

## **Nelson Community Council**

Ordinary Meeting held on 16<sup>th</sup> May 2024 beginning at 7:00 pm at Nelson Institute

Present: Cllr G Davies  
Cllr A Gray (Chair)  
Mr L John (Clerk)  
Cllr E ap Llwyd Dafydd

No declarations of interest were received.

### **1 To Receive apologies for absence**

Apologies were received from Cllr L Dufty, Cllr A John and Cllr Miles.

Members agreed to receive draft minutes a week in advance where possible. Members agreed for the Chair to approve the agenda prior to posting.

### **2 To Receive a Report from the Community Police Representative**

Members noted that a report had not been received and there were no police present. It was noted that the police were contacted about the change of date. The clerk agreed to phone them to confirm correspondence is being received.

Members commented that had been a break-in at Llancaeath Junior School but have not visited the school to view the CCTC despite agreeing to on the following day.

Members commented that there was also a major incident at the entrance to Greenacres with lots of emergency vehicles but there has been no update about it.

### **3 To consider questions from members of the public/reports from members**

Members were reminded of correspondence from a member of the public relating to dog fouling. Members agreed that this falls within the remit of CCBC and for residents to be encouraged to report it and for County Councillors to respond. Members commented on other litter and the possibility of signage.

### **4 To Receive an update on agreed actions**

An update was received in relation the actions as per actions sheet. See Appendix A.

Cllr Gray commented that a member of the public had approached her in relation to the use of Nelson Institute. They were reminded that decisions are made collectively by the Council.

Members agreed to use the old notice board for celebrating the achievements and activities of the Council and to display the annual report.

Members commented on a resurgence in the opening of public toilets and urged contact with Caerphilly Taxi Association.

### **5 To Receive and approve minutes:**

#### **a. Ordinary meeting on 11<sup>th</sup> April 2024**

- The minutes of the meeting were approved as an accurate record.

#### **b. Committee meeting on 11<sup>th</sup> April 2024**

- The minutes of the meeting were approved as an accurate record.

**c. Committee meeting on 18<sup>th</sup> April 2024**

- The minutes of the meeting were approved as an accurate record.

**Matters arising:**

There were no matters arising.

**6 To receive a report from the Chair**

There was none to consider.

**7 To receive a report from the Clerk**

The Clerk provided a verbal report. The following was noted: -

- a. Details of correspondence available online [here](#)

Members discussed the correspondence relating to the honours system. It was agreed that the process should be considered where there is personal knowledge of extensive community work and that they should be mindful that residents will have differing opinions.

Members discussed the guidance around the annual report and that the content of the newsletter will support the annual report which would be presented in the notice board.

- b. Finance available [here](#). Members resolved for the payments to be made in the period. Members approved the financial statement for the period 2023-24.

- d. Members noted that the planning applications submitted during the period.

Members commented on the planning request for Llanfabon Inn. It was noted that it is now proposed for there to be three dwellings and it is now out for consultation.

It has been noted that residents have suggested there has been a change of use at a property (Bryncoch Kennels) without planning permission on Ty Du Road and potential implications of it now being used as a care home. Members expressed concern of the use, a potential lack of transparency and will seek some clarity. It is unknown if it has been sold.

**8 To consider Welsh Policy**

Members approved the Welsh Language Policy.

**9 To consider activities schedule**

Members (AG) agreed to ask Calfaria Church to host the Songs of Praise event. Members proposed the following dates:

**14<sup>th</sup> July- Songs of Praise**

**10<sup>th</sup> August- Summer Show**

Members agreed to meet at 5pm on 13<sup>th</sup> June at Nelson Institute to edit the newsletter and the below schedule:

- 13<sup>th</sup> June- Newsletter content to be completed
- 20<sup>th</sup> June- Newsletter to be finalised
- 28<sup>th</sup> June- Newsletter to be printed
- 1<sup>st</sup> July- Newsletter to be delivered

Members agreed for Town and Community Council Fund to be on the agenda for the next meeting.

## Appendix

| Meeting           | Category | Action  | Resp. | Status  | Note   |
|-------------------|----------|---|-------|---------|--|
| 11-<br>May-<br>23 |          | Seek further information about newly acquired defibrillators and ask about potential for access to more | RP    | Ongoing | 9/11 RP confirmed that they were all in working condition. The football club has 1 at the moment. RP to enquire of how many he has access to. 14/3 It was acknowledged that the one at the Vegetable shop is now not active. Members agreed that it was ideally situated centrally in the visit. A member noted recent fundraising activity to fund at the Hollybush. RP agreed to speak with the Dynevor Arms and ask if they would take it over. A member noted that it is now outside the post office. The Hollybush Inn are funding the ongoing costs of a new one at their premises.  |
| 12-<br>Oct-23     |          | Review terms & conditions relating to Nelson Institute and agenda a relevant item at the next meeting   | LJ    | Ongoing | Terms & Conditions were provided. 9/11 Application for use by craft group to be shared. 15/11 Informed by craft group that main keyholder is changing. 2/12 Informed by craft group that the intention is to stop using the room. More info to be provided. 18/1 Group to be invited to apply to use room on Saturdays. 22/2 Clerk to pursue the application before a new event is held and request access to the cupboard. 27/2 Application complete and to be considered- cupboard requested to be used by Saturday group. A letter has been received in response to ask for the Council to reconsider the decisions made at the last meeting. 11/4 Members agreed to refer the group to the terms and conditions, inform that charges are in-line with other buildings in areas and, give notice to empty the cupboard. 29/4 Group no longer require use of the building. Will speak to Marlene to ensure key return and the cupboard is emptied. 16/5 Cupboard is empty. |

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|-----------|--|--|-------|----------|---|
| 9-Nov-23  |  | Check how old notice board could be removed.   | RP    | Ongoing  | GD to ask Co-op. 18/1 GD confirmed that it can be removed and the Coop manager offered to remove it. Members agreed to proceed. 22/2 Coop have agreed to remove but this has not been done. The clerk agreed to engage a handyman to undertake the work. 23/2 RP agreed to undertake work 14/3 It was confirmed that it has been inspected and will be removed.11/4 Clerk to engage handyman to remove. 12/4 Visited with the Chair. It was suggested that the board is in very good condition and could be utilised as a secondary board to showcase Council activity. Clerk to consider replacement perspex. Some quotes have been received. AG to enquire about perspex. |
| 14-Mar-24 |  | Inspect 35 Commercial St   | AG/LJ | Complete | Inspect site to understand concerns and work needed. Awaiting feedback. 12/4 AG agreed to attend site with LJ. Actions agreed and detailed elsewhere.   |
| 14-Mar-24 |  | Contact OFGEM to ask about criteria for business rates (in relation to toilets)                              | AG    | Complete | It was agreed to cancel this task through lack of response.   |
| 14-Mar-24 |  | Ask George at Caerphilly Taxi Association for an update in writing on current position and outstanding costs | RP    | Ongoing  | Requested, awaiting response from George. The clerk agreed to contact George for an update. George as responded to confirm that he will be in contact.  |
| 14-Mar-24 |  | Ask Phil Hill if he can undertake training twice per year.   | LJ    | Ongoing  | Agreed with Phil. Awaiting suggestion of dates. Chris has offered to assist also. He is flexible on dates. Have suggested 20th or 27th June. Members agreed to host the training on 20th June. The Clerk agreed to design a leaflet. AG agreed to promote with local businesses. Leaflet designed and promoted on Facebook.   |
| 11-Apr-24 |  | Purchase D-Day silhouettes   | LJ    | Complete | 12/4 Purchased and collected. Council to consider how to install. AG to contact Glyn Staples to agree instalment. Installed   |

|           |  |  |    |          |  |
|-----------|--|--|----|----------|--|
| 11-Apr-24 |  | Discuss defibrillator options with Tyler's Arms                                  | GD | New      | AG confirmed that Tyler's Arms would be pleased to host a defibrillator.   |
| 11-Apr-24 |  | Ask for information about process to install defibrillator on Council land       | LJ | New      | I have sought advice from Emma Sullivan, Community Council clerks and Phil Hill. Am awaiting a response. Chris, a colleague of Phil's is away on leave and has tried to make contact with me. The LA have made contact and are to provide a quote for siting a defibrillator. Quote provided of £653. I have asked for some advice of ongoing costs.   |
| 18-Apr-24 |  | Seek quotes to provide new condition survey for building                         | LJ | New      | Have contacted near; approx. 20 suppliers as recommended by chartered body. Will chase and provide feedback. LA are also getting back to me to confirm their own schedule of surveying. Members resolved to proceed with survey given the evidence of request for quotes.  |
| 19-Apr-24 |  | Seek quotes to replace floor and windows; and seek help to fix back window gates | LJ | New      | Quote received to replace flooring- £994 for full downstairs flooring to include fitting. Awaiting quote for windows. Have asked local metal shop to quote to fix window gate. EaLD noted that he had replaced the padlock on the shutter. LJ to chase metal shop. Members discussed a quote to replace windows on the front of £3879. Members discussed a quote to replace flooring of £994. The clerk agreed to seek 2 other quotes for both pieces of work. |
| 18-Apr-24 |  | Revisit quote from Cynon Valley Damp for damp-work                               | LJ | Complete | RP to meet with Cynon Valley Damp. Original quote unavailable. Await quote then seek survey completion. Quote received.  |