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**CYNGOR CYMUNED  
PENYRHEOL TRECENYDD ENERGLYN  
COMMUNITY COUNCIL**

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**MINUTES OF THE ANNUAL GENERAL MEETING OF THE COUNCIL  
HELD AT PENYRHEOL COMMUNITY CENTRE  
ON THURSDAY, 21<sup>ST</sup> MAY 2015 AT 6.00 PM**

**Present:**

**Community Councillor**

Cllr S Skivens - (Chairman)

**Community Councillors**

W H Allen, C Coombes, H R Davies, Mrs S ap Hywel, T ap Hywel, Mrs M E Sargent

Clerk to the Council – Mrs H L Treherne

**APOLOGIES**

Apologies were received from Ms M Britton, Mrs A Nash, A Pennington, Cllr P Slarke

**MINUTES OF PREVIOUS GENERAL MEETING**

The Minutes of the Annual General Meeting held on 15<sup>th</sup> May 2014, having been previously circulated, were approved as a correct record and were duly signed by the Chairman.

**MATTERS ARISING**

There were no matters arising out of the Minutes.

**REPORT OF THE CHAIRMAN 2014/15**

Fellow Councillors,

We have had another good year. The playscheme was oversubscribed again. The Community Christmas Concert was successful again. Geraint Evans, Conductor of the Aber Valley Male Voice Choir received the British Empire Medal. Santa's visit was again successful. The skate park ambitions are still live. We have seen a lot of changes this year. We had the sad passing of Cllr Reg Phillips, a dedicated Community Councillor. We have welcomed to the Community Council two new Councillors, Carl Coombes and Terry ap Hywel. Thank you to everyone for making this year such a success. We are all volunteers as Community Councillors and all have other demands and commitments. We now have two residents' associations, who will be invited to make presentations to the Community Council in the future.

**ELECTION OF CHAIRMAN**

No nominations were received for Chairman. Councillor S Skivens agreed to remain as Chairman and was proposed by Cllr T ap Hywel and seconded by Cllr W H Allen. It was unanimously agreed that he be elected as Chairman until the next Annual General Meeting.

### **DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor S Skivens signed the Declaration Form of Acceptance of Office, as Chairman, thanked Members for electing him, stating that he would do his very best to represent the Council and the community during the next 12 months.

Thank you for giving me the opportunity to become Chairman of the Community Council. I will do my utmost to represent our Community Council to the best of my ability.

### **ELECTION OF VICE CHAIRMAN**

Councillor W H Allen was unanimously elected Vice Chairman of the Council until the next Annual General Meeting.

### **PRESENTATION OF PAST CHAIRMAN BADGE**

The Past Chairman badge was not presented to Cllr S Skivens, as he would be serving for a third term.

### **CIVIC SERVICE**

The Chairman discussed arrangements regarding the Civic Service and said that, as this was his third term, he would like to hold a youth event instead of a Civic Service. This would be discussed at future ordinary meetings.

RESOLVED – Noted

### **REPRESENTATION ON OUTSIDE BODIES**

RESOLVED that representation should be as follows:-

1. **Caerphilly County Borough Council and Community Council Joint Liaison Committee**
  - (a) W H Allen
  - (b) The Clerk
2. **Penyrheol Community Centre Management Committee**

Councillors: Mrs M E Sargent
3. **Trecenydd Community Centre Management Committee**

Councillors: H R Davies

4. **Caerphilly Fireworks Display Committee**

Councillors: A W Pennington  
S Skivens

5. **Caerffili & District Twinning Association Management Committee**

Councillors: Mrs S ap Hywel

**REPRESENTATION ON COUNCIL SUB-COMMITTEES**

(1) **Playscheme Sub-Committee**

Councillors: Ms M Britton  
H R Davies  
A W Pennington  
Mrs M E Sargent  
S Skivens

(2) **Newsletter Sub-Committee**

Councillors: Mrs S ap Hywel  
T ap Hywel  
A W Pennington  
Mrs M E Sargent  
P Slarke  
S Skivens

(3) **Finance Sub-Committee**

Councillors: C Coombes  
Mrs S ap Hywel  
T ap Hywel  
A W Pennington  
Mrs M E Sargent  
S Skivens

(4) **Christmas Concert Sub-Committee**

Councillors: Ms M Britton  
C Coombes  
Mrs S ap Hywel  
Mrs M E Sargent  
S Skivens

**PRESS OFFICER**

It was decided that there was no need for a Press Officer.

## **ATTENDANCE OF MEMBERS**

Members who were elected to serve as Representatives on Outside Bodies were requested that if they were unable to attend they should make arrangements for a deputy to attend.

## **CONFIRMATION OF BANKERS**

RESOLVED that the Co-operative Bank continue to act as Bankers to the Council for the forthcoming year.

## **INTERNAL AUDITOR**

RESOLVED that Mr Roger Williams be appointed as Internal Auditor.

## **BANK SIGNATORIES**

Due to the resignation of Cllr Mrs A Nash, it was RESOLVED that three signatories were still required to sign cheques and that these three be from the following: -

Councillor W H Allen  
Councillor H R Davies  
Councillor Mrs M E Sargent  
Mrs H L Treherne, Clerk to the Council

## **CHAIRMAN'S ALLOWANCE 2015/16**

A discussion took place on how the Chairman's allowance should be spent and whether the whole amount of £500 should be paid in advance of the year of office. It was decided that the chairman's allowance should be paid in advance.

RESOLVED that a Chairman's allowance of £500 should be made available and approved in advance.

## **HOSPITALITY ALLOWANCE 2015/16**

RESOLVED that a hospitality allowance of £500 should be made available and approved.

## **ANNUAL SUBSCRIPTIONS**

RESOLVED that:-

- (i) the Council pay its subscription to the Caerffili and District Twinning Association. This year's subscription of £10 to be paid;
- (ii) the Council continues its subscription to the Community Council Liaison Sub-Committee. This year's subscription of £50 to be paid.

## **PLEASE NOTE**

Should there be any queries relating to these minutes, would Members kindly contact the Clerk.