



**GELLIGAER COMMUNITY COUNCIL
CYNGOR CYMUNED GELLIGAER**

E-mail: mortic1@caerphilly.gov.uk Tel/Ffon: 01443 822863 / 07933 725094
Office Hours/Oriau Swyddfa – Wednesday & Thursday

Ceri Mortimer

CLERK TO THE COUNCIL / CLERC Y CYNGOR

COUNCIL OFFICE / SWYDDFA Y CYNGOR

LLWYN ONN, PENPEDAIRHEOL, HENGOED

CAERPHILLY COUNTY BOROUGH CF82 8BB / BWRDEISTREF SIROL CAERFFILI

www.gelligaercommunitycouncil.org.uk

www.romangelligaer.org.uk

NOTICE OF FULL COUNCIL MEETING
WEDNESDAY 25th APRIL 2018 at 7.30pm

In line with legislation, all community council meetings are open to members of the public and press to attend.

Public Question Time – 15 minutes in total.

*Members of the public can address the councillors **prior** to the meeting. Decisions however cannot be made until the meeting commences and only if that item is listed on the agenda, otherwise it can be placed on the agenda for the next community council meeting for discussion and decision.*

Members of the public cannot speak during the meeting

To: Chair and Members of Gelligaer Community Council

19th April, 2018

Dear Chair/Councillors

You are summoned to attend a monthly meeting of GELLIGAER COMMUNITY COUNCIL that will be held **on Wednesday 25th April 2018, 7.30pm** at Gelligaer Community Council Office, Llwyn Onn, Penpedairheol.

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

Yours sincerely

**Ceri Mortimer
Clerk to the Council**

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AGENDA

1 Apologies

2 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.

- 3 Consultation Greenfield Website – Ms Ceri Jo Angel**
- 4 Chairman’s Announcements**
- 5 Minutes**
To receive and if approved to confirm and sign the minutes of the Ordinary Full Council meeting held on **21/03/2018** as an accurate record.
- 6 Matters Arising**
- 7 Finance**
- (i) Balance of Funds**
To receive and confirm ‘Balance of Funds’ document, which includes list of authorised cheques and debit card payments – (Chairman and Vice to sign)
- (ii) Reconciliation**
To receive reconciliation document (Non signatory member to sign reconciliation)
- (iii) Bank Statements**
To receive and approve Lloyds bank statements 63,62,3,2 & Unity Trust No.7 (Non signatory member to sign statements).
- (iv) Transfer of Funds**
A council resolution is required to transfer £20K from Lloyds Acc*****440 to the Unity Trust Account.
- 8 Appoint an Internal Auditor for Year Ended 31st March 2018**
Council is requested to consider the reappointment of internal auditor and CIPFA qualified Mr M Fisher.
A council resolution is required
- 9 Financial Assistance 2018/19**
(i) Bargoed & District Art Society
- 10 Projects**
(i) Project Summary
To receive and discuss
(ii) New Project Proposal – to discuss
- 11 General Data Protection Regulations (GDPR)**
To receive:
(i) Quotation from Microshade
(ii) To receive Clerk’s report and recommendation in relation to the appointment of a DPO for 2018/19
(iii) To receive and approve Privacy Notice which will be communicated in an appropriate manner whilst conducting Community Council business
(iv) To receive and approve the Data Protection Policy, a copy of which will be published on our website. The policy will be reviewed in light of any changes to guidance from the ICO or other advisory bodies.
(v) ‘GDPR Consent to hold Contact Information’ forms – to be approved and sent to all volunteers/contacts prior to the 25th May 2018.
- 12 The Pensions Regulator**
To receive and note. Clerk to re-enrol and complete the re-declaration of compliance by 31 October 2018
- 13 HM Revenue & Customs – VAT126 Claim**
To receive and note
- 14 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 within 21 days of receipt of the email date.