

# Public Document Pack

Penallta House,  
Tredomen Park,  
Ystrad Mynach,  
Hengoed CF82 7PG

Ty Penallta,  
Parc Tredomen,  
Ystrad Mynach,  
Hengoed CF82 7PG



[www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)  
[www.caerffili.gov.uk](http://www.caerffili.gov.uk)

For all enquiries relating to this agenda please contact Emma Sullivan  
(Tel: 01443 864420 Email: [sullie@caerphilly.gov.uk](mailto:sullie@caerphilly.gov.uk))

**Date: 15th July 2021**

Dear Sir/Madam,

A meeting of the **Community Council Liaison Sub-Committee** will be held via Microsoft Teams on **Wednesday, 21st July, 2021 at 6.00 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

Members are reminded that if they have any specific issues they wish to raise at the meeting they should advise the Clerk prior to that date in order that a response can be made available.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Christina Harrhy'.

**Christina Harrhy**  
CHIEF EXECUTIVE

## A G E N D A

- |   | Pages                                                                   |  |
|---|-------------------------------------------------------------------------|--|
| 1 | To receive apologies for absence.                                       |  |
| 2 | To appoint a Chair of the Community Council Liaison Sub-Committee.      |  |
| 3 | To appoint a Vice Chair of the Community Council Liaison Sub-Committee. |  |
| 4 | Declarations of Interest.                                               |  |

A greener place Man gwyrdach



Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

5 To note the minutes of the Community Council Liaison Sub Committee held on 31st March 2021. 1 - 4

6 Matters Arising.

7 Formation of a Gwent Public Services Board - Presentation.

To discuss the following issues raised by the Town and Community Council Liaison Committee: -

8 Final Update from the Community Council Representative to the Caerphilly Public Services Board.

9 Multi Locational Meetings and Community Councils.

10 Briefing Note on Matters Raised by Town and Community Councils.

5 - 6

#### **Circulation:**

Councillors M.A. Adams, A. Angel, C. Andrews, A. Farina-Childs, A. Gair, D. Havard, A.G. Higgs, M.P. James, V. James, L. Jeremiah, Ms P. Leonard, Mrs T. Parry, Mrs M.E. Sargent, C. Thomas and B. Zaplatynski

Cabinet Member: R. Whiting (Cabinet Member for Learning and Leisure)

#### **Community/Town Councillors**

D. Berry (Aber Valley Community Council), M. Stretch (Aber Valley Community Council), Mr J. Moore (Argoed Community Council), H. Llewellyn (Bargoed Town Council), C. Morgan (Bedwas Trethoms & Machen Community Council), D. Davies (Blackwood Town Council), Mrs J. Hibbert (Caerphilly Town Council), P. Roberts (Darran Valley Town Council), K. Standworth (Draethen, Waterloo & Rudry Community Council), J. A. Pritchard (Gelligaer Community Council), Councillor C.P. Mann (Llanbradach and Pwll-y-Pant Community Council), A. Reed (Llanbradach and Pwllypant Community Councillor), Ms J. Rao (Maesycwmmmer Community Council), Mrs G. Davies (Nelson Community Council), B. Gingell (New Tredegar Community Council), B. Allen (Penyrheol, Trecenydd and Energlyn Community Council), D.T. Williams (Rhymney Community Council), J. Blackburn (Risca East Community Council), J. Leek (Van Community Council) and T. Graham (Van Community Council)

Clerks to all Community/Town Councils and Appropriate Officers

#### **HOW WE WILL USE YOUR INFORMATION**

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk). except for discussions involving confidential or exempt items.

You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

For further information on how we process your information and your rights please view the [Full Committee Meetings Privacy Notice](#) on our website or contact Legal Services by email [griffd2@caerphilly.gov.uk](mailto:griffd2@caerphilly.gov.uk) or telephone 01443 863028.



## COMMUNITY COUNCIL LIAISON SUB-COMMITTEE

### MINUTES OF THE MEETING HELD VIA MICROSOFT TEAMS ON 31<sup>ST</sup> MARCH 2021 AT 6.00PM

#### PRESENT:

Community Councillor J. Rao - Chair

#### Councillors:

M. Adams, C. Andrews, A. Farina-Childs, L. Jeremiah, C. Mann, A. Whitcombe and B. Zaplatynski

#### Town and Community Councils:

T. White (Clerk), B. Campbell (Clerk), C. Mortimer (Clerk) and Community Councillors: A. Gray, H. Llewellyn, G. Davies, J.A. Pritchard, P. Roberts, C. Erasmus, and T. Davies.

#### Together with:-

D. Lucas (Planning), I. Mullis (Planning) and E. Sullivan (Senior Committee Services Officer)

#### 1. APOLOGIES

Apologies for absence were received from Councillor C. Thomas, and C. Councillor T. Graham (Van Community Council)

#### 2. DECLARATIONS OF INTEREST

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

#### 3. MINUTES – 18<sup>TH</sup> NOVEMBER 2020

Subject to the correction as the word precept had been misspelled the minutes of the 18<sup>th</sup> November 2020 were received and noted.

#### 4. MATTERS ARISING

Agenda Item No. 6 - Update from the Town and Community Council Representative to the Caerphilly Public Services Board – C. Councillor J. Pritchard provided an update in relation to the proposal that the Caerphilly Public Services Board become the Gwent Public Services Board. Members were advised that this had now been formally agreed. It was also noted that a report would be presented to the next meeting of this committee in this regard.

C. Councillor Pritchard referred Members to the PSB website where reports and agendas are available to all. Reference was made to the Early Years' Service which was a model of good practice and the Local Purchasing Initiative which could have a very positive impact on local small businesses. The value of volunteers and the voluntary sector was recognised but there was not much emphasis on informal groups or funding streams into the voluntary sector. Members were also advised that there was some interesting discussion in relation to violence against women and a discussion that had taken place on women's safety and reduced part night street lighting. It was noted that concerns had been taken on board by Cllr Marsden, Leader of Council.

Members welcomed any discussions in relation to part night lighting and that further investigation would be made to safeguard public safety. However, expressed their disappointment in the decision to hold the Public Services Board on a Pan Gwent basis.

In relation to the Health Board leaflet on the opening of The Grange Hospital a Member expressed the concern that if the leaflet had not been received in a certain area did it mean that they would not be able to use the hospital. The Member was advised that admission to The Grange would be a matter for the appropriate Health Care Professional and General Practitioner when referring, irrespective of whether that individual had received a leaflet.

## **5. 2<sup>nd</sup> REPLACEMENT LOCAL DEVELOPMENT PLAN - PRESENTATION**

Mr Dave Lucas, Team Leader Strategic Planning presented a brief outline of the LDP process, the Community Council input into that process and the new plan and new approach.

The LDP is the Council's corporate land use strategy and protects land for various land uses provides a policy framework against which development proposals are considered. The six phases of LDP preparation process and timetable for the various stages was explained. Members were advised that evidence gathering continues up until the point of examination when the LDP is taken to the Inspector for decision.

Clarification was sought as to the number of dwellings that would be included in the replacement LDP, it was noted that this was not known at this stage in the process however assurances were given that there were no preconceived ideas on this. Clarification was then sought on development on Brown Field Sites. The Officer explained that it was not that development on Greenfield Sites was bad or that Brownfield Sites were good or vice versa, but rather what would provide the best quality and most deliverable site and confirmed that there were not enough deliverable brownfield sites within the borough and so there would inevitably be some development on other sites.

Concerns were raised by Nelson Community Councillors that given current restrictions there was unlikely to be as many consultation opportunities as in previous years and asked that Officers keep in mind the poor transport infrastructure within the ward when considering areas for development. Assurances were given that no area would be forgotten and working within COVID restrictions and guidelines, as much face to face consultation would be undertaken as possible.

The presentation moved on to explain the engagement and consultation process that would be followed, and the key stages were explained in order to keep the process moving forward. The

Officer encouraged all Community Councillors, as valued partners to actively participate in the engagement process by disseminating information and taking part in sessions like this one.

A request was made for a copy of the presentation to be circulated to all Community Councillors and the Officer confirmed that this would be done following the meeting. A concern was raised regarding those members of the public that were digitally disadvantaged and would not be aware of the consultation processes. The Officer reassured Members that measures would be put in place to support engagement, including the provision of paper copies and easy read version of reports. He requested that Community Councils forward on details of any such groups requiring alternative or additional support so that appropriate provision could be arranged.

Members queried if railway line infrastructure would be incorporated into the plan. It was noted that this was one of the things being looked at as part of the Metro Plus proposals, however this was likely to take some time.

Clarification was sought in relation to opportunities for further seminars/presentations like this one and if they could be done on an area basis with community councils banding together to engage. The Officer confirmed that they were intending to hold further sessions, but this would be dependent on time constraints and unfortunately going out to individual areas may not be possible.

Regarding Community Council engagement the Officer explained the role that they could play in disseminating information and publicising the LDP process. Members were advised that it would not be able to please everyone and there would be some difficult decision ahead with conflicting issues but every effort would be made to seek a common ground and reach a broad consensus on the plan.

Community Councils referenced a newsletter that they produced and offered this as a platform to share the LDP process and the Officer agreed to provide information for inclusion to the Clerks. A suggestion was also made to cluster Community Councils together for seminars which might reach more people and the Officer agreed to investigate this option. The use of Community Council's social media to further publicise the process was discussed and the Officer agreed to take this option up with the Communications Team.

Plans for Town Centres, place shaping and active travel to secure more resilient and adaptable futures was detailed. The important role that Community Councils would play was emphasised as the plan progressed. Clarification was sought as to how the viability of sites was assessed and whether this was dependent on landowners/developers view of land values, the Officer confirmed that there a variety of elements involved remediation and suitability for development being the main considerations. It was a complicated situation with most builds generating 15%-20% profit which would not be considered excessive amount, developers would also have to consider viability, sales values and when costs can be recouped.

The Chair thanked the Officer for the presentation and for attending the meeting.

## **6. BRIEFING NOTE ON ISSUES RAISED BY TOWN AND COMMUNITY COUNCILS**

The content of the briefing note was considered and accepted.

Meeting closed 7.30pm

This page is intentionally left blank



## COMMUNITY COUNCIL LIAISON SUB-COMMITTEE – 21<sup>ST</sup> JULY 2021

### BRIEFING NOTE: MATTERS RAISED BY TOWN AND COMMUNITY COUNCILS

#### 1. STREET SAFETY – PART NIGHT LIGHTING

An update from the Leader of Council, Councillor Philippa Marsden will be provided at the meeting.

#### 2. CIVIL PARKING ENFORCEMENT INCOME

Community Council requested an update on any income generated via parking fines since March 2020 and where these monies have been spent.

Due to COVID19 the service has experienced a significant reduction in income (which has also been impacted by the suspension of car park charges for the last 12 months).

Here are the main figures for 20/21 (April 2020 to March 2021) financial year: -

CPE fine income = £122,807.79

Cost of CPE service = £324,431.03 (Salaries main item at £222,312.98)

Balance of costs to fund = £201,623.20

Other income to cover balance of costs: -

£160,529.97 Covid Lost Income Grant

£9,250.00 Blaenau Gwent SLA fee

£21,089.03 Miscoded costs transferred to Blaenau Gwent CPE.

This reduces income shortfall to £10,754.24 and as CPE has a small budget of £7520 the net overspend in the year = £3,234.24.

Table below may show the relationship between the costs and income better: -

<b><u>Caerphilly CBC - Civil Parking Enforcement Expenditure</u></b>	
<b>Description</b>	<b>Value</b>
Salaries	222312.98
IT Costs	35153.24
Running Costs (Clothing, Materials, Stat Charges)	7815.5
Vehicle Costs	20349.53
Office Costs (Phones, Stationery etc)	1220.42
Contractors (NCS, Cash Collection, RCT SLA)	37579.36
<b>Total Costs 2020/21</b>	<b>324431.03</b>
<b>Income (net of vat)</b>	
<b>Description</b>	<b>Value</b>
Covid Lost Income Grant	160529.97
BG CBC Sla	9250
MISC INCOME STANDARD VAT	
FIXED PENALTY CHARGES	122807.79
EXCESS CHARGES AND PENALTIES	
Transfer of Costs to BG CBC	21089.03
<b>Total Income 2020/21</b>	<b>313676.79</b>
<b>Summary Caerphilly CBC account</b>	
Net Cost of CPE	<b>10754.24</b>
Budget	<b>7520</b>
Overspend 20/21	<b>-3234.24</b>

Please note that the Blaenau Gwent CPE costs are all recharged to Blaenau Gwent so it has a net nil effect on Caerphilly CBC

### 3. THE TOWNS FUND

The Towns fund was unfortunately only available in England a copy of the prospectus showing the 101 areas that were originally selected and the 45 areas that had their funding confirmed and the amounts allocated can be found here - [Towns Fund recipients March 2021 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/84222/Towns_Fund_recipients_March_2021_-_GOV.UK.pdf)