



**MINUTES OF THE COMMUNITY COUNCIL MEETING
HELD ON THURSDAY, 18th MARCH 2021 7.00 PM**

The meeting was conducted remotely due to the COVID-19 pandemic

Present: Councillors: G Ead (GE), S ap Hywel (SaH), T ap Hywel (TaH), P Owen Griffiths (Chair), A Pennington (AP), SJ Skivens (SJS), SL Skivens (SLS), L Whittle (LW)

Also present: Helen Treherne (Clerk)

**Minute Item discussed
Number**

144. To note members' attendance and to receive and approve apologies for absence

The Chair welcomed Councillors to the meeting. Apologies received from Cllrs J Scriven and S Dickens and apologies accepted. Cllr W H Allen did try to join the remote meeting, but was unable to do so due to technical issues.

Resolved: To accept apologies for absence

145. To receive declarations of interest in items on the agenda

No declarations of interest received.

146. To approve minutes of virtual meeting held on 18th February 2021

Councillors approved the minutes of the meeting held on 18th February 2021.

Resolved: To approve minutes of 18th February 2021 as a true record

147. To discuss Matters Arising

147.1 Roundabout/swings in Trecenydd Park: The Clerk had received an email from CCBC to say that a new DDA-compliant roundabout would be installed in the new financial year and the missing swings would be replaced when social distancing protocols were eased. (Ref: Minutes 18.02.21, Item 134).

147.2 The Clerk reported that she had received a reply from the Police regarding the alleged assault in Trecenydd and had been informed that there had been no reports of an assault, but a report had been received that someone had fallen. (Ref: Minutes 18.02.21, Item 134).

147.3 Over 16's voting press release: The Chair reported that he would work with Youth Ambassador to prepare a press release the following week. (Ref: minutes 18.02.21, Item 134).

Resolved: Chair to work with Youth Ambassador on voting press release

148. To discuss Police matters

There was no Police presence. A Councillor reported that the nuisance caused by off-road motor bikes was ongoing and that complaints had been received from residents who had had to move quickly out of the way of an oncoming bike to avoid being struck. Riders were now using the pathway from Pwllypant Hill towards Llanbradach. Complaints had been received from residents about the noise and had been advised to take photographs/videos, whilst keeping personal safety in mind. Riders were still accessing the Common via Heol Las on weekends. Clerk to inform Police of ongoing problem.

Resolved: Clerk to inform Police of ongoing off-road bike issue

149. To discuss items/issues brought up by Councillors/COVID-19 update

The Chair reported that the hedge had now been cut at the bus stop in Cwrt Rawlin.

Resolved: Noted

150. To receive verbal reports from Chairs of following committees:

150.1 Top Shops Working Group: In the absence of the Chair of the Working Group, SS reported that members had attended a useful meeting with CCBC officers and the Police. Useful information had been received from CCBC officers. Police representatives were very supportive and agreed that a cross-agency approach was the correct way to go. The Group had agreed to look into the ownership/responsibilities of the different premises and to ask the owners to attend a future meeting as equal partners. This would be an opportunity to involve community groups and residents, for the Police to speak to young people to see what the ongoing issues were and for the area to be tidied up, to hopefully decrease anti-social behaviour, criminal behaviour etc. The street lights were not on and it was resolved that the Clerk would ask Cllr Dickens to check which lights were on at present. Clerk also to arrange next meeting for early April.

Resolved:

- 1. Clerk to ask Cllr Dickens to check street lighting.**
- 2. Clerk to arrange next Top Shops Working Group meeting.**

151. To receive Youth Ambassador report

The Youth Ambassador had tendered her apologies.

Resolved: Noted

152. Social media feasibility report

GE had compiled a social media feasibility report for the Community Council, focusing on the website and social media. The website was split across five main sections and did have a blog/news capacity.

The five recommendations arising from the report were as follows:

1. GE/Clerk to explore options to identify number of visitors to PTE Community Council website.
2. GE/Clerk to explore options for Marketing website to members of local community.
3. GE/Clerk to add a blog area on one of the existing pages for live items and Councillor news.
4. GE/Clerk to set up a PTE Community Council Facebook page, with multiple administrators.
5. Other Councillors to volunteer to update the Facebook page by sharing their own posts to it.
6. GE/Clerk to explore ways to promote and market the Facebook page.

A plug-in could be added to track visitor statistics, in order to gauge what was of interest to people. Add social media feeds from Facebook. Engage in online marketing: social media, search engine optimisation and advertising. Set up Facebook page with multiple administrators. A Councillor advised that Community Councillors were unpaid, part-time Councillors and the Clerk was only part-time and that it would have to be monitored very carefully so as not to be overwhelmed by queries/comments/complaints.

It was agreed that the six recommendations would be implemented. It was also agreed that articles would be prepared for the newsletter, to be forwarded to the Clerk by mid-April and that the Clerk would arrange a Newsletter Committee meeting.

Resolved:

- 1. That the six recommendations be implemented.**
- 2. That articles be forwarded to the Clerk asap.**
- 3. That the Clerk arrange a Newsletter Committee meeting asap.**

153. To discuss biodiversity report

Councillors discussed the Biodiversity Report and it was resolved to adopt the report for another year.

Resolved: To adopt the Biodiversity Report

154. To discuss planning applications

The following planning applications were discussed:

- 154.1** 21/0094/FULL: 13 West Avenue, Trecenydd, Caerphilly
- Demolish single storey rear extension and erect two storey extension
- 154.2** 21/0113/FULL: Cae Bach, Court Road, Caerphilly
- two storey garage, convert existing garage into living accommodation
- 154.3** 21/0147/FULL: 28 Lon Robin Goch, Caerphilly
- Erect single storey extension to side and rear of property

- 154.4** 21/0158/FULL: 3 Henfron, Caerphilly
- Remove existing roof and construct new roof with attic accommodation

Resolved: In the general interest of the community, no objections to be made by the Community Council

- 154.5** A Councillor reported that rubble was building up at the location of a new house being built in the wards and LW agreed to contact CCBC.

Resolved: LW to contact CCBC re: build-up of rubble at a property within the wards

155. To discuss correspondence received

The Clerk reported that the following correspondence had been received:

- 155.1** Email from One Voice Wales regarding courses for Councillors.

Resolved: Noted

- 155.2** Letter from Legends Leisure Ltd asking for meeting to discuss access road at Penyrheol Community Centre. Councillors asked the Clerk to write to the company to inform them that this was not within the remit of the Community Council and that the company should communicate with CCBC officers and Community Centre Management Committee.

Resolved: Clerk to write to Legends Leisure Ltd

- 155.3** Email from One Voice Wales regarding Local Government and Elections (Wales) Act

Resolved: Noted

- 155.4** Email from new Police Engagement Officer. SJS to communicate with new officer.

Resolved: SJS to communicate with new Police Engagement Officer

- 155.5** Email from Natural Resources Wales regarding Forestry Operations virtual workshop.

Resolved: Noted

- 155.6** Email from Welsh Hearts regarding grant for defibrillators. Chair to visit the area of Castell Maen to look for suitable site to locate a defibrillator. Training and a refresher course would be required.

Resolved:

- 1. Chair to visit the area of Castell Maen for suitable location for defibrillator.**
- 2. Clerk to arrange training and refresher course if defibrillator purchased.**

156. To discuss requests for grants

156.1 Caerphilly Local History Society

Councillors agreed to award a grant of £100.

Resolved: In the interest of benefit to the community, a donation of £100 to be awarded

157. To approve payments

157.1 Clerk's salary – April 2021

157.2 Clerk's expenses – April 2021

157.3 Clerk's pension – April 2021

157.4 Inland Revenue – April 2021

157.5 Members' expenses – April 2021

157.6 Information Commissioner's Office – GDPR - £40

157.7 Audit Wales - £172.90

157.8 Reimbursement to Clerk for petrol used during Santa event (4 evenings as lead car around the wards) - £30

158. To agree items to be discussed at next meeting

No items identified to be discussed at next meeting.

Resolved: Noted

159. To agree date of next Council meeting

Date of next meeting was agreed as Thursday, 15th April 2021. Meeting to be held virtually due to ongoing COVID-19 pandemic, unless restrictions eased.

Resolved: To agree date of next meeting as Thursday, 15th April 2021 at 7.00 pm.

The meeting was concluded at 8.30 pm