



CYNGOR CYMUNED  
PENYRHEOL TRECENYDD ENERGLYN  
COMMUNITY COUNCIL

**MINUTES OF THE COMMUNITY COUNCIL MEETING  
HELD ON THURSDAY, 16<sup>th</sup> MAY 2024 AT 7.00 PM  
AT PENYRHEOL COMMUNITY CENTRE**

**Present:** Councillors: R Barry; S Dickens; J Davies-Ellis; E Llewellyn; A Minton; N Owen; J Scriven; SJ Skivens; SL Skivens; L Whittle

**Also present:** Helen Treherne (Clerk)

**Minute    Item discussed**  
**Number**

The newly-elected Chair welcomed Councillors to the meeting.

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

Apology received from Cllr G Ead and apology accepted.

**Resolved: To accept apology for absence**

**24.            To discuss Police matters**

There were no Police representatives in attendance.

**Resolved: Noted**

**25.            To receive Youth Council report**

The Clerk informed Councillors that the Youth Council had informed her that they would be stepping down due to school workload. It was agreed that the Clerk would advertise for a Youth Ambassador more widely than just the local secondary schools.

**Resolved: Clerk to advertise for Youth Ambassador**

**26.            To receive declarations of interest in items on the agenda**

No declarations of interest received.

**Resolved: Noted**

**27.            To receive any public representations to the Community Council**

No public representations received.

**Resolved: Noted**

**28.            To approve minutes of previous meeting**

The minutes of the previous meeting held on 18<sup>th</sup> April 2024 were approved as a true record.

**Resolved: To approve previous minutes as a true record**

**29. To discuss Matters Arising**

There were no matters arising.

**Resolved: Noted**

**30. To discuss items/issues brought up by Councillors**

Cllr Scriven reported that items in Trecenydd Park had been vandalised and he asked the Clerk to request whether CCBC could issue a notice via social media asking parents to be aware of where their children were and what they were doing. Cllr Skivens reported motorbikes/quads being driven around the Energlyn/Penyrrheol area. Clerk to report to police.

**Resolved: Clerk to contact CCBC and Police regarding above issues**

**31. To receive reports on meetings/events attended by Councillors**

Cllrs Davies-Ellis, Dickens and SJ Skivens reported that they had attended two Playscheme Committee meetings and an Events Committee meeting. Cllr SL Skivens reported that she had attended a Playscheme Committee meeting.

**Resolved: Noted**

**32. To consider external audit report for 2023/24 annual return**

The Clerk presented the external audit report to Councillors and the report was approved.

**Resolved: To approve the external audit report**

**33. To approve:**

- 33.1 2023/24 annual accounts**
- 33.2 2023/24 annual return**
- 33.3 2023/24 governance statement (part of annual return document)**

Councillors approved the annual accounts, annual return and governance statement for 2023/24. Clerk to submit annual return by the end of June 2024.

**Resolved:**

- 1. To approve annual accounts, annual return and governance statement for 2023/24 financial year.**
- 2. Clerk to submit annual return by end of June 2024**

**34. To receive verbal reports from Chairs of committees**

**200.1 Playscheme Committee meeting held on 20.05.24:** The Chair of the Committee reported that the new registration system had now been implemented and all places had been allocated. It had been anticipated that the Trecenydd playscheme would have to be moved to Hendre Infants School but it would now be staying at Hendre Junior school. Members of the Committee would be meeting with a parent to discuss the health requirements of their child, to carry out a risk assessment for the child's attendance.

**Resolved: Noted**

**35. To discuss planning applications**

Councillors reviewed the following planning applications:

**35.1 Unit 1-4 Trecenydd Business Park, Trecenydd, Caerphilly CF83 2RZ**  
- Change the use from B8 (storage or distribution) to D2 (Assembly and Leisure)

**35.2 18 Maes-y-Drudwen, Caerphilly CF83 2QG**  
- Erect single storey rear extension and first floor side extension

**Resolved: In the general interest of the community, no objections be raised to items 35.1 and 35.2**

**36. To discuss correspondence received:**

The following correspondence was discussed:

**36.1 Email from One Voice Wales re: Universal Welsh-medium Education Statistical Work**

**Resolved: Noted**

**37. To discuss requests for grants**

No requests for grants received.

**Resolved: Noted**

**38. To approve the following payments:**

- 38.1** Clerk's salary – June 2024
- 38.2** Office allowance – June 2024
- 38.3** Clerk's pension – June 2024
- 38.4** Inland Revenue – June 2024
- 38.5** Purchase of food for AGM buffet - £79.74
- 38.6** Internal audit - £200

**Resolved: To approve above payments**

**39. To agree items to be discussed at next meeting**

No items agreed to be discussed at next meeting.

**Resolved: Noted**

**40. To agree date of next Council meeting**

Date of next meeting was agreed as Thursday, 20<sup>th</sup> June 2024 at 7.00 pm

The meeting was concluded at 8.15 pm.