



**GELLIGAER COMMUNITY COUNCIL  
CYNGOR CYMUNED GELLIGAER**

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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](http://www.gelligaercommunitycouncil.org.uk)  
[www.romangelligaer.org.uk](http://www.romangelligaer.org.uk)

**NOTICE OF FULL COUNCIL MEETING**  
**WEDNESDAY 21<sup>st</sup> June 2017 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**

**14<sup>th</sup> June, 2017**

**Dear Chair/Councillors**

You are summoned to attend a monthly meeting of GELLIGAER COMMUNITY COUNCIL that will be held **on Wednesday 21<sup>st</sup> June 2017, 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**

**encs**

**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 Chairman's Announcements**

**4 Annual Minutes**

To receive and if approved to confirm and sign the minutes of the Annual Council meeting held on **17/05/2017** as an accurate record.

**5 Minutes**

To receive and if approved to confirm and sign the minutes of the Ordinary Full Council meeting held on **12/04/2017** as an accurate record.

**6 Matters Arising from Annual and Ordinary Minutes**

**7 Finance**

**Balance of Funds**

(i) To receive and confirm 'Balance of Funds' document, which includes list of authorised cheques and debit card payments to the 14<sup>th</sup> June 2017 – (Chairman and Vice to sign)

**(ii) Cheques & Debit Card Payments**

Chairman to receive and sign copied cheques and debit card receipts

**(iii) Reconciliation**

To receive reconciliation document (Non signatory member to sign reconciliation)

**(iv) Bank Statements**

To receive bank statement (Non signatory member to sign statements).

**8 Audit – Year Ended 31<sup>st</sup> March 2017**

(i) To receive and note internal auditor's report, in respect of the internal audit for year ended 31<sup>st</sup> March 2017

(ii) To receive and note significant variances where the percentage is +/- greater than 10%

(iii) To receive and note bank reconciliation which verifies box 9 of the Annual return.

(iv) To receive and note Debtors and Creditors

(v) To receive and approve the Annual Return and supporting documents.

A council resolution is required for approval

Chairman to sign the Annual Return and the Clerk/RFO to Certify.

*Annual Return approval deadline: 30<sup>th</sup> June 2017*

*Annual Return to be received by BDO, our external auditors, by 3<sup>rd</sup> July 2017.*

**9 Wales Audit Office**

(i) To receive and note correspondence from Mr Anthony Barrett, Assistant Auditor General for Wales.

(ii) Members are requested to note page 43 Exhibit 13 – a 4-year plan of future governance themes:

<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Effectiveness of Internal Audit	Compliance with Standing Orders	Use of s137 Local Government Act 1972	Employments of staff
Use of reserves	Delegation to committees	Arrangements for making payments	Well-being of Future Generations

(iii) Article – Getting ready for the 2017/18 Audit

To receive and note

**10 Financial Assistance** (late applications will be tabled at meeting)

**11 Community Infrastructure Levy (CIL)**

(i) To receive and note correspondence in relation to CIL payment of £12,450.48 for 2016/17

(ii) To receive and note report outlining CIL on developments for 2016/17

(iii) To receive and note expenditure sheet

**12 Projects**

Potential projects:

**(i) Tiryberth Village Hall** – barrier required for car park due to vans being parked in the car park without permission.

**(ii) Presentation at Llancaiach – Saturday 25<sup>th</sup> November 2017 2.00-4.30pm**

(iii) **Project Summary** – to receive and discuss summary, in particular:

- **Family Day Trip – Posters to be distributed**
- **Cawr Gelligaer Book – Further workshops**
- **Young Citizen’s Award – Nominations required**
- **Christmas Fayre 18<sup>th</sup> November 2017 (all day)**

**13 Tree Charter**

To receive:

- (i) What is a Charter?
- (ii) The Tree Charter Principles
- (iii) The Charter for Trees, Woods and People
- (iv) Community Orchards – potential project
- (v) Community & Town Council Tree Survey (Wales)

**14 Vacancies - Minor Authority Representatives on the Board of Governors**

Nominations required for:

- (i) Tiryberth Primary School
- (ii) Ystrad Mynach Primary School

**15 Outside Bodies - Representative on Cefn Hengoed Community Centre**

- (i) to receive and note Income & Expenditure
- (ii) To note new Committee will meet on a Monday every month at 2pm
- (iii) Nominations required

**16 Gwent Police**

To receive and note correspondence - Inspector Andy O’Keefe is the newly appointed Inspector for our area from the 5<sup>th</sup> June 2017.

**17 Caerphilly County Borough Council (CCBC) – Ystrad Mynach CCTV System Annual Review**

To receive correspondence including statistics  
96% of people are in favour of CCTV in Ystrad Mynach (survey November 2016)  
Council to determine whether to continue with CCTV.

**18 CCBC Cleansing Team in St Cattwg & Hengoed, Week Commencing 17<sup>th</sup> July 2017**

Members to submit areas requiring attention

**19 One Voice Wales – Motions for 2017 Annual General Meeting (deferred from last meeting)**

Maximum of two motions for debate at AGM on Saturday 30<sup>th</sup> September 2017.

**20 Model Local Resolution Protocol for Community and Town Councils - To receive and note**

**21 Fortnightly Surgeries at Council Office (Thursday evening) – to discuss**

**22 Request to change of next meeting date from 19<sup>th</sup> July to 26<sup>th</sup> 2017**

**23 Planning Applications (late applications will be tabled at the meeting)**

To receive and discuss:

Case Ref. 17/0399/FULL Site Area: 158m<sup>2</sup>

Location: 21 Griffiths Street Ystrad Mynach Hengoed CF82 7AW (UPRN 000043018851)

Proposal: Erect single-storey extensions to front and rear and first floor rear extension

Applicant: Mr L Robins 21 Griffiths Street Ystrad Mynach Hengoed CF82 7AW

Agent: Mr P Seaborne 12 Burnet Drive Blackwood NP12 2FN

Case Officer: Mr A Pyne 01495 235197 [pynea@caerphilly.gov.uk](mailto:pynea@caerphilly.gov.uk)

Ward: Ystrad Mynach Map Ref: 314251 (E) 194691 (N) Target Date: 20.07.2017

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Case Ref. 17/0397/COU Site Area: 346m<sup>2</sup>

Location: Coronation House 55 Brynavon Terrace Hengoed CF82 7LZ (UPRN 000043090719)

Proposal: Change of use from shop to habitable room, conversion of garage to habitable room, raised patio area to rear with wrought iron guarding and steps

Applicant: Mr D Roberts 10 Clos Cae Rhos Penpedairheol Hengoed Caerphilly CF82 7TJ

Case Officer: Mr C Powell 01443 864424 [powelc2@caerphilly.gov.uk](mailto:powelc2@caerphilly.gov.uk)

Ward: Hengoed Map Ref: 315389 (E) 195116 (N) Target Date: 18.07.2017

Community Council: Gelligaer Community Council Expected Decision Level: Delegated