



## GELLIGAER COMMUNITY COUNCIL CYNGOR CYMUNED GELLIGAER

**Minutes of Ordinary Full Council Meeting of Gelligaer Community Council  
Wednesday 22<sup>nd</sup> March 2017, 7.30pm, Council Office, Llwyn Onn, Penpedairheol.**

### **PRESENT**

Councillors: A Angel, D Cushing (Chairman), W David, W Griffiths, M James (Vice), T Matthews, T Parry and J Pritchard.

Clerk to the Council: Ceri Mortimer

**In Attendance:** Mrs Jessica Alfonso Robledo

### **154 Apologies**

Apologies were received from Cllrs D Bolter and G Hughes due to illness and Cllr G Roberts due to work commitments.

### **155 Declarations of Interest**

Councillors were 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.

Cllr Wynne David declared an interest in minute no.168 (Planning)

Ceri Mortimer declared an interest in Minute no.170 (Staffing Matters)

### **156 Chairman's Announcements**

Chairman Cllr Donna Cushing announced the following:

- Cllr Donna Cushing along with other members visited the compost toilet at Parc Penallta. It is anticipated that it will be opened from Easter between 9am - 5.30pm and during Winter 9am – 4.30pm. It's an excellent facility and photos were taken and published on Facebook.
- Had attended 2 very lively book launches and creative workshops at Ysgol Gynradd Gymraeg Penalltau and Hengoed Primary School with author Mike Church and a few fellow Councillors. Both events were very engaging and enjoyed by all children and each received a book mark and book to practice their reading skills. Photos of both events were published on Facebook.
- The chair presented a cheque to the sum of £75 to Ystrad Pensioners in support of their activities and Cllr Martyn James contributed £80 towards Ystrad Pensioners Fish & Chip supper.
- A letter of thanks was received from Caffi Calvary in respect of the donated TV monitor and bracket.

### **157 Minutes**

Minutes of the Ordinary Full Council meeting held on 22/02/2017 were received, approved and signed by the Chairman of the meeting, as an accurate record.

### **158 Matters Arising**

Minute No. 142 (iii) cleansing by Penallta Road bridge – Clerk requested to contact Caerphilly County Borough Council's Area Principal Enforcement Officer, Mr Wayne Grimstead for an update.

## 159 Current Financial Situation

### Balance of Funds

(i) Current 'Balance of Funds' document, which includes list of authorised cheques and debit card payments, was received, approved and signed by the Chairman and Vice Chairman

### (ii) Cheques & Debit Card Payments

Chairman received and signed copied cheques and debit card receipts.

### (iii) Reconciliation

Reconciliation document was received, approved and signed by non-signatory Member.

### (iv) Bank Statements

Bank statement no's 39, 89, 88, 39 & 38 were received and a non-signatory member signed each statement

## 160 Re-appointment of Internal Auditor for Year Ended 31<sup>st</sup> March 2017

Resolved: Council agreed to the re-appointment of Internal Auditor Mr M Fisher to undertake our internal audit for 2016/17 at a cost of £300

## 161 Financial Assistance 2016/17

### (i) Wales Air Ambulance Financial Assistance Application No.36

Resolved: Council agreed to grant the sum of £250 to Wales Air Ambulance

### (ii) Kidney Wales - Walk for Life – Financial Assistance Application No. 37

Resolved: Council agreed to grant the sum of £500 to Kidney Wales

### (iii) Dots & Tots Glanynant – Financial Assistance Application No. 38

Resolved: Council agreed to pledge the sum of £200 to Dots & Tots

## 162 Insurance Renewal for 2017/18

Members received and noted the following:

- (i) Insurance Renewal Proposal
- (ii) Town and Parish Council FAQ
- (iii) Local Council Policy Schedule for 2017/18

Resolved: Council agreed to renew the insurance with Zurich Municipal for 2017/18 at a total cost of £722.34

## 163 Vacancies Arising

All members unanimously agreed on resolutions on item (i) and (ii) apart from Cllr W David who abstained from voting on item (i)

### (i) Greenhill Ward

Resolved: Council noted that Cllr H David was automatically disqualified due to persistent absence owing to an inadvertent oversight on his part.

Resolved: Clerk to write a letter of gratitude for his valuable contribution to the community council.

Resolved: Council agreed not to fill the vacancy through co-option due to the election in May.

Resolved: Council agreed to consider future absences and to either approve the absence with an affirmative resolution before the end of the 6 month period of absence or the office falls vacant without further ado, and the vacancy must be declared and filled in the proper manner.

### (ii) Tiryberth

Resolved: Council noted and accepted Cllr N Quarry's letter of resignation due to work and family commitments.

Resolved: Clerk to write a letter of gratitude for her valuable contribution to the community council.

Resolved: Council agreed not to fill the vacancy through co-option due to the election in May.

- 164 Notice of Election of Councillors for Gelligaer Community Council on the 4<sup>th</sup> May 2017**  
 Members received and noted the 'Notice of Election', which is displayed on our noticeboards and social media.  
 Number of Community Councillors to be elected:  
 Greenhill – 3  
 Cascade – 2  
 Tiryberth – 1  
 Hengoed – 2  
 Cefn Hengoed – 2  
 Ystrad Mynach – 3
- 165 Notice of Election of Councillors for Caerphilly County Borough Council**  
 Members received and noted the 'Notice of Election', which is displayed on our noticeboards and social media.  
 Number of County Councillors to be elected for our area:  
 Hengoed – 2  
 St Cattwg – 3  
 Ystrad Mynach – 2
- 166 Boundary Commission - 2018 review of Parliamentary Constituencies in Wales 2<sup>nd</sup> Consultation Period**  
 This item was noted, the clerk had responded to the 1<sup>st</sup> consultation.
- 167 Projects**
- (i) Project Summary**
- Project No. 370 Tiryberth Village Hall**  
 Work: Supply & install external notice board  
 Cost: £1200
- Project No. 369 Santa's Sleigh**  
 Work: Purchase 3 generators to gift to Cascaid Action Group to power Santa's sleigh  
 Cost: £720
- Project No. 368 Glanynant Memorial**  
 Work: Supply & install 23.4 metres of fencing & gate to secure playgroups outside space  
 Cost: £1,500
- Project No. 367 CIL Project Welfare Playground Cefn Road, Hengoed**  
 Work: Installation of pathway to access welfare  
 Cost: £ 3,513 (CIL earmarked) quote required
- Project No. 366 Mr Graham Moore Memorial**  
 Work: (i) Support a memorial on Pengam Road. (ii) Request Cascade Playing Fields be renamed – Clerk to write to CCBC Interim Chief Exec. (iii) Player of the year trophy. Family member writing to clubs.  
 Cost: £1,500
- Project No. 365 Defibrillator at Ystrad Mynach town centre o/s the library**  
 Work: Donated Defibrillator to be installed. Cabinet to be purchased & installed.  
 Cost: £411
- Project No. 364 ABC Gelligaer District Boxing Club,**  
 Work: Supply & install new roof  
 Cost: £4,200
- Project No. 363 Bus Shelter o/s Derwendeg Primary School**  
 Work: Supply & install bus shelter  
 Cost: £5,000

**Project No. 362 Community Benefit – Solar Schools**

Work: Supply & Install solar panels as gifts to all 8 primary schools, plus asbestos & structural surveys.

Cost: £33,000 2015/16 & £13,000 2016/17

**Project No. 361 Community Benefit – write & publish children’s book**

Work: Community 1<sup>st</sup> to work with families to write local book for children (bilingual) English version printed awaiting Welsh version and book marks.

Cost: £5,000 plus £300 to fund two further book launches & workshops at Hengoed Primary & YGG Penalltau

**Project No. 360 Community Benefit – Compost toilet**

Work: Install disabled toilet at Parc Penallta suitable for all to use

Cost: £8,000

**Project No. 359 Cefn Hengoed Youth Centre**

Work: Showers have been installed for footballers

Cost: £2,000 (plus area forum monies £9,000)

**Project No. 358 Glanynant**

Work: Supply & Install green loop fencing remaining stretch near Glanynant Memorial Hall.

Cost: £9,272 (plus area forum monies £4228)

**Project No. 355 Christmas Lighting throughout area**

Work: Install 63 figurines, dress 7 trees, curtain of lights.

Cost: £4,450 increased

**Project No. 354 Heath Messages in Local Surgeries**

Work: Install TV monitors to display health messages in Gelligaer & Oakfield surgeries

Cost: £777

**Project No.353 Ystrad Mynach Christmas Market 2016**

Work: Contribution towards the Christmas market to ensure its continuity.

Cost: £2,000

**Project No. 348 – Youth Club, Cefn Hengoed**

Work: Rebuild/refurbishment centre.

Cost: £ 3,520 (fee for technical services)

**Project No. 342 Hanging Baskets at Ystrad Mynach**

Work: Supply & fit 14.5 summer hanging baskets throughout the town plus planter on railings to the front of Pier Head building & daily watering

Cost: £3,650

**Project No.335 Family Day Trip**

Work: 2 coaches from each community 1<sup>st</sup> ward (i) Sat 06/08/16 Tiryberth (two coaches) (ii) Sun 07/08/16 Gelligaer (iii) Sun13/08/16 Hengoed & Cefn Hengoed, to transport families for a day out to Barry Island Cost: £1,620

**Project No. 330 Bands in the Park/Town**

Work: Bands in the Park 2016 Ystrad Mynach Park. Cost: £281

**Project No. 228 Pantomimes 2016 – Little Red Riding Hood**

Work: Coordinate pantomime performances at 8 venues:

(i) Penybryn Village Hall Wed 30<sup>th</sup> Nov 6.30pm

(ii) Gelligaer Community Centre Mon 5<sup>th</sup> Dec 6.00pm

(iii) Lindsay Club Wed 7<sup>th</sup> Dec 5.30pm

(iv) Tiryberth Primary Thurs 8<sup>th</sup> Dec 6.30pm

(v) Hengoed Community Centre Monday 12<sup>th</sup> December 5.30pm

(vi) Cascade Community Centre Thurs 15<sup>th</sup> Dec 5.30pm

(vii) Lewis Girls, Ystrad Mynach Sun 18<sup>th</sup> Dec 2.00pm  
(viii) Glanynant Memorial Hall Sun 18<sup>th</sup> Dec 7.00pm  
Cost: £4,680 (plus £100 for stage at Penybryn)

**Project No. 218: Wild Flower Sowing**

Work: sowing/planting at: (1) Tiryberth park banking  
(2) by The Cross P/H (3) on triangular section of grass near Derwendeg Primary  
(4) in the verge past the entrance and R/A to Brynsiriol estate Cost: £1,250

**Project No. 212: Bi-annual Gelligaer Young Citizens Award**

Work: Presentation for good deeds within the community - 3 nominees accepted for Nov 2016  
Cost: £205

**Project No. 167: Gelligaer Community Newsletter**

Work: Newsletter to include Police Notice  
Cost: £1150 & distribution costs

**New Project: Cefn Hengoed Memorial**

Work: Install a memorial in Cefn Hengoed.  
Cost: tbc Ward member to make enquiries as to location. Clerk will forward details of Mike Headington to member.

**New Project: The Walk Ystrad Mynach** Kissing gate to be replaced with a motorbike inhibitor on cycle track/footpath adjacent to no.16 The Walk, Ystrad Mynach. Awaiting quotation.

*Cllr Wynne David declared an interest in the next item and subsequently left the meeting thus playing no part in the ensuing discussions.*

**168 Planning Applications**

The following applications were received and discussed:

Case Ref. 17/0133/FULL Site Area: 257m<sup>2</sup>

Location: 8 Llys Y Coed Ystrad Mynach Hengoed CF82 7FD (UPRN 000043042901)

Proposal: Erect two-storey side extension part over the existing garage and enlarge driveway

Applicant: Mr J Jones 8 Llys Y Coed Ystrad Mynach Hengoed CF82 7FD

Case Officer: Mr A Pyne \_ 01495 235197 \_ pynea@caerphilly.gov.uk

Ward: Ystrad Mynach Map Ref: 314327 (E) 193323 (N) Target Date: 13.04.2017

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Resolved: No objections

Case Ref. 17/0131/LA Site Area: 452m<sup>2</sup>

Location: Tir-y-berth Meals-on-Wheels Horner Street Tir-y-berth (UPRN 000043172017)

Proposal: Refurbish and change the use to provide office space

Applicant: CCBC Corporate Services - Facilities Management Mr A Ford Ty Penallta Tredomen Business Park Ystrad Mynach Hengoed CF82 7PG

Agent: CCBC (Building Consultancy) Mrs M Bower Ty Penallta Tredomen Business Park Ystrad Mynach Hengoed CF82 7PG

Case Officer: Miss E Rowley \_ 01495 235271 \_ rowlee@caerphilly.gov.uk

Ward: St Cattwg Map Ref: 315142 (E) 196839 (N) Target Date: 13.04.2017

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Resolved: No objections

Case Ref. 17/0166/TCA Site Area: 11m<sup>2</sup>

Location: Gryphonn Concrete Products Viaduct Works New Road Hengoed CF82 8BG

Proposal: Remove oak tree

Applicant: Gryphonn Concrete Products Old Mill Works Gelligroes Pontllanfraith Blackwood

Case Officer: Mr A Pyne \_ 01495 235197 \_ pynea@caerphilly.gov.uk

Ward: Ystrad Mynach Map Ref: 315376 (E) 194855 (N) Target Date: 10.04.2017

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

Resolved: Strong objections on the grounds of visual amenity, and the need to preserve the TPO on a perfectly healthy oak tree.

*Cllr Wynne David returned to the chamber and discussions*

- 169 Resolution required: Exclusion of Press and Public** – By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:

*Member of the public, Mrs Jessica Alfonso Robledo left the meeting.*

*Clerk declared an interest in the next item and subsequently left the chamber, thus playing no part in the ensuing discussions.*

**170 Staffing Matters**

**(i) 2016 - 2018 National Salary Award**

To receive the National Joint Council's agreed pay scales for 2017-2018

(a) Clerk's current salary SCP 34 £29,854 (2016/17) pro rata. Members were requested to increase the Clerk's salary to £30,153 pro rata for 2017/18 in line with the NJC's agreed pay award.

Resolved: Council agreed to the increase in salary to £30,153 per annum pro rata from 1<sup>st</sup> April 2017.

**(ii) Personnel Matters** (this item was deferred from last meeting)

Resolved: Members agreed to increase the Clerks weekly hours to 23 hours per week from 1<sup>st</sup> April 2017 on the condition that she continues to post news and photos on social media and two newsletters a year be produced.

*Clerk returned to the chamber, whereby the above resolutions were disclosed to her.*

**Meeting Closed at 9.30pm**

**Signed:** \_\_\_\_\_ **Chairman 12<sup>th</sup> April 2017**