

Clerk to DWR Community Council
Ty Cariad
Llanfabon Road
Nelson
CF46 6PJ



Draethen Waterloo Rudry

22nd November, 2019

community council

To: The Chair and Members of Draethen, Waterloo & Rudry Community Council
Annwyl/Dear Chair/Councillor

You are summoned to attend a monthly meeting of DWR Community Council that will be held on: **Wednesday, 27th November 2019 at 6.30 pm at Rudry Primary School, Rudry, CF83 3DF.**

The business to be transacted is set out in the agenda below.

Yours sincerely / Yn gywir,

Val Steel

Clerk to the Council / Proper Officer

- 1. To note members' attendance and to receive apologies for absence**
- 2. To discuss Police matters**
- 3. To receive Declarations and Register of Interest**
- 4. To approve minutes of the Council meeting held on 26th September 2019**
- 5. To discuss matters arising**
- 6. To approve the Financial Report**
 - a) **Balance of Funds:** To receive, confirm and approve 'Balance of Funds' document (Chair and Vice to sign)
 - b) **Bank Statements:** To receive, confirm and approve statements
 - c) **Reconciliation:** To receive, confirm and approve reconciliation document (Non signatory member to sign reconciliation)
 - d) **Payments to creditors.** To confirm and approve payments
- 7. Audit for the year ended 31 March 2019**
 - a) To receive and note letter from external auditors BDO confirming that the audit is complete

- b) To receive, approve and accept the Annual Return
 - c) To receive and note the Issues Arising Report
 - d) To note that the Annual Return and Notice of Conclusion of Audit was displayed in a conspicuous place (on our notice boards) for 14 days before 30th September 2019
- 8. Draft Budgets 2020/21** - To receive and approve draft budget proposals for 2020/21
- 9. To receive and discuss Planning Applications**
Comments or enquiries must be emailed to planadmin@caerphilly.gov.uk within 21 days of receipt of the email date
- 10. To receive Chair's announcements**
- 11. To receive Clerk's Report and Correspondence**
- 12. To discuss and approve logo and branding**
- 13. To receive Councillor reports** - To receive updates from Councillors
- 14. To discuss Projects**
- a) Neighbourhood watch scheme in Draethen
 - b) Phone box refurbishment
 - c) Festive lighting
 - d) Intergenerational Lunch
- 15. To discuss and agree the disposal of photocopier**
- 16. To discuss:- (a) the Governing Body of Bedwas Junior and Rhydri Primary Federation and resolve whether DWR Community Council nominates a Councillor for the available Minor Authority Governor position**
(This item was omitted from the previous meeting due to time constraints)
and:-
(b) resolve who is to be nominated to represent the Council on Rudry Parish Hall committee
- 17. To agree items to be discussed at next meeting**
- 18. To agree the next Council Meeting**

HOW WE WILL USE YOUR INFORMATION Those individuals that attend Community Council meetings to speak/give evidence will be named in the minutes of that meeting. Sometimes this will include their place of employment or business and opinions expressed. Minutes of meetings including details of speakers will be publicly available to all via the Council web site at www.dwrcouncil.co.uk except for discussions involving confidential or exempt items. You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed. For further information on how we process your information and your rights please view the Council's Privacy Notice on our website <http://www.dwrcouncil.co.uk> or contact the Clerk to the Council by email at clerk@dwrcouncil.co.uk