

LLANDOUGH COMMUNITY COUNCIL

**MINUTES OF THE POLICY AND RESOURCES COMMITTEE HELD ON MONDAY
12 FEBRUARY, 2018 AT 7.00PM IN THE COUNCIL CHAMBER.**

PRESENT

Councillor Dr M. Misra (Chairman)
Councillor Mrs. P. Carreyett
Councillor M. Edwards
Councillor Mrs P. Gay
Councillor P. King
Councillor E. Penn
Councillor W. Williams

APOLOGIES FOR ABSENCE

Councillor B.C. Hill
Councillor I. Williams

1. MINUTES OF THE MEETING HELD ON 16 OCTOBER, 2017.

RESOLVED that: The minutes be confirmed as a correct record.

2. MATTERS ARISING.

There were none.

3. INCOME AND EXPENDITURE FOR THE PERIOD UP TO 31 JANUARY, 2018.

The income and expenditure accounts had been circulated with the agenda for the information of members. The Clerk explained the reasons for the variation between budget heads and projected outturns.

RESOLVED that: The accounts be noted.

4. GENERAL DATA PROTECTION REGULATIONS.

The Clerk updated the Committee on the current position regarding the implementation of the new data protection regulations. He was currently waiting for further guidance from One Voice Wales which would include a toolkit to support implementation. The work required included an audit of personal data held, security arrangements, notification to data subjects about the purpose of holding data about them, preparation of a privacy notice and appointment of a data protection officer. In relation to the latter, it was unclear at the present time

as to whether the Clerk could be appointed to the role or if the Council would need to outsource the role.

RESOLVED that: The Clerk present a further report to the April meeting of the Council in order to provide the Council with assurance that the regulations would be implemented by 25 May, 2018.

5. LOCAL COUNCIL REVIEW PANEL – CONSULTATION EVENTS.

At the request of the Council, the Clerk had invited the Panel to send a representative to meet with Councillors. The Panel had replied stating that they would consider the request if a date was given and a Panel member was available. They had however, arranged a series of consultation events in Wales and an event was programmed to take place in Cardiff in March. Two members of the Council would be able to attend.

RESOLVED that:

- a) The Panel be invited to send a representative to the Council meeting on 29 March, 2018.
- b) The Panel be informed of the uniqueness of the Council in that although relatively small in size it had within its community boundary the second largest hospital in Wales and a large trading estate and offered facilities and services to its community far greater in volume than most councils of its size. They be also advised that the council had in 2017 been awarded a highly commended certificate from One Voice Wales for 'Best Local Service of the Year.'
- c) Subject to availability, two members of the Council be nominated to attend the Cardiff consultation event. (Councillors Carreyett, Edwards, Gay, King and Dr Misra indicated their interest in attending).

6. DRAFT GRANTS AND DONATIONS POLICY.

As requested by the Council, the Clerk had circulated a revised draft policy for consideration by the Committee.

RESOLVED that: Subject to the following amendment the policy be approved:

Para 8 (First sentence) – To be amended to read, 'Donations will only be considered accompanied by sufficient and appropriate documentation which may require inclusion of financial records.'

7. COUNCILLOR ALLOWANCES.

In the current year, Councillors were entitled to receive a general allowance of £50 as set by the Council. Five Councillors had already decided to opt out from receiving the allowance. Any other Councillor wishing to opt out should advise the Clerk before the end of February as it was his intention to pay allowances in March, 2018.

The current draft annual report from the Independent Remuneration Panel for Wales for 2018/19 proposed significant changes in the allowance scheme with the basic allowance increasing to £150 which would be mandatory but with an option for Councillors to opt out. If approved, the Clerk would contact all Councillors to ascertain whether they wished to receive the allowance. He pointed out that the allowance would be paid through PAYE as it was taxable.

RESOLVED that: The position be noted.

8. NOTE OF MEETING WITH CHAIRMAN AND THE HEADTEACHER OF LLANDOUGH PRIMARY SCHOOL.

A note of the meeting held on 2 February, 2018 had been circulated to members of the Committee prior to the meeting.

The discussion that had taken place included matters concerning the support of the school for the Council's bio-diversity scheme, the arrangements for the Rogation Walk to be held on 10 May, 2018, the BELLS scheme, green cones, historical project, village fete and the school's application for grant funding to purchase a community MUGA facility. It was noted that the progress of the MUGA funding application would need to be closely monitored as it needed to be considered in conjunction with the Council's interest in providing such a facility for the community. It was noted that the Llandough Youth Club now operated from the school building.

RESOLVED that: The position be noted.

9. COMMUNICATION FROM MR. GM – RESEARCH ASSESSMENT.

The Clerk had received a communication from Mr. GM who was undertaking a research assessment as part of his Policy Science studies at the University of South Wales. He had asked for access to Council agendas and minutes as well as an opportunity to attend a Council meeting when members engaged in discussion with the Police. The Clerk had directed him to the Council's website in relation to access to documentation.

RESOLVED that: Subject to the Police confirming their attendance at the Council meeting on 22 February it be suggested to him that he attends as a member of the public.

10. PLANNING APPLICATION NO. 2018/00055 – SIDE GARDEN OF GLEN VIEW, 99 PENLAN ROAD – VARIATION OF CONDITION 2.

(Councillor P. King declared a personal and prejudicial interest in this matter and left the meeting taking no part in the discussion or decision).

RESOLVED that: No comments be made.