



## GELLIGAER COMMUNITY COUNCIL

### Minutes of the Annual Meeting of Gelligaer Community Council held at 7.30pm on Wednesday 13<sup>th</sup> May 2015 at the Council Office, Llwyn Onn, Penpedairheol.

#### **PRESENT**

Councillors: A P Angel, D Bolter, D Cushing, W David, W Griffiths, G Hughes, M James, T Matthews, T Parry, J A Pritchard & G Roberts.

Clerk: Ceri Mortimer

*Chairman, Cllr Judith Pritchard, chaired the meeting until her successor was duly appointed.*

#### **1 Elect a Chairman of the Council**

Nominations for the Chairman of the Council were invited.

Cllr Teresa Parry was nominated and seconded.

**RESOLVED:** Cllr Teresa Parry be appointed Chairman of the Council for the ensuing year.  
Chair Cllr Teresa Parry signed the Acceptance of Office.

Cllr Judith Pritchard thanked everybody for their contribution throughout the year. Cllr Pritchard commented that she had enjoyed her year in office. Memorable occasions included attending the Platinum Wedding Anniversary party of Mr & Mrs Hamer and the warm welcome received from members of the luncheon club at Cascade Methodist Church. Cllr Judith Pritchard commended the excellent work that was undertaken by Mrs Yvonne Thomas at the church. The Chairman's event was also very enjoyable and £157 was raised for Ty Hafan Children's Hospice.

*Chairman, Cllr Teresa Parry chaired the meeting.*

#### **2 Appoint Vice-Chairman of the Council**

Nominations for the Vice Chairman of the Council were invited.

Cllr Donna Cushing was nominated and seconded.

**Resolved:** Cllr Donna Cushing be appointed as Vice Chairman of the Council for the ensuing year.

Cllr Donna Cushing signed the Acceptance of Office

*Cllr Teresa Parry gave her apologies and left the meeting due to feeling unwell.*

*Vice Chairman, Cllr Donna Cushing chaired the meetin.*

#### **3 Apologies**

Apologies were received from Cllr Teresa Parry, who left the meeting feeling unwell, and Cllr Hefin David due to work commitments

#### **4 Minutes**

The minutes of the Annual Meeting that was held on 14th May 2014, which were confirmed and duly signed as an accurate record at full council meeting on the 18th June 2014 (Minute no.33) were noted.

- 5 Standing Orders 2015/16**  
**RESOLVED:** The Council's Standing Orders were reviewed and adopted for the ensuing year
- 6 Policy Document 2015/16**  
To receive, review and adopt the Councils Policy document for the ensuing year.  
This document is reviewed annually.  
**RESOLVED:** That the document be adopted for the ensuing year following amendment to:  
Item 8 Members Allowances
- Community Councillors are to be paid an allowance of £100 per annum to meet the expense of office
  - Members who wish to forego their allowance are to write to the Clerk.
- 7 Financial Regulations**  
**RESOLVED:** The current Financial Regulations were reviewed and adopted for 2015/16.  
The Clerk is currently looking at Model Standing Orders recently released by OVW and will therefore table this item again for a future meeting (before August 2015 recess) for Council's consideration.
- 8 Asset Register**  
It was noted that the Asset Register will be presented to Council at a future meeting (before August 2015 recess)
- 9 Risk Management**  
**RESOLVED:** The Council's Risk Assessment/Management document was reviewed and adopted for the ensuing year.
- 10 Complaints Policy**  
Gelligaer Community Council's Complaints Policy was adopted at Full Council on 22/10/2014, as a result and having received no complaints, it was,  
**RESOLVED:** The Council's Complaint's Policy be adopted for the ensuing year..
- 11 Health & Safety Policy**  
It was noted that the Clerk is currently looking at this policy for council to adopt at a future meeting. The Clerk will attend OVW training.
- 12 Diversity and Equal Opportunities Policy**  
Provisions of the Equality Act 2010 (the Act) – under the Act, it is recommended that community & town councils establish a written equal opportunities scheme or policy.  
**RESOLVED:** The written policy/statement be adopted for the ensuing year.
- 13 Appoint Representatives to Outside Bodies for 2015/16**
- RESOLVED:** That the following members and clerk be appointed to represent the council on outside bodies:
- (a) Community & Town Councils Liaison Committee**  
Cllr T Parry, Cllr W Griffiths and C Mortimer
- (b) Caerphilly County Borough & Community/Town Councils Joint Liaison Committee**  
Cllr T Parry & C Mortimer

**(c) One Voice Wales – Larger Councils**

Cllr Martyn James (Cllr Donna Cushing as reserve)

It was suggested that the Clerk contact OVW and request that they give more notice in respect of their conferences and larger council committee meetings

**(d) One Voice Wales – RCT/Merthyr/Caerphilly Area Committee**

Cllr M James & Cllr D Cushing

**(e) Minor Authority Representative on the Board of Governors:**

- **Hengoed Primary School** – Cllr Teresa Parry
- **Y G G Bro Allta** – Cllr Teresa Parry
- **Derwendeg Primary School** – Cllr Donna Cushing
- **Glyngaer Primary School** – Cllr Thomas Matthews
- **Greenhill Primary School** – Mr Roger Bevan – RESOLVED: Re-nominated as our representative
- **Tir y Berth Primary School** – Mr Michael Thorn
- **Ystrad Mynach Primary** – Mrs Cerys Sage
- **Y G G Penalltau** – Mrs Christine Angel
- **Y G G Gilfach Bargoed** – Cllr Suzanne Davies (Bargoed Town Council for a term)

**(f) Emergency Planning** – Cllr Judith Pritchard & Ms Ceri Mortimer

**(g) Community Centres Management Committees**

Respective ward members to attend their own, with the exception of Penybryn Village Hall.

- **Cascade** – Cllr W David
- **Cefn Hengoed** – Cllr D Cushing
- **Gelligaer** – Cllr W Griffiths
- **Glan y Nant Memorial Hall** – Cllr W David
- **Hengoed** – Cllr T Parry
- **Pen y Bryn Village Hall** – Cllr H David (as agreed 22/04/2015)
- **Tir y Berth** – Cllr N Quarry

**(h) Town Centre Management Group Committee**

Resolved: Cllr Wynne David, Cllr Donna Cushing and the Clerk  
(Cllrs A. Angel, M James, D Bolter and J Pritchard attend as CCBC Members)

**14 Schedule of Meetings**

RESOLVED: To accept suggested cycle of meetings for 2014/15

**The meeting closed at 8:05 pm**

Signed: \_\_\_\_\_ Chairman