

DARRAN VALLEY COMMUNITY COUNCIL

Minutes of the Annual General Meeting held at Parc Cwm Darran Visitor's Centre, Deri, on Thursday 2nd May 2019 at 6.30 pm.

Present

Cllr. D. Nicholas	(In the Chair)	Cllr. D. Hardacre
Cllr. G. Matthews		Cllr. K. O'Hagan
Cllr. R. Chapman		Cllr. P. Roberts
Cllr. P. Thomas		

Apologies

Cllr. H. Holifield and Cllr. A. Vincent

In Attendance

Mr. G. O. Williams Clerk

Apologies

Apologies were received from Cllr. H. Holifield and Cllr. A. Vincent.

Declarations of interest (Register of Member Interests)

The Clerk advised Council he was required to renew and refresh the Register of Members Interests, explaining he had circulated a template for capture with the papers for the AGM meeting of Council for individual completion and return.

Moved. Where not returned, Councillors were urged to complete and return at the June meeting of Council.

Minutes

The minutes of the last Annual General Meeting (3rd May 2018), previously circulated to members, were accepted as an accurate record and signed by the outgoing Chairperson Cllr. R. Chapman. One amendment was noted:

Appointment of Vice-Chairperson for the Ensuring Year.

An amended was noted – Cllr A. Vincent should have read Cllr. D. Nicholas.

Moved. Noted on file.

Appointment of Chairperson for the Ensuring Year

Cllr. D. Nicholas was proposed by Cllr. P. Roberts. This proposal was seconded by Cllr. G. Matthews. Cllr. K. O'Hagan proposed an amendment to this proposal, suggesting either Cllr. P. Roberts or Cllr. A. Vincent be elected as Chairperson. This proposal was not seconded and therefore this motion for change fell.

Cllr. D. Nicholas was subsequently accepted as Chairman for the ensuring year.

Cllr. D. Nicholas duly signed the Chairperson's Declaration of Acceptance of Office, and thanked Council for their confidence in his appointment. Cllr. K. O'Hagan confirmed verbally that he had no confidence in Cllr. D. Nicholas' appointment.

Appointment of Vice-Chairperson for the Ensuring Year

Cllr. P. Roberts was proposed by Cllr. D. Nicholas. This proposal was seconded by Cllr. D. Hardacre and Cllr. K. O'Hagan. Cllr. P. Roberts proposed an amendment to this proposal, suggesting Cllr. A. Vincent be elected as Vice-Chairperson. This proposal was not seconded and therefore this motion for change fell.

Cllr. P. Roberts was subsequently accepted as vice-Chairman for the ensuring year.

The Community Council and being a Community Councillor

The Clerk brought Councillors attention to the ways of working of Council, highlighting that Council traditionally adopt the Code of Conduct agreed by Caerphilly CBC.

Moved. Code of Conduct – The Local Authorities (model Code of Conduct) (Wales) (Amendment) Order 2016 (no.2016/84) was adopted by Council and Members.

All Councillors duly signed their Declaration of Acceptance of Office.

To consider the appointment of Representatives on the following Committees.

- | | |
|--|---|
| a. Caerphilly C.B.C & Community Council | 2 |
| Liaison Sub-committee | |
| Proposed and Seconded Cllr. R. Chapman & Cllr. P. Roberts | |
| b. Community & Town Council Liaison Committee | 2 |
| Proposed and Seconded Cllr. R. Chapman & Cllr. P. Roberts | |
| c. Fochriw Community Centre | 2 |
| Proposed and Seconded Cllr. P. Thomas & Cllr. P. Roberts | |
| Cllr D. Hardacre also attends as the County Borough Representative | |
| d. Deri Community Centre | 1 |
| Proposed and Seconded Cllr. D. Nicholas | |

Any Representative unable to attend his or her meeting, please inform the Clerk in time to make alternative arrangements. Brief written reports to be made by Representatives regarding minutes of their respective meetings, forums, and committees for file purposes.

To agree Council's Cheque Signatories for 2019/2020

It was proposed and seconded that Council retain exiting signatories:

- Cllr. P. Thomas
- Cllr. R. Chapman
- Cllr. H. Holifield

To consider the appointment of Council's Internal Auditor for the Year Ending 31st March 2020

It was proposed and seconded that Council reappoint the current post holder – Mrs Julie Richards.

Community Council Budget & Financial Reconciliation

The Clerk shared with Council a copy of Council's Budget for 2019/2020. Following discussion, it was agreed that Council work within the below amended values. It was also agreed that the Clerk report quarterly against these indicative budget lines, highlighting where significant under / over spend is likely.

Darran Valley Community Council Draft Income & Expenditure Budget 2019-20			
Income		Expenditure	
C/F 31/03/2019 Mainstream	£08,659.43*	Clerk's Salary & On Costs	£04,500.00
Precept	£12,480.00	Chairperson's Allowance	£00,300.00
Anticipated VAT Reclaim 2018-19	£00,549.67	Out of Office	£00,250.00
Wind Turbine	£04,582.50	Telephone & B/band	£00,200.00
* Includes £4,582.50 from Wind Turbine Asset Management Company.		Room Hire	£00,200.00
		Insurance & Subscription	£00,450.00
		Stationery & Postage	£00,300.00
		Website	£00,600.00
		Section 19/137 Grants	£00,000.00
		Section 19/137 Trip	£00,000.00
		Schools 19/137	£00,000.00
		Christmas Lighting	£01,500.00
		Audit	£00,600.00
		Councillor Expense / Allowance	£01,500.00
		Wind Turbine CBF	£04,582.50
		Summer Scheme	£02,000.00
		Council IT	£00,500.00
Total	£26,271.60	Total	£17,482.50
Projected Balance Year ending 31.03.2020			£08,789.10*
* Of which £4,582.50 in Wind Turbine 2020/21			Net £04,206.60

The following was also agreed:

Budget Lines. Section 19/137 Grants / Section 137 Trips / Section 137 Schools.
It was agreed further discussion on Council's future approach to expenditure on these lines was required.

Moved. Clerk to agenda for the June meeting of Council.

Community Council Financial Position Year Ending 31st March 2019

The Clerk provided Council with a high-level overview of the financial position for the year ending 31st March 2019. Within his report, the Clerk advised Council that he projected a carry forward amount of £08,659.43. The Clerk also explained this amount included the £4,528.50 received and earmarked for the Wind Turbine Community Benefit Project. Consequently, the total actual forward amount totals £04,076.93.

Community Council Summer Scheme 2019

Council agreed to set-aside £2,000.00 for the provision of a Scheme to be delivered in July / August 2019.

Moved. Clerk to work with both Caerphilly Adventures and Sport Caerphilly to develop a costed proposal for consideration and agreement at the June meeting of Council.

Moved. Clerk to agenda for the June meeting of Council.

Independent Remuneration Panel Recommendations 2019/20

Determination 40: All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Moved. Council acknowledged and adopted this determination.

Determination 43: Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per mile per passenger carried on authority business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

Moved. Council acknowledged and adopted this determination.

Determination 44: If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:

- £28 per 24-hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

Moved. Council adopted this determination, although acknowledged circumstances where this would be required would be extreme / infrequent.

Determination 45: Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:

- Up to £54.00 for each period not exceeding 4 hours
- Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours

Moved. Council acknowledged and adopted this determination.

Determination 47: Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses.

Moved. Council acknowledged and adopted this determination, retaining the monetary value afforded to the Chairperson Allowance at £300.00.

Meeting Closed at 19.55

_____ **Chairperson**