

CAERPHILLY

TOWN

COUNCIL



CYNGOR

TREF

CAERFFILI

TOWN CLERK:
CLERC-Y-DREF:

Phil Davy

TOWN MAYOR:
MEIR Y DREF:

Councillor
Simon Morgan

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE CAERPHILLY
TOWN COUNCIL HELD AT THE TWYN COMMUNITY CENTRE
ON MONDAY 15TH JANUARY 2018**

Present:

Councillor P.J. Bevan, C. Elsbury, S. Kent, J. Hibbert, J. Grenfell, M. Prew, H. Jackson, S. Morgan (Town Mayor), J. Fussell, J. Pritchard.

Apologies:

Councillor S. Hodder , R. Bidgood.

In attendance:

G. Clifton, J. McDonnell representing Gwent Police

P.G. Davy (Town Clerk).

73. **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY 20TH
NOVEMBER 2017**

Minutes of the Ordinary Council Meeting held on Monday 20th November 2017 were received, confirmed and signed.

74. **MATTERS ARISING FROM THE MINUTES**

Minute 63 - Gwyn James, Clerk Risca East Community Council has agreed to undertake the internal audit for 2017/18.

Minute 71 – Cllr J. Grenfell had requested an item on the agenda for this Council meeting on the Remembrance Day Parade arrangements in 2018. The Mayor allowed the matter to be discussed. Cllr Grenfell requested the support of the Town Council to make representations to the British Legion to have a major parade at the Caerphilly Cenotaph as 2018 was the centenary of the ending of the First World War. The Council agreed to support the request and Cllr Grenfell would pursue the matter with British Legion.

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Office Hours: Monday, Tuesday and Wednesday mornings 9.30a.m. to 12.30p.m

75. **COMMUNITY SAFETY MATTERS**

Inspector Clifton provided an overview of policing activity. Reported crimes were running at an average level. He referred to the Townsafe initiative with a focus on the night time economy with officers working shifts into the early hours of the morning. Operation Garden would be operating for 4 weeks from 14.01.18 with plain clothes officers gathering intelligence on local criminals. He was pleased to report an increase in establishment of the Neighbourhood Policing Team and a reduction in long term sickness absence which meant that 6 or 7 officers would now be on shift.

Issues raised by members:

1. Parking in the town centre – widespread long term parking on double yellow lines.
2. Congestion and safety at school pick up times caused by indiscriminate parking by parents.
3. Inconsiderate parking in residential streets causing obstruction to traffic flow.
4. Use of Caerphilly Police Station – only operates 9 to 5 weekdays for public access. Encouragement being given for response officers to use as a base when operating in the town.
5. Speeding on Lon y Llyn – no reports had been received by police but arrangements will be made for speed camera to be used.
6. Traffic lights at St. Martin's Farm junction – this was a CCBC Highways matter.
7. Extent of drug use within the town – Operation Irontrack was one means to identify drug use in pubs and clubs.

The next Action Day was scheduled for 22nd January but the area and focus had still to be determined.

It was noted that Richard Tovey had moved to another role and had been replaced by Alan Cotterill.

76. **TOWN MAYOR'S DIARY**

The Mayor had attended the following:

1. Christmas Light Switch On.
2. Castle View elderly persons home.
3. Brodawl elderly persons home.
4. Castel Maen elderly persons home.

77. **ENVIRONMENTAL MATTERS**

No specific issues were raised.

Cllr S. Kent referred to the challenge of plastics recycling and the need for a deposit scheme.

78. **TOWN CLERK'S REPORTS**

1 Caerphilly Fireworks Display 2017

It was resolved:

1. To round up the street collection to £5,500 with £2,750 being donated to each of the Town Mayor's charities.
2. To make a donation of £500 to Caerffili Lions in recognition of the help provided in organising the street collection.
3. To reappoint Pendragon Fireworks and Pyrotechnics to undertake the fireworks display in 2018.

2 Q3 Budget Monitoring

Members noted the report.

3 Confirmation of Town Clerk's Appointment

It was resolved:

In accordance with the terms of the contract the Town Clerk having satisfactorily completed the probationary period be confirmed in the post.

The Town Clerk, Mr. P. G. Davy, declared an interest and took no part in the discussion.

4 Risk Management

The Town Council is under an obligation to identify and manage the risks to public money arising from all activities. Risks have been assessed in terms of likelihood and impact across four categories – strategic, compliance, financial, operational.

It was resolved:

To approve the risk assessment and review on an annual basis, except that any significant change in relation to risks arising from a change in circumstances should be reported to the Town Council when they arise.

5 Business Debit Card Proposal

It was resolved:

1. To accept the use of a Business Debit Card on the Community Direct Plus Account (current account) and an application is made to the Coop Bank.
2. The Town Clerk (Responsible Finance Officer) is the authorised user of the Business Debit Card with a daily limit of £750.
3. To approve the amendments to Financial Regulations in respect of the introduction of the

Business Debit Card.

6 IT Support Agreement.

The Council's business is dependent on reliable and secure IT. The report outlined a formal support agreement with CCBC IT Service.

It was resolved:

To approve the IT support agreement with CCBC at an annual cost of £500.

7 Section 137 Expenditure: Limit for 2018-19

The maximum expenditure that can be incurred under both section 137 (1) and (3) for the financial year 2018-19 will be £7.86 per elector.

Members noted the report.

8 Review of Town and Community Councils

The report was deferred to enable a separate meeting to be arranged to discuss a response to the questions posed by the Review Panel.

79. PLANNING MATTERS

The following applications were considered and comments made as follows:

17/0944/FULL – No objections.

17/1081/FULL– No objections.

Cllr J. Fussell declared an interest and took no part in the discussion or decision making on the planning applications.

80. PAYMENTS AND FINANCIAL MATTERS

1. List of payments noted and approved.

2. Bank Account Balances noted.

The closure of the Business Select Instant Access Account is linked to funds being moved to a one year fixed rate business bond (minute 67.2)

3. Applications for Financial Assistance

(i) Dance Unity Formation Teams – application deferred to seek confirmation on the number of dancers resident with the Town Council area.

(ii) Llamau - £250 approved.

(iii) Castel View Community Group - £250 approved. Cllr S. kent declared an interest

and took no part in the discussion or decision making. Cllr C. Elsbury declared an interest and took no part in the discussion or decision making.

81. **CORRESPONDENCE**

1 Parks and Countryside Operations Manager

Parks Services has withdrawn from organising floral displays on behalf of Town and Community Councils. The Town Council will have to take full responsibility for organising Caerphilly in Bloom from 2018.

2 Council Tax Base Notification

The Council Tax base for the Town Council in 2018/19 is 6223.46 Band D equivalent dwellings.

82. **MEMBER REQUESTS FOR FUTURE REPORTS/INFORMATION**

There were no requests.

83. The Mayor advised the Council that Cllr Shelly Hodder had been ill including a period of hospitalisation. It was agreed that flowers and best wishes should be sent on behalf of the Town Council.

The meeting closed at 8.00 pm.