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To: The Chair and Members of Draethen, Waterloo & Rudry Community Council

Dear Chair/Councillors

The next Ordinary Full Council Meeting of Draethen, Waterloo & Rudry Community Council will be held on **Thursday, 26<sup>th</sup> November 2020 at 6.30 pm**. The meeting will be held by remote video conference in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

**Please note that due to the Covid-19 restrictions and procedures this meeting will be held remotely. Consequently, because of the exceptional circumstances it will not be practical to include the public nor press.**

A link to access the meeting will be emailed to Members by the 25<sup>th</sup> November.

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

Yours sincerely

**Val Steel**

**Clerk to the Council / Proper Officer**

- 1. To note members' attendance and to receive apologies for absence**  
*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record forms part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.*
- 2. To receive Declarations and Register of Interest**  
*Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Clerk.*

3. **To discuss Police Matters**
4. **To approve minutes of the Council meeting held on 1<sup>st</sup> October 2020**
5. **To discuss Matters Arising**
6. **To approve minutes of the Extra-ordinary Council meeting held on 22<sup>nd</sup> October 2020**
7. **To discuss Matters Arising**
8. **To approve minutes of the Extra-ordinary Council meeting held on 19<sup>th</sup> November 2020**
9. **To discuss Matters Arising**
10. **To Ratify the Financial Report**  
**Balance of Funds:** To receive, confirm and approve 'Balance of Funds' document  
**Bank Statements:** To receive, confirm and approve Bank Statements  
**Reconciliation:** To receive, confirm and approve reconciliation document  
**Income:** To receive, confirm and approve income from Katherine Watkins T/A Playworks One - £208  
**Payments to creditors:** To confirm and approve payments
11. **To receive and discuss Planning Applications**  
Comments or enquiries must be emailed to [planadmin@caerphilly.gov.uk](mailto:planadmin@caerphilly.gov.uk) within 21 days of receipt of the email date
12. **To receive Chair's announcements**
13. **To receive Clerk's Report and Correspondence**
14. **To receive Councillor reports**
15. **To discuss and agree refurbishment and installation of defibrillator at K6 BT telephone kiosk at Waterloo.**
16. **To discuss Place Planning - Minute Reference 139/20 deferred from meeting held on 1st October 2020.**
17. **To discuss and agree procuring and siting grit bins in consultation with the Highway Authority – Minute Reference 141/20 deferred from meeting held on 1<sup>st</sup> October 2020.**
18. **To discuss and agree suitable charities that may be supported by the Council.**

- 19. To discuss and agree a response to the Independent Remuneration Panel for Wales Draft Annual Report 2021/22.**
- 20. To discuss and agree Developing DWR CC Newsletter**
- 21. To discuss and agree Committees and Terms of Reference**
- 22. To agree items to be discussed at next meeting**
- 23. To agree the date and time of 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](http://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](mailto:clerk@dwrcouncil.co.uk)