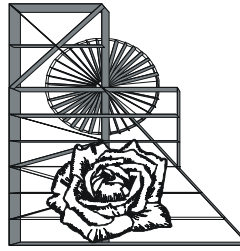


**CYNGOR  
CYMUNED  
TREDEGAR NEWYDD**

Clerk and Financial Officer, Mrs D Gronow  
7 Clyde Close  
Pontllanfraith  
Black wood NP12 2FY  
New.tredegar@gmail.com



**NEW TREDEGAR  
COMMUNITY  
COUNCIL**

Telephone 01495 226809

1/9/2022

Dear Councillor,

A meeting of the Full Council is to be held at **7.00 pm at White Rose Resource Centre on 6<sup>th</sup> September 2022** and your presence is hereby requested.

If you are unable to attend in person but have the means to attend virtually please attend via the Zoom link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/85242490929?pwd=cDB0SkFuRERjSW1qOXJlZ2FPTW40dz09>

Meeting ID: 852 4249 0929

Passcode: 576474

Yours Sincerely

Mrs D E Gronow  
Clerk to the Council

**Agenda**

**Full Council**

1. To receive apologies for absence.
2. Declarations 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 Officers.
3. Chairperson's Report
4. To receive and confirm the minutes of the following meetings: -

**Meeting held on 14/6/2022**  
**Meetings held on 12/7/2022**

- 5 To issue Documents, code of conduct, etc
- 6 Payment processes and second authoriser (Attached report refers)
- 7 Xmas festive lighting options
- .070 To receive urgent correspondence
- 8 Any Other Business/ Public matters

## **NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

### **Meeting of Council held on the at White Rose Resource Centre on the 14/6/2022**

#### **Present:**

Councillors B Gingell, S Mills, P Jones, D Phillips, E White and M Evans (Chair)

Plus members of public and CCBC Sports Development Coaching team representative

#### **3912 Apologies for absence**

Apologies were received from Councilors A White and E Stenner. Consent was granted for these absences

#### **3913 Declarations of interest**

None noted

#### **3914 Chairman's Report.**

The Chair gave a verbal update on various events that had occurred in the community to celebrate the platinum jubilee including an afternoon tea, an evening of nostalgia, a fun day and a concert at the church, various street parties plus other events. There had also been a beacon lighting and a firework display that had been funded by the Community Council. It had been a series of very enjoyable events that had brought the community together.

#### **3915 Co-option to casual vacancies**

A number of vacancies remained on the Community Council as a result of unfilled seats at the recent election in May 2022. A number of letters expressing interest in these had been received, however as the number of expressions of interest exceeded the unfilled vacancies the process was required to be put to a voting process of the full council.

2 of the interested parties were also in attendance at the meeting so they were invited to address the meeting detailing their involvement with the local community and any links to the area and also what that could bring to the council as a result of their co option.

The letters from the other individuals were read to the meeting.

It was agreed that a secret ballot be undertaken.

Members were advised that as there were 4 vacancies they had a maximum of 4 votes that could be cast, one vote per candidate. Members were also advised that they could vote for less than 4 of the candidates should they wish but any ballot noting more than 4 candidates or more than one vote per candidate would be treated as a spoiled ballot.

Clerk then issued ballot papers which were returned and then counted by the clerk and the total votes cast per candidate was collated.

The 4 candidates receiving the most votes were then reported to the meeting.

The result was as follows

G	6 Votes - Elected
D	6 Votes - Elected
TP	5 Votes – Elected
TG	4 Votes - Elected
J	3 Votes
S	1 Vote
Void/ not cast	3 Votes

A total of 25 votes were cast.

#### **Confirmation of minutes.**

#### **3916 Presentation by Caerphilly CBC Sports Development**

The meeting welcomed the officer to the meeting. It was explained that an enquiry had been received in 2021 to see if the community council could fund a Summer sports scheme in the community. It was explained that similar schemes were funded by other community councils in the CCBC area.

## **NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

It was explained that the Sports Development Service could run and manage a scheme using their staff and all admin, employment of suitable staff , publicity and management of the scheme would be performed by them subject to the Community Councils requirements.

Various options of the operating models were discussed including staffing ratios, numbers and ages of children, duration of the scheme suitable venues etc. Costings were discussed.

One local community council offered 2 days per week for 5 weeks at a cost of £2000, another offered a mix at a variety of locations plus specialised skateboard sessions and this was £5500.

It was confirmed that the scheme would offer a variety of sports activities that would depend on weather (inside/outside) and facilities available at the site location used.

Members discussed these options and asked further questions. Options for the venue/s were also discussed. Members were reminded that there Leisure Centre in New Tredegar would be available but if other locations were used additional premises rental costs may be incurred.

Members were also reminded that the offer could only be confirmed once staffing resources were confirmed, but 2 coaches could cater for around 30-40 children.++++

It was agreed that the community council could provide a budget of £4000 for the scheme and it was agreed that the Service would look at resources and venues and come back with specifics for a scheme running 10-2 3 days a week. One member asked if options for provision of lunches for participants could be considered.

Eligibility for participation was discussed it was agreed that it would be limited to children whose parents or grandparents live in the community and would be first come first served if demand exceeded capacity.

Members thanked the officer for his presentation and he left the meeting.

### **3917 Meeting held on Meeting held on 8/2/22**

The minutes were approved.

### **3918 Meeting held on Meeting held on 15/3/22**

The minutes were approved.

### **3920 Meeting held on Meeting held on 12/4/22**

The minutes were approved.

### **3921 AGM held on 10/5/22**

The minutes were approved.

### **3922 Matters arising**

An update on the Commemorative mugs was given. These were due to be received shortly and members would liaise with the schools to distribute.

The proposed Weston trip was discussed and it was agreed that further details be agreed at the next meeting. .

### **3923 Reports of members on external organisations**

None

### **3924 Correspondence**

Various items presented.

### **3825 AOB**

None

**NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

**Meeting Closed**

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

### **Meeting of Finance Committee held on the at White Rose Resource Centre on the 12/7/22**

#### **Present:**

Councillors E White, B Gingell, D Dauncey, D Phillips, A White, P Jones, E Stenner, M Evans, T Powell, L Roderick and T Gifford

#### **3926 Apologies for absence**

Apologies were received from councilor S Mills and E Stenner (late arrival) and consent for the absence was granted

#### **3937 Declarations of interest**

None noted

#### **3938 Financial Accounts**

The Year to date accounts were presented and they were approved.

#### **3939 Applications for Financial Assistance**

Applications for funding was received from the following

- NTRA. Cllr L Roderick declared an interest. A request was made to fund benches by the car park by the play area £480 per bench a total of £960
- Rhymney Valley Food bank. A letter addressed to the meeting was read out. Members commented that this was the one that used to operate from the church and it covered all of the Rhymney Valley. One councillor proposed that consideration be given to a donation and asked for suggestions for the value. Other sources of funding received were discussed including the wind turbine fund and other Town and Community Councils. A sum of £1500 was proposed which was unanimously approved.

#### **3940 AOB**

An update on the fireworks was given. The company had been in contact to say that prices had increased so the option was to keep the price the same and have a shorter display or a higher price for the usual display.

It was agreed that the increased price would be accepted and confirmed.

Some further discussions took place in relation to the fireworks and the anti social behavior that was seen in the village after last year's event. It was agreed that the police should be requested to attend with a greater presence as a deterrent.

The location was discussed to see if a different location would reduce the issues, this was discussed and it was agreed that further discussions be held in September's meeting.

An update was given on the sports scheme. CCBC Sports Development had been in touch and regrettably that could not staff more than 2 days a week for 4 weeks through August 2022 due to staffing shortages. These coaches tended to be college and university students and due to the pandemic outreach and recruitment had been affected resulting in lower numbers of available staff to run the schemes.

One member asked if some packed lunch provision could be provided possibly the Café at the Resource centre could supply these. Councillors Stenner, Dauncey and Evans all declared an interest in relation to the Resource centre. It was agreed that this would be explored directly with the Centre. One member raised an issue of rats in Jubilee entering gardens, it was agreed that this would be referred to Environmental Health.

It was reported that bushes were due to be trimmed back, and the entrance sign to Phillipstown was also overgrown with foliage. The Walkway from Tan lan also needed cutting back.

One member reported that the railings on Mountain road needed reinstatement or repair.

One member asked if it could be possible to remove the £2 cost of the Weston trip. IT was agreed this would be discussed in the Leisure meeting taking place straight after.

**Meeting Closed**

**NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson

**NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**  
**Meeting of Leisure Committee held on the at White Rose Resource Centre on the 12/7/2022**

**Present:**

**Councillors E White, B Gingell, D Dauncey, D Phillips, A White, P Jones, E Stenner, M Evans, T Powell, L Roderick and T Gifford**

**3941 Apologies for absence**

Apologies were received from Councillor S Mills and consent for this absence was granted

**3942 Declarations of interest**

None noted

**3943 To discuss projects**

The Weston trip was discussed. It was confirmed that the buses were booked including a wheelchair adaptable vehicle. The costs was £490 for the large coaches.

Volunteers to man the buses was discussed and posters distributed.

The £2 contribution was raised by a member.

A number of suggestions were proposed

- Remove charge completely
- Refund the participants who attend
- Other option

This was discussed further and it was agreed that the £2 be used for raffle prizes and each person on the bus will get a free ticket.

A member asked if the Xmas festive lights could be discussed at the next meeting with a view to obtaining new or increasing coverage in the village.

**Meeting Closed**

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **NEW TREDEGAR COMMUNITY COUNCIL CYNGOR CYMUNED TREDEGAR NEWYDD**

### **Report on Payment processes**

Members will be aware that prior to COVID 19 pandemic all payments were made by cheque. This required 2 signatures as laid out in the Bank Mandate held by Co op Bank. There are currently 3 authorised signatories. D Gronow, L Roderick and D C Phillips. A very small number of direct debit payments are also in place for regular payments and for CCBC recharges. Cheques could only be issued at meetings and this required at least 2 of the signatories to be present. However this authorisation and requirement for a second signature is an excellent control to increase security over payment processes.

Due to pandemic, meetings were more difficult and not all signatories were able to attend so the online banking facility with Coop bank was initiated.

This process currently only requires one authoriser so there is less security but it does allow urgent payments to be made particularly if they fall due between meetings or if the signatories are not present in person at meetings. Online payments can be convenient for the payees as they do not need to go to the bank to pay in cheques and the credit to the bank account is immediate.

On line payments require the payee to be set up in advance – security within coop bank require new payees to be checked and verified by them and payments cannot be made before a certain period of time has elapsed since setting them up.

The online payment processes also requires individuals to be set up within Coop bank or to be existing signatories, a secure device is issued to all users and a secure user id name and a password. All users also require an email address and a laptop or similar device.

Members are requested to consider if

- Payments for invoices and donations now revert back to cheques only or if online payments are only used as an emergency fall back or where payments are urgent and cannot wait to the next meeting.
- If online payments are to continue then consideration be given to whether a second authoriser is needed to mirror the process with cheques and if so what process will be needed to process online payments.
- If a second authoriser is needed whether existing signatories are willing and able to fulfil the role or if further signatories are required to be added to the bank mandate.
- If additional signatories are needed volunteers will be needed and they will have to go through the bank set up process unless they are already holders / signatories to an existing Coop account.