

Llanbadoc Community Council

Minutes of meeting of Llanbadoc Community Council held at County Hall, Usk on

Wednesday 5th September 2018 6.30pm – 8.30pm

Present: Cllr. Hilary Jones, Cllr. Jenny Carpenter, Cllr. John Wright, Cllr. Jo Storey, Cllr. James Lawrence, Cllr. Peter Sutherland, Cllr. Ed Winter, Cllr. Ann Bowyer and Cllr. Paula Clarke

Guests: **Rhydian Evans** PC1233 Neighbourhood Ward Manager, Monmouthshire Neighbourhood Policing Team.

Mark Langley, Head Countryside Warden and **Matthew Lewis**, Green Infrastructure and Countryside Manager from Monmouthshire County Council

Absent: Cllr. Peter Clarke

1. **Apologies for absence:** None received
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)

PC Evans, provided the GWENT Police Summer 2018 Report for LLANBADOC Ward for June, July and August 2018.

LLANBADOC Ward area, (which also includes the GWEHELOG Fawr Community Council area), there have been a total of 96 x reports to GWENT Police, these not only cover reports of Anti-Social Behaviour and Crime but reports of concerns for welfare to Road Related Incidents.

On 06/06/18, report received of picnic tables having been damaged at USK Island, (disposable BBQ's placed on top of table tops). No witnesses, or CCTV. Targeted patrols to be made by USK NPT resources.

On 11/08/18, report received of several persons with horse and carts had set up a camp of tents at LLANBADOC Island. No reports of criminal offences. Persons moved on shortly after. For targeted patrols by USK NPT resources.

On 13/08/18, report received of suspicious activity around WOODSIDE IND. ESTATE, LLANBADOC involving 2 males and a Transit Van. Enquiries still ongoing.

High visibility Anti-Poaching patrols conducted on 22nd and 23rd August 2018, in conjunction with NRW Water Bailiffs.

Members of Llanbadoc Community Council queried the use of CCTV in public places and potential benefits to the police. PC Evans explained that the CCTV needed to be used legally within current legislation, and the quality needed to be of a good standard if to be used for the purposes of prosecution.

The chair welcomed **Mark Langley**, Head Countryside Warden and **Matthew Lewis**, Green Infrastructure and Countryside Manager from Monmouthshire County Council to discuss the future management of Llanbadoc Island.

Matthew Lewis explained that due to a restructure of Monmouthshire County Council Services, the Countryside Department was transferring to 'MONLife' a proposed Trust arrangement, that will work alongside the Local Authority. Due to this transition, it has been important to identify services and responsibility for those services going forward. The expenditure of the budget for the 10 countryside sites across Monmouthshire is being scrutinised and MCC/MONLife will need to withdraw from the current free maintenance service of Llanbadoc Island. Matthew explained that over the years this has included controlling vegetation, access roads, collecting litter, tree works, gate posts, litter collection that occurs twice a week. Matthew acknowledged that Llanbadoc Community Council had picked up many of these

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services over the years, and it was only litter picking that remained a service provided by Monmouthshire Countryside Department, Matthew agreed this would continue until April 2018 and then would have to be withdrawn or a quoted charge to the Community Council would be applied:

Twice a week litter pick collection in the summer - £1040pa

Once a week litter pick collection in the winter - £520pa

Nigel Leaworthy of MCC would be the person to contact to provide this service. **ACTION: Environmental Group** to contact Nigel Leaworthy and discuss options.

Mathew Lewis also informed Llanbadoc Community Council that quarterly health and safety inspections (tree issues). Evidence of checks, and a risk assessment package was completed at Llanbadoc Island on a quarterly basis. He agreed to email the pro-forma to the clerk for the Community Council to use should they wish to. **ACTION: Clerk to follow up.**

It was agreed to Invite Tracey Thomas of MCC to next Llanbadoc Community Council meeting to discuss MONlife. **ACTION : Clerk Done 06/09** Tracey agreed to attend

4. **Adoption of Minutes:** The Chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 1st August 2018. Proposed by Cllr. Jenny Carpenter and seconded by Cllr. Peter Sutherland.

5. **Police Report** – Summer quarterly report by Rhydian Evans PC1233 addressed in item 3.

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

- a. Speeding through Llanbadoc and Monkwood – ATC survey results received and circulated. Council members asked for more data e.g. top and bottom speeds and frequency. **ACTION: Clerk Done 06/09** Emailed Mike Collins, awaiting response
- b. Llanbadoc Community Council HSBC Bank account – Application in progress, all actions completed
- c. Beaufort Arms, owned by Enterprise Inns – Mark Hand of MCC in discussions with Guy Delamere – Ongoing
- d. Community Litter Picking - Ongoing
- e. Installation of litter bin at Glascoed – Ongoing
- f. GWR Weighbridge – Volunteers nearly completed progress – Council members asked the clerk to postpone publishing GWR Blog on LCC website.
- g. Over hanging branches on trees between Kensington Cottage and turning up to Coed y Paen, by Llanbadoc Church – no action by MCC, local residents concerned over impact of waterlogged branches as weather changes – **ACTION: Clerk follow up with MCC Done 06/09** email sent to Martin Evans, reply consulting with MCC legal.
- h. Stream and road side at Little London Bridge, vegetation alongside and out of retaining wall **ACTION: Clerk Done 06/09** Fwd original email sent to Roger Hoggins and copied in Llangybi clerk
- i. Community walk from Llanbadoc Island – Defer to Spring 2018
- j. CCTV at Usk Island Car park – Ongoing - Whilst Llanbadoc Community Council support the proposal and reasons for the request for CCTV in this location, it was agreed that they cannot be involved in procurement / a contract or installation of CCTV at the location as they do not own the land or have any responsibility for the land. Refer to MCC who would be in a better position to provide advice on legal aspects of privately used CCTV, and as on MCC land the contract should be between MCC and food outlet locate there.
- k. Llanbadoc Island resurfacing, grant aid update – Ongoing
- l. BAE systems Telephone Activation Exercise – Emergency External Plan recently revised and updated and received by Community Council. Public meeting for residents – Tuesday 9th October, 6pm County Hall. Site visit available for clerk and councillors. **ACTION: Clerk Done 06/09** circulated visit details for Thursday 27th September at 2pm for councillors to respond directly with security information before Wed 12th Sept.
- m. Llanbadoc Island and Usk Island, Anti-Social behaviour – covered in police report above.
- n. Closure of Barclays Bank in Usk – Cllr. Peter Sutherland reported that the bank will close in October as there are only 58 customers who now use the branch exclusively. These customers are being engaged with on an individual basis by the bank to assist them with alternatives. There are nearby branches accessible by public transport at Cwmbran and Monmouth. Also a branch at Abergavenny and Maidee, not so easy by bus. Leaflets are available and are being given to all customers, including me, and these are very useful and instructive. Barclays would have negotiated an

arrangement with the local Post Office, their usual strategy, but Usk Post Office is closing temporarily, most unfortunate. Negotiations are ongoing, involving various parties, including the MP and Peter has requested a meeting with the MP. In the meantime, customers are being briefed on using either Raglan or Panteg PO's. They also intend to hold a briefing session for customers on what they'll need to do to use alternative services and encourage the use of internet banking of course.

- o. Closure of Post Office in Usk – discussions ongoing
- p. Llanbadoc Noticeboard – John Wright – Ongoing
- q. Dog Fouling by BAE Garages raised by JS – Single individual, noted.

7. Matters arising from recent correspondence / New Business

- a. MONLife Trust – Changes for Monmouthshire Countryside Department – **ACTION: Clerk** Invite to next LCC meeting Tracey Thomas **Done**
- b. Notice of conclusion of audit on behalf of Auditor General for Wales (invoice in due course)
 - i. Present annual return to council – Approval and acceptance by council minuted in this item 7bi
 - ii. Display Notice of conclusion of Audit for 14 days before 30th September 2018 – **ACTION: Clerk** Scan and post to John, Jo and Jenny for display on Community Noticeboards **Done 06/09** **ACTION: Clerk** Publish on Website **Done 06/09** Publish on Facebook **Done 07/09**
- c. Tour of Britain Cycle Race – Road Closures 2nd September 2018 – Impressed with arrangements and road closures **ACTION: Clerk** Write to organisers to congratulate **Done 13/09**

8. Planning

- a. MCC Planning Committee Meeting –
- b. Report from the LCC Planning sub group (Cllr. John Wright, Cllr. Jenny Carpenter, Cllr. Hilary Jones and Cllr. Jo Storey)
 - MCC Revised Local Development Plan 2018-2033 Candidate sites – deadline 19th November 2018 – Invitation to Paula to join Planning Committee. – To discuss at Sept and Oct LCC **planning sub-group** meetings
 - Section 106 Agreements – MCC asking for all town and community councils in Monmouthshire to compile registers of existing and potential community projects and aspirations in their localities. (email circulated 30/08) – **Planning Sub- Group**
- c. Planning Applications

DM/2018/01199 – Llandegfedd Reservoir

Mod or Removal of Condition Variation of condition no.6 of planning permission DC/2012/00317.

Location: Llandegfedd Water Sports Centre Croes-gweddyn Road Coed Y Paen Pontypool Monmouthshire NP4 0TA

The council note several objections from local residents, which focus on the danger of social events close to water's edge, increased traffic in the lanes, impact on the local pub and potential noise nuisance. Llanbadoc Community Council note and support the concerns of residents and trust that they will be taken into consideration in determining the application.

Due to the number of objections the Community Council is aware that this application will go to MCC planning committee and therefore the objectors will be given an opportunity to voice their concerns directly to the planning committee.

ACTION: Clerk respond to MCC with comments.

DM/2018/01365 (for info only)

DM/2018/01362 (for info only)

- d. MCC Enforcement Cases (confidential)

9. Finance

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- a. Copy of accounts have been 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 – LCC review of budget meeting to be held at 6pm - Wednesday 3rd October, prior to LCC Ordinary meeting. Prepare bullet point notes to present to council and circulate details of meeting in advance. **ACTION: Clerk**
- c. Passbook balance **£16,092.65** has been confirmed and signed by the chair
- d. Receipts **£15.60** from Welsh Government payment advice received for public consultation event (not included in balance above).
- e. Payments
 - i. Individual Councillor remuneration intentions for 2018/2019 requests to the clerk
 - ii. **£25.00** Chair's allowance for August 2018
 - iii. **£47.16** Clerk's expenses (including £6.96 12x2nd class stamps) for August 2018
 - iv. **£35.00** Reissue unbanked Monmouthshire Building Society cheque originally issued on 07/10/17 recredited to LCC account. Payable to Olivia Beaumont
 - v. **£532.29** Clerk Salary for September 2018 including £20 processing fee payable to Playworks
 - vi. **£780.00** Tree Surgery work at Jenny's Bushes as quoted by Morris's of Usk £555 plus VAT and £95 plus VAT
 - vii. **£40.00** 'Information Commissioner' Registration with Information Commissioners Office

All payments proposed by Cllr. Peter Sutherland and seconded by Cllr. John Wright

ACTION: Clerk Done All payments posted 07/09

10. Reports

a. (Sub-Group) **Procedural and Financial**

(Cllr. Hilary Jones, Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. James Lawrence, Cllr. Jenny Carpenter, Cllr. John Wright as DPO)

- Revised Model Standing Orders – Proposal for adoption October meeting. Circulate before next meeting, councillors to sign to say read and accept. . **ACTION: Clerk** Circulated 06/09

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

- Walk 6 (following feedback from member of the public) – Ongoing
- Llanbadoc Noticeboard – John Wright - Ongoing
- Update on quote from Morris's for tree in Glascoed (correspondence from member of the public). JW updated quote anticipated. - Ongoing

c. (Sub-Group) **Website** (Cllr. John Wright, Cllr. Jenny Carpenter, Cllr. Ed Winter and Cllr. James Lawrence)

- Commoners and Commoners Rights, article for website – Isobel to update on website
- Walks to be published on website – Ongoing

d. (Sub-Group) **GDPR** (Cllr. Hilary Jones, Cllr. John Wright, Cllr. Peter Sutherland and Cllr. Ed Winter)

- General Privacy notice, Data Protection and Councillors, Consent form (HJ sent electronically)
- DPO report – **ACTION: Cllr. John Wright** Present at next council meeting on 3rd October, to be included within Financial and Procedural Group meeting at 6pm on 3rd October 2018.
- John Wright requested to attend OVW Information Management Training on 24th October – Booking confirmed
- Implications of CCTV – Responsibility of MCC

e. (Sub-Group) **Newsletter** (All councillors) – Newsletter deferred to March 2019

f. (Sub-Group) **Community Event** (Cllr. Peter Sutherland, Cllr. John Wright and Cllr. Ed Winter) – Not to pursue and remove from agenda, revisit next year.

g. Community Meetings

- **MCC Strong Communities** – Peter Sutherland away 13th September 2018 10am, County Hall, Council Chamber – **ACTION: Jenny Carpenter** to attend
- **MCC Cluster Meeting** 12/09 – Meeting postponed by MCC
- **BAE Public Meeting for residents** 9/10

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

JW proposed 'Review of Town Councils' from OVW, requested that council members read the recommendations and John's email summary – Implications to councils and roles of councillors – JW and PS (Meeting after sub-group planning meeting on Monday 1st September). **ACTION: Clerk** Send an email for additional meetings.

Invite Judith Hopkins to next meeting. **ACTION: Clerk** Done 07/09

Who's responsible for cutting back overgrowth directly opposite Monkwood church, Field from BAE systems to Holly Cottage. Then on Laburnum Cottage on A472. Pavement before and after BAE entrance. **ACTION: Clerk** report to MCC. Done 11/09

Hilary Jones resigned as chair with immediate effect. Next meeting Agenda for vote for chair and vice chair, advertise for Llanbadoc Councillor vacancy. **ACTION: Clerk** Done 07/09

12. Date of next meetings – Wednesday 3rd October 2018 and Wednesday 7th November 6.30pm start

There being no further business the meeting closed at 8.25pm

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