**C A E R P H I L L Y T O W N C O U N C I L**

**C Y N G O R T R E F C A E R F F I L I**

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

**P. G. Davy Cllr Mike Prew**

**MINUTES OF THE ORDINARY MEETING OF THE CAERPHILLY TOWN COUNCIL**

**HELD BY REMOTE ACCESS ON MONDAY 19TH JULY 2021**

**Present:**

Councillors P J Bevan, C Elsbury, J Fussell, J Grenfell, S Hodder, H Jackson,

S Kent, M Prew, J Pritchard

**Apologies:**

Councillors R Bidgood, J Hibbert, S Morgan

**In Attendance:**

P G Davy, Town Clerk

**35 MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 21st June 2021**

Minutes of the Ordinary Town Council Meeting held on 21st June 2021 were received and confirmed. Minutes to be signed by the Town Mayor when practical.

**36 MATTERS ARISING**

There were no matters arising.

**37 COMMUNITY SAFETY MATTERS**

It was noted that police patrols had increased in Morgan Jones Park.

**38 TOWN MAYOR’S DIARY**

The Mayor had attended an open day with Sense Cymru and was impressed by the work and dedication of the staff.

He commended the work of the Caerphilly in Bloom Group who had been readying the town for the judging.

**39 ENVIRONMENTAL MATTERS**

Residents had continued to raise concern about the development at Virginia Park and Members were liaising with the Planning Department in respect of potential breaches of planning conditions.

Address: The "Twyn Community Centre The Twyn Caerphilly CF83 IJL

Telephone: Caerphilly 07950 935822

E-mail: caerphillytowncouncil@outlook.com

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

Efforts by businesses in the town to attract more custom by installing outside seating on extended paved areas was supported by all Members.

**40**  **TOWN CLERK’S REPORTS**

1 Fireworks Display and Christmas Events 2021

Due to the advance planning and contracting with suppliers it was necessary to decide on whether the fireworks display, and Christmas events should proceed in 2021. The Town Clerk had circulated an addendum to the report following the Welsh Government

publication of the review of the Health Protection (Coronavirus Restrictions) (No 5) (Wales) Regulations on 14th July 2021. Wales moves to alert level 1 from 17th July and if coronavirus infection levels allow moves to a new alert level zero from 7th August 2021 when most of the Covid rules in Wales are removed. Notwithstanding the changes Covid risk assessments remain a legal requirement for businesses, employers, and event organisers. Reasonable measures are legally required to manage the risk of coronavirus but they are for each organisation to determine based on the outcome of their risk assessment, including in relation to physical distancing. The Town Clerk outlined a series of considerations for the Members and advised that in view of the legal requirements, the practical issues, uncertainty of the coronavirus risk as case rates rise, the risk to public money, the risk to public health and the difficulty in satisfactorily mitigating the risks the most prudent decision would be not to proceed with the events in 2021.

Following discussion it was resolved:

The fireworks display, Christmas lights switch on event, and Christmas Lantern Parade are all cancelled for 2021.

In view of the savings that will arise a revised budget report is presented to the September Town Council meeting.

2 Q1 Budget Monitoring (2021/22 Financial Year)

Expenditure of £11,337 had been incurred in Q1 (April to March), which represented 9.5% of the estimated budget for 2021/22.

The report was noted.

3 The Community Council Clerk Qualifications Regulations

Welsh Government intends to introduce regulations which specify the qualifications the clerk to a town or community council must hold to enable the council to exercise the general power of competence under the provisions of the Local Government and Elections (Wales) Act 2021.

The lack of the general power does not affect any of the activities currently undertaken. Reliance can continue to be placed on specific legal powers which already cover a wide range of discretionary activities. The benefit of the general power is that it avoids the need to check whether a specific provision has been enacted.

It was noted that Town Clerk does not currently hold any of the qualifications specified by Welsh Government.

It was resolved to respond to the Welsh Government consultation raising concerns that the proposals will limit the pool of potential applicants for clerk’s roles and preclude individuals who have wide local government experience and qualifications but not the specific qualification stipulated by Welsh Government.

4 Replacement Notice Board

The current wall mounted external notice board is in poor condition due to weather and general wear. Quotations had been requested for a replacement wall mounted external notice board, and as an alternative for a post mounted freestanding dual door external notice board located on the paved area in front of the Twyn community centre. The latter will require the consent from the landowner (CCBC) and will also require a planning application. Two suppliers had been approached but only one had submitted a response. The quotations for the two options were supply only.

No specific budget provision has been made for replacing the notice board but a virement can be made from anticipated savings.

It was agreed to support the option for the post mounted freestanding notice board which is subject to consultation with CCBC, and a virement of £2000 was approved. (The virement will be included as part of the revised budget report in September 2021.)

5 Hybrid Town Council Meetings – Technical Support

At the Town Council meeting on 21st June, it was resolved to adopt hybrid meetings from September 2021 to enable both in person and remote access participants to both see and hear each other. This was subject to investigating and acquiring the additional equipment required. Two companies were invited to advise on the best solution and to quote for additional equipment together with initial support, testing and training.

No specific budget provision has been made for the purchase of audio visual equipment but a virement can be made to the IT budget to cover the cost.

It was resolved in principle to appoint Drake Audio Visual, Cardiff to supply the equipment and technical support to set up a full functioning hybrid meeting at a cost of £2051-85 +vat, and to take up the 2 year service / maintenance contract at a cost of £892-50 +vat and a virement was approved to cover these costs. This is subject to further investigation of a dedicated broadband service for the Town Council as an alternative to the public wifi system in the Twyn community centre which has limited bandwidth and is not secure. (The virement will be included as part of the revised budget report in September 2021.)

**41 PLANNING MATTERS**

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

21/0615/FULL – no objections

21/0644/COU – no objections

21/0634/FULL – no objections

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

21/0196/NCC – no objections

21/0657/FULL – no objections

21/0574/FULL – the principle of residential development on this site is acceptable but the current proposal is unsatisfactory due to the number of dwellings, traffic generation and poor access arrangement and overlooking causing privacy problems to adjacent development.

21/0664/FULL – no objections

21/0572/FULL – no objections

21/0663/FULL – no objections

21/0683/FULL – no objections

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

**42 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved.

2 Bank account balances were noted.

3 Application for Financial Assistance

It was agreed to provide further support to the Caerphilly County Borough Taxi Drivers Association by allocating £2500 of CIL funds to cover the cost of installing a coin entry system to the disabled toilet, subject to CCBC as the building owner procuring the work and the Town Council reimbursing CCBC from the CIL account to a maximum of £2500.

(Note this arrangement was previously agreed in June 2019 when funding was provided from CIL for the coin entry systems to the male and female toilets.)

**43 CORRESPONDENCE**

No items of correspondence reported.

**44 MEMBER REQUESTS FOR FUTURE REPORTS**

In respect of the revised budget report requested under minute 40.1 the Town Clerk suggested that Members email any proposals where budget savings may be redirected.

A request was made for the Community Award presentations deferred in March 2020 due to the pandemic to be rearranged when this is practical.

The meeting closed at 8.00pm.