

MAESYCWMMER COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of the Maesycwmmmer Community Council held at the Maesycwmmmer Old Age Pensioners Hall on Thursday, 25th April 2019 at 7.00 p.m.

PRESENT

Councillors: Mrs M Harries, Mr A Joynes, Miss J Rao, Mr C Williams and Mr R Woodyatt.

ALSO IN ATTENDANCE:

Mrs R. Kedward (Clerk)
C Savva – Gwent Police

APOLOGIES FOR ABSENCE

Cllr A Jones
Cllr D Cocks

DECLARATIONS OF INTEREST

There were none.

1584. **MINUTES**

The minutes of the Ordinary Meeting held on the 28th March 2019 were confirmed as a true record.

1585. **MATTERS ARISING**

There were no matters arising.

1586. **ROAD SAFETY, POLICE and COMMUNITY LIAISON**

It was reported that unfortunately the ‘click view’ statistics system had been un-accessible and so actual figures were not available, however an overview was provided, and it was pleasing to see that crime figures were still very low. Crimes reported included, 2 vehicles seized for no insurance, 9 fuel thefts from Duffryn Business Park and a break in in Duffryn Business Park. There had been no Anti-Social Behaviour reports at all.

It was confirmed that there were no upcoming events needing police support, and it was confirmed that this years Velathon had been cancelled.

1587. **CORRESPONDENCE**

The Clerk reported that a number of documents had been forwarded to Councillors by email and requested that Councillors contact her if any action was required. Other correspondence received included:

- A response from The Local Democracy & Boundary Commission for Wales noting the points made in the Clerks letter to them regarding the proposed boundary changes. The Clerk needed to reply to ensure they would keep her up to date of any changes due to GDPR restrictions.
- A letter from The National Lottery confirming the bid for Grant funding had been successful and £2400 would be transferred into the bank account shortly.
- A letter from One Voice Wales, confirming the Council's annual membership and requesting up to date contact details for the council's representative. Cllr Rao completed the form and the Clerk agreed to return it to One Voice Wales.

1588. **REPORT OF THE CLERK, MISCELLANEOUS MEETINGS AND COMMITTEES.**

The Clerk reported she had attended a meeting with other Clerks from the Borough in the interests of sharing good practice. One result of the meeting was the fact that Any Other Business should not appear as an item on the agenda. This was discussed and agreed that from now on 'Members Matters' would be used, and items will be discussed at the Chair's discretion.

The Clerk informed the meeting that she would be circulating Standing Orders and Financial Regulations in readiness for the AGM next month. On adoption of the documents, the Clerk will then display them on the Community Council website.

The Clerk informed the meeting that a number of other Clerks have enlisted a Data Protection Officer for an annual fee of £150 and were all in agreement that this was very good value for money for the service that is provided. It was proposed and agreed that the Clerk enlist the services of the Data Protection Officer on behalf of the Council.

The Clerk informed the meeting that some of the Community Council Clerks were now anonymising minutes, she asked if the Councillors felt that this was something they would wish to happen. It was agreed that the Councillors were happy for the minutes to include their names and did not wish for them to be anonymised.

The Clerk reported that she had not received the 'opt out / in' forms for the annual remuneration payments from some Councillors. If she did not receive them she would need to prepare a cheque for £150 for each one. The Clerk agreed to chase up the forms.

Cllr Rao gave her apologies she was unable to attend the last One Voice Wales meeting due to transport issues.

The Clerk reported that the Council had been successful in their bid for grant funding from The National Lottery.

The Clerk reported that as stated in her contract, her position and scale on the NALC pay scale should be reviewed as of 1st April 2019. Cllr Woodyatt kindly requested that it be noted that the Clerk had completed her first year of duties admirably and

congratulated her on her first year of service. It was agreed that the Clerks scale be progressed to point 8 of LC1 (7-12).

1589. **FINANCE**

The Clerk informed the meeting that she had undertaken the final bank reconciliation for the financial year 2018-19 and all figures were in agreement. The relevant paperwork was now ready to be provide to the internal auditor.

The Clerk provided the final budget for the year and a revised budget for 2019-20. The balances as at April 1st, 2019 were reported as £39538.12, minus CIL funding of £24654.67, which left an actual available balance of £14883.45. All paperwork was approved and the summary accounts for the auditor was signed by the Clerk and the Chair.

Payments for this month totalled £1245.29 and were approved and signed on the monthly payment schedule.

Remaining balances after the month's payments and added interest of £1.26 were reported as £38294.09, minus CIL funding of £24654.67, which left actual balances of £13639.42.

On examination of the balances and at the request of Cllr Woodyatt, it was agreed that talks regarding the CIL project be added to the agenda for the next meeting.

1590. **PLANNING**

The plans regarding the property on Vale View were discussed. The Clerk provided drawings of the proposed plans and informed the meeting that the relevant committee date was 22nd May 2019. Cllr Woodyatt agreed to contact Cllr V James in regard to this and it was agreed that he would act upon the matter as deemed appropriate.

Case Ref: 19/0282/TPO

Brooklands Summerfield Hall Lane, Maesycwmmmer, CF82 7RG.

Carry out various tree works.

Noted.

Case Ref:19/0288/FULL

17 Shirdale Close, Maesycwmmmer, CF82 7QL.

Erect a single storey kitchen extension to side and front of dwelling.

Noted.

1591. **ANY OTHER BUSINESS**

None.