

AGENDA LLANBADOC COMMUNITY COUNCIL MEETING

Meeting of Llanbadoc Community Council to be held at County Hall, Usk on Wednesday 6th September 2017 6.30pm

Invited Guests – Local Police

1. **Apologies for absence:** Cllr. Steve Waring
2. **Declarations of interest from members:** Planning Matters - **Cllr. Peter Clarke** has previously declared a personal and prejudicial interest in this item under the member's code of conduct, due to his position on the Planning Committee of Monmouthshire County Council.
3. **Police Report**
 - a. Local police report for August 2017 – awaiting at time of agenda publication
 - b. 'Working Together for Safer Communities' Welsh Government's response approach to the future of community safety in Wales, supported by Gwent Police and Crime Commissioner SEPTEMBER 27TH 12.00pm- 3.30pm
4. **Report from County Councillor Val Smith**
5. **Meeting adjourned and members of the public invited to speak** (time for this session is at the discretion of the chair)
6. **Adoption of Minutes** – Chair to move to approve minutes of meeting held on Wednesday 2nd August 2017
7. **Matters Arising from the Minutes / Current Business**
 - a. Anti-social behaviour at Usk Island, Police update
 - b. Relocation of Picnic Benches at Usk Island, costings
 - c. Inconsiderate parking Usk Island area
 - d. Coleg Gwent Campus Study – MR
 - e. Container Park in Woodside
 - f. MCC Grounds Maintenance Contract 2017/2018
 - g. Glascoed Commons grass cutting & Key holders
 - h. Ownership of the Common, Commoners rights and who or what properties are entitled to these rights.
 - i. Ground opposite Woodside garage - correspondence sent to Richard Etheridge
 - j. Speeding through Llanbadoc – Speed camera costings - PC
 - k. Give Dog Fouling the Red Card – awaiting delivery of bin and bags (correspondence from Sue Parkinson, MCC 20/07)
 - l. Members Interests to be published on new website when live
 - m. Damage to BAE Noticeboard – Environment Group to report
 - n. Damage to Llanbadoc Island Picnic table – Insurance claim reference 12170050131 - £100 Excess
 - o. Safety at Glascoed Crossroads – Correspondence and photographs of sign sent to MCC Highways
 - p. LCC Standing Orders and Financial Control documents – to be published on new website when live
 - q. Felled tree at Usk Island – contacted MCC
 - r. Ownership of Llanbadoc Island and Glascoed Common Play areas – Asset register and Insurance
 - s. Llanbadoc Island potholes and scalping's
8. **Matters arising from recent correspondence / New Business**
 - a. Thank you letter from MS Society for £50 donation
 - b. Usk and Woodside – email from Roger Hoggins following meeting with Ben Hamilton-Bailee
 - c. Relocation of field entrance on A472 in Monkswood – Mr John Jackson
 - d. Speed watch Monkswood – JS to report
 - e. Usk Cluster Meeting – 13th September 2017 6.30pm County Hall
 - f. OVW Meeting – 5th October 2017, 7.00pm Sessions House Library
 - g. Cymraeg 2050 Grant Scheme
 - h. Himalayan Balsam – PS
 - a. **MCC Planning Committee Meeting** – Tuesday 5th September 2pm

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.

b. **Report from the LCC Planning sub group**

- i. New Development Management Services Fast Track Service

c. **Planning Applications**

Application Number: **DC/2017/00897**

Application Type: Planning Permission

Description of Proposal: Re-construction of dam to restore Cefn Ila pool.

Location: Cefn Ila Pool, Cefn Ila, Llanbadoc, Usk NP15 1PR

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

- i. Review of local ongoing cases

10. 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 **£13,262.66** to be confirmed and signed by the chair
- d. Receipts received - None
- e. Payments
 - ii. Individual Councillor remuneration requests
 - iii. **£25.00** Chair's allowance August 2017
 - iv. **£45.22** Clerk's expenses invoice August 2017
 - v. Merlin Waste – August collections invoice outstanding
 - vi. **£35.00** ICO - Data Protection Registration Renewal 16/09/17
 - vii. **£200** hire of Digger – JW (approved at meeting held on 7/6/2017)
 - viii. **£15.00** Isobel Brown – Hosting fee monthly – pending invoice Sept 2017
 - ix. **£150** Isobel Brown – Draft Outline – pending invoice Nov 2017
 - x. **£200** Isobel Brown – Completion – pending invoice Jan 2018
 - xi. Propose purchase of 'Rights of Way – Restoring the record' OSS publication **£27.00** including postage

11. Reports

a. **(Sub-Group) Procedural and Financial** (Cllr. Hilary Jones, Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. James Lawrence, Cllr. Jenny Carpenter)

Outstanding actions from meeting held on 17th July

- i. Equality and Diversity Policy – To be published on new website when live
- ii. Bank Account options to be reviewed
- iii. Risk Assessment to be carried out annually – example document circulated to JC and HJ – Action required
- iv. Review of Internal Audit Procedure – example document circulated to JC and HJ – Action required
- v. Declaration of interest forms – To be published on new website when live
- vi. Google Group – Agenda item - HJ
- vii. 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. It was agreed to purchase some pin board to replace the existing. Steve agreed to measure the noticeboard. Action SW – **UNDER CURRENT BUSINESS**
- ii. Llanbadoc Island Picnic Tables – One of the tables is badly disfigured where hot BBQs have been placed on the top. To ask Olivia if our insurance would cover a replacement table. Hilary to source signs for the table tops which will read –no hot BBQs to be placed on the table. Action HJ **UNDER CCURRENT BUSINESS**
- iii. Glascoed Crossroads – New stop lines have been painted at the crossroads which should help with the priority for traffic. The road signs are covered by foliage, John has agreed to cut the foliage back. Action JW **UNDER CCURRENT BUSINESS**
- iv. Pitch for Projects Application – it was agreed that it was unlikely that we would meet the required criteria so we will not be applying for this project.
- v. Rights of Way Book. – HJ to order.

- vi. Walk 5 – Olivia has very kindly offered to rewrite this leaflet. Hilary to confirm with Olivia that she is still happy to do so – Action HJ – DONE
- vii. Other Walk Leaflets – to be looked at over the winter.

Walk 1 – has been written as the Cefn Ila walk 6

Walk 2 – Steve has re written this

Walk 3 – John to walk and rewrite this – Action JW

Walk 4 – Steve has rewritten this

James offered to look at the maps for the leaflets using the OS – if successful he and Steve will collaborate so text and maps can be laid out for the walk leaflets. Action JL, SW

Walk 8 – Deferred to next meeting.

- viii. Risk Assessments. JW & SW have drawn up risk assessments for the volunteers of the Pathcare team. John has also received the Monmouthshire County Council risk assessments from Morag Stanton. JL offered to show Clare the paperwork as this is her professional job. We will take advice from Clare as to which are best for us to use to ensure we are covered by our insurance. John to email all risk assessments to James. Action JW, JL.
- ix. Future Pathcare Projects. July and August dates have been difficult to arrange due to holidays and family commitments. There are several jobs which are outstanding. Steve is to make a list and prioritise them. There are more and more jobs being passed onto the Pathcare group. Action SW
- x. Woodside Traffic – An ongoing problem – it was agreed that Peter Sutherland is exploring all avenues and we would await further feedback from him at the September meeting. **UNDER CCURRENT BUSINESS**
- xi. Jenny’s Bushes – Bettina Broadway Mann has completed a tree survey on Jenny’s Bushes, SW & JW to walk the area and prioritise the work that needs doing. Action JW, SW.

c. (Sub-Group) Website (Cllr. John Wright, Cllr. Steve Waring, Cllr. Jenny Carpenter, Mark Reardon and Cllr. James Lawrence)

Outstanding actions from meeting held on Monday 10th July

- i. Financial report document. Still unable to upload in current excel format. – To be published on new website when live
- ii. Full Council photo to ACTION
- iii. Updating Johan Klos

A further meeting of the website sub-group is on 29/08 (post publication of this agenda).

- iv. Initial requirements for the new website to be agreed by full Council

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

13. Date of next meetings – Wednesday 4th October 2017 and Wednesday 1st November 2017

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