**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 MULTI LOCATION ON 15th MAY 2023**

**Present:**

Councillors P J Bevan, M Downes, C Elsbury, J Fussell, J Grenfell, S Kent, C Lewis,

A Broughton Pettit, M Prew, P Reed

**Apologies:**

Councillor J Pettit, D Roberts

**In Attendance:**

R Collins, R Taylor, Gwent Police

P G Davy, Town Clerk

**14 MINUTES OF THE ORDINARY MEETING OF TOWN COUNCIL HELD ON 20TH MARCH 2023**

Minutes of the Ordinary Meeting of Town Council held on 20 March 2023 were received, confirmed, and signed by the Town Mayor.

**15 MINUTES OF THE ORDINARY MEETING OF TOWN COUNCIL HELD ON 17TH APRIL 2023**

Minutes of the Ordinary Meeting of Town Council held on 17 April 2023 were received, confirmed, and signed by the Town Mayor.

**16 MATTERS ARISING**

No matters arising.

**17 COMMUNITY SAFETY MATTERS**

The police reported on the following matters:

* There has been a number of thefts including from the Bike Shed

**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**

* ASB in Churchill Park had diminished following regular patrolling, but ASB was increasing in Morgan Jones Park. Coordinated action will be taken with the Community Safety Wardens
* Parking patrols had been undertaken outside the Twyn and Plasyfelin Primary Schools
* Speed checks were planned for St Martins Road

Members raised parking issues outside Abigail’s Nursery, and safety concerns with the Cwm Rhymni school crossing at Pontygwindy Road.

**18 TOWN MAYOR’S DIARY**

The Mayor had presented cheques to his two charities Latch and Shining Stars, and thanks had been received for the donations. He had attended the U 14s Dragon Cup Final and judged a dog show arranged by Castle View residents.

**19 ENVIRONMENTAL MATTERS**

There was a lack of maintenance to the play area at Morgan Jones Park with railings in need of repainting, broken seats and overflowing litter bins. The matter will be referred to CCBC.

**20 TOWN CLERK’S REPORTS**

1 Q4 Budget Monitoring 2022/23 Financial Year

Report deferred from Town Council meeting on 17th April 2023. Expenditure in the period 1st April 2022 to 31st March 2023 was £114471 which represents 82% of the original budget approved in November 2021. The report was noted.

2 Budget Outturn 2022/23

Report deferred from Town Council meeting on 17th April 2023. Payments for 2022/23 were £114471 representing 96% of the revised budget agreed in November 2022. This included £8328 spent on CIL projects and funded from the restricted reserves. Income was in line with the revised estimate at £106733. Taking account of the CIL spend on the current account then income covered the expenditure. The balances at year end are £105580.

Inflation pressures will impact on expenditure during 2023/24. To achieve a balanced budget for 2023/24 and maintain the precept at £15-50 for a Band D property it has been necessary to allocate £27154 from the balances in the estimates.

Members noted the financial outturn position for 2022/23.

3 Annual Report

Report deferred from Town Council meeting on 17th April 2023. The Local Government and Elections (Wales) Act 2021 (section 52) imposes a statutory requirement for town

and community councils to prepare and publish an annual report about the council’s priorities, activities, and achievements over the year, and publish this as soon as practicable after the end of each financial year. The report for 2022/23 is now due.

Members considered and approved the Annual Report for publication on the Town Council website.

4 Annual Return for the Year Ended 31st March 2023

The Town Clerk presented the Annual Return. The main variances between 2021/22 and 2022/23 were outlined. Payments for 2022/23 were £114471. Income was £106733. However, when adjusted for CIL expenditure funded from restricted reserves the income covered the expenditure. The bank reconciliation statement shows the balances at

31st March 2023 are £105580. Additional information has been requested by Audit Wales relating to Members allowances paid in 2022/23 and evidence of publication of the Statement of Payments.

No substantive issues were raised during the internal audit.

The accounting statements had been certified by the Town Clerk in his capacity as Responsible Financial Officer (RFO).

It was resolved to approve the Annual Return, which includes the accounting statements, the annual governance statement, and the internal audit report. The Town Mayor signed the Annual Return on behalf of the Town Council.

The Annual Return and additional information requested will be submitted to Audit Wales for the external audit, and the notice of the exercise of electors’ rights posted on the website and noticeboard. (At the time of report preparation Audit Wales still had to confirm the external audit timetable for the 2022/23 accounts.)

The Town Clerk was thanked for all the work on the year end accounts and the preparation of the Annual Return.

5 Insurance Renewal

The premium renewal received from Zurich Municipal was £1149-22. This will be the second year of a three year agreement. This does not include for the fireworks display at Caerphilly Castle. If the event does proceed in 2023 there may be an additional premium payable.

It was resolved to accept the quotation from Zurich Municipal in the sum of £1149-22 for 12 months commencing 1st June 2023.

**21 PLANNING MATTERS**

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

23/0180/HH – no objections

23/0220/HH – no objections

23/0218/COU – no objections

23/0240/HH – no objections

23/0223/HH – no objections

23/0261/FULL – no objections

23/0273/FULL – no objections

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

**22 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved.

2 Bank account balances were noted.

3 Applications for Financial Assistance

 1 Aber Valley Wolves Rugby League Club

Grant approved £400. Expenditure authorised under the Local Government Act 1972 section137. Councillor J Grenfell declared an interest and took no part in the discussion or decision making on the application.

2 Gwent Police Fun Day Morgan Jones Park

Event sponsorship of £400 approved. Expenditure is authorised under the Local Government Act 1972 section 137.

3 CCBC – Pride Caerffili Working Group

Event sponsorship of £400 approved. Expenditure is authorised under the Local Government Act 1972 section 137. Councillor J Grenfell declared an interest and took no part in the discussion or decision making on the application.

4 Caerphilly Table Top and Gamers Society – Library Event

Grant approved £300. Expenditure is authorised under the Local Government Act 1972 section 137.

**23 CORRESPONDENCE**

There were no items of correspondence.

**24 MEMBER REQUESTS FOR FUTURE REPORTS**

There were no requests for future reports.

The meeting closed at 7.30 pm.