

Llanbadoc Community Council

Meeting of Llanbadoc Community Council to be held at County Hall, Usk on

Wednesday 7th November 2018 6.30pm – 8.30pm

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Llanbadoc Community Council to be held at County Hall, Usk on **Wednesday 7th November 6.30pm**, for the purpose of transacting the following business.

Yours faithfully, Olivia Beaumont CLERK

Members are reminded that they attend this meeting under the provisions of the Community Council's Code of Conduct. Members of the public are invited to address the Community Council for 15 minutes where stated in the agenda.

1. Apologies for absence: Cllr. Paula Clarke

2. Declarations of interest from members: Cllr. Peter Clarke (Planning Matters) 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.

3. Meeting adjourned, and members of the public invited to speak: (time for this session is at the discretion of the chair)

4. Adoption of Minutes:

Chair to move to approve minutes of LCC Ordinary meeting held on Wednesday 3rd October 2018

5. Matters Arising from the Minutes / Current Business:

- a. LCC, HSBC Bank account – Account open, Nil balance. Balance transfer amount. Signatures, Clerk (OB), JC and JW (2 sigs required) – Community account, letter states Business Account – confirm with HSBC also about potential future Charges.
- b. Beaufort Arms, Monkwood – County Councillor Val Smith to update LCC
- c. Over hanging branches on trees between Kensington Cottage and turning up to Coed y Paen, by Llanbadoc Church – MCC agreed to act, investigating ownership – County Councillor Val Smith agreed to take forward with MCC
- d. Llanbadoc Island resurfacing grant aid update – JW and PS met with Andy Smith
- e. Llanbadoc Noticeboard – Perspex discoloured / obscures contents on display, JW investigated replacement Perspex - £8 a panel, 2 panels required. £50 spend agreed Oct meeting – Deferred to December meeting at request of JW
- f. Llanbadoc Ward – Community Councillor vacancy advertised – Can co-opt from 28th September 2018
- g. Tender quotes for Tree Surgery to carry out works as per Broadway Tree Consultancy – 1 quote received, update from JW.
- h. Adoption of Standing Orders
- i. Adoption of GDPR Privacy Policy, Data Protection and GDPR Consent Form.
- j. Countryside Access Management – MCC Land Management, Organisation and Public surveys (recirculated on 23/10)
- k. All 2019/2020 Precept requests email to clerk@llanbadoc.org before Monday 19th November 2018 (propose to set date for LCC 2019/2020 budget meeting that week) – Budget to be agreed LCC meeting Wednesday 5th December 2018

6. Matters arising from recent correspondence / New Business

- a. LCC has completed declaration of compliance with The Pensions Regulator – (letter received 09/10/18)
- b. Armistice Day Parade – Usk 11th November – Wreath ordered £25.00 (clerk to pay on day - included in Office Expenses) – Councillors to confirm attendance. (email circulated 19/10)
- c. 10th October JW notified of tree in the lower section of Twyn y Cryn, appears a risk – Judith Hopkins taped cordon up around the area & provided signage.
- d. Member of the public reported overhanging trees on pavement from Usk Bridge to Rugby Club

7. Planning

a. MCC Planning Committee Meeting

b. Planning Applications

i. For information only – Approval decision - Usk Trail Access Group - PHASE 1 Planning - Decision Notice DC/2016/01002

ii. Application No: DC/2017/00993

Location: Wern Farm, Wern Lane, Glascoed NP4 0TZ

Development: Proposed new home office

iii. Application Number: DC/2017/00995

Description Of Proposal: Planning Permission 7no new self-catering pods

Location: Wern Farm, Wern Lane, Glascoed NP4 0TZ

iv. Application Number: DM/2018/01714

Description of Proposal: Fast Track Full Planning Permission Construction of steel framed agricultural type building for personal vehicle and personal property storage

Location: Birch Grove House Llan Lane Monkwood Monmouthshire NP15 1QT

c. MCC Enforcement Cases (confidential)

8. Finance

- a. Copy of accounts to be 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 **£18,437.65** to be confirmed and signed by the chair
- d. Payments
 - i. Individual Councillor remuneration intentions for 2018/2019 requests to the clerk
 - i. **£25.00** Chair's allowance for Oct 2018
 - ii. **£138.89** Clerk's expenses for October 2018 (inc. £25.00 Wreath, new printer and ink £57.14)
 - iii. **£532.29** Clerk Salary for November 2018 including £20 processing fee payable to Playworks
 - iv. **£15.00** Merlin Waste – September collection
 - v. **£311.95** Zurich Council Insurance Renewal (13th December 2018 - 14th December 2019) – Awaiting quote from Came and Company Insurance, info received from OVW. – Defer to December agenda.

9. Reports

- a. (Sub-Group) **Procedural and Financial**
(Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. James Lawrence, Cllr. Jenny Carpenter, Cllr. John Wright as DPO)
- b. (Sub-Group) **Environment** (Cllr. John Wright, Cllr. James Lawrence, Cllr. Ed Winter)
- c. (Sub-Group) **Website** (Cllr. John Wright, Cllr. Jenny Carpenter, Cllr. Ed Winter and Cllr. James Lawrence)
 - Commoners and Commoners Rights, article for website – JW to report
- d. (Sub-Group) **GDPR** (Cllr. John Wright, Cllr. Peter Sutherland and Cllr. Ed Winter)
 - DPO report - JW
 - John Wright attending OVW Information Management Training on 24th October.
- e. Community Meetings
 - **MCC Usk Cluster Meeting** Awaiting date after postponement of last meeting
 - **OVW area meeting** 4th October 2018 – attended by JC and AB
 - **MCC Road safety workshop** - 10.00 a.m. on 5th October 2018, Shire Hall Monmouth – attended by clerk, notes circulated
 - **BAE public meeting for residents** 9th October 2018

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

11. Date of next meetings – Wednesday 5th December 2018 and Wednesday 2nd January 2018 6.30pm start

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