

DARRAN VALLEY COMMUNITY COUNCIL

Minutes of the last meeting held at Parc Cwm Darran Visitor's Centre, Deri, of the above Community Council on Thursday 1st November 2018 at 6.30pm.

Present

Cllr. D. Nicholas (In the Chair)

Cllr. K. O'Hagan

Cllr. P. Thomas

Cllr. D. Hardacre

Cllr. A. Vincent

Apologies

Cllr. R. Chapman

Cllr. H. Holifield

Cllr. G. Matthews

Cllr. P. Roberts

In Attendance

Mr. G. O. Williams Clerk

Two resident members of the constituency area were also in attendance.

Cllr. D. Nicholas (In the Chair) welcomed Councillors to the meeting and encouraged all members to engage in a more constructive meeting than those recently experienced.

52 Minutes and Apologies

Apologies for absence were received from Cllr. R. Chapman, Cllr. H. Holifield, Cllr. P. Roberts and Cllr. G. Matthews.

The following accuracy amendments were noted to the minutes of the meeting of Council held on Thursday 6th September 2018.

52.01 Cllr. H. Holifield is shown as in attendance. Cllr. Holifield was absent.
Moved. Clerk to amend record as appropriate.

52.02 Minute No. 19.7 and 29.02 2018-19

Cllr. K. O'Hagan requested a further change to the above-mention minute. Unfortunately, the Clerk is unable to accurately articulate the further amendment. To avoid further inaccuracy, the Clerk has requested this minute be clarified at the December meeting of Council.

During discussions relating to accuracy Cllr. D. Hardacre told Cllr. K. O'Hagan to 'shut-up'. Following advice from the Clerk, the Chair requested Cllr. D. Hardacre apologise for his indiscretion, to which Cllr. D. Hardacre refused, highlighting his words merely as Councillor to Councillor 'banter'. During this exchange Cllr. Vincent articulated that her in opinion the actions of Cllr. Hardacre should be considered as banter.

The minutes of the meeting held on Thursday 6th September 2018, previously circulated to members were subsequently accepted as an accurate record and signed by the Chairperson Cllr. D. Nicholas.

53 Declarations of Interest

No declarations of interest were received.

54 Matters Arising

54.01 Minute No. 34.5 and 41.01 Fochriw & Pentwyn Residents Association

Speed Control Fochriw

The Clerk liaise with Mrs T. Swarbrick of Caerphilly CBC and to agenda the outputs/findings of the September survey at the December meeting of Council.

54.02 Minute No. 22.7 and Letter / Email from Local Resident.

The Clerk updated Council that he had recontact Mr. James to re-request his assistance owing to the financial risks associated with the appointment of external professionals. The Clerk advised that he was awaiting contact in the hope of agreeing a site meeting to better understand potential sales values and associated costs.

Moved. Clerk to update on progress at the December / January meeting of Council.

54.03 Minute No.43.7 Email from Cllr. K. O'Hagan

Fly tipping on the Capel Brithdir Road.

The Clerk and Cllr. K. O'Hagan updated Council that the rubbish was removed in good time, although remedial work to address the potential for future issues was yet to be completed. i.e. the erection the barriers. Cllr. K. O'Hagan advised Council that Court proceedings were due to conclude on December 17th 2018.

Moved. Clerk to send a letter of thanks to the local resident who initially highlighted and reported the issue. Cllr. K. O'Hagan to supply the Clerk with a name and address.

54.04 Minute No. 43.6 Community Councillor Training Opportunities

Moved. Clerk to liaise with colleagues at One Voice Wales to enquire about training for Chairs and to secure a place at a Quarter 4 learning event at the nearest geographical location – January 14th 2018 in Bridgend being the nearest advertised to date.

A discussion ensued regarding Council's nomination, be that the current or future Chair. In the absence of Members potentially nominated, this decision was deferred to the December meeting of Council.

54.05 Minute No. 43.8 Letter of Complaint

Moved. Clerk to supply Cllr. K. O'Hagan with a copy of both the letter of complaint and subsequent response from Council.

Moved. Clerk to liaise with the Monitoring Officer at Caerphilly CBC to question whether complaint letters and associated responses should be attached to Council Minutes.

54.06 Minute No. 45 Wind Turbine Community Benefit Fund

The Clerk advised Council he had been in regular liaison with Mrs Gina Jones (GAVO) and provided necessary assistance, advice and information regarding

the above-mentioned scheme. The Clerk highlighted the agreed approach and updated Councillors on their Code of Conduct responsibilities regarding the declaration of interest in 'panel' decision making. The Clerk also advised to Council, that owing to a lack of clear impartiality, that without a separate panel considering applications from Council, that Council would be unable to access the fund.

The Clerk also updated Council he had been in contact with both Asset Management companies to negotiate the next round of payments.

Moved. Clerk to write to Mrs. Gina Jones to request a first meeting be convened to firm up arrangements / timelines etc.

Moved. Clerk to issue GAVO with a cheque for £07,097.00 to run the 2018/19 Scheme.

54.07 Minute No. 47 Grant Aid 2018-19

Moved. Clerk to provide Cllr. O'Hagan with a copy of the applications received.

54.08 Minute No. 48 Grant Aid Section 137 OAP Trip 2018

The Clerk advised Council the October trip to Tenby had been fulfilled without incident. The Clerk went on to confirm arrangements were now in place regarding the Deri OAP trip to Carmarthen on November 7th 2018. Cllr. O'Hagan questioned whether these trips were evaluated. Cllr. D. Hardacre advised he had attended the October trip, a near full coach with feedback from attendees positive.

Moved. Payment. £450.00 payable to Sixty-Sixty Coaches for the November trip.

54.09 Minute No. 49 Christmas Lighting 2018-19

The Clerk confirmed arrangements agreed at the September meeting of Council were complete.

54.10 Minute No. 51 Armistice Day 2018 (Wreaths & Services)

The Clerk advised Council that Poppy Wreaths had been received locally although he was yet to collect. Following discussion, it was agreed:

- Cllr. Robert Chapman attend / lay the wreath at the Fochriw Service scheduled for Friday 9th November 2018.
- Cllr. David Nicholas attend / lay the wreath at the Deri Service scheduled for Saturday 10th November 2018.

Moved. Clerk to provide wreaths as appropriate.

Moved. Payment

54.11 No previous minute. Armistice Day 2018 (Lamppost Poppies)

The Clerk advised Council that further to a proposal submitted by Cllr. O'Hagan (Friday 26th October) and Council's subsequent decision to support, he had been in liaison with the Royal British Legion and already taken delivery of the (40x) poppies in readiness for installation. The Clerk also advised that he had been in liaison with Mr. T. Llewellyn (Caerphilly CBC) regarding appropriate indemnities to use Caerphilly CBC column posts and to request support with installation. The Clerk advised costs for installation and removal

were prohibitive an amount of £374.00 + VAT having been quoted. The Clerk also advised the use of Western Power Distribution (Wooden Poles) was not permitted. Cllr. K. O'Hagan volunteered to install on Council's behalf, with Cllr. D. Hardacre volunteering to assist. To support installation on thicker column posts the Clerk had purchased 100x larger cable ties at a cost of £13.49.

Moved. Cllr. K O'Hagan to coordinate installation, supported by Cllr. D. Hardacre.

Moved. Clerk to complete indemnity paperwork with Caerphilly CBC and to notify Council's Insurers regarding Council's plans.

Moved. Payment. £140.00 payable to the Royal British Legion.

Moved. Payment. Reimbursement to the Clerk.

55 **Planning Applications**

The Clerk confirmed two application for planning had been received since the last meeting of Council.

Case Ref. 18/0804/CLPU

Location: 125 Glan-y-nant, Fochriw, Bargoed, CF81 9JY

Proposal: Obtain a Lawful Development Certificate for the proposed conversion of 2 No. C3 dwellings into 1 No. C3 dwelling.

Moved. Council raise no objections to the proposal.

Case Ref. 18/0931/COU

Location: 14 Plantation Terrace, Fochriw, Bargoed, CF81 9JR

Proposal: Change of use of existing Doctors Surgery to new dwelling with alterations to roof to provide 3 No. bedrooms and ground floor alterations.

Moved. Council raise no objections to the proposal.

56 **Correspondence**

56.1 HMRC

Full Payment Submission for period ending 5th October 2018.

Moved. Noted on file.

56.2 HMRC

Full Payment Submission for period ending 5th November 2018.

Moved. Noted on file.

56.3 Independent Remuneration Panel for Wales

Draft Annual Report 2019/20

The Clerk summarised Section 13 of the report which makes particular reference to Community and Town Councils. The Clerk focussed on:

Determination 37: Community and Town Councils must make a payment to each of their members of £150.00 per year for costs and expenses; and

Determination 39: Community and Town Councils in Groups B – C (Darran Valley being in Group C) are authorised to make an annual payment of £500.00 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150.00 payment highlighted in Determination 37.

Moved. Clerk to review early in the new year for final recommendations and subsequent impact on financial planning and precept discussions planned for February 2019.

Moved. Clerk to agenda for AGM May 2019 to ensure Council adopt determinations as necessary.

Moved. Clerk to supply of copy of the draft report to all Councillors.

56.4 Caerphilly CBC.

Notification of the Autumn / Winter Weed Control programme scheduled to commence Monday 19th November 2018.

Cllr. K. O'Hagan highlighted to Council that he was currently challenging the use of glyphosate in spraying.

Moved. Councillors to provide areas for focus to the Clerk.

Moved. Clerk to collate and respond Mr. R. Hartshorn highlighting the areas of focus prioritised by Council.

56.5 Caerphilly CBC

Winter Service Plan 2018/19

Moved. Noted on file.

Moved. Clerk to include a copy link on the Community Council website.

56.6 Lloyds Bank

Receipt of Account No. ending 8423. Sheet No. 24

Receipt of Account No. ending 9469. Sheet No. 26

Moved. Note on file.

56.7 Caerphilly CBC

Byelaws – Land Drainage

Moved. Noted on file.

56.8 Caerphilly CBC

Information from Mrs Melanie Llewellyn regarding the Community Connector Scheme.

Moved. Clerk to supply a copy of the leaflet to all Councillors.

Moved. Clerk to advertise on the Community Council website.

56.9 Caerphilly CBC

Events Review Paper to Regeneration and Scrutiny Committee.

Moved Noted on file.

56.10 Caerphilly CBC

Street Scene Services Paper to Regeneration and Scrutiny Committee.

Moved Noted on file.

Moved. Clerk to supply of copy of the report to all Councillors.

57 **Approval of Community Council Cheques**

The attached list of Community Council cheques was approved by members and amounted to **£11,679.91**.

58 **Quarter 2 2018-19. Financial Report & Budget Review**

The Clerk provided Council with a report of the financial expenditure incurred during Quarter 2 of 2018/19 (July to September 18). Within his report, the Clerk advised Council of the following expenditure values, all of which are in line with profiled expenditure agreed within Council's agreed budget for 2018/19.

Expenditure Heading	Budget	Quarter 2 Expenditure	Percentage of Budget	Variance with Budget
Clerk's Salary & On Costs	£04,500.00	£02,224.99	49.44%	On profile.
Chairperson's Allowance	£00,300.00	£00,300.00	100.00%	On profile.
Out of Office	£00,250.00	£00,125.00	50.00%	On profile. First payment made in April 2018.
Telephone & Broadband	£00,200.00	£00,100.32	50.16%	On profile.
Room Hire	£00,181.50	£00,181.50	100.00%	On profile.
Insurance & Subscription	£00,600.00	£00,482.08	80.35%	On profile.
Stationery & Postage	£00,300.00	£00,074.86	24.95%	On profile.
Website	£00,600.00	£00,600.00	100.00%	On profile.
Section 137 Grants	£02,000.00	£00,249.68	12.48%	On profile. (Payment for Banner & Leaflet Printing under Grant Aid Project)
Section 137 Trip	£01,000.00	£00,000.00	0.00%	£430.00 Profiled for Fochriw Senior Trip
Christmas Lighting	£02,000.00	£00,000.00	0.00%	Not yet billed.
Audit	£00,600.00	£00,200.00	33.33%	External Audit not yet billed.
Councillor Expense / Allowance	£00,150.00	£00,150.00	100.00%	On profile.
Election 2017	£02,693.48	£02,693.48	100.00%	On profile.

Renewal of Council IT	£00,600.00	£00,000.00	0.00%	To be purchased in Quarter 3/4.
Summer Scheme	£02,000.00	£00,000.00	0.00%	Billed in Quarter 3.
Christmas Lighting (Purchase)	£01,000.00	£00,000.00	0.00%	Not yet billed.

Darran Valley Community Council. Quarter 2 Income Report

Income Heading	Anticipated Income 2017-18	Actual Received (YTD)	Percentage of Anticipated	Variance or Narrative
Precept	£12,480.00	£12,480.00	100.00%	On profile.
VAT 2017-19	£00,541.40	£00,541.40	100.00%	On profile.

59 Summer Scheme 2018-19 Evaluation Report

The Clerk provided Council with a copy of the attached evaluation report provide to Council by Mr. R. Keep of Caerphilly Adventures on October 2nd 2018.

Caerphilly Adventures were commissioned by Darran Valley Community Council to deliver a series of outdoor activity days for young people aged 8-12.

A member of staff from Caerphilly Adventures visited Idris Davies School, Deri Primary and spoke with pupils in that age range to explain what the scheme was about. Staff also arranged with Fochriw Primary to speak with pupils, however the arrangements clashed with a leavers assembly so the pupils weren't spoken to, however posters and application forms were left with school administration. Staff also spoke with a representative of the home school group; however, we were advised that the majority of pupils did not live in the Darran Valley so weren't eligible to attend. A member of the Fochriw PTA put the event out on WhatsApp.

The Community Council had commissioned 120 places i.e. 12 pupils per day, however Caerphilly Adventures catered for 240 places. The Council will only be billed for the 120 pupils.

The activities on offer included Mountain Biking, Hill Walking, Gorge Walking, Water sports (Kayaking and Canoeing) and a beach day.

In total 148 pupils booked onto the programme. Unfortunately, the numbers who turned up numbered approximately a third of that number. i.e. around 60.

We had a number of requests from families who had relatives visiting from outside the Valley for them to attend. We declined those requests.

The feedback from parents and pupils of those who attended was generally very positive.

With regards to lessons learned the fact that the activities were offered free could have contributed to the fact that people didn't feel committed to the programme. If the scheme is to be repeated perhaps a nominal fee could be charged. This would ensure people felt invested in the programme.

Feedback from Councillors and other members of the public was that a number of people were unaware of the scheme however the programme was oversubscribed from a booking perspective.

Cllr. K. O'Hagan provided Council with a verbal report detailing his observations and positive feedback received from parents. Cllr. O'Hagan considered the numbers having attended to have been underrepresented within Mr. Keep's report. Cllr. A. Vincent also provided Council with a verbal report, highlighting that feedback from some parents had highlighted the lack of play / arts type provision.

Moved. Noted on file.

Moved. Clerk to agenda for Summer 2019 discussion at the February 2019 meeting of Council.

60 Sheep Trespass. Cllr. K. O'Hagan

The Chair advised Council this item had been removed as a standing agenda item, although could be resubmitted for discussion as and when the prevalence of Sheep Trespass increased. The Chair also advised this matter was chiefly a County Borough Council matter.

Cllr. O'Hagan provided Council with a verbal report detailing an increase in observed trespass, highlighting that he had raised this matter on a number of occasions via the Caerphilly CRM system. Cllr. O'Hagan advised Council he planned to monitor the situation and associated action over the next fortnight or so, before raising his concerns with the Chief Executive Officer. A discussion ensued regarding the status of a Caerphilly CBC Animal Pound. Cllr. D. Hardacre advised Council that Caerphilly CBC did not own an Animal Pound with sheep collected by local Farmers, albeit response rates varied.

Moved. Clerk to write to Caerphilly CBC to urge action in the area and to request detail of reports to date and action taken.

61 First Responder Scheme. Cllr. A. Vincent

This item was deferred to the December meeting of Council.

Date of Next and Future Meetings

Full Council. Thursday 6th December 2018, 6.30pm

Full Council. Thursday 3rd January 2019, 6.30pm

Full Council. Thursday 7th February 2019, 6.30pm
Full Council. Thursday 7th March 2019, 6.30pm

Meeting Closed at 8.30 pm.

_____ **Chairperson**

APPROVAL OF COMMUNITY COUNCIL CHEQUES

Date of Meeting

Thursday 4th October & 1st November 2018

Minute Number

57

Cheque No.	Nature of Payment / Payee	Amount
001866	Salary / Mr. G. O. Williams (Oct)	£00,222.83
001867	Sundries & Out of Office / Mr. G. O. Williams	£00,138.04
001868	Electric Supply 2017-18 / Swalec	£00,007.62
001869	Grant Aid / Deri Indoor Short Mat	£00,100.00
001870	Grant Aid / Deri Regeneration Group	£00,100.00
001871	Grant Aid / Church in Wales. St Marys & St Andrews	£00,100.00
001872	Grant Aid / Darran Valley 55 Club	£00,100.00
001873	Grant Aid / Darran Valley History Society	£00,100.00
001874	Grant Aid / Friends of Deri Primary School	£00,100.00
001875	Grant Aid / Friends of Fochriw Primary School	£00,100.00
001876	Grant Aid / Ysgwyddgwyn CM Chapel	£00,100.00
001877	Grant Aid / Groesfaen Residents Association	£00,100.00
001878	Grant Aid / Spinning Yarns Forum, Fochriw	£00,100.00
001879	Grant Aid / Fochriw Community Centre	£00,100.00
001880	Grant Aid / Fochriw 55 Club	£00,100.00
001881	Grant Aid / Deri RFC Mini & Juniors Section	£00,100.00
001882	Grant Aid / Fochriw Football Club Junior Section	£00,100.00
001883	OAP Trip (Fochriw) / Sixty-Sixty Coaches	£00,430.00
001884	Sundries / Mr. G. O. Williams	£00,011.50
001885	Christmas Lighting Purchase / Elsbury Access	£01,065.60
001886	Tax & NI / HMRC	£00,444.00
001887	Salary / Mr. G. O. Williams (Nov)	£00,222.83
001888	OAP Trip (Deri) / Sixty-Sixty Coaches	£00,450.00
001889	Poppies / Royal British Legion	£00,140.00
001890	Wreaths / Royal British Legion	£00,037.00
001891	Cable Ties / Mr. G. O. Williams	£00,013.49
001892	Community Benefit Fund / GAVO	£07,097.00
Total		£11,679.91