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

**C A E R F F I L I T O W N C O U N C I L**

**CLERC Y TREF: MAER Y TREF:**

**TOWN CLERK: TOWN MAYOR:**

**P G Davy Cllr M Prew**

**MINUTES OF THE ORDINARY MEETING OF THE CAERPHILLY TOWN COUNCIL HELD BY MULTI LOCATION ON 20TH NOVEMBER 2023**

**Present:**

Councillor P J Bevan, M Downes, J Fussell, J Grenfell, C Lewis, A Broughton Pettit, M Prew, D Roberts

**Apologies:**

Councillor C Elsbury, S Kent, J Pettit, P Reed

**In Attendance:**

R Collins, M Kerswell, D Greedy, Gwent Police

P G Davy, Town Clerk

**66 MINUTES OF THE ORDINARY TOWN COUNCIL MEETING HELD ON 16TH OCTOBER 2023**

Minutes of the Ordinary Town Council Meeting held on 16th October 2023 were received, and confirmed, and signed by the Mayor.

**67 MATTERS ARISING**

No matters arising.

**68 COMMUNITY SAFETY MATTERS**

Gwent Police had provided a written report which had been circulated to Members.

The following issues were highlighted:

* Shoplifting with WH Smith being a particular target. An operation order for shoplifting is in place in the run up to Christmas.

**Address: Twyn Community Centre The Twyn Caerffili CF83 IJL**

**Telephone: 07950 935822**

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

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

* Engagement session alongside Threshold Charity on 25.11.23
* Three CSOs were in attendance at the Christmas Lights switch on and there had been no issues
* Police surgeries will be introduced at the Police station
* Two RTCs in Nantgarw Road

Members were advised that there had been no issues within the Town Council area on Halloween or Bonfire Night.

R Collins was moving to another area and advised on the key contacts for St Martins and Morgan Jones Wards.

Members thanked R Collins for all her support.

**69 TOWN MAYOR’S DIARY**

The Mayor had attended the Twinning Association, Christmas Lights Switch On, Bowling Club presentation evening, and the Remembrance Day service. He recorded his thanks to everyone involved in the organisation of the events

**70 ENVIRONMENTAL MATTERS**

The following were discussed:

* Operation of one way system at Dol y Felin Street and the need for double yellow lines at the Mill Street end
* Future of pedestrian bridge across the railway, options under consideration by CCBC
* Flooding at Pontypandy
* Future of existing leisure centre site at Virginia Park

**71 TOWN CLERK’S REPORTS**

1 Review of Community Arrangements County Borough of Caerphilly

The Local Democracy and Boundary Commission had published a Draft Proposals Report. The Commission proposes to apply 4 changes to the existing internal community boundaries. There would be no change to the total electorate within the Town Council area. The area would be represented by 14 community councillors with Tonyfelin and Watford wards each gaining an additional member.

It was resolved to support the Draft Proposals.

2 Budget Estimates 2024/25

The Town Clerk outlined the assumptions on which the budget estimates were based

drawing particular attention to the impact of inflation. A budget expenditure of £140,740 is proposed for 2024/25 which is an increase of £24,912 on the revised projected expenditure for the current financial year.

Income is projected at £108,600 resulting in a contribution from balances of £32,140 to achieve a balanced budget. This represents an unusual set of circumstances due to the build up of balances during and since the pandemic and will avoid the need to increase the precept.

Members were advised that the level of expenditure proposed for 2024/25 cannot be sustained in future years without an increase in the precept or alternatively reducing expenditure through savings.

It was resolved:

1 To approve the budget estimates for 2024/25 as set out in the tables attached to the report.

2 To set a precept of £15-50 for Band D properties for 2024/25

3 To update the budget following completion of the year end accounts in April 2024

4 There had been no street collection as the fireworks display did not take place but the budget for 2023/24 had included for donations to the Town Mayor’s charities. It was agreed to make a donation of £2000 to AP Cymru.

The Mayor declared an interest in the donation to his charity and took no part in the decision on this matter.

3 Independent Remuneration Panel for Wales – Draft Annual Report

The proposed Member payments (mandatory and optional) for 2024 were noted. There are no significant changes with the payments remaining at the same level as 2023.

The report was for information.

4 Local Government Pay Agreement 2023/24

The National Joint Council for Local Government Services (NJC) has reached agreement on rates of pay applicable from 1April 2023 involving a flat rate payment of £1925 on each scale point. If the new pay scales are adopted by the Town Council the annual increase in salary costs will be £1352.70 (based on pro rata hours of the Administrative Assistant and Town Clerk). Provision had been made in the budget for a 3% pay increase which equates to £638.92. Th pay agreement will therefore require an additional £713-78 virement to salaries to meet the full costs in 2023/24.

It was resolved:

To implement the local government pay agreement effective from 1 April 2023 as agreed by the NJC (back pay to be paid in December 2023) and including the virement of the necessary additional monies to the salaries budget.

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

**72 PLANNING MATTERS**

A list of all the planning applications received since the last Town Council in October 2023 was included in the agenda as confirmation of consultation by the Local Planning Authority. The applications are now circulated as soon as received on an individual basis from CCBC and it is for Members to identify any matters they wish to raise before the expiry of the 21 day consultation period.

23/0771/Full - Caerphilly Train Station – the application to demolish and redevelop the Caerphilly Station was subject to consultation. It was agreed that Councillor J Grenfell would circulate his comments on the application to all Members prior to any representations being sent to CCBC.

Councillor M Prew and J Grenfell declared an interest in application 23/0759/Full – Creazione Fitness but no comments were made on the proposed development.

Councillor J Fussell declared an interest and did not take part in the decision making on this agenda item.

The Town Clerk reported that a number of applications that appeared on the weekly list had not been circulated following registration in accordance with the new procedure.

**73 PAYMENTS AND FINANCIAL MATTERS**

1 List of payments were noted and approved.

2 Bank account balances were noted.

3 Applications for Financial Assistance

Caerphilly and District Floral Society

A grant of £150 was approved. The financial expenditure is authorised under the Local Government Act 1972 section 137.

**74 CORRESPONDENCE**

Cul de sac signage at Castell Y Fan

It was noted that the request from a local resident for cul de sac signage at Castell Y Fan had been referred by the Town Clerk to CCBC for a response.

**75 MEMBER REQUESTS FOR FUTURE REPORTS**

There was a request for CCBC officers to give an update on the Caerphilly 2035 Plan at a future meeting.

The meeting closed at 7.40 pm