

**DARRAN VALLEY COMMUNITY COUNCIL
CYNGOR GYMUNED CWM DARRAN**

Mr. G. O. Williams
Clerk to the Council / Clerc Y Cyngor

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Dear Member,

Your attendance is requested at the next meeting of the above Community Council which will be held at Parc Cwm Darran Visitor's Centre, Deri, on **Thursday 5th September 2019 at 6.30pm.**

Yours sincerely,

Geraint Williams
Clerk to Darran Valley Community Council

Agenda

1. Apologies for absence.
2. Declarations of interest.
3. To approve and confirm the minutes of the meeting held on Thursday 4th July 2019.
4. Matters Arising from the July 2019 meeting of Council.
5. Section 19 / 137 Grant Aid 2019/20
6. OAP Annual Trip 2019
7. Planning Applications.
8. To receive Community Council Correspondence.
9. Approval of Community Council Cheques / Payments.
10. To receive report from Gwent Police and / or Caerphilly CBC Community Safety Team.
11. Christmas Lighting arrangements 2019/20
12. Armistice Day Arrangements 2019

DARRAN VALLEY COMMUNITY COUNCIL

Minutes of the last meeting held at Parc Cwm Darran Visitor's Centre, Deri, of the above Community Council on Thursday 4th July 2019 at 6.30pm.

Present

Cllr. D. Nicholas (In the Chair)

Cllr. D. Hardacre

Cllr. P. Roberts

Cllr. G. Matthews

Cllr R. Chapman

Absent and Apologies

Cllr. K. O'Hagan

Cllr. A. Vincent

Cllr. P. Thomas

Cllr. H. Holifield

In Attendance

Mr. G. O. Williams Clerk

Cllr. E. Stenner County Borough Member at Caerphilly CBC

Mr. O. Ashton Officer at Caerphilly CBC

One Local Residents (Mr. E. Blanche) was also present.

Councillor Training. Chairing Skills

Councillor P. Roberts provided Council was an overview summary of the training received in mid-May 2019, delivered by One Voice Wales. Councillor P. Roberts then answered questions from Councillors, sharing hard copy materials circulated during training to the Clerk of Council.

The Chair, Cllr. D. Nicholas thanked Cllr. P. Roberts for attending training on his behalf and for his update to Council.

Moved. Clerk to circulate a hard copy of the training materials received at the September meeting of Council and for future use / reference by members.

27 Minutes and Apologies

The minutes of the meeting held on Thursday 6th June 2019, previously circulated to members were accepted as an accurate record and signed by the Chairperson Cllr. D. Nicholas.

Apologies for absence were received from Cllr. K. O'Hagan, Cllr. A. Vincent, Cllr. P. Thomas and Cllr. H. Holifield.

28 Declarations of Interest

28.1 Cllr. D. Hardacre declared an interest in Planning Application Case Ref. 19/0487/OUT.

Cllr. D. Hardacre left the room whilst discussion on this application took place and did not play a part in decision making.

28.2 Cllr. P. Roberts highlighted to Council a change to his portfolio of interests, having recently assumed the role of secretary at Fochriw Allotment Association.

29 **Matters Arising**

29.01 Minute No. 16.2 2019/20.

Councillor Interests_Granteeing.

The Clerk reported receipt of the following advice received from Mr. R. Tranter Monitoring Officer at Caerphilly CBC

If the financial assistance is under £500, the Councillor should declare a personal interest being a member of the relevant club/society but he/she could stay in the meeting room as his/her interest was only personal, and take a full part in the meeting and vote due to paragraph 12(2)(c) of the code. For grants over £500, the advice would be that he/she declare the interest which would be considered personal and prejudicial and withdraw from the chamber whilst the matter was being considered.

Moved. Noted on file.

29.02 Minute No. 19.10 2019/20.

Fochriw Armistice Day Coordination.

Cllr. Hardacre advised Council that he had been in discussion with Mr. Peter Price and had agreed to take organisational responsibility for the forthcoming year.

Moved. Noted on file.

29.03 Minute No. 26. 2019/20

Wind Turbine Community Benefit Fund 2019/20.

The Clerk advised that he had notified colleagues at GAVO of Council's intention to continue association for 2019/20 and to revise its ways of working, including the development / appointment of an independent panel. The Clerk also advised he had made arrangements to meet in person with Mrs Gina Jones and Mrs Alison Palmer later in the month to flesh out more detailed arrangements.

30 **Planning Applications**

The Clerk confirmed three applications for planning had been received since the last meeting of Council.

Case Ref. 19/0444/FULL

Site Area: 178m²

Location: 31 Aelybryn Street Fochriw Bargoed CF81 9JW (UPRN 000043000357) Proposal: Proposed garage to rear garden

Case Officer: Miss E Rowley (01443 864776 : rowlee@caerphilly.gov.uk)

Ward: Darran Valley

Map Ref: 310568 (E) 205299 (N)

Community Council: Darran Valley Community Council

Moved. Council raised no objection to this planning application.

Case Ref. 19/0487/OUT

Site Area: 706m²

Location: Land Adjacent to Mount Pleasant Inn Mount Pleasant Row Pentwyn Bargoed CF81 9NJ (UPRN 000043000048)
Proposal: Construct infill development of 2 no. 2 bed bungalows
Case Officer: Miss E Rowley (01443 864776 : rowlee@caerphilly.gov.uk)
Ward: Darran Valley Map Ref: 310399 (E) 204501 (N)
Community Council: Darran Valley Community Council
Moved. Council raised no objection to this planning application.

Case Ref. 19/0528/FULL

Site Area: 123m²

Location: 3 Plantation Terrace Fochriw Bargoed CF81 9JR (UPRN 000043000100)

Proposal: Erect two storey rear extension and front porch

Case Officer: Miss E Rowley 01443 864776 rowlee@caerphilly.gov.uk

Ward: Darran Valley Map Ref: 310474 (E) 205285 (N)

Community Council: Darran Valley Community Council

Moved. Council raised no objection to this planning application.

31 **Correspondence**

31.1 HM Revenue and Customs.

Full Payment Submission for period ending 5th July 2019.

Moved. Noted on file.

31.2 Lloyds Bank.

Receipt of Sheet No. 34 from Account x1x4x4x9.

Moved. Noted on file and for finance file.

31.3 Gerald Jones MP for Merthyr Tydfil and Rhymney.

Notification of surgery dates for July 2019.

Moved. Noted on file.

31.4 Information Commissioners Office

GDPR/Data Protection Act 2018. Data protection fee renewal.

Moved. Payment £40.00

31.5 SSE

Invoice for unlimited metered supply (Christmas Lighting 2018/19).

The Clerk highlighted that the invoice received was significantly higher than received in previous years, which has led him to believe the request was inaccurate. The Clerk updated Council that he had been in liaison with colleagues at SSE and Western Power Distribution, requesting a hold be put on the account until accurate billing could be established.

Moved. Clerk to report for payment at the September meeting of Council.

31.6 Caerphilly CBC

Papers / Agenda for the next Town & Community Council Liaison Committee to be held on Wednesday 10th July 2019.

Councillors. P. Roberts and R. Chapman provided Council with a verbal report following attendance at the last meeting, highlighting matters relevant to the

provision of public toilets and a review of electoral boundaries relevant to County Borough members.
Moved. Noted on file.

- 31.7 Shelter Cymru
Application letter for Grant Aid support.
Moved. Deferred for discussion in line with other Community Council Section 19 / 137 Grant Aid later in the year.

- 32 **Approval of Community Council Cheques**
The attached list of Community Council cheques was approved by members and amounted to **£00,715.23**.

- 33 **Caerphilly CBC Countryside**
To receive report from Peter Lewis Senior Ranger Parc Cwm Darran.
Moved. Clerk to circulate report for July 2019 by email.

Visitor Centre/Café/Campsite

We are continuing to get very positive feedback from park users about the new café franchise so its heading in the right direction.

The campsite has been a bit quieter this month due to the weather but we have had some scout groups on site and things seem to be picking up again.

Our RDP Team has transported the cut larch panels down to the workshop ready for the construction of the new pod for the campsite. Our office team will be submitted a planning application shortly for it.

Site Works

Ongoing litter picking in the park and on the cycle-route.

Checking and clearing ditches/culverts after storms – ongoing.

The horizontal net on lakeside has been replaced

We have been have continued doing lots of fencing repairs on our boundary fences to try and stop sheep trespass.

Delivery has started for our new interpretation panels to our LNR Meadow, Wild Boar Amphitheatre, Fisherman's Car Park and the Memorial Garden.

New replacement fencing is due on the scout field and opposite the Deri Community Centre in the next week or so.

We are getting prices for replacing our existing CCTV.

We prepared the amphitheatre for the performance by Ballet Cymru and Aberbargoed Primary school of Romeo and Juliette.

School Visits

24th June Cwm Ivor Primary 35 pupils

25th June Cwm ivor Primary 25 pupils

27th June Aberbargoed Primary 90 pupils

2nd July Ysgol y Castell 60 pupils

3rd July Ysgol y Castell 60 pupils

Events

Ballet Cymru in partnership with Aberbargoed Primary performed Romeo and Juliette in our amphitheatre on the evening of the 27th June. It went very well and the arena was virtually full. We have now started preparing for the summer events program.

Conservation

We have finished some improvement works down in the old toilet block on lakeside to convert it into a bat cave.

We have been shortlisted for the Wildlife Awards again this year so I had to meet with the judges last Tuesday and showcase the site.

34 Gwent Police

Apologies for absence were received from Gwent Police although the following extract relevant to the Darran Valley was received by email.

Officers were lucky enough to attend London this month with Fochriw and Phillipstowns Mini Police. An amazing opportunity for us and the pupils to visit the metropolitan police horses at Great Scotland Yard and then a tour of The House of Parliament. Needless to say, the day was well enjoyed by all and the children deserved the treat for working so hard the past couple of months.

More warrants were conducted in the Fochriw area this month. Investigations are still ongoing; please continue to urge residents to come forward with any information of drug dealing in the area to help us with our investigations.

35 PSPO at Cefn Brithdwr

Cllr. D. Nicholas welcomed and thanked Cllr. E. Stenner and Officer Mr. O. Ashton for agreeing to attend.

Mr. O. Ashton provided Council with a verbal overview of the background the introduction of the PSPO, circulating a number of photographs highlighting the issue of fly-tipping in the area. Mr Ashton highlighted that more than forty complaints regarding illegal tipping in the area had been received over previous months. Mr. O. Ashton believed necessary consultation with the Community Council had been undertaken, although was corrected by both Members and the Clerk – this potential oversight was acknowledged.

All in attendance recognised the issue of illegal fly-tipping is in need of urgent address, and a discussion ensued to reflect on how access could be maintained, yet still retain the barrier as a physical deterrent to vehicles tipping on the mountainside. Mr. Ashton advised Council that keys for the barrier had been placed with both local Ambulance depots and with colleagues at Gwent and South Wales Police.

Cllr. Stenner and Mr. O. Ashton answered a number of questions posed by members and by Mr. Blanche.

Moved. Mr. O. Ashton to explore the provision of hardcore to a small area to the side of the barrier, thus allowing wheelchair users access without the need to open the barrier.

Moved. Mr. O. Ashton to explore signage options highlighting where and how to access a key during times of emergency.

Moved. Mr. O. Ashton to explore the potential to site a key safe and barrier key at Fochriw Community Centre, with code access available 24/7 via the Highways depot.

Cllr. D. Nicholas again thanked Cllr. E. Stenner and Officer Mr. O. Ashton for their attendance.

36 **Summer Scheme 2019**

The Clerk updated Council on progress made since the last, highlighting he had negotiated the following:

- Caerphilly Adventures have agreed to coordinate bookings via their telephone &/or email booking system. This will include the provision of relevant permission / indemnity forms (electronically) or on the day for those without access to the internet;
- Twelve places (ten payable) per day, allowing for more young people to attend, but also safeguarding against the potential for under-occupancy;
- Agreement that both primary schools would distribute / issue a letter and leaflet (produced by the Clerk) to all eligible young people; and
- Dates for delivery:
 - o Fochriw 5th – 9th August 2019 and
 - o Deri 12th – 16th August 2019
 (information on joining instructions / clothing / food / money, to be provided on booking).

Moved. Clerk to continue to shape developments during July 2019.

37 **Quarter 1 2019/20. Expenditure Review**

The Clerk provided Council with a detailed report of the financial expenditure incurred during Quarter 1 of 2019/20 (April to June 19).

Moved. Noted on file.

The Clerk outlined to Council a number of proposed changes to Council's 2019-20 Income and Expenditure Budget.

Moved. Council moved the following / attached changes. Noted on file.

Quarter 1 Expenditure Report

Expenditure Heading	Budget	Quarter 1 Expenditure	Percentage of Budget	Variance with Budget (Explanation)
Clerk's Salary & On Costs	£04,500.00	£01,112.49	24.99%	On Profile.
Chairperson's Allowance	£00,300.00	£00,300.00	100%	On Profile.
Out of Office	£00,250.00	£00,125.00	50%	Second payment payable in October 2019.
Telephone & B/band	£00,200.00	£00,092.23	46.12%	On Profile.
Room Hire	£00,200.00	£00,264.00	132%	Over budget by £64.00.
Insurance & Subscription	£00,450.00	£00,443.14	98.47%	Projected underspend of £6.86.

Stationery & Postage	£00,300.00	£00,013.15	4.38%	Projected underspend (to be determined at the end of Q3)
Website	£00,600.00	£00,600.00	100%	On Profile.
Section 19/137 Grants	£00,000.00	£00,000.00	0%	Budget Not Yet Agreed.
Section 19/137 Trip	£00,000.00	£00,000.00	0%	Budget Not Yet Agreed.
Schools 19/137	£00,000.00	£00,000.00	0%	Budget Not Yet Agreed.
Christmas Lighting	£01,500.00	£00,000.00	0%	To be awarded in Quarter 3.
Audit	£00,600.00	£00,200.00	33.3%	Internal Audit Paid. External Audit. To be awarded in Quarter 3.
Councillor Expense / Allowance	£01,500.00	£00,210.00	14%	Projected underspend of £1,200.00. £90.00 profiled for Councillor Travel. Line includes £60.00 (Chairs Training).
Wind Turbine CBF	£04,582.50	£00,000.00	0%	Not yet paid to GAVO. Scheduled for spend in Quarter 2/3. £4,582.50 committed.
Summer Scheme	£02,000.00	£00,000.00	0%	To be awarded in Quarter 2. £2,000.00 committed.
Council IT	£00,500.00	£00,000.00	0%	Purchase to be made in Quarter 2.

Income and Expenditure Budget 2019-20 (Updated)

Darran Valley Community Council Draft Income & Expenditure Budget 2019-20			
Income		Expenditure	
C/F 31/03/2019 Mainstream	£08,659.43*	Clerk's Salary & On Costs	£04,500.00
Precept	£12,480.00	Chairperson's Allowance	£00,300.00
Anticipated VAT Reclaim 2018-19	£00,549.67	Out of Office	£00,250.00

Wind Turbine	£04,582.50	Telephone & B/band	£00,200.00
* Includes £4,582.50 from Wind Turbine Asset Management Company.		Room Hire	£00,200.00
		Insurance & Subscription	£00,450.00
		Stationery & Postage	£00,300.00
		Website	£00,600.00
		Section 19/137 Grants	£01,500.00
		Section 19/137 Trip	£01,000.00
		Schools 19/137	£00,500.00
		Christmas Lighting	£01,500.00
		Audit	£00,600.00
		Councillor Expense / Allowance	£00,450.00
		Wind Turbine CBF	£04,582.50
		Summer Scheme	£02,000.00
		Council IT	£00,500.00
Total	£26,271.60	Total	£19,482.50
Projected Balance Year ending 31.03.2020			£06,839.10*
* Of which £4,582.50 in Wind Turbine 2020/21			Net £02,256.60

- £1,500.00 allocated to Section 19/137 (Grants)
- £1,000.00 allocated to Section 19/137 (OAP Annual Trip)
- £0,500.00 allocated to Section 19/137 (Schools)
- £1,050.00 removed from Councillor Expense / Allowance (7 of 9 Councillors having already declared their intention not to claim this award).

38 Replacement / Renewal of Council IT

The Clerk updated Council that as reported in previous meetings, Council's IT (both Laptop & Printer) were owing to age deterioration, no longer fully functional and were in need of urgent replacement. The Clerk highlighted that a budget of £500.00 had been set aside to renew assets in 2018/19 and as this had not been spent, was carried forward into the budget for 2019/2020. The Clerk then highlighted to Council the required 'spec' to allow the Clerk to function effectively, highlighting both suggested model types and indicative costs, inclusive of VAT.

Moved. Clerk to coordinate the purchase / replacement of assets within the £500.00 budget allocated.

Moved. Clerk to report progress at the September meeting of Council.

39 Council Section 19 / 137 Granting 2019/20

The Clerk highlighted this topic was deferred from Council's AGM for discussion at the June / July meeting. Following discussion regarding Council's financial position and the principles of Community Council granting, it was unanimously agreed that Council would continue to operate, a granting scheme in 2019/20, operate an OAP trip in 2019/20 and offer financial support to both Primary Schools in 2019/20 (non-curricular expenditure only). The following amounts were set aside, although it was acknowledged these would be ceiling budgets.

- £1,500.00 allocated to Section 19/137 (Grants)
- £1,000.00 allocated to Section 19/137 (OAP Annual Trip)
- £0,500.00 allocated to Section 19/137 (Schools)

It was also acknowledged more must be done to ensure value for money, chiefly in relation to the OAP Annual Trip, where attendance / participation from the community of Deri had weakened in recent years.

Moved. Clerk to agenda Section 19/137 Grants and Section 19/137 (OAP Annual Trip) for discussion at the September meeting of Council.

40 Land at Chapel Street, Deri, Bargoed

The Clerk updated Council on the development of a 'particulars notice' relevant to the proposed sale of Council owned land in the area. The Clerk advised Council this notice had been quality assured for relevant content by Officers at Caerphilly CBC, although highlighted that Caerphilly CBC would be unable to advertise the notice. The Clerk went on to highlight that Caerphilly CBC no longer advertise sale in the paid press, the advice received being to advertise on the Community Council website and through the display of notices across the Community Council area – the recommended period of advert being 2 calendar months.

Moved. Clerk to coordinate next steps, following his return from leave in late July, agenda for discussion / review at the October meeting of Council.

Date of Next and Future Meetings

Full Council. Thursday 5th September 2019, 6.30pm

Full Council. Thursday 3rd October 2019, 6.30pm

Full Council. Thursday 7th November 2019, 6.30pm

Full Council. Thursday 5th December 2019, 6.30pm

Meeting Closed at 8.30pm.

Chairperson