**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: MAER Y DREF:**

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

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

**HELD BY MULTI LOCATION ON 21ST NOVEMBER 2022**

**Present:**

Councillors P J Bevan, M Downes, C Elsbury, J Fussell, J Grenfell, S Kent, C Lewis, A Broughton Pettit, J Pettit, M Prew, , D Roberts

**Apologies:**

Councillor P Reed

**In Attendance:**

P G Davy, Town Clerk

54 **MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 17TH OCTOBER 2022**

Minutes of the Ordinary Town Council Meeting held on 17th October 2022 were received and confirmed. Minutes to be signed by the Town Mayor when practical.

55 **MATTERS ARISING**

 There were no matters arising

56 **COMMUNITY SAFETY MATTERS**

Police representatives were not in attendance, but a written report had been circulated. The current main issues in the St Martins ward were parking, particularly on Bradford Street and Clive Street, and homeless individuals. In Morgan Jones there has been a spate of vehicle break ins and theft from vehicles mainly affecting Pontygwindy Road, Mill Road, and Dol y Felin Street. In the run up to Christmas the Police will be mounting an operation involving high visibility foot and vehicle patrols to deter shoplifting.

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

**Telephone: Caerphilly 07950 935822**

 **E-mail: caerphillytowncouncil@outlook.com**

 **Office hours: By Appointment Monday to Friday**

57 **TOWN MAYOR’S DIARY**

The Mayor had attended the Remembrance Day service, and officiated with Santa at switching on the Christmas Lights. The Mayor recorded thanks to all those involved in the organisation of both events.

58 **ENVIRONMENTAL MATTERS**

There were no environmental matters raised.

59 **TOWN CLERK’S REPORTS**

1 Budget Estimates 2023/24

The Town Clerk outlined the assumptions on which the budget estimates were based drawing particular attention to the impact of inflation and the effect on household finances. A budget expenditure of £135,711 is proposed for 2023/24 which is an increase of £16,163 on the revised projected expenditure for the current financial year.

Income is projected at £108,577 resulting in a contribution from balances of £27,154 to achieve a balanced budget.

It was resolved:

1. To approve the budget estimates for 2023/24 as set out in the tables attached to the

 report.

 2 To set a precept of £15-50 for Band D properties for 2023/24.

 3 To update the budget following completion of the year end accounts in April 2023.

 4 There had been no street collection as the fireworks display did not take place but the

 budget for 2022/23 included provision of £4000 for donations to the Town Mayor’s

 charities. It was agreed that this amount be divided equally between Latch and

 Shining Stars.

The Mayor declared an interest in the donations to his charities and took no part in the discussion or decision on this matter.

2 Independent Remuneration Panel for Wales – Draft Annual Report 2023

The proposed Member payments (mandatory and optional) for 2023 were noted. It was agreed that an additional payment to cover office consumables was unnecessarily administratively cumbersome and that this payment should be incorporated within the basic mandatory payment. The comment to be passed to the IRPW.

3 Public Notice Board Update

A new public notice board was ordered and paid for in June 2022 with the Noticeboard Company Cumbria Ltd. The Town Clerk reported it has been difficult to communicate with the company and impossible to obtain a delivery and installation date. As time has gone on there is an increasing concern that the company may default on the order putting at risk the £3060 paid to the company. A further update will be provided in due course.

4 Local Government Pay Award 2022/23

The National Joint Council for Local Government Services (NJC) has agreed a pay award involving a flat rate payment of £1925 on each scale point with effect from 1st April 2022. If the new pay scales are adopted by the Town Council the annual increase in salary costs will be £1352-71 (based on pro rata hours for the Administrative Assistant and Town Clerk). Provision had been made in the budget for a 3% pay increase which equates to £598-34. The pay award will therefore require an additional £754-37 virement to salaries to meet the full costs in 2022/23.

The NJC has also agreed that from 1st April 2023 all employees covered by the National Agreement, regardless of the current leave entitlement or length of service will receive a permanent increase of one day (pro rata for part timers) to their annual leave entitlement.

It was resolved:

1 To implement the local government pay award effective from 1st April 2022 as agreed by the NJC (back pay to be paid in December 2022) and including the virement of the necessary additional monies to the salaries budget.

2 Given that the annual leave entitlement (pro rata) for the Administrative Assistant and Town Clerk is higher than the minimum that will apply from April 2023 it was agreed not to award an additional day of annual leave to the employees.

The Town Clerk declared an interest and offered no advice on the matter.

60 **PLANNING MATTERS**

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

22/0837/NOTR – no objections

22/0846/FULL – no objections

22/0787/FULL – no objections

22/0864/RET – no objections

22/0811/COU – no objections

22/0868/FULL – no objections

22/0884/FULL – no objections

22/0809/FULL – no objections

22/0802/RET – no objections

22/0905/FULL – no objections

22/0916/FULL – no objections

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

61 **PAYMENTS AND FINANCIAL MATTERS**

1 List of Payments were noted and approved.

2 Bank account balances were noted.

62 **CORRESPONDENCE**

 No correspondence reported

63 **MEMBER REQUESTS FOR FUTURE REPORTS**

There were no requests.

The meeting closed at 6.52 pm.