

County Borough of Caerphilly  
**Nelson Community Council**

**MINUTES OF THE ANNUAL MEETING OF THE COMMUNITY COUNCIL  
HELD ON Thursday 12th November 2020 at 7.00pm**

Present: Cllr. G Davies Chairman  
Cllr. L Dufty  
Cllr. B Miles  
Cllr A Blackman (Cllr Blackman left the meeting due to technical issues)  
  
Cllr. R Powell  
Cllr. S Morgan  
Cllr. A Gray  
Cllr E Dafydd  
  
Tony White (Clerk)

Apologies for Absence:  
Cllr. Z Jones

The meeting start was delayed until 7-15 as Cllr Miles had been trying to resolve an issue with Cllr Davies connectivity to meeting

**How we will use your information**

*Nelson Community Council is committed to transparency and as such will include a list of all attendees at its meetings.*

*Those individuals that attend Council meetings/speak/ask questions or give evidence will be named in the minutes of that meeting. Where appropriate this will include their opinions expressed, evidence provided, questions asked plus any other relevant information.*

*Minutes of Meetings including details of speakers (except for discussions involving confidential or exempt items) will be publicly available to all via the Council website at..... [www.nelson-mid-glam.gov.uk/Nelson-CC](http://www.nelson-mid-glam.gov.uk/Nelson-CC)*

**Declarations of Interest:**

*Members should make their declarations of personal or prejudicial interests at the start of the meeting for Agenda items when they are aware beforehand that these apply, or otherwise do so either before or during discussion (as is most appropriate) if they become aware that any such interests may relate to a matter then being considered.*

**2565 Apologies for Absence accepted:**

Cllr. Z Jones

**2566 To review the minutes of the General Meeting held on 9th May 2019**  
(previously approved)

**2567 Election of Chairperson**

The Clerk explained that due to the COVID restrictions Community Councils could not hold their Annual Meetings in May and dispensation had been given to allow the Chair to remain in office for the extended period and the Annual meeting to be deferred as long as it was held before the end of December 2020.

Members concluded that an election would be held for the Chair and Cllr Laura Dufty was duly elected.

**Cllr Dufty was advised that she needs to sign the declaration of acceptance of office as Chairman and return to the Clerk.**

The incoming chairman passed on the thanks to the former Chair and to all Members for their support.

**2568 Appointment of Vice-Chairman**

Nominations for Vice-Chairman were opened with proposals for Cllr Morgan and Cllr Powell were received  
Cllr Powell was duly elected to the post of Vice Chair.  
(declaration is not required for Vice- Chairman).

**2569 To make Declarations of Interest (all Members) in the presence of the Clerk and Proper Office**

All Members were advised they need to sign the declarations of interest

**2570 Agree meeting Schedule for 2020/21**

Members confirmed the proposed meeting schedule.

**2571 Consider Risk Assessment**

Members approved the Risk Assessments

**2572 Consider Standing Orders (NALC 2018)**

Members approved the Standing Orders (NALC 2018)

**2573 Consider Re-approving Financial Regulations (OVW 2018)**

Members approved the Financial Regulations (OVW 2018)

**2574 Setting of Allowances and Appointments to Committees and Sub-Committees**

- a It was resolved that the Chairpersons allowance is set at £300.00 in line with the budget of 2020/21, payable upon chairman's request.
- b It was resolved that the sum of up to £1,000 be set aside for use by the Chairman for the purpose of courtesy visits and the like.
- c Members allowance of £150 per annum (to cover expenses) has been set by the Remuneration Panel and will be paid to all Members unless the Clerk is informed to the contrary. Members were advised that they need to submit an individual pro-forma expressing their acceptance/declining the payment.
- d Consider any other allowances (none were suggested)

**2575 Consider Representation on External Organisations/Sub Committees**

- i. Caerphilly County Borough Council and Community Councils Joint Liaison Committee –Cllr. Gill Davies and Cllr Ann Gray plus Clerk Tony White to represent.
- ii. Community and Town Councils Liaison Committee –,Cllr. Gill Davies and Cllr Ann Gray plus Clerk Tony White to represent.
- iii. Activities Sub-Committee – all Members to participate as appropriate.
- iv Appointments Sub-Committee –Chairman, Vice Chairman, Plus 2 additional Members (to be agreed when required).
- v CCBC Standards Committee appointed from Community Council Liaison.
- vi Governor Llancaeath Junior School - Cllr Laura Dufty.
- vii Governor Llanfabon Infants School - Cllr Laura Dufty.
- viii One voice Wales - Cllr Ann Gray and Cllr Laura Dufty
- ix Friends of Wern Parc (no longer functioning)
- x Nelson Community Centre - Cllr Laura Dufty

*Meeting closed at 8-10 p.m.*

*Annual Meeting 12<sup>th</sup> November  
2020*

**signed.....CHAIRMAN**