

## RHYMNEY COMMUNITY COUNCIL

Minutes of the Annual General Meeting held on Thursday 29<sup>th</sup> May 2025 at 6pm.

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### Present

Cllr. M. Powell (Chairperson)      Cllr. D. Harse  
Cllr. C. Cuss                              Cllr. L. Harrison  
Cllr. L. Dykes

### Apologies

Cllr. D. Bradley                              Cllr. L. Pulsford  
Cllr. J. Hughes                              Cllr. Z. Williams  
Cllr. L. Gronow

### In Attendance

Mr. G. O. Williams                      Clerk

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#### 01. Apologies

Apologies for absence were received from Cllr. D. Bradley, Cllr. L. Pulsford, Cllr. J. Hughes, Cllr Z. Williams and Cllr. L. Gronow.

#### 02. Declaration of Interest

There were no declarations of interest received by members. Elected members present at the meeting were presented with a copy of the 'Members Interest Stencils'. The Clerk advised that an electronic copy would be circulated for completion, return and display by the next meeting of Council, scheduled for July 10<sup>th</sup> 2025. Members also signed their Declaration of Acceptance of Office.

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

Cllr. M. Powell was proposed, seconded and unanimously accepted as Chairperson for the ensuring year.

Cllr. M. Powell thanked Council for his appointment as Chair for the ensuring year.

Cllr. L. Dykes thanked present Councillors for their support through 2024-25, but also took the opportunity to articulate his frustration and disappointment with the levels of Councillor attendance at meetings through the year.

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

Cllr. L. Harrison 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. Carl Cuss 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. J. E. Hughes. 1 Plus the Clerk
- b. Community & Town Council Liaison Committee  
Proposed and Seconded Cllr J. E. Hughes 2 plus the Clerk

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

- a. Rhymney Day Centre Management Committee  
Proposed and Seconded Cllr C. Cuss 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. L. Pulsford 1
- e. Pen Bryn Oer Wind Farm Fund  
Proposed and Seconded Cllr. C. Cuss 3  
Proposed and Seconded Cllr. M. Powell  
Proposed and Seconded Cllr. D. Bradley

**09. To agree Council’s Cheque Signatories for 2025/26**

It was proposed and seconded that Council appoint the following Councillors as signatories.

- o Cllr. D. Harse
- o Cllr. C. Cuss
- o Cllr. L. Dykes

**10. To consider the appointment of Council’s Internal Auditor for 2025/26**

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

Moved. Clerk to issue letter and terms of appointment.

Moved. It was agreed that fees for Council’s Internal Audit should increase with immediate effect to £300.00

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

The Clerk shared with Council a copy of Council’s Budget for 2025/26 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 in likely.

**Draft Budget 2025/26**

Income	Expenditure	
	Type	Budget Estimate

Approx. C/F 31/03/2025	£27,441.98	Clerk's Salary & On Costs	£14,500.00
Precept	£38,000.00	Chairperson Allowance	£00,500.00
Approx. VAT refund 2024/25	£01,896.36	Councillor Expenses (15 @ £156.00)	£02,340.00
Late Grant from Pen Bryn Oer	£02,000.00	Defib Electricity (6x £25.00)	£00,150.00
		Summer Scheme	£07,750.00
		Telephone & Broadband	£00,400.00
		Room Hire & Storage	£00,600.00
		Insurance	£00,650.00
		Postage	£00,200.00
		Stationery	£00,250.00
		ICO Membership	£00,040.00
		Website	£00,200.00
		Section 137 Grants	£05,000.00
		Halloween Events	£00,100.00
		Town & Community Council Membership	£00,100.00
		Christmas Events	£02,500.00
		Christmas Lighting	£09,000.00
		Christmas Electricity	£00,250.00
		Audit	£00,500.00
		RBL Wreaths	£00,120.00
Total	<b>£69,338.34</b>	Total	£45,150.00
Projected Balance Year ending 31.03.2026			<b>£24,188.34</b>

## 12. Community Council Financial Position Year Ending 31<sup>st</sup> March 2025

The Clerk provided Council with a high-level overview of the financial position for the year ending 31<sup>st</sup> March 2025. Within his report, the Clerk advised Council that he projected a carry forward amount of £27,441.98. The Clerk advised Council on a number of cheques yet to be brought to account.

## 13. Section 19/137 Grant Aid Awards 2025/26

Following discussion, it was agreed the following values be retained for 2025/26

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

#### **14. Independent Remuneration Panel Recommendations 2025-26**

The following determinations were approved / accepted by Council.

##### **Reimbursement for extra costs of working from home**

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

##### **Reimbursement for consumables**

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

Moved. Council accepted both these determinations.

##### **Policy decisions.**

P01. Council agreed to make reimbursement for extra costs for working at home for the 2025/26 year, in full at the July meeting of Council. Councillors not wishing to receive this payment, must articulate their position in writing to the Clerk by the July meeting of Council. Councillors not completing their full term of office (April 2025 – April 2026), are expected to repay any proportionate amount i.e. £3 per week for any full weeks, not facilitated as a Community Councillor.

P02. Reimbursement for consumables. Council determined this would be facilitated on a case-by-case basis and paid retrospectively on the provision of appropriate receipts, commensurate with costs of office values. It was acknowledged that in the majority of circumstances these purchases / expenditures would be coordinated via the Clerk's Office.

Further determinations.

##### **Travel and subsistence**

It was agreed that Council would reimburse for travel / attendance where Councillors were attending an event / conference / function outside of the Community Council area, when said attendance had been agreed / endorsed by Council.

##### **Costs of care or personal assistance**

It was agreed that Council would reimburse for the associated costs, although it was acknowledged this would be unlikely, as Councillors could attend virtually or merely offer an apology.

**Chairpersons Allowance**

Council agreed not to award a payment in 2025/26

No other determinations were adopted by Council.

**15. Governing Body Vacancies**

No Governing Body Vacancies / Opportunities were concerned by Council.

**16. Community Council Audit 2024/25**

Item deferred to the July meeting of Council, owing to the short-notice unavailability of Council's Internal Auditor.

**Meeting Closed at 7pm.**