read by the Clerk and all agreed points unanimously confirmed by members.

**RESOLVED:** The Annual Return is approved, and the Clerk will make arrangements for the Chair to sign the Annual Return to certify.

**228 Purchase of a suitable copier/scanner**

The Clerk had provided a report to Members and verbally outlined the content, detailing the previous and current printing arrangements. A variety of options and costs were provided.

**RESOLVED:** The Clerk to purchase a MFP which can easily undertake multiple page printing/coping/scanning up to the value of £300.

**229 Vacancy for Porset Ward**

The Clerk advised the Notice of Vacancy had been posted and concludes on 28<sup>th</sup> May 2021. If an election is not called, the Council will consider co-option, and expressions for co-option should be received by 28<sup>th</sup> May. The Clerk advised two expressions have been received to date, and they

will be contacted accordingly if an election is not called to request a CV and accompanying letter to confirm why they wish to be considered.

### **230 Christmas Lighting 2021**

The Clerk advised CCBC have confirmed that the lamp posts selected for column lights are suitable. However, the proposed method to supply power to lights in trees are not suitable. CCBC have provided two options, which have been provided to LITE for feedback. An update will be provided to members in due course.

**RESOLVED:** To proceed with the installation of infrastructure on 6 Lamppost as a cost of £300 per post.

**RESOLVED:** To confirm purchase of column lights with LITE - option 3 on quote

### **231 Waste and recycling bins on the 'stretch' in Lansbury Park**

Cllr Pettit had provided a report and verbally outlined the content. In principle it was agreed to support this, but will need to liaise with CCBC to confirm that ongoing cleansing arrangements can be made.

**RESOLVED:** The Clerk and Cllr Pettit to progress and report to a future council meeting for a final decision

### **232 Mental Health Awareness Week 10-16<sup>th</sup> May 2021**

Cllr S Jones provided feedback on the activities undertaken during the week. Some events were postponed due to the Van Community Centre not being open due to Covid restrictions. This is now scheduled for 10<sup>th</sup> June. The 'zoom' coffee morning was not well attended and felt this is the wrong medium for interaction with people with mental health concerns. The Chair thanked Cllr S Jones for her hard work in putting this together.

### **233 Clerks Notices**

233.1 It as highlighted that the response to the newsletter had been positive, with feedback and interaction from the community.

### **234 Planning Applications**

NONE

### **235 Date of next meeting**

The next Meeting with take place on Thursday 17<sup>th</sup> June 2021 at 6pm. It was agreed that meetings will continue virtually and be reviewed in July, as there is no suitable venue in the Van area than can accommodate social distancing in line with current Covid regulations.

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Cllr T Graham  
Chair – Van Community Council

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M Jones  
Clerk