

## RHYMNEY COMMUNITY COUNCIL

Minutes of the Annual General Meeting held virtually by BT Meet Me on Thursday 27<sup>th</sup> May 2021 at 7pm.

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### Present

Cllr. H. Williams (Chairperson)	Cllr. D. Harse
Cllr. J. E. Hughes	Cllr. L. Dykes
Cllr. J. Bevan	Cllr. D. T. Williams
Cllr. M. L. Thomas	Cllr. C. Cuss
Cllr. M. Powell	Cllr. A. Power

### Apologies

Cllr. D. Bradley	Cllr. G. Oliver
Cllr. A. Davies	Cllr. L. Gronow
Cllr. S. Rees	

### In Attendance

Mr. G. O. Williams	Clerk
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### 01. Apologies

Apologies for absence were received from Cllr. D. Bradley, Cllr. G. Oliver, Cllr. A. Davies, Cllr. L. Gronow, and Cllr. S. Rees.

### 02. Declaration of Interest

Cllr. J. Bevan declared an interest in the appointment of Council's Internal Auditor for 2021/222. Cllr. J. Bevan took no part in the discussion thereon.

### 03. Appointment of Chairperson for the Ensuring Year

Cllr. H. Williams was proposed, seconded and unanimously accepted as Chairperson for the ensuring year.

On handover, Cllr. M. L. Thomas thanked Council and the Clerk for their support during exceptional circumstances. Cllr. J. Bevan and Cllr. D. Harse thanked Cllr. M. L. Thomas for his service during this period.

Cllr. H. Williams thanked Council for her appointment as Chair for the ensuring year.

### 04. Appointment of Vice-Chairperson for the Ensuring Year

Cllr. M. L. Thomas was proposed, seconded and unanimously accepted as Vice-Chairperson for the ensuring year.

### 05. Appointment of Leader of Council for the Ensuring Year

Cllr. D. Harse was proposed, seconded and unanimously accepted as Leader for the ensuring year.

### 06. Appointment of Deputy Leader of Council for the Ensuring Year

Cllr. J. Bevan was proposed, seconded and unanimously accepted as Deputy Leader for the ensuring year.

**07. To consider the appointment of Representatives on the following Committees.**

- a. Caerphilly C.B.C & Community Council Liaison Sub-committee  
Proposed and Seconded Cllr. D. T. Williams. 1 Plus the Clerk
- b. Community & Town Council Liaison Committee  
Proposed and Seconded Cllr D. T. Williams & Cllr. H. Williams. 2 plus the Clerk

**08. To consider Council's ex-officio representatives to.**

- a. Rhymney Day Centre Management Committee  
Proposed and Seconded Cllr L. Dykes 1
- b. St David's Hall Management Committee  
Proposed and Seconded Cllr L. Dykes 1
- c. Abertysswg Community Centre  
Proposed and Seconded Mrs. L. Gronow 1
- d. Ael-y-Bryn Community Centre  
Proposed and Seconded Cllr. C. Cuss 1

**09. To agree Council's Cheque Signatories for 2021/22**

It was proposed and seconded that Council retain existing signatories:

- Cllr. D. Harse
- Cllr. H. Williams
- Cllr. M. L. Thomas

**10. To consider the appointment of Council's Internal Auditor for 2021/22**

It was proposed and seconded that Council reappoint the current post holder – Mrs Julie Richards.

Moved. Clerk to issue letter and terms of appointment.

**11. Community Council Budget & Financial Reconciliation**

The Clerk shared with Council a copy of Council's Budget for 2021/22.

Following discussion, it was agreed that Council work within the following values. It was also agreed that the Clerk report quarterly against these indicative budget lines, highlighting where significant under / over spend is likely.

Income		Expenditure		
		Type	Lower Estimate	Upper Estimate
C/F 31/03/2021	£24,340.35	Clerk's Salary & On Costs	£13,500.00	£15,500.00
Precept	£35,000.00	Chairperson Allowance	£00,500.00	£00,500.00
Approx. VAT refund 2020-21	£02,307.99	Councillor Expenses (15 @	£02,250.00	£02,250.00

		£1,500.00)		
		Summer Scheme	£00,000.00	£06,500.00
		Telephone & Broadband	£00,400.00	£00,400.00
		BT Meet Me Virtual Meeting	£00,000.00	£00,550.00
		Room Hire & Storage	£00,300.00	£00,300.00
		Insurance	£00,575.00	£00,575.00
		Postage	£00,200.00	£00,200.00
		Stationery	£00,250.00	£00,250.00
		SLCC Membership	£00,166.00	£00,166.00
		ICO Membership	£00,040.00	£00,040.00
		Website	£00,240.00	£00,240.00
		Section 137 Grants	£05,000.00	£05,000.00
		Dog Show	£00,000.00	£00,000.00
		Halloween Events	£00,100.00	£00,100.00
		Christmas Events	£01,500.00	£02,500.00
		Christmas Lighting	£09,000.00	£09,000.00
		Christmas Electricity	£00,100.00	£00,150.00
		Audit	£00,500.00	£00,500.00
		Poppy Replacement (100)	£00,300.00	£00,300.00
		RBL Wreaths	£00,075.00	£00,100.00
		Defib Electricity (4x £25.00)	£00,100.00	£00,100.00
		Bank Charges	£00,170.00	£00,170.00
Total	<b>£61,648.34</b>	Total	£35,266.00	£45,391.00

Projected Balance Year ending 31.03.2022	<b>£26,382.34</b>	<b>£16,257.34</b>
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Moved. It was agreed the budget be revised to reflect the following additions.

Income.

- £2,000.00 from Pen Bryn Oer Community Benefit Fund in relation to the Summer Scheme project.
- £0,500.00 from Abertysswg Community Centre in recognition of Memorial Stone project.

Expenditure.

- £2,500.00 in relation to the Memorial Stone project, acknowledging £300.00 worth of in-kind support provided via Valleys Memorials Limited.
- <£10,000.00 in relation to Council's Summer Scheme, acknowledging the potential for the provision of transport to and from Parc Bryn Bach.

## **12. Community Council Financial Position Year Ending 31<sup>st</sup> March 2021**

The Clerk provided Council with a high-level overview of the financial position for the year ending 31<sup>st</sup> March 2021. Within his report, the Clerk advised Council that he projected a carry forward amount of £24,340.35. The Clerk advised Council on a number of cheques yet to be brought to account.

Moved. Clerk to resolve by speaking to payment recipient to clarify the reason payment has not been cashed, and to coordinate the banking, cancelling and/or reissue where appropriate.

## **13. Section 19/137 Grant Aid Awards 2021/22**

Following discussion, it was agreed the following values be retained for 2021/22.

- o £300.00 Schools (5)
- o £200.00 Mayors Appeal
- o £100.00 Local Groups (which include Children) i.e. Brownies / Guides
- o £075.00 Local Groups (excluding Children). i.e. Community Centres
- o £050.00 Out of Area / National Charities (as agreed by Council).

Note. It was agreed that following the recent and now consolidated merging of Abertysswg and Pontlloyn Primary Schools as part of Idris Davies 3-18, that the number Schools receiving grant aid support be revised to (5), Idris Davies Primary & Secondary Phase, Bryn Awel Primary, Ysgol Y Lawnt and Upper Rhymney Primary School.

## **14. Independent Remuneration Panel Recommendations 2021/2022**

The following determinations were approved / accepted by Council.

Determination Number	Is a decision required by council?
42 All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses	Accepted as required.

44 Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Not applicable.
45 Community and Town councils can make payments to each of their members in respect of travel costs	Approved for Council/Councillor agreed attendance to named meetings as determined by Council.
46 If a Community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.	Approved for Council/Councillor agreed overnight attendance to named meetings as determined by Council. To include the potential for a subsistence payment as appropriate.
48 All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month.	Accepted as required.
49 Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500.	Approved for payment of £500.00 to the Chair of Council to undertake / recompense for commitments of the Chair. Moved. Not to be paid until the mid-point of 2021/22, allowing time to assess the volume of owing to a reduced list of diary commitments impacted by Covid19.
50 Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.	Not applicable.

### 15. Governing Body Vacancies

The Clerk confirmed that there were no available vacancies for consideration / fulfilment, the previous request for Bryn Awel Primary School having been incorrectly issued by EAS in error.

### 16. Community Council Audit 2020/21

The Clerk read out loud statements one to eight, from section 2 – Statement of Assurance of the Local Councils in Wales Annual Return for the year ended 31<sup>st</sup> March 2021 and populated the boxes with accurate and appropriate responses. The Clerk also updated Council on the carry forward position and expenditure from 2020/21 yet to be invoiced.

The Clerk also advised the display of the ‘Notice of appointment of date for the exercise of electors’ rights’ will be completed later in the year – September 2021.

The Clerk also advised that Mrs Julie Richards (Internal Auditor) had completed her audit and populated the boxes with accurate and appropriate responses.

The form was subsequently signed (virtually) and dated by the appropriate Officers.  
Moved / Clerk to forward necessary documentation for external audit as appropriate.  
Moved / Payment of Internal Audit.

#### **17. Clerk's Remuneration 2021-22**

The Clerk Mr. Geraint Williams left the call while discussion took place regarding the Clerk's Salary.

After discussion it was agreed that the Clerk's Salary be increased from April 2020 (acknowledging the Covid-19 deferral from May 2020 and again in October 2020) to Substantive Benchmark SP30 on the LC2 Range £13,695.41.

#### **Special Item/s**

#### **18. Summer Scheme 2021**

The Clerk provided an update on the latest developments, advising that there were still a number of loose ends / factors to be determined. It was agreed that Council extend its funding envelop to provide transport to and from provision a Parc Bryn Bryn.

Moved. Clerk to explore options with colleagues at Aneurin Leisure.

**Meeting Closed at 8pm.**