



GELLIGAER COMMUNITY COUNCIL

Minutes of the ANNUAL Council Meeting of Gelligaer Community Council held on Wednesday 25th November 2020 7.00pm via remote access in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations.

PRESENT

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

Clerk: C Mortimer

A minutes silence was held in respect of the late Dennis Bolter

Retiring Chair Cllr Judith Pritchard 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 for a further term, seconded and unanimously voted as Chairperson for the ensuing year

(ii) Cllr Judith Pritchard signed the Declaration of Acceptance of Office

Newly elected Chair Cllr Judith Pritchard thanked members for their vote in her to serve a second term of office as Chair.

Chair Cllr Judith Pritchard took to chairing the meeting

2 Elect a Vice-Chairperson of the Council

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

(ii) Vice Chairperson Cllr Teresa Parry signed the Declaration of Acceptance of Office.

3 Chairman's Comments

Tributes to Dennis Bolter:

Chair Cllr Judith Pritchard paid tribute to Dennis Bolter who had served continuously as Community Councillor from 1999 – 2017, twice as Chairman.

He was rooted in Cefn Hengoed, attended Derwendeg Primary School, drove the buses and everyone knew him wherever he went.

Dennis was a very helpful man and he and Cllr Judith Pritchard had an excellent working relationship as County Councillors. Dennis taking on highway issues and Judith taking on council tax. He didn't particularly like housing allocations as he didn't like to disappoint people. He was hard working and a great team worker.

He will be sorely missed and our thoughts are with his wife Beryl and family.

Vice Chair Cllr Teresa Parry remembers Dennis with great fondness, meeting him for the first time on the Community Council. He had a wonderful sense of fun. A lovely character.

Cllr Donna Cushing had known Dennis all her life, growing up near him and playing with his sons who she regarded as her best friends and remains in contact with them to this day. She remembers him fondly from when he drove the buses as he would often tease the children.

Cllr Martyn James arrived at the meeting and added that Dennis was a genuinely nice person and very hard working.

Our thoughts too are with Cllr William Griffiths whose daughter Glenys sadly passed away recently.

Chair Cllr Judith Pritchard commented that it had been a momentous year. Since May 2019 everything seemed relatively normal with our usual activities until March this year. We are thankful to the Clerk for finding a suitable IT package which meant we could resume council business to some extent from June. It has been a very disruptive year for all.

4 Apologies

Apologies were received from Cllr Carmen Bezzina due to family commitments but was hoping to join us at the Ordinary meeting, Cllr W Griffiths due to bereavement, and Cllr Thomas Matthews will remain absent until physical meetings can resume.

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

6 Minutes

Minutes of the Annual Meeting that was held on 22nd May 2019 which were approved and duly signed as an accurate record at an Ordinary Full Council Meeting on 26th June 2019 were received and noted.

7 Documents & Policies for 2020/21

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

- A. Standing Orders**
- B. Gelligaer Community Council Policy Document**
- C. Financial Regulations & Amendments**
- D. Asset Register**
- E. Risk Management**

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 are 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 Internal Auditor

RESOLVED: Council considered and agreed the appointment of CIPFA qualified Accountant, Mr Michael Fisher, to undertake our audit for 2020/21.

9. Appointment of Representatives to Outside Bodies for 2020/21

RESOLVED: The following nominations were agreed on the outside bodies for the ensuing year:

- **Caerphilly Borough Community & Town Council's Liaison Committee**
Cllr Judith Pritchard & Cllr Donna Cushing & Ceri Mortimer
- **Caerphilly County Borough Council (CCBC) & Community/Town Council's Joint Liaison Committee**
Cllr Judith Pritchard (Cllr Donna Cushing 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 Alan Angel & Ceri Mortimer as reserve).

- **Minor Authority Representative on the Board of Governors:**

Hengoed Primary School – Cllr Judith Pritchard (from Jan 2018)
Tiryberth Primary School – Cllr Jodie Postians (from Dec 2019)
Derwendeg Primary School – Mrs Marjorie Edwards (from Jan 2020)
Ysgol Penalltau – Ms Lisa Williams (from October 2020)

Ystrad Mynach Primary

RESOLVED: Council agreed nominee Andrew James from Dec 2020

Y G G Bro Allta – **vacancy exists** (Chair Ian Watkins)

Greenhill Primary School – **vacancy exists**

Glyngaer Primary School – **vacancy exists** (Chair Dave Cooke)

- **Caerphilly County Borough Council's Town Centre Management Group for Ystrad Mynach**

Cllr Judith Pritchard & Ceri Mortimer
(Cllr Alan Angel & Cllr Martyn James as Ystrad Mynach County Councillor reps plus Cllr Donna Cushing & Cllr Teresa Parry as Hengoed County Councillor reps).

- **Community Centres Management Committee Representatives:**

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 MS

Tiryberth Village Hall – Cllr Christine David

10. Cycle of Meetings for 2020/21

RESOLVED: Council considered and agreed the cycle of meetings for the ensuing year:

Date / Day: Wednesday	Meeting Type
16th December 2020	Ordinary Full Council
27th January 2021	Ordinary Full Council
24th February 2021 School half term 15/02 -19/02/21	Ordinary Full Council
24th March 2021 Easter school hols 29/03 – 02/04/21	Ordinary Full Council
28th April 2021	Ordinary Full Council
26th May 2021 Senedd elections 6/05/21 Bank holiday 31/05/21	Annual & Ordinary Full Council

Meeting closed at 7.40pm

Signed: _____ **Chair**

Date: 16th December 2020