



C/o Risca Palace Library,  
75 Tredegar Street, Risca, NP11 6BW  
Office Opening Hours: Mon 2.00 pm - 5.50 pm  
Tel: 01443 864780 Ext 23476  
[www.riscatowncouncil.org.uk](http://www.riscatowncouncil.org.uk)  
Town Clerk/RPO: Bob Campbell  
Email [clerk@riscatc.uk](mailto:clerk@riscatc.uk) <clerk2riscatc@gmail.com>

---

**7 December 2015 (updated at 3.00 pm on 10 Dec)**

To: The Mayor and Members of Risca Town Council

**Dear Mayor/Councillor**

You are requested to attend a rearranged monthly meeting of Risca Town Council that will be held on:

**Monday 14<sup>th</sup> December 2015 at 6.30pm**, at

Bethany Baptist Church, Tredegar Street, Risca, NP11 6BW

The business to be transacted is set out in the agenda below.

**Yours sincerely**

**Bob Campbell**

**Clerk to the Council / Proper Officer**

## **AGENDA**

- 1. Presentations (none planned however, Steve Veysey of RBL may call in)**
- 2. Police update (none planned)**
- 3. Apologies**

#### 4. Residents representations (if any)

#### 5. Declarations of Interest

#### 6. Mayor's Announcement – Appendix 1

#### 7. Minutes and matters arising (if not already on the Agenda)

To receive and if approved, to confirm and sign the minutes of the Full Council Meeting held on 9<sup>th</sup> Nov 2015

#### 8. County Member's Update

#### 9. Clerk's Report / Correspondence

- a. Chemist wall notice board - ongoing. The Highways Inspector's works team had taken the 3 boards from the Mayor's store for erection
- b. Finance Report
- c. Financial assistance requests
- d. Business and Financial Plan, risk assessment and updating our Indemnities are ongoing
- e. Youth involvement in future Council business
- f. Defibrillators
- g. Ty Isaf School Council
- h. Backing up of Office's electronic filing system – a new separate hard drive has been purchased and is awaiting encryption
- i. A new and separate emailing domain '@riscatc.uk' had been purchased to be set up for all 8 Cllrs and the Clerk to replace their personal emails
- j. Code of Conduct
- k. Correspondence – 1/ from CCBC Parks for the Town Council to fund the Town's flowers and planters from April 2016 and from Risca TCMG funding for the Parks summer weekends' toilets opening 2/ CCBC budget savings report 3/ Risca West traffic order proposals for 2016 4/ Risca Colliers building

#### 10. Projects

Project No.	Project Name	Description & Comments	Amount Paid	Amount Unpaid
26	Christmas shop windows competition 2015	Prizes for shop window decoration		100

<b>25</b>	1/ Armistice Service Fri 6 Nov	Joint event	900	
	2/ Armistice Service Sun 8 Nov	RBL run event (with Town council participation)	444	50
<b>24</b>	Christmas 2015 Festive Lighting	1. Repair, supply and erection of 23/25 street lighting units by CentreGreat 2. Power supply 3. Purchase two new units	1008	2008 200 ??
<b>23</b>	Summer Fayre	Hire of a large marquee plus electrics for the Park - a joint project	422.40	
		Teardrop flag	99.00	
		Teddies	211.68	
		and gifts	86.83	
		COMPLETED		
<b>21</b>	Bands in the Park 2015	Jointly organised - June 21 and June 28 2015 – COMPLETED	187.54 250	
<b>20</b>	Pantomime 2015 in partnership with East CC	St Mary's Church Hall and Cuckoo club for 3 performances; Fri 4, Sat 5 and Sun 6 December 2015 (6.30pm, 6.30pm & 2.30pm) – COMPLETED	300	0
			30	0
				0
			2000	0

## 12 Planning Application (Appendix 2)

## 13 Joint meetings constitution

The Joint Liaison Group 'Protocol' offered by Risca East, as slightly amended, was duly signed by both Chairs as a formal agreement at the joint meeting on 26 November 2015

**14 Motion to Exclude the Press and Public**

**15 Exempt items**

Previous Clerk's Pension request

**16 Next Meetings**

Date of next full Council Meeting: 18:30 on Monday 11 January 2016 in Bethany Church, Reading Room

Date of next Joint Risca Town Council and Risca East Community Council: 18:00 to 19.15 on Thursday 28 January 2016 at Bethany Church Hall

## Appendix 1 Mayor's announcement and Report 14 Dec 2015

### Appendix 2 Planning Application

Case Ref. 15/1100/FULL Site Area: 273m<sup>2</sup>

Location: 94 Ty-Isaf Park Avenue Pontymister Risca Newport NP11 6NJ

Proposal: Erect double-storey extension to rear of property

Applicant: Mr A Wilson 94 Ty-Isaf Park Avenue Pontymister Risca Newport NP11 6NJ

Agent: Cytech Design Ltd Mr R Smith 7 Langport Avenue Llanrumney Cardiff CF3 5TL

Case Officer: Mr C Boardman 01495 235037 boardc@caerphilly.gov.uk

Ward: Risca West Map Ref: 325082 (E) 189792 (N) Target Date: 07.01.2016

Community Council: Risca Town Council Expected Decision Level:  
Delegated