



GELLIGAER COMMUNITY COUNCIL

Minutes of the ANNUAL FULL COUNCIL MEETING of Gelligaer Community Council
Wednesday 22nd May 2019, 7.00pm at the Council Office, Llwyn Onn, Penpedairheol.

PRESENT

Councillors: A Angel, C Bezzina, D Cushing, C David, W David, M James, T Matthews, R Osborne, T Parry, S Milford and J Pritchard.

Clerk: C Mortimer

A minutes silence was held in respect of the late Cllr Susan Griffiths.

Retiring Chair Cllr Alan Angel welcomed everyone to the meeting and conducted the first item of business.

1 Elect a Chairperson of the Council

(i) Cllr Judith Pritchard was nominated, seconded and unanimously voted as Chairperson for the ensuing year

(ii) Cllr Judith Pritchard signed and dated the Declaration of Acceptance of Office in the presence of the Clerk/Proper Officer

Newly elected Chair Cllr Judith Pritchard thanked members for their vote and took to chairing the meeting

2 Appoint a Vice-Chairperson of the Council

(i) Cllr Teresa Parry was proposed, seconded and unanimously voted as Vice Chairperson for the ensuing year.

(ii) Vice Chairperson Cllr Teresa Parry signed and date the Declaration of Acceptance of Office, in the presence of the Clerk/Proper Officer

3 Retiring Chairman's Comments

Cllr Alan Angel thanked members for their support and commitment during his chairmanship. It had been an enjoyable year supporting local clubs and charities and presenting cheques at various venues. The Christmas market was well attended again last year and the Young Citizen's Award at Llancaiach, highlighting the very good in our youth, was an occasion that we all enjoyed.

4 Apologies

Apologies were received from Cllr W Griffiths due to a hospital procedure.

5 Declarations of Interest – there were no declarations of interest.

6 Minutes

Minutes of the Annual Meeting that was held on 23rd May 2018 which were approved and duly signed as an accurate record at Ordinary Full Council Meeting on 27th June 2018 were received and noted.

7 Documents & Policies for 2019/20

It was RESOLVED that the following documents & policies received, be adopted for the ensuing year.

A. Standing Orders for 2018/19 (last reviewed May 2018)

B. Gelligaer Community Council Policy Document for 2018/19 (last reviewed May 2018)

C. Financial Regulations & Amendments (last reviewed May 2018)

D. Asset Register (last reviewed May 2018)

E. Risk Management (last reviewed May 2018)

It was RESOLVED that the following policies that were adopted in May 2017 (apart from F) and remain unchanged, be adopted until the next revision date May 2022, or before if there were any changes in legislation.

- F. **Retention Policy – adopted May 2018**
- G. **Anti-Bribery, Fraud and Corruption Policy**
- H. **Anti-Harassment and Bullying Policy (Dignity at Work)**
- I. **Capability Policy**
- J. **Complaints Policy**
- K. **Disciplinary Rules**
- L. **Disciplinary Procedure**
- M. **Equality & Diversity Policy**
- N. **Grievance Procedure**
- O. **Health & Safety Policy**
- P. **Pay Policy**
- Q. **Sickness Absence Policy & Procedure**
- R. **Social Media Policy**
- S. **Special Leave of Absence Policy**
- T. **Stress Management**

8 Appointment of Representatives to Outside Bodies

Nominations were invited and agreed as representatives on the following outside bodies:

- **Caerphilly Borough Community & Town Council's Liaison Committee**
Cllr Judith Pritchard & Cllr Richard Osborne & Ceri Mortimer
- **Caerphilly County Borough Council (CCBC) & Community/Town Council's Joint Liaison Committee** – Cllr Judith Pritchard (Cllr R Osborne as reserve) & Ceri Mortimer
- **One Voice Wales** - Cllr Teresa Parry & Ceri Mortimer (Cllr D Cushing as reserve)
- **One Voice Wales – RCT/Merthyr/Caerphilly Area Committee**
Cllr Judith Pritchard (Cllr Richard Osborne & Ceri Mortimer as reserve)
- **Minor Authority Representative on the Board of Governors:**

Hengoed Primary School – Cllr Judith Pritchard (from Jan 2018)
Y G G Bro Allta – Cllr Donna Cushing from May/June 2018
Glyngaer Primary School – Cllr William Griffiths from May 2017
Y G G Penalltau – Mr Gwyn Thomas (until 24th April 2020)

Vacancies exist at:

Glan y Nant Learning Centre – vacancy exists

Greenhill Primary School – vacancy exists

Tiryberth Primary School – vacancy exists

Ystrad Mynach Primary – Vacancy exists

- **Caerphilly County Borough Council's Town Centre Management Group for Ystrad Mynach**
Cllr Richard Osborne, Cllr Judith Pritchard & Ceri Mortimer
(Cllr A Angel & Cllr Martyn James as YM County Councillor reps plus Cllr D Cushing & Cllr T Parry as Hengoed County Councillor reps).
- **Community Centres Management Committees**
Cascade Community Centre – Cllr Christine David
Cefn Hengoed Community Centre – Cllr Judith Pritchard
Gelligaer Community Centre – Cllr William Griffiths
Glan y Nant Memorial Hall – this is an independent facility not owned by CCBC
Hengoed Community Centre – Cllr Judith Pritchard
Penybryn Village Hall – Hefin David AM
Tiryberth Village Hall – Cllr Christine David

9. Internal Auditor

It was RESOLVED that Mr M Fisher be reappointed for our 2018/19 and 2019/20 internal audit.

10. Cycle of Meetings for 2019/20

Members agreed the following schedule of meetings.

Date / Day: Wednesday	Meeting Type
26th June 2019	Full Council
17th July 2019	Extraordinary
31st July 2019	Full Council
August	RECESS
25th September 2019	Full Council
23rd October 2019	Full Council
27th November 2019	Full Council
18th December 2019	Full Council
22nd January 2020	Full Council
19th February 2020	Full Council
25th March 2020	Full Council
22nd April 2020	Full Council
20th May 2020	Annual & Full Council

Meeting Closed at 8.00 pm

Signed: _____ Chair

Date: 26th June 2019