**CAERPHILLY CYNGOR**

**TOWN TREF**

**COUNCIL CAERFFILI**

**TOWN CLERK: TOWN MAYOR: CLERC Y DREF: MAIR Y DREF:**

**P. G. Davy Councillor Mike Prew**

**MINUTES OF THE ORDINARY MEETING OF CAERPHILLY TOWN COUNCIL HELD BY REMOTE ACCESS ON MONDAY 16TH NOVEMBER 2020**

**Present:**

Councillors P J Bevan, C Elsbury, J Fussell, J Grenfell, J Hibbert, S Kent, S Morgan, M Prew, J Pritchard

**Apologies:**

Councillors R Bidgood, S Hodder, H Jackson

**In Attendance:**

P G Davy, Town Clerk

44 **MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 19TH OCTOBER 2020**

Minutes of the Ordinary Town Council Meeting held on 19th October 2020 were received and confirmed. Minutes to be signed by Town Mayor when practical.

**45 MATTERS ARISING**

Minute 35 – notification has been received that CCBC will be unable to offer a payroll service to Town and Community Councils. In accordance with Minute 31.4 arrangements will be made to bring the payroll back in house which will involve the purchase of a HMRC approved software package.

**46 COMMUNITY SAFETY MATTERS**

The following were raised:

* Boy racers in the Asda car park
* Traffic congestion on roundabout and estate roads due to customers queuing for MacDonalds and Costa Coffee
* Traffic regulations ignored by drivers at junction of Dol y Felin / Pontygwindy Road
* Highway and pedestrian safety issues due to Virgin Media engineering works on Bedwas Road

**47 TOWN MAYOR’S DIARY**

The Mayor had attended at the Caerphilly Cenotaph to lay a wreath on Remembrance Sunday

8th November, which had to be low key due to the coronavirus epidemic. Cllr Elsbury represented the Town Council on 11th November.

The Mayor had been requested to support the Christmas appeal by Vetro Recruitment in aid of providing presents for children.

**48 ENVIRONMENTAL MATTERS**

No new matters were raised.

**49 TOWN CLERK’S REPORTS**

1 Budget Estimates 2021/22

The Town Clerk outlined the assumptions on which the budget estimates were based and in particular the assumption it will be possible to resume normal activities from April 2021. A budget expenditure of £118,737 is proposed for 2021/22 which is £8,330 higher than the original projected expenditure for the current financial year. Income is projected at £111,165 resulting in an excess of £7572 of expenditure over income. A contribution from balances will be necessary to achieve a balanced budget.

It was resolved:

1 To approve the budget estimates for 2021/22 as set out in the tables attached to the report.

2 To set a precept of £15-50 for Band D properties for 2021/22.

3 To update the budget following completion of the year end accounts in April 2021 and in light of

 any ongoing coronavirus restrictions.

2 Town Council Social Media Account

Social media such as Facebook and Twitter are web based communication tools that enable people to interact with each other by sharing and consuming information. The report outlined common social media features and some of the downsides. A discussion took place on how content would be maintained and the staff time that would be involved. It was agreed to defer any decisions to allow time for investigation of other community and town councils social media accounts.

3 Future Audit Arrangements for Community and Town Councils in Wales

The requirement for community and town councils to prepare accounts and to have those accounts

audited is set out in law. Over a number of years there have been common governance failures across the sector. In light of this Audit Wales will introduce a new approach from the audit of the 2020/21 accounts based on a three year cycle of two limited procedure audits and a transaction based audit for each council. The introduction of the transaction based audits will be staggered across the first three years of the new arrangements. A transaction based approach will involve the auditors examining an individual council’s account and tracing transactions through to source records confirming the completeness and accuracy of the accounts.

The new arrangements were noted.

4 Independent Remuneration Panel for Wales – Draft Annual Report

For 2021/22 the Panel is not proposing any specific changes to payments in respect of community and town councils. The Panel continues to mandate a payment of £150 as a contribution to costs and expenses for members of all community and town councils, and is mandating contribution towards the cost of care and personal assistance needs.

The Panel’s final report will be published in February 2021 but it is not anticipated there will be any change to the mandatory payments.

The information was noted.

**50 PLANNING MATTERS**

The following planning applications were considered, and comments made as follows:

20/0845/FULL – no objections

Councillor C Elsbury declared an interest and took no part in the discussion or decision making on this application.

Councillor J Grenfell declared an interest and took no part in the discussion or decision making on this application.

20/0824/FULL – no objections

Councillor C Elsbury declared an interest and took no part in the discussion or decision making on this application.

Councillor S Kent declared an interest and took no part in the discussion or decision making on this application.

20/0867/COU – no objections

Councillor C Elsbury declared an interest and took no part in the discussion or decision making on this application.

20/0884/FULL – no objections

Councillor C Elsbury declared an interest and took no part in the discussion or decision making on this application.

20/0885/FULL – no objections

20/0890/COU – objections on the grounds of insufficient and unsatisfactory parking layout

20/0893/FULL – no objections

20/0854/TPO – no objections

20/0911/COU – no objections

Councillor C Elsbury declared an interest and took no part in the discussion or decision making on this application.

20/0912/FULL – no objections

20/0917/FULL – no objections

20/0918/FULL – no objections

Councillor J Fussell declared an interest and took no part in the discussion or decision making on any of the applications.

**51 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved.

2 Bank account balances were noted

3 Application for Financial Assistance

Valley Daffodils – a grant of £250 was approved. Expenditure authorised under the Local Government Act 1972, section 137.

**52 CORRESPONDENCE**

There were no items of correspondence.

**53 MEMBER REQUESTS FOR FUTURE REPORTS**

There were no requests.

The meeting closed at 7.40pm

Note Councillor S Morgan had connection problems and was not present for all the meeting. Councillors J Pritchard and J Fussell left the meeting early.