

AGENDA LLANBADOC COMMUNITY COUNCIL MEETING

Meeting of Llanbadoc Community Council to be held at County Hall, Usk on Wednesday 4th October 2017 6.30pm

1. **Apologies for absence:** County Councillor Val Smith
2. **Declarations of interest from members:** Planning Matters - Cllr. Peter Clarke has previously declared a prejudicial interest in this item under the member's code of conduct, due to his position on the Planning Committee of Monmouthshire County Council.

Planning Application - DC/2017/01011 – Cllr. James Lawrence declared a personal interest on 30/09/2017 as he is the applicant. (to withdraw from meeting whilst matter being discussed)

3. **Police Report**
 - a. Local police report for September 2017 – awaiting at time of agenda publication
4. **Meeting adjourned and members of the public invited to speak** (time for this session is at the discretion of the chair)
5. **Adoption of Minutes** – Chair to move to approve minutes of meeting held on Wednesday 6th September 2017

6. **Matters Arising from the Minutes / Current Business**

- a. Relocation of Picnic Benches at Usk Island
- b. Coleg Gwent Campus Study – MR
- c. MCC Grounds Maintenance Contract 2017/2018
- d. Glascoed Commons grass cutting & Key holders
- e. Ground opposite Woodside garage
- f. Speeding through Llanbadoc and Monkwood, Speed camera costings - PC
- g. Give Dog Fouling the Red Card
- h. Felled tree at Usk Island
- i. Ownership of Llanbadoc Island and Glascoed Common Play areas – Asset register and Insurance
- j. Himalayan Balsam
- k. Triangle of Land in Woodside – Usk in Bloom

7. **Matters arising from recent correspondence / New Business**

- a. Request for funding for a defibrillator cabinet – Usk Rugby Club
 - b. Attendance at OVW Meeting – 5th October 2017, 7.00pm Sessions House Library – MR to attend
 - c. Ploughing over Usk Valley walk – MR FB correspondence fwd. from UTC – fwd. to HJ and MR for comment
 - d. Report of broken handrail Usk Island
 - e. Training provided by MCC on Code of Conduct for members.
- JC requested to attend - Module 5, The Council Meeting in Usk on 19 Oct (I have notified OVW)

Query re owner of The Beaufort

8. **Planning**

- a. **MCC Planning Committee Meeting** – Agenda for Planning Committee, Tuesday, 3rd October, 2017, 2.00 pm (no ward applications)
- b. **Report from the LCC Planning sub group**
 - i. New Development Management Services Fast Track Service
 - ii. MCC Planning Service updates – Scheme of delegation flow chart (email 08/09/17)
 - iii. Application Number: DC/2017/01044
 - iv. Application Number: DC/2017/01011

c. **Planning Applications**

i. **Application Number: DC/2017/01044**

Description of Proposal: Erect a marquee in an open field for the use of wedding events between April and September.
Temporary change of use from agricultural land to wedding/function venue for private bookings.
Location: Cefn Mawr Farm, Cefn Mawr Lane, Usk, NP15 1PX

ii. **Application Number: DC/2017/01011**

Description of Proposal: Conversion and change of use of redundant cart shed and stone barn from agricultural to residential use together with the siting of a temporary caravan for residential purposes during the construction period.
Location: Upper House, Cwm Road, Glascoed, Monmouthshire NP4 0TF

iii. **Approved Application DC/2017/000027** – Correspondence relating to this application

APPLICATION DC/2017/000027 - THE ERECTION OF A RAW WATER PUMPING STATION (RWPS), FISH SCREEN, TRANSFORMER STATION, SECURITY FENCING, LIGHTING, UNDERGROUND PIPEWORK, LANDSCAPING, BUILDING DEMOLITION, MODIFICATIONS TO EXISTING SITE ACCESS, ALONG WITH TEMPORARY COFFER DAM, CONSTRUCTION COMPOUND AND CONSTRUCTION ACCESS. PRIORESS MILL RWPS, PRIORESS MILL LANE, USK

d. **MCC Enforcement Cases** (confidential)

9. Finance

- a. Copy of accounts circulated by email in advance of meeting and all agreed payments from the last meeting made
- b. Responsible Finance Officer Report, including review of the accounts and spending against budget
- c. Passbook balance **£17,667.44** to be confirmed and signed by the chair
- d. Payments
 - i. Individual Councillor remuneration requests
 - ii. **£25.00** Chair's allowance September 2017
 - iii. **£35.00** Clerk's expenses invoice September 2017
 - iv. Merlin Waste – August and September collections **pending** invoice
 - v. **£200** Hire of Digger – JW (approved at meeting held on 7/6/2017)
 - vi. **£** Pin board to repair BAE Noticeboard - SW (approved at meeting held on 6/9/2017)
 - vii. **£15.00** Isobel Brown – Hosting fee monthly – **pending** invoice Sept 2017
 - viii. **£150** Isobel Brown – Draft Outline – **pending** invoice Nov 2017
 - ix. **£200** Isobel Brown – Completion – **pending** invoice Jan 2018
 - x. **£35** One Voice Wales Training – Information Management held on 15th Sept attended by the clerk – **pending** invoice

10. Reports

a. **(Sub-Group) Procedural and Financial** - Group met on 25th September 2017

(Cllr. Hilary Jones, Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. James Lawrence, Cllr. Jenny Carpenter)

- i. Equality and Diversity Policy – All policies to be published on new website when live
- ii. Bank account options to be reviewed
- iii. Council Risk Assessment to be carried out annually – Requirement
- iv. Review of Internal Audit Procedure – example document circulated to JC and HJ – Action required
- v. Google Group – Notification to residents not going ahead
- vi. MCC Grant assistance for LCC website and tarmacking Llanbadoc Island – HJ

b. **(Sub-Group) Environment** (Cllr. John Wright, Cllr. Steve Waring, Cllr. Hilary Jones, Cllr. James Lawrence)

- i. BAE noticeboard. Measure and purchase new pin board to replace the existing - SW
- ii. Llanbadoc Island picnic table Insurance claim - Clerk
- iii. Glascoed Crossroads
- iv. Llanbadoc Island potholes and scalping's
- v. Walks leaflets – **VS asked for some**
- vi. Risk Assessments - JL
- vii. Future Pathcare Projects. Priority list – SW
- viii. Jenny's Bushes – SW & JW to walk the area and prioritise the work that needs doing – Budget considerations.

- c. **(Sub-Group) Website** (Cllr. John Wright, Cllr. Steve Waring, Cllr. Jenny Carpenter, Mark Reardon and Cllr. James Lawrence)
 - i. Financial report document to be published on new website when live
 - ii. Full Council photo
 - iii. Members Interests to be published on new website when live
 - iv. LCC Standing Orders and Financial Control documents to be published on new website when live
 - v. Declaration of interest forms – To be published on new website when live
 - vi. Updating Johan Klos
- d. Report from Usk Cluster Meeting – 13th September 2017 6.30pm County Hall
Clerk attended OVW training on Information Management - **IT Security and Data Back up**

11. Matters to be considered for the next agenda (at the discretion of the chairman)

12. Date of next meetings – Wednesday 1st November 2017 & Wednesday 6th December 2017

Olivia Beaumont, Clerk (Proper Officer) / RFO, Llanbadoc Community Council