

# Llanbadoc Community Council

Minutes of meeting of Llanbadoc Community Council held at County Hall, Usk on  
**Wednesday 7<sup>th</sup> November 2018 6.30pm – 8.30pm**

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

**Members of the public:** County Cllr. Val Smith and 1 member of the public

**1. Apologies for absence:** Cllr. Paula Clarke

**2. Declarations of interest from members:** Cllr. Peter Clarke has previously declared a prejudicial interest in Planning Matters under the member's code of conduct, due to his position on the Planning Committee of Monmouthshire County Council and therefore abstains from involvement in all planning related matters.

Cllr. John Wright declared an interest in Planning Applications DC/2017/00993 and DC/2017/00995 due to knowing applicant and abstained from involvement in these 2 items.

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

County Councillor Val Smith reported on Community news in the area and her role as a County Councillor over the last month.

The council were informed that the Fire Service are looking to recruit retained Fire Fighters at Usk Fire Station and would be interested in promoting this to the local Community.

A member of the public spoke of Planning applications DC/2017/00993 and DC/2017/00995 and read out the contents of her letter addressed to Mr Andrew Jones, MCC Planning Officer in relation to the proposed development at Wern Farm, Glascoed. The chair confirmed that Council members would take these comments into consideration.

**4. Adoption of Minutes:**

The Chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 3<sup>rd</sup> October 2018. Minutes proposed and signed by the chair.

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

- a. LCC, HSBC Bank account – Account open, nil balance. Signatures - Clerk (OB), JC and JW (2 sigs required) – Community account, letter received from HSBC confirmed no charges. Internet banking set up. Balance transfer amount to be confirmed at next meeting.
- b. Beaufort Arms, Monkswood – PC agreed to pursue with MCC Officers - ONGOING
- c. Over hanging branches on trees between Kensington Cottage and turning up to Coed y Paen, by Llanbadoc Church, located on property 'Twyn Bell' – County Councillor Val Smith confirmed will be done by property owner in next couple of weeks - DISCHARGED
- d. Llanbadoc Island resurfacing grant aid update – JW and PS met with Andy Smith, no response since - clerk to pursue with Andy Smith cc. Bryan Jones, Roger Hoggins, Val Smith and Peter Clarke **ACTION: Clerk**
- e. Llanbadoc Noticeboard – Perspex discoloured and obscures contents on display, JW has purchased replacement clear acrylic sheets for £19.71 (payment under finance) and will install - ONGOING
- f. Llanbadoc Ward – Community Councillor vacancy advertised – Can co-opt from 28<sup>th</sup> September 2018 - ONGOING
- g. Tender quotes for Tree Surgery to carry out works as per Broadway Tree Consultancy – JW informed council members that the council has until Feb 2019 to comply with Tree survey report from Broadway Tree Consultancy. **ACTION: Cllr. John Wright** to obtain additional quotes to meet tender process.
- h. Adoption of Standing Orders – Proposed for adoption by JW and seconded by PS, all in Favour. **ACTION: Clerk** note date of adoption and add to records.
- i. Adoption of GDPR Privacy Policy, Data Protection and the Council and Councillors **ACTION: All Councillors** to read and confirm. GDPR Consent Form – All 3 documents proposed for adoption by John Wright and seconded by Jenny

Signature:

Date:

Page 1 of 4

Carpenter. All in favour – **ACTION: Clerk** recirculate to councillors, add to agenda for next month to confirm acceptance by all councillors and publish on website.

j. Countryside Access Management – MCC Land Management, Organisation and Public surveys (recirculated on 23/10) – Land management questionnaire and organisation questionnaire completed by John Wright on behalf of Llanbadoc Community Council **ACTION: Clerk** to post

k. All 2019/2020 Precept requests email to [clerk@llanbadoc.org](mailto:clerk@llanbadoc.org) before Monday 19<sup>th</sup> November 2018 - Budget to be agreed at LCC meeting Wednesday 5<sup>th</sup> December 2018. Date of Budget meeting Monday 26<sup>th</sup> 6pm – **ACTION: Clerk** Book room at County Hall.

Items for consideration:

- Precept request from Peter Clarke - Planning application for Usk Bridge
- Councillor remuneration
- Insurance excess for potential claims

## 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 and Tree planting Usk Castle – Usk 11<sup>th</sup> November, Wreath ordered, and £25.00 cash given to JC to pay on the day. JC and PS confirmed attendance in Parade. (email circulated 19/10)

c. 10<sup>th</sup> October JW notified of fallen tree in the lower section of Twyn y Cryn, JW confirmed it is off the footpath and now kindly tapped off with cordon by Judith Hopkins to alert members of the public. JW to investigate and risk assess and take necessary action. Chair and clerk to be kept informed. **ACTION: Cllr. John Wright**

d. Member of the public reported overhanging trees on pavement from Usk Bridge to Rugby Club – Request that NRW trim off low branches. **ACTION: Clerk**

## 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

#### Comments from Council members:

The new build office building could be said to be contrary to Policy E3 as it is not located within the garden curtilage and is therefore contrary to Policy LC1 c) and d) (new build in the countryside).

Although the statement quotes PROPOSED CONVERSION OF AN EXISTING REDUNDANT STABLE TO A HOME OFFICE building it also states that 'The home office will be constructed from preformed timber frame panels with timber cladding, eternity panels and 'aqua panel' boards with render. This will minimise the construction time on site and reduce the required site movements associated with the construction.' We are unable to ascertain whether this is in fact a new build or conversion of existing stable?

There are no details of the business to be carried out from the building.

**Conclusion:** Based on above comments not possible to make an informed decision.

### iii. Application Number: DC/2017/00995

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

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

#### Comments from Council members:

Application clearly states 5 new self-catering pods, however amended site plan shows 7 Communal building shown on site plan. No application for this. Is it existing building?

Signature:

Date:

Page 2 of 4

The access routes from both New Inn and A472 Usk are narrow country lanes with the direct access to the site being off a blind bend onto a no through road without proper drainage.

The fee receipt says the fee paid is £190, however should this application fee be for a change of use of land which is £380?

The design and access statement appear to have a number of inaccuracies:

- No buses run through the village
- There are no cycle trails in the area
- The nearest shop is 3 miles away not 1 mile away

Site curtilage - Glascoed is considered open countryside. There is no defined settlement boundary.

This should therefore be considered as new build in open countryside.

There is no evidence of redundant buildings being utilised.

Wern Farm is not an existing working agricultural establishment, so this cannot be considered as agricultural diversification. The site would appear to be outside the existing residential garden curtilage.

"In addition, this proposed development is also a reuse/conversion of an existing building, which constrains the opportunity for such measures "It is not clear what building this comment relates to?

The building of lodges and communal building and car parking area could be considered to be unjustified development having an adverse impact on the character of the area of open countryside contrary to Policy LC1.

**Conclusion:** Too many inconsistencies and inaccuracies in application not possible to make an informed decision and submit comments. Recommend resubmission of a more accurate application.

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 Monkswood Monmouthshire NP15 1QT

**Comments from Council members:**

An agricultural steel type building is not appropriate within a residential garden curtilage

The building is too big to be considered a domestic garage

The building would be out of proportion to the size of the residential property

**Vote:** 7 Refusal and 1 Abstain **Recommend Refusal**

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

The council members were made aware of a closed case and a new case on the November MCC report.

## 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** confirmed and signed by the chair
- d. Payments
  - i. Individual Councillor remuneration intentions for 2018/2019 requests to the clerk – none received
  - ii. **£25.00** Chair's allowance for Oct 2018 – Proposed by EW and seconded by JW
  - iii. **£138.89** Clerk's expenses for October 2018 (inc. £25.00 Wreath, new printer and ink £57.14) Proposed by EW and seconded by PC
  - iv. Clerk Salary for November 2018 including processing fee payable to Playworks – Proposed by PS and seconded by PC
  - v. **£15.00** Merlin Waste – September collection - Proposed by PS and seconded by PC
  - vi. Insurance Renewal (13<sup>th</sup> December 2018 - 14<sup>th</sup> December 2019) – Received renewal quote from Zurich and comparison quote from AXA via Came and Company Brokers. - Defer to next meeting - ONGOING
  - vii. **£19.71** Clear acrylic sheets to replace existing Perspex in Noticeboard at Llanbadoc Island – Payable to John Wright. Proposed by PS and seconded by PC

## 9. Reports

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

Signature:

Date:

Page 3 of 4

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

Next meeting 6pm Monday 26<sup>th</sup> November 2018

- b. (Sub-Group) **Environment** (Cllr. John Wright, Cllr. James Lawrence, Cllr. Ed Winter) – **ACTION: Weekend meeting TBA**
- 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
  - Facebook stats to be looked into by EW to see if worth pursuing **ACTION: EW**
- d. (Sub-Group) **GDPR** (Cllr. John Wright, Cllr. Peter Sutherland and Cllr. Ed Winter)
  - DPO report was presented by John Wright and paper copies provided to everyone.
  - John Wright attended OVW Information Management Training on 24<sup>th</sup> October.
- e. Community Meetings
  - **MCC Usk Cluster Meeting** Awaiting date after postponement of last meeting **ACTION: Peter Clarke**, agreed to follow up with Paul Matthews
  - **OVW area meeting** 4<sup>th</sup> October 2018 – attended by JC and AB
  - **MCC Road safety workshop** - 10.00 a.m. on 5<sup>th</sup> October 2018, Shire Hall Monmouth – attended by clerk, notes circulated. Peter Sutherland to attend future meetings
  - **BAE public meeting for residents** 9<sup>th</sup> October 2018 – Separate visit to BAE Site attended by 2 Community Councillors

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

Flooding of cottages near Usk river bridge on 11<sup>th</sup> October **ACTION: Peter Clarke** to obtain details of occupants

**11. Date of next meetings** – Wednesday 5<sup>th</sup> December 2018 and Wednesday 2<sup>nd</sup> January 2018 6.30pm start

There being no further business the meeting closed at 20.33

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