



GELLIGAER COMMUNITY COUNCIL CYNGOR CYMUNED GELLIGAER

E-mail: mortic1@caerphilly.gov.uk Tel/Ffon: 07933 725094

Ceri Mortimer

CLERK TO THE COUNCIL / CLERC Y CYNGOR

COUNCIL OFFICE / SWYDDFA Y CYNGOR

LLWYN ONN, PENPEDAIRHEOL, HENGOED

CAERPHILLY COUNTY BOROUGH CF82 8BB / BWRDEISTREF SIROL CAERFFILI

www.gelligaercommunitycouncil.org.uk

www.romangelligaer.org.uk

NOTICE OF ORDINARY COUNCIL MEETING **WEDNESDAY 12th NOVEMBER 2025 at 7.00pm**

6th November 2025

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 12th NOVEMBER 2025 at 7.00pm** at Gelligaer Community Council Office, Llwyn Onn, Penpedairheol, Hengoed CF82 8BB

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 in person at the above address or electronically by clicking on the following link.

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Meeting ID: 939 324 344 784 7

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

Yours sincerely

Ceri Mortimer

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Clerk to the Council

AGENDA

- 1. Apologies**
- 2. Declarations of Interest**
Councillors and Officers 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.
- 3. Public Participation** - members of the public are requested to speak with the clerk in advance.
(i) Mrs Nicola Quarry to address members regarding Shappelles Moana Dance Group and its community role and current needs. (grant application to be decided under Financial Assistance)

4. **Police Update for St Cattwg, Hengoed and Ystrad Mynach Wards** – to receive and discuss for October 2025 (to be tabled)
5. **Retired Chair - Deferred**
(i) Annual Report – to receive and note.
6. **Chair's Announcements**
7. **Minutes**
(i) To receive and if approved to confirm and sign the **Minutes of the ORDINARY COUNCIL meeting held on 24th September 2025** as an accurate record.
8. **Matters Arising**
9. **Exclusion of Press and Public**
In accordance with Section 100A(4) of the Local Government Act 1972, a council resolution is required to exclude the press and public due to the confidential and personal nature of the next item.
10. **Confidential Minute no. 83 – Governance and Staffing**
To receive and if approved to confirm and sign **Confidential Minute no.83 of the ORDINARY COUNCIL meeting held on 24th September 2025** as an accurate record.
11. **Matters Arising**
12. **Re-opening public meeting**
13. **Finance to 2nd November 2025**
 - (i) **Balance of Funds**
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 76,77,90,91,23,123,124.
14. **Local Government Services Pay Agreement 2025/26**
To receive and note correspondence confirming the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2025 to 31 March 2026.
This means an increase in the clerk's salary scp 28 from £19.66 to £20.29 per hour.
A council resolution is required to agree the increase and agree that it be back dated to April 2025.
15. **CCBC Events**
To receive and discuss funding request from CCBC to fund between £22k - £26k per annum on future fayres in Ystrad Mynach.
16. **New Committees**
To consider and approve the formation of two new standing committees and rules.
A.Committee Rules
 - The committees shall consist of either 3, 5 or 7 members.
 - Committees shall meet as required
 - Committee Chair shall be elected at its first meeting
 - Meetings shall be convened by the Committee Chair or Clerk
 - Agendas shall be prepared in accordance with council procedures
 - Quorum shall be a minimum of 3 or 5
 - Committees may make recommendations to full council but do not have delegated powers to approve expenditure unless explicitly granted.
 - All decisions must be recorded and reported to the next full council meeting.
 - Committee rules shall be reviewed annually or as required
 - Amendments must be approved by full council

A council resolution is required to adopt the rules for both newly formed committees.

B. Finance Committee

(i) To oversee budgeting, financial planning, audit compliance and financial risk management

(ii) To review and recommend to Full Council the annual precept, budget allocations and financial policies.

Nominations are invited to serve on the Finance Committee.

A council resolution is required to determine:

- The number of members on the committee
- The quorum
- Appointment of members.

C. Continuity of Business Committee

(i) To ensure operational succession planning and continuity of council services.

(ii) To develop contingency plans for staffing, governance and emergency scenarios.

Nominations are invited to serve on the Continuity of Business Committee.

A council resolution is required to determine:

- The number of members on the committee
- The quorum
- Appointment of members.

17. Business Items deferred from the Annual Meeting:

CCBC Community Centre Management Committees

Gelligaer Community Centre

Penybryn Village Hall

18. Financial Assistance/Grants 2025/26– (late applications may be tabled)

(i) Gelligaer & District Welfare Association – deferred from last meeting for quotations

(ii) Gelligaer ABC Boxing Club – deferred from last meeting for further information.

(iii) Shappelles Moana Dance Formation

(iv) Cerebral Palsy Cymru

(v) Neurodiversi Tea & Chat – New group (see constitution, minutes etc)

(vi) Rhymney Valley & Caerphilly School District – New group (see constitution, minutes etc)

19. Eco Officer Update

(i) Eco Officer Monthly Report – to receive and note

(ii) New project proposals

20. Decarbonisation/Green Projects

To receive an update on the installation of additional solar panels on Derwendeg Primary, Trinity Fields School, Ysgol Penalltau and Ystrad Mynach Public Conveniences.

21. Projects 2025/26

(i) Project Summary 2025/26 - to receive and note

(ii) Ystrad Mynach Fayre – to discuss last minute arrangements

(a) To receive, note and approve Santa's Grotto Risk Assessment.

(iii) Pantomimes

(a) To receive and distribute tickets, RA's contracts and posters to:

Cascade Community Centre – Cllr Haydn Pritchard

Gelligaer Community Centre – Ms Susan James

Glanynant Village Hall 4th Dec – Ms Rebecca Prosser (Tiryberth School)

Glanynant Village Hall 8th Dec – Mr Rob Young

Hengoed Community Centre – Cllr Rhianwen Callison to sell tickets. Cllr Catrin Moss and Ms Sophie to host at Hen

Lewis Girls School – Cllr Mandy McCarthy & Cllr Alan Angel

Lindsay Club – Mrs Beryl Bolter

Penybryn Village Hall – Ms Laura Cox

(b) Risk Assessments

Members are to note that each venue hosting our pantomimes is responsible for its own site-specific risk assessment.

In addition, members are to receive and note that the council maintains a general risk assessment covering overarching considerations such as good housekeeping, safeguarding, volunteer conduct and audience wellbeing.

- 22. Late Night Shopping**
To receive and discuss correspondence from Caerphilly County Borough Council (CCBC)
- 23. Democracy & Boundary Commission Cymru – Draft Annual Remuneration Report 2026-2027**
To receive and discuss draft annual remuneration report 2026 – 2027
All observations on these draft determinations should be sent to: Democracy and Boundary Commission Cymru 4th Floor Welsh Government Building Cathays Park Cardiff CF10 3NQ
Or by email to: remuneration@dbcc.gov.wales **no later than 18 November 2025.**
- For further information on remuneration and the determination process please refer to the Commission webpage: www.dbcc.gov.wales
- 24. Biodiversity Action Plan (BAP) – deferred to December for the report.**
Duty 6, under the Environment (Wales) Act 2016, places a legal responsibility on all public authorities in Wales to maintain and enhance biodiversity and promote the resilience of ecosystems in the exercise of their functions. This means we must consider biodiversity in decision making, land management, procurement and community engagement.
A report must be published by December 2025, to comply with this duty outlining the actions taken.
- 25. Dust Monitor – deferred - verbal update**
- 26. Training for 2025/26**
To receive and note:
(i) Training Modules and Dates from OVV
(ii) Free Digital Training & Guidance
(iii) Training Plan
- 27. Cleaners Contract/Agreement – to defer**
(i) To receive and discuss renewed contract.
A council resolution is required to approve the new contract/agreement for the next three years.
- 28. CCBC Town Centre Management Audit**
To receive and note
- 29. Planning Applications** (any additional applications will be tabled at meeting)
To receive & discuss planning applications. Comments or enquiries must be emailed to planadmin@caerphilly.gov.uk within 21 days of receipt of the email date.
- 30. Next meeting Date – Ordinary Council Meeting on Wednesday 17th December 2025 at 7pm**
- 31. Exclusion of Press and Public**
In accordance with Section 100A(4) of the Local Government Act 1972, a council resolution is required to exclude the press and public due to the confidential and personal nature of the next item.
- 32. Confidential Item – Staffing/Governance Matter**