



## **ANNUAL COUNCIL**

### **MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD AT PENALLTA HOUSE YSTRAD MYNACH ON THURSDAY, 8TH MAY 2014 AT 6.00 P.M.**

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**PRESENT:**

Councillor D.M. Gray - Mayor  
Councillor D.G. Carter - Deputy Mayor

**Councillors:**

Miss L. Ackerman, M. Adams, Mrs E.M. Aldworth, H.A. Andrews, Mrs K.R. Baker, Mrs. G. Bevan, J. Bevan, P.J. Bevan, L. Binding, Mrs A. Blackman, Mrs P. Cook, C.J. Cuss, H.W. David, W. David, H.R. Davies, D.T. Davies, R.T. Davies, N. Dix, C. Durham, C. Elsbury, J.E. Fussell, Mrs J. Gale, L. Gardiner, N. George, C.J. Gordon, R.W. Gough, Mrs P. Griffiths, D.T. Hardacre, D. Havard, C. Hawker, A.G. Higgs, G.J. Hughes, K. James, M.P. James, G. Johnston, Mrs B.A. Jones, G. Jones, Ms J.G. Jones, S. Kent, G. Kirby, Ms P. Leonard, A. Lewis, K. Lloyd, C.P. Mann, S. Morgan, Mrs R. Passmore, D.V. Poole, D.W.R. Preece, M.J. Prew, Mrs D. Price, J. Pritchard, J.A. Pritchard, A. Rees, D. Rees, K.V. Reynolds, R. Saralis, S. Skivens, Mrs E. Stenner, Mrs J. Summers, J. Taylor, L.G. Whittle, T.J. Williams and R. Woodyatt

**Together with:-**

S. Rosser (Interim Chief Executive), S. Aspinall (Acting Deputy Chief Executive), D. Street (Director of Social Services), N. Scammell (Acting Director of Corporate Services), G. Williams (Interim Head of Legal Services and Monitoring Officer), H. Morgan (Senior Committee Services Officer)

#### **1. APOLOGIES**

Apologies for absence were received from Councillors A.P. Angel, D. Bolter, K. Dawson, Mrs. C. Forehead, Ms E. E. Forehead, Mrs G. Oliver, J.E. Roberts and Mrs M.E. Sargent.

#### **2. RETIRING MAYORS REMARKS**

In his opening comments, the retiring Mayor, Councillor D.M. Gray, welcomed Councillor Allan Rees to his first meeting of Council, congratulated Councillor H. David on achieving his PhD and extended his best wishes to Councillor Oliver for a speedy recovery.

He then thanked fellow members and spoke of his numerous and varied activities during his year of Office and referred particularly to his chosen charities, Latch and the Alzheimers Society for which the sum of £8,700 will have been raised. He expressed his appreciation at the assistance given to him by Members and Officers, particularly those whose duties brought them into regular contact with him.

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest received at the commencement or during the course of the meeting.

**4. ELECTION OF MAYOR**

It was moved and seconded that Councillor D.G. Carter be elected Mayor of Caerphilly County Borough Council. By show of hands this was unanimously agreed.

RESOLVED that Councillor D.G. Carter be elected Mayor of Caerphilly County Borough Council until the appointment of a successor at the annual meeting in May 2015 and it be noted that he will receive a civic salary payment.

Councillor D.G. Carter thanked his fellow members for the honour bestowed upon him and signed the Declaration of Acceptance of Office in the presence of the Interim Chief Executive.

**5. ELECTION OF DEPUTY MAYOR**

It was moved and seconded that Councillor L. Gardiner be elected Deputy Mayor of Caerphilly County Borough Council. By show of hands this was unanimously agreed.

RESOLVED that Councillor L. Gardiner be elected Deputy Mayor of Caerphilly County Borough Council until the appointment of a successor at the annual meeting in May 2015 and it be noted that he will receive a civic salary payment.

Councillor L. Gardiner thanked his fellow members for the honour bestowed upon him and signed the Declaration of Acceptance of Office in the presence of the Interim Chief Executive.

**6. MAYOR'S ANNOUNCEMENTS**

The Mayor, Councillor D.G. Carter, announced that his chosen charities for 2014/2015 would be the Royal British Legion - Bargoed Branch and Caerphilly Homestart. He advised that his consort would be his wife, Valentina.

**7. BLACKWOOD WARD BY ELECTION**

Members welcomed Councillor Allan Rees to his first meeting of Council following his election to the Blackwood Ward.

**8. RESIGNATION OF COUNCILLOR H.A. ANDREWS AS LEADER OF COUNCIL**

Councillor Andrews tendered his resignation as Leader of the authority. He advised that the decision to retire has not been taken lightly and was made after much consideration and stated that 'the honour of being Leader of Caerphilly County Borough Council has been his proudest achievement in over 40 years in politics and that he has enjoyed the opportunity to lead what he believes is one of the best local authorities in Wales'.

He then took the opportunity to thank Officers for the way they have led this organisation through recent turbulent times in the face of unprecedented pressure and reflected on some of the achievements and improvements over the last year which have brought a range of benefits to the people across the county borough (improving tenants' homes, investing in libraries, transforming education, a cleaner and greener place to live, safer communities,

Improving highways network, caring for our community and the get fit and active initiative).

Members noted the resignation of Councillor Andrews as Leader of Council and paid tribute to the longstanding Member for the manner in which he has undertaken his duties during his term of office as Leader and referred to the high esteem in which he is held by Members, Officers and the community he represents.

**9. LEADER OF COUNCIL - COUNCILLOR K.V. REYNOLDS**

It was moved and seconded that Councillor K.V. Reynolds be nominated as Leader of Caerphilly County Borough Council. By show of hands this was agreed by the majority present.

RESOLVED that Councillor K.V. Reynolds be appointed Leader of Caerphilly County Borough Council and receive a senior salary payment.

**10. APPOINTMENT OF DEPUTY LEADERS**

The appointments of Councillors G. Jones and Mrs B. Jones as Deputy Leaders of Caerphilly County Borough Council and their receipt of a senior salary payment were noted.

**11. MEMBERSHIP OF CABINET**

In noting that the Leader of Council will assume responsibility for the medium term financial plan and strategic overview, the appointments as to the membership of Cabinet and their receipt of a senior salary payment be noted:-

Community and Leisure Services	Councillor D.V. Poole
Corporate Services	Councillor Mrs B. Jones
Education and Lifelong Learning	Councillor Mrs R. Passmore
Highways, Transportation and Engineering	Councillor T.J. Williams
Housing	Councillor G. Jones
Human Resources and Governance/Business Manager	Councillor Mrs C. Forehead
Performance and Asset Management	Councillor D.T. Hardacre
Regeneration, Planning and Sustainable Development	Councillor K. James
Social Services	Councillor R. Woodyatt

**12. LEADER OF THE MAIN OPPOSITION GROUP**

It was noted that Councillor C.P Mann will receive a senior salary payment as Leader of the main opposition group.

**13. LEADERS STATEMENT**

In his opening comments, Councillor Reynolds again paid tribute to Councillor Andrews. He advised that he was looking upon his new role as Leader of Council with great determination and vigour in moving forward. He also acknowledged that there are challenges to be faced and believed that with and talented workforce and the continued commitment of members and officers, we can meet these challenges head on, and continue to do what we are all ultimately here for - to deliver first class, value for money services to the residents of the borough.

In looking forward to the future he advised of his plan to sit down with his Cabinet colleagues and set out his aspirations for making further improvements to services and readily embraced the challenges that lie ahead.

#### 14. CONSTITUTIONAL MATTERS

Consideration was given to the report which asks Members to note those matters that require consideration at the Annual General Meeting of Council in accordance with the Council's Constitution, proposes an amendment to the current Constitution to amend Standing Orders to permit certain meetings to extend beyond four hours and provides an update for members in relation to the All Wales Framework Constitution and future issues that will require a decision of Full Council.

Details of the requirement within the Rules of Procedure as they relate to the appointment of certain committees, terms of reference of committees, political balance (annual review), the scheme of delegation and the proposed amendment of Rule of Procedure 9 were outlined. With regards to the All Wales Framework Constitution it was noted that a recent update has indicated that the problems that were being experienced have been resolved and consequently the proposed adoption of the new framework will commence shortly. In relation to the issue of remote attendance, Welsh Government has recently issued guidance and a report will be presented to the next meeting of Council. The necessity for extending the duration of certain meetings was outlined for Members.

It was moved and seconded that the recommendations in the report be approved. By show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the report and in order to comply with the requirements of the Council's Constitution:-

- (i) as it is not proposed that any changes be made to the current arrangements in relation to the appointment of committees as detailed in the Constitution at this Annual Meeting (and the number of members allocated to each committee), the existing arrangements be noted;
- (ii) as there are no proposed changes to the terms of reference for any of the Committees, the existing Terms of Reference set out in Parts 2 and 3 of the Constitution be noted;
- (iii) as there have been no changes to the political balance of the Authority it be noted that the current allocations remain as present;
- (iv) as there is no proposal to vary the current Scheme of Delegation the existing Scheme set out at Part 3 of the Council's Constitution be noted;
- (v) subject to the requirement that the Committee take appropriate breaks to ensure the comfort of those participating in the meeting, the four-hour restriction be lifted in relation to meetings of the Planning Committee, the Investigating and Disciplinary Committee and Appeals Committee;
- (vi) the Council's Interim Head of Legal Services and Monitoring Officer be authorised to update the Constitution as appropriate.

**15. APPOINTMENT OF CHAIR AND VICE - CHAIR TO SCRUTINY AND OVERVIEW COMMITTEES**

It was moved and seconded that members be appointed as Chair and Vice-Chair of the following scrutiny committees for the ensuing year in accordance with the names presented at the meeting. By show of hands this was unanimously agreed.

RESOLVED that the following members be appointed as Chair and Vice - Chair of the following scrutiny committees for the ensuing year:-

**Education for Life Scrutiny Committee**

Chair Councillor W. David                      Vice Chair Councillor J. Pritchard

**Health, Social Care and Well Being Scrutiny Committee**

Chair Councillor L. Ackerman              Vice Chair Councillor Mrs P. Cook

**Policy and Resources Scrutiny Committee/Crime and Disorder Scrutiny Committee**

Chair Councillor H.W. David              Vice Chair Councillor S. Morgan

**Regeneration and Environment Scrutiny Committee**

Chair Councillor D.T. Davies              Vice Chair Councillor Mrs E. M. Aldworth

**16. MEMBERSHIP ON OVERVIEW AND SCRUTINY COMMITTEES**

It was moved and seconded that in accordance with the political balance, sixteen members be appointed to serve on the following scrutiny committees in accordance with the names supplied to the Interim Chief Executive by the respective groups. By show of hands this was unanimously agreed.

RESOLVED that in accordance with the political balance, sixteen members be appointed to serve on the following scrutiny committees in accordance with the names supplied to the Interim Chief Executive by the respective groups.

Education for Life Scrutiny Committee  
Health, Social Care and Well Being Scrutiny Committee  
Policy and Resources Scrutiny Committee/Crime and Disorder Scrutiny Committee  
Regeneration and Environment Scrutiny Committee

**17. APPOINTMENT OF CHAIR AND VICE-CHAIR TO COMMITTEES**

It was moved and seconded that members be appointed as Chair and Vice Chair of the under mentioned committees for the ensuing year in accordance with the names presented at the meeting and that the receipt of a senior salary payment to the Chair of Licensing Committee be noted. By show of hands this was unanimously agreed.

RESOLVED that:-

- (i) it be noted that the Chair and Vice Chair of the Audit Committee will be appointed at the first meeting and that a senior salary payment will be made to the Chair;
- (ii) it be noted that the Chair of the Investigating and Disciplinary Committee will be appointed by that Committee;
- (iii) the following members be appointed as Chair and Vice Chair of the under

mentioned committees for the ensuing year and the receipt of a senior salary payment to the Chair of the Licensing Committee be noted:-

**Appeals Committee (Disciplinary/Grievance)**

Chair Councillor D.G. Carter

**Appointments Committee**

Chair Councillor Mrs C. Forehead      Vice Chair Councillor W. David

**Democratic Services Committee**

Chair Councillor C.P. Mann      Vice Chair Councillor D.T. Davies

**Licensing Committee**

Chair Councillor J. Bevan      Vice Chair Councillor D.M. Gray

**Planning Committee**

Chair Councillor D.G. Carter      Vice Chair Councillor W. David

**Sustainable Development Advisory Panel**

Chair Councillor K. James      Vice Chair Councillor D. Havard

- (iv) it be noted that the nominated Chairs of Democratic Services Committee and Planning Committee are not in receipt of a Chairs senior salary payment.

**18. MEMBERSHIP ON COMMITTEES**

It was moved and seconded that members be appointed to serve on the listed committees in accordance with the names supplied to the Interim Chief Executive by the respective groups. By show of hands this was unanimously agreed.

RESOLVED that Members be appointed to serve on the following committees in accordance with the names supplied to the Interim Chief Executive by the respective groups:-

- Appeals Committee (Disciplinary/Grievance)(3 members/3 substitutes)
- Appointments Committee (8 members)
- Audit Committee (12 members/1 lay member)
- Democratic Services Committee (16 members)
- Investigating and Disciplinary Committee (7 members)
- Licensing Committee (15 members)
- Planning Committee (20 members)
- Standards Committee (2 members/2 substitutes/5 lay members)
- Sustainable Development Advisory Panel (11 members)

**19. CONSTITUTION OF SUB-COMMITTEES/WORKING PARTIES/PANELS AND BOARDS**

It was moved and seconded that members be appointed to serve on the following sub-committees/working parties/panels and boards in accordance with the names supplied to the Interim Chief Executive by the respective groups. By show of hands this was unanimously agreed.

RESOLVED that Members be appointed to serve on the following sub-committees/working parties/panels and boards in accordance with the names supplied to the Interim Chief Executive by the respective groups:-

Bargoed Town Centre Management Group (6 local members and Cabinet member)  
Blackwood Town Centre Management Group (5 local members and Cabinet member)  
Bryn Compost Liaison Group (adjoining ward members and Cabinet member)  
Caerphilly Community Safety Partnership Strategy Group (1 member)  
Caerphilly Homes Task Group (Welsh Housing Quality Standard)(7 members)  
Caerphilly Local Access Forum (Cabinet member)  
Caerphilly Town Centre Management Group (9 ward members and Cabinet member)  
Community Council Liaison Sub-Committee (16 members)  
Constitutional Working Party (7 members)  
Corporate Health and Safety Committee (7 members)  
Education Achievement Service Board (1 member)  
Education Achievement Service Joint Scrutiny Panel (2 members)  
Grants to the Voluntary Sector Panel (15 members)  
Joint Consultative Committee (all Cabinet members)  
Monmouthshire and Brecon Canal - Crumlin Arm Working Group (adjoining ward members and Cabinet member)  
Newbridge Town Centre Management Group (5 local members and Cabinet member)  
Pensions/Compensation Committee (8 members)  
Prosiect Gwyrdd Joint Scrutiny Panel (2 members)  
Rights of Way Cabinet Committee (5 Cabinet members)  
Risca Town Centre Management Group (5 local members and Cabinet member)  
River Rhymney Task Group (3 members)  
Scrutiny Leadership Group (Chair/Vice - Scrutiny Committees/Democratic Service Committee and Audit Committee)  
Standing Advisory Council for Religious Education (6 members)  
View Point Panel (relevant Cabinet members)  
Voluntary Sector Liaison Committee (15 members)  
Ystrad Mynach Town Centre Management Group (4 local members and Cabinet member)

## 20. REPRESENTATION ON ASSOCIATIONS/OUTSIDE BODIES

It was moved and seconded that Council be represented on the associations and outside bodies listed in the report in accordance with the names supplied to the Interim Chief Executive by the respective groups. By show of hands this was unanimously agreed.

RESOLVED that Council be represented on associations and outside bodies by the following members and/or officers:-

### **Animal Welfare Scheme (Gwent Police)**

Councillor Miss E. Forehead

### **Aneurin Bevan Community Health Council**

Councillors J. Bevan, C. Hawker, J.A. Pritchard

### **Anti Poverty Champion**

Councillor G. Jones

### **Army Benevolent Fund - Gwent**

Councillor A.G. Higgs

### **Armed Forces Community Covenant Champion**

Councillor A.G. Higgs

### **Arts Council For Wales - South East Wales Board**

Cabinet Member for Education and Lifelong Learning - Mrs R. Passmore

**Association of Public Services Excellence (formerly ADLO) - Welsh Regional Committee**

Cabinet Members for Corporate Services, Housing, Highways, Transportation and Engineering - Councillors Mrs B.A. Jones, G. Jones, T.J. Williams

**Caerphilly Adoption Panel**

Councillor D. Havard

**Caerphilly Foster Panel**

Councillor Mrs J. Gale

**Caerphilly Groundwork Trust - Board of Directors**

Councillors Mrs P. Cook, Ms P. Leonard, C.P. Mann

**Capital Regional Tourism Partnership**

Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James substitute Councillor D.T. Davies

**Carbon Reduction Group**

Cabinet Member for Regeneration, Planning and Sustainable Development - Councillor K. James

**Care and Repair - Caerphilly**

Councillor G. Jones and Mr K. Williams (Private Sector Housing Manager)

**Catalogue Supplies Joint Committee**

Councillors Mrs B.A. Jones and D.T. Hardacre

**Child Poverty Champion**

Councillor R. Woodyatt

**Citizens Advice Bureau Trustee Board**

Councillor Mrs C. Forehead

**Coleg Gwent Further Education Corporation**

Councillor Mrs G. Oliver

**Coleg Harlech WEA North**

Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore and Mrs S. Aspinall (Acting Deputy Chief Executive)

**Coleg Y Cymoedd Corporation (formerly Ystrad Mynach College Board of Governors)**

Councillor W. David

**Consortium of Local Authorities Wales (CLAW)**

Councillors G. Jones and K.V. Reynolds

**Corporate Parenting Group**

Councillors R. Woodyatt (Cabinet Member for Social Services), Mrs R. Passmore (Cabinet Member for Education and Lifelong Learning), D. Havard (Adoption Panel Member), Mrs J. Gale (Fostering Panel Member), Ms L. Ackerman and J.A. Pritchard

**Equalities Champion**

J. Pritchard

**Fields in Trust (formerly National Playing Fields Association)**

Councillor D.V. Poole



**Glamorgan Archives Joint Committee**

Councillors R.T. Davies and A.G. Higgs

**Greater Gwent (Torfaen) Pension Fund Management Group**

Cabinet Member for Corporate Services Mrs B.A. Jones, Cabinet Member for Human Resources and Governance - Councillor Mrs C. Forehead and Councillor C.P. Mann

**Greater Gwent Cremation Joint Committee**

Councillors N. George and J. Taylor

**Gwent Association of Voluntary Organisations**

Councillors C. Hawker and J. Pritchard

**Gwent Frailty Joint Committee**

Cabinet Member for Social Services - Councillor R. Woodyatt

**Gwent Archives Joint Committee**

Councillors R.T. Davies and A.G. Higgs

**Gwent Police and Crime Panel**

Councillors Mrs C. Forehead, C.P. Mann and Mrs G. Oliver

**Heads of the Valleys Joint Organics Project Joint Committee**

Cabinet Members for Community and Leisure Services and Corporate Services - Councillors D.V. Poole and Mrs B.A. Jones.

**Homeless Person Champion**

Councillor G. Jones

**Industrial Communities Alliance (formerly Coalfield Communities Campaign)**

Cabinet Members for Education and Lifelong Learning and Regeneration, Planning and Sustainable Development - Councillors K. James and Mrs R. Passmore

**Islwyn Bowls Club Management Board**

Councillors G. Kirby and D.V. Poole

**Joint Council For Wales**

Councillors G. Jones and Mrs C. Forehead

**The Learning Centre (formerly Pupil Referral Unit)**

Chair of Education for Life Scrutiny Committee - Councillor W. David

**Local Authority Action for Southern Africa (LAACTSA)**

Councillor R. Saralis

**Local Government Association**

Councillors Mrs B.A. Jones, G. Jones, D.V. Poole and K.V. Reynolds

**Monmouthshire and Brecon Canal Regeneration Partnership**

Cabinet Members for Highways, Transportation and Engineering and Regeneration, Planning and Sustainable Development - Councillors K. James and T. Williams (substitute Councillor A. Lewis)

**Monmouthshire Farm School Endowment Trust**

Councillor D. Havard

**Older Persons Champion**

Councillor Mrs C. Forehead

**Penallta Community Park Forum**

Councillors A. Angel, Mrs A. Blackman, G.J. Hughes and J.A. Pritchard

**PFI Liaison Committee**

Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore

**Prosiect Gwyrdd Joint Committee**

Cabinet Members for Community and Leisure Services and Corporate Services -  
Councillors D.V. Poole and K.V. Reynolds

**Regional Technical Statement (Aggregates)**

Councillor K. James

**Reserve Forces and Cadets Association for Wales**

Councillor A.G. Higgs

**Rest Convalescent Home, Porthcawl**

Councillor D.W.R. Preece

**Safer Caerphilly Community Safety Partnership**

Councillor D.V. Poole

**Schools Admission Forum**

Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore

**Schools Budget Forum**

Cabinet Members for Education and Lifelong Learning and Corporate Services -  
Councillors Mrs R. Passmore and K.V. Reynolds

**Sight Support (Gwent Association for the Blind)**

Councillor D.M. Gray

**South East Area Environment Group**

Cabinet Member for Community and Leisure Services - Councillor D.V. Poole

**South East Wales Strategic Planning Group**

Cabinet Member for Regeneration, Planning and Sustainable Development -  
Councillor K. James

**South East Wales Transport Alliance**

Councillor D.G. Carter and Cabinet Member for Highways, Transportation and  
Engineering – Councillor T.J. Williams

**South Wales Fire and Rescue Authority**

Councillors C. Elsbury, D.T. Davies and Mrs J. Jones

**South Wales Regional Aggregates Working Party**

Cabinet Member for Highways, Transportation and Engineering - Councillor  
T.J. Williams

**Sportlot Community Chest Panel**

Councillors J. Bevan, Mrs D. Price, A. Lewis

**St. Johns Cymru Wales**

Councillor D.M. Gray

**Urban Commission (Local Government Association)**

Councillor D.V. Poole

**Valleys Regional Equality Council**

Councillor Mrs C. Forehead

**Wales and National Nuclear Free Zone Forum**

Councillor R.T. Davies

**Wales Council for Deaf People**

Councillor D.M. Gray - substitute C. Hawker

**Welsh Books Council (3 years) and Wales Book Council Executive Committee (1 year)**

Councillor H.R. Davies

**Welsh Centre for International Affairs**

Councillor R.T. Davies

**Welsh Church Fund**

Cabinet Member for Corporate Services - Councillor Mrs B.A. Jones, Substitute - Councillor Mrs J. Summers

**Welsh Joint Education Committee**

Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore

**Welsh Local Government Association**

Councillors Mrs B.A. Jones, G. Jones, D.V. Poole and K.V. Reynolds

**Welsh Purchasing Consortium**

Cabinet Member for Corporate Services - Councillor Mrs B.A. Jones

**Workers Education Association - South Wales District Committee**

Councillor R.T. Davies

**Youth Champion (appointed by Youth Forum)**

Councillor M. Prew

**Youth Forum**

Councillors C. Cuss and J. Pritchard, Cabinet Member for Education and Lifelong Learning - Councillor Mrs R. Passmore and Young Peoples Champion

The meeting closed at 7.20 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting on 10th June 2014 they were signed by the Mayor.

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Mayor