



Minutes of the Annual General Meeting of Argoed Community Council held on Wednesday 7 May 2025 at 7:00pm

Present:

Argoed Ward

Councillors Faron Hadfield-Jones (Chair), John Holiday, Paul Jewell, Ian Jolly and Hilary Mcguill

New Brighton Ward

Councillors Jon McCarron, Roy Marsh, Graham Palmer and Miriam Shepherd

In Attendance: Sharon Swift (newly appointed Clerk); Mared Eastwood (former Clerk) and Janet Jones, Assistant Clerk.

1. Apologies for absence

Apologies were received from Councillors Rebecca Legge, Rebecca Blanchard, Jack Morris, Gwilym Owen and Keith Mutch.

2. Chair's Report

Councillor Hadfield-Jones presented his report on his year as Chair, highlighting some key achievements of the Community Council:

- improved lighting has been installed in the alley way at Mercia Square and at the car park, which has been well received;
- the fireworks event at Argoed;
- the Christmas lights across the ward and the Christmas tree at Mercia Square;
- the Remembrance Sunday event was well attended;
- a new bench has been installed on Bryn Lane; and
- a new base for the Community Council at New Brighton Community Centre.

He detailed the planning he had been involved in about the move to New Brighton Community Centre, as well as the Working Group meetings for the appointment of a new Clerk. There had also been meetings attended about planning applications. Councillor Hadfield-Jones thanked the Council and Clerk for the support he had received during his two years as Chair.

3. Election of Chair for 2025-26

Councillor Miriam Shepherd, the current Vice-Chair, was nominated to be Chair for 2025-26. All members were in favour.

Resolved – that Councillor Shepherd be elected Chair for 2025-26.

Signed: _____

4. Appointment of Vice-Chair for 2025/25

Councillor Jon McCarron and Councillor Ian Jolly both put themselves forward as Vice-Chair. Following a vote, Councillor McCarron was elected as Vice-Chair for 2025-26. Councillor McCarron thanked the retiring Chair for his expertise and excellent chairmanship during his term of office.

Resolved – that Councillor McCarron be elected Vice-Chair for 2025-26.

5. Chair's Allowance and Remuneration Fees

The outgoing Clerk highlighted to Members the recommendations of the Independent Remuneration Panel and stated that there was no change to the allowances for 2025-26 and they remained the same as 2024-25. All Members agreed to accept the allowances recommended by the Panel and that Members would receive the basic allowance of £156 plus office consumables of £52. The allowance for the Chair for 2025-26 would remain as £1,200 the amount agreed for 2024-25.

Resolved – that Councillors be paid the sum of £208 member allowances and the Chair £1,200.

6. Appointment of Members to serve on Council Committees and Working Groups

The outgoing Clerk talked Members through the Council representation and it was agreed as being:

Amenities: Councillors Ian Jolly, Faron Hadfield-Jones, John Holiday, Roy Marsh, Jack Morris, Keith Mutch and Miriam Shepherd. Paul Jewell agreed to also join the Amenities Committee.

Grants: Councillors Ian Jolly, Faron Hadfield-Jones, Hilary McGuill, Roy Marsh, and Jack Morris.

IT Group: Councillors Faron Hadfield-Jones, Ian Jolly, Jon McCarron and Keith Mutch.

HR Group: Councillors Ian Jolly, Faron Hadfield-Jones, Roy Marsh, Jack Morris, Keith Mutch and Jon McCarron.

Quarry Group: Councillors Ian Jolly, Faron Hadfield-Jones, Keith Mutch and Miriam Shepherd.

Councillor Hilary McGuill and Keith Mutch will continue reviewing the financial documentation with a Finance Working Group being formally established. Two additional members are needed and the Group will meet once a quarter and a Terms of Reference will be established.

Resolved – that a Finance Working Group be formally established.

Signed: _____
C2/25

7. Appointment of Representatives on Outside Bodies

Councillor Hilary McGuill and Councillor Jon McClaren were confirmed as being re-appointed as School Governors, with Councillor McGuill the representative on both Mynydd Isa School and Argoed and Councillor Guill the representative at Argoed.

Councillor John Holiday will continue as the representative on Speedwatch.

The outgoing Clerk and Councillor McGuill will sit on the Argoed Sports Association (as County Councillors).

8. Future Meeting Dates

The meeting dates were shared as follows:

Proposed Meeting Dates 2025-26:		
Council	Amenities	Grants
04 June 2025	18 June 2025	18 June 2025
02 July 2025	16 July 2025	
02 September 2025	17 September 2025	
01 October 2025	15 October 2025	15 October 2025
05 November 2025	19 November 2025	
03 December 2025	17 December 2025	
07 January 2026	21 January 2026	
04 February 2026	18 February 2026	18 February 2026
04 March 2026	18 March 2026	
01 April 2026	15 April 2026	
6 May 2026 (AGM)		

9. Clerk's Report

The former Clerk presented her Clerk's report highlighting:

- that the CCTV at Café Isa needed to be discussed
- the cost of painting an Amberol planter gold would be around £200 with suitable paint being available at Buckley Coatings. This would be discussed further at the Amenities Committee Meeting.
- the Quarry matter needed to be progressed and this would also be discussed further at the Amenities Committee Meeting.

10. Co-option of members

None to consider.

Signed: _____

C3/25

11. Declaration of interests

No declaration of interests was made.

12. Standing Orders

No revisions to the Standing Orders and Financial Regulations were presented by the former Clerk.

13. Review of Risk Assessment

The risk assessment was presented by the Clerk and discussed by Members. Councillor McCarron suggested that it should be subject to a further review by the new Clerk, to which Members agreed.

Resolved – that the new Clerk reviews the risk assessment document and present any revisions to a future Council meeting.

14. Financial Matters

a) Members approved the following payments presented by the former Clerk:

Supplier	Details	Amount (£)	Comments
Microsoft	M/soft 365 Business Basic x 14	76.44	Direct debit
Microsoft	M/soft 365 Business Standard x 1	12.36	Direct debit
Microsoft	M/soft 365 Business Basic x 15	88.20	Direct debit
Microsoft	M/soft 365 Business Standard x 1	12.36	Direct debit
Canda Copying	Rental of photocopier	99.60	
Canda Copying	Printing and photo-copying	34.70	
Flintshire CC	Street lighting monthly inspections Oct – Dec 2024	317.50	
Flintshire CC	Street lighting monthly inspections Jan – March 2025	317.50	
Flintshire CC	Supply and maintenance of LED lantern and photocell	262.80	
Liam Gill	Installation of light switch at NBCC	135.00	
NBCC	Hire of meeting room		

Signed: _____

C4/25

b) Members noted the balances at 31 March 2025 summarised by the former Clerk:

Opening Balances at 31 March 2024		
NatWest Current Account	£5,969.29	
NatWest Reserve Account	<u>£70,211.15</u>	£76,180.44
<u>Income</u>		
Bank interest	£1,160.23	
VAT return	£1,906.73	
Precept	£80,577.00	
Christmas light sale	£1,100.00	
FCC VAT credit	<u>£839.20</u>	
Income plus opening balances		£161,763.60
Less payments made		<u>-£75,027.03</u>
		£86,736.57
NatWest Current Account	£3,948.99	
NatWest Reserves Account	£82,787.58	£86,736.57

c) Salary and other employment costs for April 2025 were £720.82. This was noted by Members.

d) The former Clerk confirmed that the accounts balanced.

15. Review of Fixed Assets

The former Clerk presented a detailed listing of the assets that the Council held at 31 March 2025 totalling £. She explained that the camping gas cookers purchased would be in use when cookery classes were arranged at New Brighton Community Centre. Councillor McCarron agreed to inspect the inoperative CCTV camera in Watts Dyke Park.

Resolved – that Members noted the asset balance at 31 March 2025 of £.

16. Council Insurance

The former Clerk explained that despite the Community Council entering into a three-year agreement with the insurance company from 2024 to 2027, the premium payable for 2025-26 had increased. The former Clerk was pursuing this matter.

17. To approve the Minutes of the meetings held on 2 April 2024

Members agreed and approved the accuracy of the minutes of the Council Meeting of 2 April 2025 and also the minutes of the Amenities Committee Meeting of 26 March 2025.

Resolved – that the minutes of the Council Meeting of 2 April 2025 and the Amenities Committee Meeting of 26 March 2025 be approved.

Signed: _____

C5/25

18. Notices of Motion

None received.

19. Gardening Contract Tender

The former Clerk explained the process that she and the Assistant Clerk had gone through in order to try and obtain as many quotes as possible. Two contractors had submitted quotations, known as Contractor A and Contractor B. Contractor A had not submitted a quote for some of the work. Following a detailed discussion Members agreed to award Contractor A the Bryn y Baal Quarry maintenance contract and award Contractor B the provision and maintenance of the contract for the planters and hanging baskets. The contract would be for three years but would include a year break clause.

Resolved – that Members agreed to award Contractor A the Bryn y Baal Quarry maintenance contract and award Contractor B the provision and maintenance of the contract for the planters and hanging baskets.

20. Planning applications/decisions

Members agreed that clarification was needed on the changes within application FUL/000294/25 and application FUL000321/25. This was being looked into by the Assistant Clerk.

21. Representatives Reports

Councillor McCarron reported that he had visited the new Argoed High School and was impressed with the security measures in place and the size of the large airy classrooms.

Councillor Holiday reported that Speedwatch had been undertaking twice weekly visits. Hot spots for speeding cars are Pontblythin, Wylfa Hill, Alltami Road and through Bryn y Baal. Pedestrians had been very supportive of the Speedwatch sessions.

22. Committee and group reports

No reports received.

Meeting concluded at 8.45pm.

Signed: _____

C6/25