



Draethen Waterloo Rudry

community council

CYNGOR CYMUNED RHYDRI DRAETHEN, WATERLOO & RUDRY COMMUNITY COUNCIL

MINUTES OF THE COUNCIL MEETING AT THE PARISH HALL on
TUESDAY 31st OCTOBER 2017, AT 19:00

Present:

Community Councillors:

Joe Farace, Jayne Garland, Margaret Jones & Emma Lamb.

Apologies:

Councillors

Terry Hall (**Chair**), Andrew Diplock & Kevin Stanworth

Acting Clerk/RPO:

Mr Brian Hancock

**Members of
the Public:**

Mike Garland, Roger Carr, Barbara Hoskins & Vassilia Williams.

48. The Meeting was delayed

The meeting was delayed from starting on time as former Councillor Vassilia Williams was sat within the Council. She was asked to join those in the public area but refused. It was pointed out to her that she had resigned and this resignation was accepted with immediate effect on its receipt by Chair and the Clerk. Ms Williams was reminded of the conversation she had with the Clerk and the Chair after her resignation was accepted and that she was advised there was no requirement for her to announce her resignation in Full Council. After, a heated discussion Cllr Farace (partner to Ms Williams) declared that he struggled to string two words together and that he needed his carer / partner close by to act as his interpreter. Ms Williams eventually retired to the seat behind her partner.

49. Appointment of Chair for the meeting

The Chairman tendered his apologies for absence via a written report to the Clerk. The Clerk reported that the Chairman had provided a comprehensive Chair's Report, in which he recommended that Cllr Garland might take the meeting as acting chair since he and she had worked closely with the Clerk on the Audit and other Council matters and she would be in the best position to inform the Meeting of progress. Cllr Farace objected to this suggestion without providing any justification but immediately proposed an alternate being, Cllr Jones this was seconded by Cllr Lamb. Cllr Garland did not object therefore, Cllr Jones was appointed as the meeting's acting Chair.

50. Welcome and Apologies

The Meeting Chair welcomed all and noted the apologies that were received. Then noted that the public was in attendance and welcomed them to the meeting.

51. Police Report – no Officer present and no report, bearing in mind it was Hallow'een.

52. Declarations - None at this point

53. Chair's Announcements Appendix A

Cllr Jones, read out the comprehensive Chair's Report which contained sections on

- i. Audit
- ii. Speed Watch,
- iii. SPICE/Time Banking,
- iv. Land at Waterloo
- v. Standing Orders.

54. Minutes

- i. Minutes of the Meeting of 25th July 2017 were eventually accepted.
- ii. Minutes of the Extra-ordinary Meeting of 9th August 2017 were accepted and signed.

55. Clerk's Report

i. Bank Reconciliation/Budget /Financial Report.

The Clerk thanked Cllr Garland for the help and assistance with this large area of concern. Copies of the Spreadsheet of expenditure on a monthly basis, Totalled against the Budgeted Allowance and in the last column the variance against the Budgeted Allowance. At the foot of the spreadsheet is the Expenditure (To Date) = £8581.2 however 2016/17 un-cleared cheques = £3823.85. This means that our estimated projected spend for the financial year is £17224.01 which is £2224.01 over the Precept amount of £15000. This means that we have to consider cutting expenses/make savings; eg, relinquishing the office in the Parish Hall, which could mean the Hall loses benefit of DWR WiFi and copying facilities. Our outgoings would then reduce to Monthly Council Meetings, reduced cost of the newsletter / reduced number of issues and more specific to the Council delivered by volunteers and not paid expenses as of recent months and moderated by Council before release. The current Bank Statement was also presented. The balance included reserves not to be included as part of the annual budget. Previously project monies were paid into the Council's only account. A more correct way would be to have a separate account. This must be rectified as soon as possible to comply with Financial Regulations. On the evaluation of the CVP we must be able to show clarity between Project and Council funds. If we are unable to do so this may result in some or all the grant for the CVP be recovered. These figures were used in the Audit provided to the Auditors (WAO/BDO).

ii. Risk Assessment/Management

The Clerk asked Cllr Lamb for this document as a few months previous said she would produce one; unfortunately, it was never received. However, Cllr Garland, in her second period acting as Volunteer Acting Clerk, produced a Risk Assessment which was compiled together with and accepted by the external Auditors (WAO/BDO). This Risk Assessment is now accepted and adopted for use. Also included in the Audit provided to the Auditors (WAO/BDO) was the DWR CC Asset Register.

iii. Wales Audit Report 16/17

The Council has received a 'qualified' Report from the Auditors, BDO acting on behalf of the Wales Audit Office/Auditor General. Copies of the Report were distributed and the Clerk talked through their findings and it was agreed take forward their recommendations.

iv. OVW Update

All updates have been forwarded to Councillors.

v. Financial Assurances No requests have been received by the Acting Clerk. However, the Meeting Chair, Cllr Jones, asked about the grant to the Church for grass cutting. Cllr Jones said the grant was agreed but the

Clerk requested a Grant form to be sent from the church treasurer.

Cllr Jones declared that she was a member of that Church furthermore she asked for the Poppy Wreath which this Council normally provides for laying at the Memorial on Remembrance Service. **Action: Clerk**

vi. Correspondence - Letters/leaflets received from: Cardiff Conservation Volunteers, Caerphilly Disability Access Group, County Councillor A.G Higgs, Caerphilly Armed Forces Champion, Royal British Legion's 'Silent Soldier' each priced at £250.

All noted.

56. Councillor Reports

It was agreed to move this item further up the Agenda and Cllr Farace suggested that each Councillor have no more than 5 minutes to report. Many of the following were raised in the Chair's Report.

i. Rudry

Cllr Garland gave a presentation to OVW on the success of the DWR Community Consultation delivered earlier this year.

Cllr Garland attended a GAVO initial Review/Evaluation Meeting re CVP.

Cllr Garland had a call from Sarah Wilson of Rudry PTA asking for their grant to be chased up she had left messages with Cllr Lamb with no response, another form was obtained from the PTA

Cllr Garland attended an Allotment Federation hearing supporting a local Resident.

Cllr Garland attended training workshops on Employment Law (OVW) and Planning (Planning Aid Wales)

Cllr Garland obtained a Community Bursary for a Community Garden Project.

Action: Cllr Garland to make payment to PTA and relay apologies on behalf of Council for delay.

ii. Waterloo

Cllr Farace reported on Speed Watch, (mainly covered in the Chairmans report), the 20mph Limit around the Rudry Primary School presented data - 58 Watches.

Cllr Farace raised concern at the junction of Waterloo to Machen.

Cllr Jones asked that the money received from RCPT be repaid asap as the event was no longer going ahead.

Action: Clerk reimburse RCPT

iii. Draethen

Cllr Lamb reported that she has met with the new Rudry School Headteacher.

Action: We await a written report from Cllr Lamb.

57 Planning Applications

- i. Case Ref.17/0618/FULL** Location: Graig Veiw Cottage The Row Gwern y Goytre Draethen NP10 8GF (UPRN 000043088016). Action: Noted
- ii. Case Ref. 17/0375/COU** Location: Bridge Farm Gwern y Goytre to Michaelston Bridge Michaelston y fedw CF3 6XR (UPRN 000043086348). Action: Noted
- iii. Case Ref. 17/0620/FULL** Location: 6 Bryngolau Rudry CF83 3DN (UPRN 000043055975). Action: Noted
- iv. Case Ref. 17/0739/FULL** Location: Ruperra Castle Estate Rudry Road to Llan Rudry (UPRN 000043085458) Action: Noted
- v. Case Ref. 17/0833/RET** Location: 20 Cefn Mably Park Michaelson y fedw CF3 6AA (UPRN 000043079516). Action: Noted

58. Motion to Exclude the Press and Public was proposed and agreed, and so the Public left the Meeting.

60. Date of Next Meeting –

It was agreed that the next meeting of this Council would be held on

Thursday 30th November 2017

2017 at 19:00

Rudry Parish Hall.

The Meeting closed at 21:00.

Minutes produced by:

Acting Clerk/ RFO: B.J.Hancock

Signed by Chair of Council:

Date: 30 Nov 2017