

CYNGOR CYMUNEDOL DRAETHEN, WATERLOO A RYHDRI
DRAETHEN, WATERLOO & RUDRY COMMUNITY COUNCIL (DWR CC)

MINUTES OF THE ORDINARY MEETING of 30th JUNE 2022

Due to COVID-19 Pandemic, this meeting was held remotely, consequently because of these exceptional circumstances the meeting was open to the public and press via remote online video conference.

The meeting commenced at 1903.

Councillors Present:	Sarah Parks-Jones (SPJ) Neil Patrick (NP)	Mike Garland (MG) Rob Heaton-Jones (RHJ)
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Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent. Meetings may be recorded by the official minute taker, using DWR CC owned digital recording equipment only, for the purpose of enabling the minute writer to check information while drafting minutes of the meeting.

Therefore, a declaration that the meeting is recorded for this purpose is made by the Chair at the beginning of the meeting. Every recording will be wiped as soon as the draft minutes have been prepared by the minute taker and agreed by the Chair of the relevant meeting. SO 3.1 SO 12.(e) Recording commenced at 19:04

Min Ref		Action
37/22	To note members' attendance and to receive apologies and reason for absence. <i>A council cannot approve a reason for a councillor's absence from a meeting if no reason is given. To simply record in the minutes of a meeting that a councillor was absent does not amount to approval for absence. A councillor must give a reason for their absence from a meeting and the minutes of that meeting must document that approval for a councillor's absence was agreed by resolution and, where possible, the reason for absence.</i>	
	Apologies: were received and accepted from Cllr Kevin Stanworth and Cllr Marc Hubbard. There were no member(s) of the public or press in attendance. RESOLVED Cllr Stanworth and Cllr Hubbard absence approved.	
38/22	To receive Declarations and Register of Interest <i>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</i>	
	NONE NOTED	
39/22	TO RESOLVE Minutes of the Meetings held on 31st March 2022 & 19th May 2022 as an accurate record and discuss matters arising.	
	RESOLVED: to approve the Minutes of the Meeting of the 31 March 2022. There were no matters arising. NOTED Minutes of the 19th May There were no matters arising.	
40/22	Finance	
	(i) RESOLVED The Annual Return was approved by Council for Wales Audit Office External Auditor (ii) RESOLVED to ratify Balance of Funds (iii) RESOLVED to ratify reconciliation of Bank Statement and Cashbook	

	<ul style="list-style-type: none"> (iv) RESOLVED to ratify payments (v) NOTED income of Precept and HMRC Vat Return and CIL (vi) RESOLVED Comply WG to enabling fully hybrid meetings, procure equipment to £859.15 + <i>vat & delivery</i>. Outlined in budgeting Minutes Minute ref: 169/21 (vii) RESOLVED to Procure the base/floor for the Draethen Phone box £115 + vat and delivery. (viii) RESOLVED to procure a defibrillator (no power solution). £2205 + <i>vat & delivery</i> of £25. + CHT one off fees for PL and theft managed solution with ongoing annual support for the new site £165 pa + <i>vat</i> (ix) RESOLVED The sale of existing old K6 (x) RESOLVED to procure an DWRcc events branded gazebo for multi-use to have a DWRcc presence in diverse settings for outreach to £2,000 (xi) RESOLVED to reimburse exp claim for £148.03 for parts and installation of the Notice Boards. Chair took the opportunity to thank Cllr Garland for preparing the Notice Boards for installation removing and rubbing down the header and reinstated on the new boards. 	
41/22	Casual vacancy and Co-option of vacant position(s)	
	<ul style="list-style-type: none"> (i) RESOLVED Council would not extend the expiry for signing the declaration of acceptance of office. Clerk to advertise a casual vacancy and to notify Electoral Services CCBC. (ii) RESOLVED to Co-opt Martin Winfield as Cllr to DWR Community Council, Clerk to notify Mr Winfield to arrange appropriate paperwork and signing of the declaration of acceptance of office and to advise on Code of Conduct training dates available. 	JG
42/22	Correspondence	
	<ul style="list-style-type: none"> (i) NOTED Correspondence IRP (ii) NOTED Resident wrote in connection with Defib in Draethen we advised but measures had already been put in place. (iii) Notice of CIL received from CCBC await payment to enter account. (iv) NOTED WG Assets Collaboration Programme Grant Scheme (v) NOTED Supporting People referral (vi) NOTED Cyber resilience centre membership (vii) NOTED Cllr SPJ to complete Mandate Change with Barclays Bank. (viii) NOTED SPJ to meet LA Cllr date tbc 	SPJ JG
43/22	Chairs update	
	<p>Chair SPJ spoke about the recent events achieved within the past couple of months since our last Full Council Meeting.</p> <ul style="list-style-type: none"> (i) We now have our summer flower fountains situated in each village, there has been some positive feedback received from residents. (ii) The commemorative Platinum Jubilee mugs were delivered for the primary school and local children. (iii) The recent installation of the K6 community phone box in Draethen. Feedback has been very positive, it really enhances the village and now looks the quintessential village scene (iv) The removal of the damaged noticeboards after the storm has now commenced and will soon be able to reinstall those after Cllr Garland has spent many hours preparing them for return. Chair wished to make a point of thanking Cllr Garland for his sterling work and obvious skill, they now look amazing. (v) There has also been a handing over of the new fully automatic defibrillator DWRcc procured for Rudry Primary School. The Headteacher, Mr Cook, was very appreciative of the AED which now has pride and place in a prominent position in the school, keeping our community safe. 	

44/22	Planning for consideration	
	(i) 22/0240/CLEU Responded now closed (ii) 22/0411/RET NOTED (iii) 22/0509/FULL NOTED	
45/22	Appointment of Members to serve as DWRCC representatives on the following outside bodies:-	
	Deferred to next meeting. All positions would be reviewed.	
46/22	Grants and Financial assistance	
	RESOLVED a donation to the Machen show of £500.	JG
47/22	Exempt items	
	The meeting closed at 20:49	

Minutes produced by: Clerk & RFO Jayne Garland

Signed by Chair of Council/Meeting:	
Dated:	Print Name:

Further information.

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RESERVES	
Earmarked Election Fees	£6,000.00
Earmarked Future Projects	£7,000.00
Total Earmarked Reserves	£13,000.00
Un-Earmarked	
TOTAL RESERVES	£7,600.07

..... 1) IT equipment £1500 for Hybred Meetings guide figure
2) Incomplete Committed Projects: to install defib in Draethen Phone Box £4000 Road Closure to get power to site and WPD work and £1500 for Defib Machine

Agreed at EO Meeting of 08.12.2021 Signed Chair

169/21	To agree budget
	The Chair went through each budget heading line by line where it was discussed in detail. RESOLVED to set aside (ring-fenced in a separate account) £6000 for election fees (<i>multiple ward elections/by elections</i>) as a contingency and best practice. RESOLVED to agree the Budget for 2022/23.