



**GELLIGAER COMMUNITY COUNCIL**  
**Minutes of the ORDINARY FULL COUNCIL MEETING of Gelligaer Community Council**  
**Held on Wednesday 25<sup>th</sup> September 2019, 7.00pm at the Council Office, Llwyn Onn,**  
**Penpedairheol.**

**PRESENT**

Councillors: A Angel, D Cushing, C David, W David, T Matthews, T Parry (Vice), J Postians and J Pritchard (Chair)

Clerk: C Mortimer

In Attendance: Mr Philip Davies Welsh Horse & Pony Group, Ms Hannah Boucher, M Boucher, S Derrick, C James, M Davies, P Davies and County Councillor Ann Gair (arrived later).

***Chair Cllr Judith Pritchard warmly welcomed everyone to the meeting and extended our congratulations to Jodie Postians on securing her seat in the Tiryberth ward and our commiserations to Hannah Marie Boucher***

- 67** Ms Jodie Postians signed the Declaration of Acceptance of Office in the presence of the Council and Proper Officer
- (i) New member received, noted and adopted the Members Policy Pack which included the following documents & policies for 2019/20:

- A. Good Councillors Guide**
- B. Code of Conduct** – Chair Cllr Judith Pritchard emphasised the importance of Code of Conduct training for all new members and that decisions within Council are not to be made on political grounds. All members and Clerk are to remain impartial.
- C. Standing Orders**
- D. Gelligaer Community Council Policy Document**
- E. Model Financial Regulations (Revised August 2019) & Amendments**
- F. Representative on Outside Bodies**
- G. Cycle of Meetings**
- H. Asset Register**
- I. Risk Management**
- J. Retention Policy**
- K. Anti-Bribery, Fraud and Corruption Policy**
- L. Anti-Harassment and Bullying Policy (Dignity at Work)**
- M. Capability Policy**
- N. Complaints Policy**
- O. Disciplinary Rules**
- P. Disciplinary Procedure**
- Q. Equality & Diversity Policy**
- R. Grievance Procedure**
- S. Health & Safety Policy**
- T. Information & Data Protection Policy**
- U. Model Local Resolution Protocol**
- V. Pay Policy**
- W. Sickness Absence Policy & Procedure**
- X. Social Media And Electronic Communication Policy** {to be dealt with below under 6(ii)}
- Y. Special Leave of Absence Policy**
- Z. Stress Management**

**68 Apologies**

An apology was received from Cllr C Bezzina who is on approved leave of absence until December, Cllr W Griffiths due to family commitments, M James due to a holiday, S A Milford due to work commitments and R Osborne due to being unwell.

## 69 **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 Judith Pritchard declared an interest in Minute no.86 Financial Assistance (Cefn Hengoed Youth Centre App no.20)

Cllr Donna Cushing declared an interest in Minute no.86 Financial Assistance (Cefn Hengoed Youth Centre App no.20)

Cllr Jodie Postians declared an interest in Minute no.86 Financial Assistance (Lewis School Pengam Pupils App no.17 & Penallta Rugby Club App no.18)

Cllr Wynne David and Cllr Christine David declared an interest in Minute no.86 Financial Assistance (Sparrows ALN Group App no.22)

Cllr Alan Angel declared an interest in Minute no.86 Financial Assistance (Penallta Rugby Club App no.18) and Minute no.83 Planning

## 70 **New Breast Care Unit, Ysbyty Ystrad Fawr – Turn Our Town Pink (potential project)**

Emma Wilkins, Fund Raising Manager for Breast Care Services, Aneurin Bevan University Health Board, was due to speak with members but failed to attend. This item was therefore deferred.

## 71 **Policies**

### **6(i) Revised Model Financial Regulations**

Minor amendments by OVW to the Model Financial Regulations (2016) as follows were received:

- Restriction added to Regulation 11.1.a.ii  
Clarifying disapplication of contract regulations to legal professionals limited to those **acting in disputes** only – not general legal work.
  - Update to limits under Public Contract Regulations – footnote to Regulation 11.1.b
  - Minor change to heading Regulation 12
- RESOLVED: Council agreed to adopt the amendments

### **6(ii) Social Media & Electronic Communication Policy**

Social Media & Electronic Communication Policy was received and discussed.

Chair Cllr Judith Pritchard reminded members that the Clerk is the administrator of our social media page and will therefore respond to comments as the need arises and blocking unsavoury posts/people where necessary. This policy is to protect those who use and administer it.

RESOLVED: Council agreed to adopt the policy.

## 72 **Chairman's Announcements**

**Chair Cllr Judith Pritchard announced the following:**

- Aneurin Bevan Community Health Council meeting on 2<sup>nd</sup> October 5.30pm at Greenmeadow Golf Club
- Aneurin Bevan University Health Board – Community Network event on Thursday 21<sup>st</sup> November 2019 12.30pm at Rodney Parade, Newport.
- Festival of Remembrance 2019 Invitation at Heolddu Comprehensive on Friday 8<sup>th</sup> November 2019 6.00pm

## 73 **Minutes**

Minutes of an **ORDINARY FULL COUNCIL** meeting held on **31<sup>st</sup> July 2019** were received, approved and signed as an accurate record.

## 74 **Matters Arising**

There were no matters arising

Chair Cllr Judith Pritchard invited Mr Philip Davies of the Welsh Horse and Pony Group to speak.

*Caerphilly County Borough Councillor Ann Gair arrived during the next item, Minute no.75.*

## 75 **Gelligaer & Merthyr Common - Annex A Form of Notice**

Mr Philip Davies of the Welsh Horse and Pony Group explained to members that Gelligaer & Merthyr Commoners Association had applied to the Welsh Government for consent to carry out restricted works on Gelligaer & Merthyr Common hence Annex A – Form of Notice.

In summary Mr Davies was concerned that the consultation process was flawed. There had been no communication with the three Welsh pony charities that work the Common and no communications with local community and town councils yet the Common borders with three Gelligaer, Bargoed and Rhymney.

The planning application has not been easily accessible and no electronic versions made available despite repeated requests.

Mr Davies went on to explain that the proposed excavation works of large ditches and mounds will have no effect in deterring illegal off road bikers, which is the Commoners Association's objectives, to the contrary, off roaders will relish the challenge. It will however most certainly endanger the welfare of the ponies and livestock.

Many of the proposed ditches are in areas where livestock and ponies regularly cross to access essential water from ponds, grazing and shelter. It also cuts across established places of animal movements and migrations.

Ponies and livestock are often harassed and frightened by the off roaders, often forcing them onto the highway. Mounds and ditches near the highway will result in livestock and ponies having to run long stretches of road before finding an easy route off. High speed limits merely add to the risks and dangers posed with no proposals within the application for traffic calming measures and signage.

Siting ditches and mounds near heavy commercial works i.e. Hanson's Quarry and the planned works from Pentwyn to the feeder pond also causes huge concerns. This route is widely used and crossed by livestock which seek refuge from storms during winter. It is also along blind bends, which currently sees a high number of horrific injuries and deaths to the ponies and livestock and damage to vehicles.

Proposed barriers on the common also need more thought and consultation and the idea that the ditches and mounds would prevent fly tipping were ill conceived.

There was some discussion and members agreed the following:

**RESOLVED:** Council agreed that the Clerk contact the Planning Inspectorate of Wales to seek that the consultation closing date of 30<sup>th</sup> September be extended to allow for a proper, reasonable and transparent consultation period. In the meantime the Clerk is to work with Mr Davies and other Community Councils/bodies on observation/objections to the proposed works.

*Mr Philip Davies thanked members for allowing him to speak and for their support and subsequently left the meeting.*

*C James, M Davies, P Davies and County Councillor Ann Gair left the meeting.*

## 76 **Finance**

### **(i) Balance of Funds**

'Balance of Funds' document was received, approved and signed as an accurate record.

### **(ii) Reconciliation**

Reconciliation document was received, approved and signed as an accurate record.

(iii) Bank Statements are under agenda item 13(i) on Pink Paper – noted.

## 77 **Audit for the year ended 31 March 2019**

(i) Council received and noted letter from external auditors BDO confirming that the audit is complete and that there were no matters arising which came to their attention.

(ii) Council received and was requested to approve the Annual Return.

**RESOLVED:** Council approved the Annual Return for 2018/19

(iii) Council noted the Notice of Conclusion of Audit which will be displayed in a conspicuous place (on our notice board o/s office) for 14 days from 26<sup>th</sup> September 2019 And published on our website indefinitely.

*Mrs S Derrick left the meeting*

## 78 Projects

**(i) Project Summary** - was received and noted. The bench at Glanynant had been omitted from the summary, a quote to assemble had been received and the bench was to be ordered. Clerk to liaise/meet with member on site regarding a suitable position.

### ANNUAL 2019/20 PROJECTS

- 1 Intergenerational Luncheon - Lewis School Pengam for the 50+  
To support the provision of luncheon club  
£1,500
- 2 Christmas Lighting 2019  
Erect Christmas lighting throughout all areas  
£10,500  
LGA 1972 s.144 (encourage tourism/visitors)
- 3 Ystrad Mynach Christmas Market  
Contribution towards the Christmas market to ensure its continuity  
Saturday 16th Nov 2019  
£2,000  
LGA 1972, s.145 (provision of entertainment, festivals & support of the arts)
- 4 Hanging Baskets at Ystrad Mynach  
17.5 summer hanging basket throughout town plus 3 planters of flowers attached  
Installation, watering, taking down and storage.  
£3,840  
LGA 1972 s.144 (encourage tourism/visitors)
- 5 Family Day Trip  
Fund 5 x 49 seater coaches  
(x1) Gelligaer Comm Centre Sat 2nd Aug  
(x1) Lindsay Club Sat 10th Aug 2019  
(x1) Hengoed Comm Centre Sat 10th Aug  
(x1) TYB Primary Sun 4<sup>th</sup> Aug  
LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)
- 6 Pantomimes  
(1) Penybryn Village Hall Wed 04/12/19 6.30pm  
(2) Gelligaer Comm Centre Mon 9/12/19 Dec 6.00pm  
(3) Lyndsey Club Wed 11/12/19 5.30pm  
(4) TYB Primary Thurs 12/12/19 6.30pm  
(5) Lewis Girls Sunday Sun 15/12/19 2.30pm  
(6) Glanynant Memorial Hall Sun 15 /12/19 7.00pm  
(7) Hengoed Community Centre Mon 16/12/19 Dec 5.30pm  
(8) Cascade Community Centre Thurs 19/12/19 5.30pm  
LGA 1972, s.145 (provision of entertainment, festivals & support of the arts)
- 7 Presentation at Llancaiach  
Presentation of Young Citizens and Community Service awards & grants to clubs (up to 10 nominees) 1,690  
80 -100 volunteers invited  
23rd November 2019 2.00 - 4.30pm  
£1690 (funded with Chairman)  
LGA 1972 s.137 / LG (Wales) Measure 2011 (well-being power)
- 8 Community Newsletter Issue - no. 10 (Summer/Autumn)  
Spring/Summer & Autumn/Winter Art & print £1395 x 2; Distribution £485 x 2  
LGA 1972 s.142

## **OTHER PROJECTS & COMMUNITY BENEFIT**

- 9 Ceramic poppy - to frame and display at Derwendeg Primary Cost £150
- 10 Youth Centre, Cefn Hengoed - to refurbish toilets and painting of hall & cupboards £2,000
- 11 Cwm Calon – installation of notice board at the newly installed park and near f/path £1,200 plus installation costs of £250
- 12 Lewis Boys Pengam – to research WW1 Henry Edwards and clean grave at Hengoed Chapel estimated cost £500
- 13 Library, Ystrad Mynach – install a new notice board
- 14 Ystrad Mynach Public Toilets – Refurbish and maintain for 5 months £7600 (move item to annual projects in 2020/21)
- 15 Glanynant Park – Supply bench at £245, assembly and installation cost tbc

## **CIL PROJECTS**

CIL 1 Black Ash Path To resurface remaining half of path  
Hengoed Avenue to New Road TYB  
Quote required

CIL 2 The Walk by kissing gate - Tarmacing 2019/20  
Quote required

## **WHQS PROJECTS**

WHQS 1 VAS Signs on junction of Glyngaer & Duffryn Park  
£5,000 11/04/2019

WHQS 2 1-21 Claerwen to create pathway on grassed area  
03/04/2019

### **• Any new potential projects:**

(a) Poppies

RESOLVED: Clerk to purchase 100 new lamppost poppies and ties to replace those damaged

(b) Glanynant – decorate tree near sculpture with Christmas LED lighting.

RESOLVED: Clerk is to obtain quote from CCBC to run cable either overhead or underground from nearest column to the tree.

### **79 Ystrad Mynach Fayre 16<sup>th</sup> November 2019 10am - 5pm**

(i) Council received, noted and approved CCBC's Memorandum of Understanding (MOU). Gelligaer Community Council is the Event Organiser with overall responsibility for the event. Clerk is to sign the MOU.

(ii) Volunteers required to front the stall

Morning cover - Councillors Wynne David, Christine David, Jodie Postians and her son

Lunch time/ afternoon cover - Councillors Judith Pritchard, Teresa Parry and Donna Cushing.

Clerk will set up and assist throughout the day and dismantle/remove items at the end.

### **80 Cycle Track – Cwm Calon Estate**

Members received and noted letter from Liz Gibby, CCBC's Senior Assistant Engineer, and a copy was being hand delivered to Ms Lynne Judd

**81 Website - revamp**

Email from CCBC's Louise Saddler, Web Specialist was received and noted. Clerk was attending workshops to revamp our site making it compliant in relation to legislation accessibility, transparency etc. and bilingual in parts and generally fresher.

**82 BT Consultation – ends 28<sup>th</sup> October 2019**

Proposed removal of payphones at two locations (i) Hengoed Road CF82 7NW and (ii) near traffic lights The Square, Glanynant, were received and discussed.

RESOLVED: Council agreed to the removal of both phone boxes as no calls were made from them in the past year.

*Cllr Alan Angel declared an interest in the next item and left the chamber*

**83 Planning Applications**

Planning applications were received & discussed.

Comments or enquiries must be emailed to [planadmin@caerphilly.gov.uk](mailto:planadmin@caerphilly.gov.uk) within 21 days of receipt of the email date.

Email date: 20/09/2019

**Case Ref. 19/0729/LA** Site Area: 2284m<sup>2</sup>

**Location:** Ty Isaf Caerphilly Road Ystrad Mynach Hengoed CF82 7EP (UPRN 000043018244)

Proposal: Change the use from house to Childrens Care Home and conversion of detached garage to habitable studio. Associated works to provide access and parking improvements and provision of a shed for storage

Case Officer: Mr A Pyne \_ 01443 864523 \_ pynea@caerphilly.gov.uk

Ward: Llanbradach Map Ref:314773 (E) 192666 (N)

Community Council: Llanbradach & Pwllpant Comm Council

Expected Decision Level: Committee

RESOLVED: Local ward members are to determine if this site is within Ystrad Mynach. There were no objections if it is within our ward.

**Case Ref. 19/0764/FULL** Site Area: 361m<sup>2</sup>

**Location:** 8 Hafod Goch Hengoed CF82 7RS (UPRN 000043078853)

Proposal: Erect single storey rear extension and associated works to create granny annexe ancillary to dwelling

Case Officer: Mr J Cooke \_ 01443 864347 \_ cookej1@caerphilly.gov.uk

Ward: Hengoed Map Ref: 315109 (E) 195421 (N)

Community Council: Gelligaer Community Council Expected Decision Level: Delegated

RESOLVED: No objections

Email date:23/09/2019

**19/0783/FULL**

TOWN AND COUNTRY PLANNING ACT 1990

Erect additional 2 bedroom annexe to existing dwelling to increase the existing C2 residential care home from 6 bedrooms to 8 bedrooms

The Byre Heol Adam Gelligaer Hengoed GRID REFERENCE - 312407(E) 197799(N)

RESOLVED: No objections

*Cllr Alan Angel returned to the chamber*

**84 Motion passed to exclude press and public**

*Ms Hannah Marie Boucher and Mrs Boucher were thanked for their attendance and subsequently left the chamber*

**85 (i) Bank Statements (on pink paper)**

Members received, approved and signed bank statement no's 91,90,19,30,29 and 28

**86 Financial Assistance 2019/20 – (all on pink papers and tabled).**

• **Cylch Meithryn yr Enfys Application No.15**

RESOLVED: Council agreed to fund the sum of £550 to Cylch Meithryn yr Enfys.

- **Eisteddfod Y Cymoedd Application No.16**

RESOLVED: Council agreed to fund the sum of 300 to Eisteddfod Y Cymoedd

*Cllr Jodie Postians declared an interest in the next two items and left the chamber*

- **Lewis School Pengam Pupils Application No.17**

RESOLVED: Council agreed to fund a one off contribution to the sum of £300 to Lewis School Pengam Pupils to assist with transport costs to The Royal Albert Hall where some of the pupils would be performing.

*Cllr Alan Angel and declared an interest in the next item and left the chamber*

- **Penallta RFC Minis and Youth Application No.18**

RESOLVED: Council agreed to fund the sum of £300 to Penallta RFC Minis and Youth towards training equipment.

*Cllr Alan Angel and Cllr Jodie Postians returned to the chamber.*

- **Vicarage Allotments Association Application No.19**

RESOLVED: Council agreed to fund the sum of £350 to Vicarage Allotments Association.

*Chair Cllr Judith Pritchard and Cllr Donna Cushing declared an interest in the next item and left the chamber*

*Vice Chair Cllr Teresa Parry chaired the next item*

- **The Youth Centre Cefn Hengoed Application No.20**

RESOLVED: Council agreed to fund the sum of £1,300 to The Youth Centre Cefn Hengoed.

*Chair Cllr Judith Pritchard returned to the chamber and resumed to chairing the meeting*

- **Ystrad Mynach Boys & Girls Club Application No.21**

RESOLVED: Council agreed to fund the sum of £1,300 to Ystrad Mynach Boys & Girls Club

*Cllr Wynne David and Cllr Christine David declared an interest in the next item and left the chamber*

- **Sparrows Group ALN Group Application No.22**

Chair Cllr Judith Pritchard read a letter of support for this organisation to the members that was received from Hefin David AM to members

RESOLVED: Council agreed to fund the cost of a shed, base and installation to the sum of £700 subject to Planning.

*Cllr Wynne David and Cllr Christine David returned to the chamber*

## 87 Projects

- A quotation from Voyle Construction in respect of the public toilet refurbishment at Ystrad Mynach was received, noted and approved at a cost of £4,162.50 plus VAT  
RESOLVED: Council agreed that Voyle Construction undertake the refurbishment work as per specification and quotation.

## 88 Motion passed to re-open meeting to press and public

## 89 Next Ordinary Meeting Date: 23<sup>rd</sup> October 2019

**Meeting Closed at 9.00pm**

**Signed: \_\_\_\_\_ Chair Date: 23<sup>rd</sup> October 2019**