



MINUTES OF MEETING

BEDLINOG & TRELEWIS COMMUNITY COUNCIL MEETING

Minutes of the ANNUAL MEETING OF BTCC held on **Monday 19 May 2025** at **6:15 PM**. The meeting was held at **Bedlinog Community Centre/Microsoft Teams Meeting**.

Present: Cllrs Searl, Beard, Jago, Preston, Thomas, Frayne, Dawson, and Matthews.
Apologies: Cllr Brown.
In Attendance: Ryan James (Clerk & RFO)
Minute Taker: Ryan James

65 TO ELECT A CHAIR FOR THE COUNCIL YEAR 2025/26

RESOLVED that Cllr Searl be elected Chair for the Council Year 2025/26.

66 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Brown.

67 TO RECEIVE DECLARATIONS OF PERSONAL/PREJUDICIAL INTEREST

There were none.

68 TO ELECT A VICE-CHAIR FOR THE COUNCIL YEAR 2025/26

RESOLVED that Cllr Beard be elected Vice-Chair for the Council Year 2025/26.

69 TO APPOINT COMMITTEES AND WORKING PARTIES

HR Staffing Committee (3 members) - Currently Cllrs Beard (Chair), Matthews and Searl.
Events and Consultation Committee (3 members) - Currently Cllrs Brown (Chair), Matthews, and Preston (Chair and Vice-Chair automatically join).
One Voice Wales Area Committee (2 members) - Currently Cllr Dawson and Cllr Brown as substitute member.

RESOLVED that the following Cllrs be appointed to Committees and Working Parties:

HR Staffing Committee (3 members) - Cllrs Beard, Matthews, and Searl.

Events and Consultation Committee (3 members) - Cllrs Brown, Matthews, and Preston (Chair and Vice-Chair of Council automatically join).

One Voice Wales Area Committee (2 members) - Cllr Dawson and Cllr Brown as substitute member.

70 APPOINTMENT OF REPRESENTATIVES

Community Councillor Governor Representation for Taf Bargoed Learning Partnership (1 member) - Currently Cllr Jago.

MTCBC Standards Committee Representative (1 member) - Currently Cllr Beard.

Biodiversity Champion Member (1 member) - Currently Cllr Dawson.

Taf Bargoed Regeneration Partnership Board (1 member) - Currently Cllr Beard, and Cllr Dawson as substitute.

RESOLVED that the following Cllrs be appointed as representatives:

Community Councillor Governor Representation for Taf Bargoed Learning Partnership (1 member) - Cllr Jago.

MTCBC Standards Committee Representative (1 member) - Cllr Beard.

Biodiversity Champion Member (1 member) - Cllr Dawson.

Taf Bargoed Regeneration Partnership Board (1 member) - Cllr Beard, and Cllr Dawson as substitute.

71 TO REVIEW AND APPROVE THE COUNCIL'S FIXED ASSET REGISTER

RESOLVED that the Council's Fixed Asset Register be approved.

72 TO REVIEW AND APPROVE THE COUNCIL'S RISK ASSESSMENT

RESOLVED that the Council's Risk Assessment be approved.

Action: Cleaning schedule to be implemented for the Community Centre.

73 TO APPROVE THE REGULAR PAYMENT SCHEDULE FOR 2025/2026

RESOLVED that the Regular Payment Schedule for 2025/26 be approved.

74 TO APPROVE THE MEETING SCHEDULE FOR 2025/26

RESOLVED that the Meeting Schedule for 2025/26 be approved.

75 TO REVIEW THE COUNCIL'S INSURANCE ARRANGEMENTS

RESOLVED that the Council's Insurance Arrangements for 2025/26 were reviewed and the following actions take place:

Action: Valuation of Bedlinog Community Centre to be carried out.

Action: Contents insurance value to be increased.

76 TO UNDERTAKE AN ANNUAL REVIEW OF THE STATUTORY TRAINING PLAN

The Clerk updated on progress against the Council's Training Plan and noted the addition of the Equalities and Diversity training requirement for all Councillors.

77 TO APPROVE THE ACCOUNTS FOR FY2024-25

RESOLVED that the Accounts for FY2024/25 be approved.

78 TO APPROVE THE BANK RECONCILIATION DATED 31-03-2025

RESOLVED that the Bank Reconciliation dated 31/03/2025 be approved.

79 TO NOTE THE APPOINTMENT OF AN INTERNAL AUDITOR FOR THE 2024/25 AUDIT AND APPROVE £400 COST

RESOLVED that the appointment of H Harbord as the Internal Auditor for FY2024/24 accounts be noted and the £400 cost be approved.

80 TO APPROVE MINUTES OF THE MEETING HELD 10-04-2025

RESOLVED that the minutes of the meeting held 10/04/2025 be approved.

81 TO RECEIVE ANY MATTERS ARISING

Item 38 – The Community Council is now approved with the responsible organisation for them to complete DBS checks on our behalf. The Clerk will contact Cllrs for consent and the information required.

Item 39 – The location for the bench in Trelewis has been confirmed and a licence to be issued by MTCBC Estates department.

A request has been made to MTCBC Estates to issue the licence for the Trelewis MUGA and for the re-surfacing to take place, and the line marking to be booked in.

Item 53 – the Clerk has a follow-up meeting with Cwmpas w/c 19th May.

Item 55 – the Community Council has been registered with SLCC as having signed up to the Civility and Respect Pledge.

Item 59 – A site visit took place to Nant Llwynog Park 24th April. Some areas of concern around the works were noted and followed up by County Cllr Preston.

A discussion took place, and it was noted that repair work at the park had not been progressed as they should have been. Cllr Preston advised that the Head of Highways and Engineering had today visited the park and is following up with the contractor.

Item 61 – the Easter events were successful with a joint event at Nant Llwynog Park, archery and aerial adventure sessions at the Summit Centre, as well as an Easter Party for the younger children.

82 TO APPROVE PAYMENTS & RECEIPTS FOR THE PERIOD 01/04/2025 - 14/05/2025

RESOLVED that the payments and receipts for the period 01/04/2025 - 14/05/2025 be approved.

83 TO NOTE THE DATE OF NEXT MEETING

The date of the next meeting is scheduled for Thursday 12th June at 6.15pm, however, Cllr Preston noted that this is the date for the next PACT meeting. The Clerk will schedule a new date for Council.

It was noted that at the annual meeting's going forward, the Chair will provide a report reflecting on the previous year.

Meeting concluded at 7:15 PM

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