



**GELLIGAER COMMUNITY COUNCIL  
CYNGOR CYMUNED GELLIGAER**

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Ceri Mortimer

CLERK TO THE COUNCIL / CLERC Y CYNGOR

COUNCIL OFFICE / SWYDDFA Y CYNGOR

LLWYN ONN, PENPEDAIRHEOL, HENGOED

[www.gelligaercommunitycouncil.org.uk](http://www.gelligaercommunitycouncil.org.uk)

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**NOTICE OF ORDINARY COUNCIL MEETING**  
**WEDNESDAY 22<sup>nd</sup> MARCH 2023 7.00pm**

17<sup>th</sup> March 2023

**Chair and Members of Gelligaer Community Council**

**Dear Chair/Councillors**

You are summoned to attend the **ORDINARY COUNCIL MEETING** of Gelligaer Community Council which will be held on **WEDNESDAY 22<sup>nd</sup> MARCH 2023 7.00pm** at Gelligaer Community Council Office.

The meeting will be in a MULTI-LOCATIONAL format in accordance with the provisions of the Local Government and Elections (Wales) Act 2021.

Members of the press and public are permitted to attend our meetings electronically or in person but are required to contact the Clerk prior to the meeting for the link.

The link for Members is contained within the main body of your email alongside attached agenda papers.

The business to be transacted is set out in the agenda below.

Yours sincerely

Ceri Mortimer

Clerk to the Council

**AGENDA**

- 1 **Police Update for St Cattwg, Hengoed and Ystrad Mynach Wards** – to receive and discuss reports for February and to receive an update in relation to the persistent illegal off road bikes using Pottery Lane and Black Ash Path between Cefn Hengoed and Tiryberth. Despite barriers being reinstated on Pottery Lane the problem of off-road biking persists. Pedestrian safety, including children, is being compromised.
- 2 **Apologies**
- 3 **Declarations of Interest**  
Councillors are 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.
- 4 **Chair's Announcements**
- 5 **Minutes**  
To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 22/02/2023** as an accurate record.

## 6 Matters Arising

## 7 Finance

### (i) Balance of Funds to 17<sup>th</sup> March 2023

To receive, confirm and approve 'Balance of Funds' document

### (ii) Reconciliation

To receive, confirm and approve reconciliation document

### (iii) Bank Statements

To receive, confirm and approve bank statement no's 41,60,86&87

### (iv) Revised Budget for 2023/24

To receive and approve revised budget for 2023/24 and earmarked reserves.

### (v) Spend v Budget as of 17<sup>th</sup> March 2023

To receive and approve Spend v Budget to date. To note the anticipated spend to 31<sup>st</sup> March 2023 was calculated in January 2023 to enable us to anticipate the likely level of balances at the end of the financial year.

## 8 Financial Assistance/Grants 2022/23 – (late applications may be tabled)

- (i) 1<sup>st</sup> Ystrad Mynach Scout Group
- (ii) MacMillan Cancer Care – Caerphilly
- (iii) Ystrad Mynach Boys & Girls Club
- (iv) Llangollen Music Eisteddfod
- (v) Marie Curie
- (vi) Cascade Youth Club

## 9 King's Coronation – funding for celebratory parties (£3k budgeted, max fund £300 per group)

To receive and discuss funding for:

- Cascade Brownies
- Cascade Community Centre
- Cylch Meithrin Penpedairheol
- Derwendeg PTA
- Glyngaer PTA
- Greenhill PTA
- Tiryberth PTA
- Ystrad Mynach Primary PTA
- Valley Daffodils
- Hengoed Primary PTA

## 10 Projects

To discuss:

- (i) Improvements to Gelligaer Square
- (ii) Spring Fayre, Ystrad Mynach Sat 25<sup>th</sup> March 2023  
8.30am – 9.00am set up stall and chairs - Clerk & Haydn  
9am – 1.00pm Cllrs Teresa Parry, Catrin Moss, Haydn Pritchard & Clerk  
1.00pm – 5.00pm Cllr Judith Pritchard, Mandy McCarthy, Donna Cushing, Wyndham Matthews & Martyn James.
- (iii) Presentation at Llancaiach Fawr Sat 15<sup>th</sup> April 2023 11am -1.30pm  
To receive and discuss nominations for our Community Champions
- (iv) Forgotten Soldier Lance Corporal Haydn Carlyse Phillips and his inscription on the memorial at St Cattwg's Church – update
- (v) Project Summary 2022/23

- 11 Appointment to Internal & External Bodies** – deferred from last meeting  
 (i) To receive for reference, Charter between Community & Town Councils and CCBC

**(ii) Caerphilly Borough Community & Town Council’s Liaison Committee**  
 Nominations required to accompany Cllrs Catrin Moss and Clerk on this committee.

**(iii) Caerphilly County Borough Council (CCBC) & Community/Town Council’s Joint Liaison Committee**  
 Nominations required as a reserve to Cllr Catrin Moss and Clerk.

- 12 Eco Officer**  
 To receive and discuss

- 13 Training for 2023**  
 (i) To receive OVW training for 2023

- 14 Independent Remuneration Report 2023/24** (pages 10-12)  
 There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:
- Payments for undertaking senior roles
  - Contributions towards costs of care and personal assistance
  - Reimbursement of travel and subsistence costs
  - Compensation for financial loss
  - Attendance allowance and
  - Co-opted member

For ease of reference please find table below indicating determinations resolved last year and our payment obligations for 2023/24.

Type of payment	Requirement 2023/24	What we RESOLVED in March 2022:	Applicable in 2023/24
<b>Group 2</b> Extra Costs/Basic Payment	<b>(Electorate 10,000 -13,999)</b> Mandatory for all Members	£150	£156 plus one-off payment of £52 for consumables
Senior Role Payment	Mandatory £500 for 1 member; optional for up to 7	£350 to the Chair	<i>£500 mandatory payment to Chair</i>
Mayor or Chair	Optional up to £1,500	Agreed the above Senior Role Mandatory payment	
Deputy Mayor or Vice Chair	Optional up to £500	£100 to the Vice Chair	<i>£100 to Vice Chair</i>
Care (children/elderly)	Mandatory	Must produce receipts	Must produce receipts
Attendance Allowance	Optional	Disapproved	Disapprove
Financial Loss	Optional	Disapproved	Disapprove
Travel, Overnight	Optional	Agreed	Agree
Subsistence	Optional	Agreed	Agree

**Guidance on taxation**

It is not within the remit or authority of the Panel to provide specific advice on matters of taxation. Advice can be provided by One Voice Wales and guidance is available on the HMRC website.

The £156 should fall under the statutory provisions of section 316A ITEPA: Income Tax (Earnings and Pensions) Act 2003 (legislation.gov.uk) and the current amount that can be paid without attracting a tax liability is £6 per week: Expenses and benefits: homeworking: Homeworking expenses and benefits that are exempt from tax - GOV.UK ([www.gov.uk](http://www.gov.uk)).

A council resolution is required to determine:

(i) How the payment of consumables are paid – a one off payment is preferable to be made by the clerk, additional consumables costs over £52 can be claimed with receipts throughout the year.

(ii) Mandatory Senior Role Payment of £500 – to determine that the Chair be in receipt of this payment for 2023/24 and to consider if other members, up to 7, should be in receipt of it.

It does appear that the Mandatory Senior Role Payment of £500 plus the Basic Mandatory payment of £156 exceeds the threshold of £6 per week and is therefore taxable – the clerk will establish the appropriate procedure to pay the tax.

(iii) To determine a payment (up to £500) to the Vice Chair for 2023/24 (last year it was £100)

**15 Zurich Insurance Renewal 2023/24**

To receive and note policy schedule. Council is requested to renew the insurance for 2023/24 as per our long-term agreement. at a cost of £1075.43.

**16 Local Democracy and Boundary Commission Wales**

Town/community councillors are invited to meet the LDBCW who will provide information about the review process and how your councils can feed into and engage with the review.

Date: 24<sup>th</sup> March, 2023

Venue: Council Chamber, Ty Penallta, Ystrad Mynach

Time: 10am & 1pm (you can attend either).

It has been suggested that the new Housing Association houses by the Baths in Penalltau come into the Greenhill ward and 6 streets currently in the Cefn Hengoed Ward: Brambling Crescent, Firecrest Walk, Goshawk Rise, Harrier Ave, Kingfisher Way and Starling Walk, fall into the Ystrad Mynach ward.

(Hengoed: 2172 electors; Cefn Hengoed:1953; Ystrad Mynach: 4122; St Cattwg: 5520)

**17 Cardiff Conservation – deferred from last meeting**

To receive and note

**18 One Voice Wales Membership 2023/24**

To receive and note benefits of having OVW membership and to consider renewing membership for 2023/24 at a cost of £3,167.

**19 Planning Applications** (will be tabled at meeting)

To receive & discuss planning applications. 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.

**20 Next meeting Date: ORDINARY Meeting on Wednesday 19<sup>th</sup> April 2023, 7.00pm  
Gelligaer Community Council office.**