

Llanbadoc Community Council

Minutes of meeting held on Wednesday 6th February 2019

Present: Cllr. Jenny Carpenter, Cllr. Peter Sutherland, Cllr. John Wright, Cllr. Ann Bowden, Cllr. Paula Clarke, Cllr. Jo Storey and Cllr. Ed Winter

Members of the Public: County Councillor Val Smith

1. Apologies for absence: none received

Absent – Cllr. Peter 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: Guests and members of the public invited to speak: 15 minutes in total is set aside for any members of the public wishing to address the Council.

County Councillor Val Smith updated council members on her duties representing the ward over the last month. Including School catchment reviews, attending the Usk cluster meeting and Central area Monmouth meeting. MCC budget proposals circulated to members of the Community Council. List of public submissions to MCC Local Development Plan now published. 'Access for all' held at Usk Memorial Hall well attended. Cllr. Smith informed the Community Council that she will be visiting all public toilets throughout Monmouthshire to check facilities and cleanliness.

4. Adoption of Minutes: The chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 2nd January 2019. Minutes proposed, all in favour and signed by the chair.

5. Matters Arising from the Minutes / Current Business:

- a. Beaufort Arms, Monkswood –Contact Andrew Jones, can a 215 be pursued **ACTION: Clerk 07/02 ONGOING**
- b. National Lottery Grant update for Llanbadoc Island JW responded on 06/02 to Liz Hertogs at The Big Lottery Fund. Awaiting a response **ONGOING**
- c. Llanbadoc Ward and Glascoed Wards Community Councillor vacancies – Advertised in March/April Usk and Raglan News Diary, also on LCC FB and LCC Website **ONGOING**
- d. Tender quotes for Tree Surgery to carry out works as per Broadway Tree Consultancy – Quotations received from 4 companies. Voted to accept Greenworks. Work to be overseen and Tender control document to be completed by Cllr. John Wright. **ACTION: Clerk 07/02** to inform all 4 tender applicants. **ACTION: Cllr. John Wright** to purchase Glyphosate for path care group to treat newly cut tree stumps (up to £20) proposed and agreed by full council. **ONGOING**
- e. Tree in the lower section of Twyn y Cryn as notified on 10th Oct 2018 – Tree surgery work to be completed to be overseen by Cllr. John Wright **ONGOING**
- f. Dog Barking in Glascoed – Reported to Shaun Yemm-Jones at MCC Environmental, who will visit the site **Discharged**
- g. Vehicle on Monkswood Estate – Removed and item **Discharged**
- h. Verge Spraying by MCC in Llanbadoc – Full Response from MCC received on 16/01 and circulated to full council **Discharged**
- i. Burger Van at Llanbadoc Island – Lights on van, MCC to consider moving barrier **Discharged**
- j. Usk Town Council Survey & Usk and Woodside Town Improvement Plan – Awaiting to hear more about this proposal **ONGOING**

- k. Twyn y Cryn Woodland Group & GWT Tree Survey – The chair wrote to Judith Hopkins re. Volunteer Woodland Group on 15/01 **ACTION: Cllr. John Wright** to pursue. Clerk wrote to GWT and provided location, GWT will complete survey in the late Spring and Andy Karren will be contact with the council in May/June. **ONGOING**
- l. Changes to Town and Community Councils – Independent Review Panel on Community and Town Councils in Wales, Outline findings and Recommendations. Received from Welsh Government via OVW, circulated to all Councillors on Sunday 27th Jan 2019. Additional meeting to be arranged to discuss further, **ACTION: Councillors** to read material and ideas welcome at meeting 6pm on 6th March 2019.
- m. Section 106 - The following list to be put forward for Community Facilities & Aspirations for Section 106 funding **ACTION: Clerk 07/02**

Play area at BAE, Monkswood Estate

Meeting Hall/Community Centre (possible conversion of Beaufort Arms)

Re-surface Llanbadoc Island car park, access and egress roads

Bridge over the A472 at Station Yard Woodside to complete the bike trail into Usk

Extra play equipment for Llanbadoc Island upgraded for 'access for all'

Permanent burger/ice cream kiosk at Usk Island

Toilet facilities at Llanbadoc Island

Woodland Management for Commons at Glascoed

Community Garden (possibly old Nurseries at Monkswood)

Training for Pathcare group (chain saw certificates etc)

- n. Road Safety workshop – **ACTION: Cllr. Peter Sutherland** to represent the Community Council at future meetings
- o. Civic Amenity site in Usk – Proposal to close on a couple of days a week - **ONGOING**
- p. LDP – **ACTION: Cllr. Paula Clarke** to report at next meeting

6. Matters arising from recent correspondence / New Business

- a. Trees at Llanbadoc Island – MCC Have agreed to oversee and pay for this work. Notify Morris's Grounds Maintenance **ACTION: Clerk 07/02** Tree over brook has been removed by Mark Langley and wood collected by Cllr. Ann Bowyer. MCC have agreed to 'Monolith trees to 3 metres', Western Power have had to be involved because of the closeness of the trees to power lines. They will have to cut power to the lines whilst the work is being carried out but will install generators to ensure that there is no loss of electricity supply to the nearby houses - A provisional date of 19th, 20th and 21st February. MCC to contact Robin Williams for access to field to remove fallen limb. **ONGOING**
- b. Loneliness and Isolation in Communities. On 28th January 2019 the clerk spoke to Joe Skidmore and wrote to Connor Leacock at MCC inviting to a Llanbadoc Community Council meeting, awaiting response.

The Community Council are to consider the following

- 1) What needs to change in your community to reduce loneliness and social isolation and increase the range and quality of social connections?
- 2) Who is key at the local level in driving this change, and what do you want to see them doing more (or less) of?
- 3) What does Monmouthshire need to do locally to better empower communities and create the conditions to allow social connections to flourish?
- 4) Are there examples of best practice outside Monmouthshire (either elsewhere in Wales or anywhere else in the World) focused on tackling loneliness and social isolation that we should be looking at?
- 5) Are you aware of any good practice in a local community to build social connections?

ACTION: ALL Councillors to consider the questions above and report back **ONGOING**

- c. New Bank Account Mandate completed, printed out and signed by all additional signatories. **ACTION: Clerk posted on 07/02**
- d. Report on Litter picking Community Event - Attended by the clerk, Cllr. Jenny Carpenter, Cllr. Paula Clarke, Cllr. Ann Bowyer and Cllr. Ed Winter and 3 members of the Community. 18 sacks of rubbish collected. Facebook post reached over 4000 people. 8 Shares. **ACTION: Cllr. Peter Sutherland** to organise next litter pick. **ACTION: Clerk** Contact Sue Parkinson to request road side signs ...'Recently cleared by volunteers' **07/02**
- e. Footpath by river bank between Usk bridge and Llanbadoc church – Inspected and member of public will be notified **ACTION: Cllr. Peter Sutherland**
- f. The Phone Box Info point signage – window signage **ACTION: Cllr Jenny Carpenter** to make more enquires. Budget up to £50 agreed.

7. Planning

- a. MCC Planning Committee Meeting
- b. Planning Applications – DC/2018/01959, response sent to MCC on 31/01
- c. MCC Enforcement Cases (confidential) - The clerk has a list of all current open cases for the ward

8. Finance

- a. Copy of accounts circulated by email in advance of meeting & all agreed payments made
- b. Responsible Finance Officer Report, including review of the accounts and spending against budget
- c. Monmouthshire Building Society Passbook balance **£20,300.27** confirmed and signed by the chair
- d. HSBC Bank Account balance **£200.00** statement 19th Dec 2018 to 18th January 2019 confirmed and signed by the chair
- e. Payments

- i. Individual Councillor remuneration requests – none received
- ii. **£25.00** Chair's allowance for Jan 2019
- iii. **£86.35** Office expenses for Jan 2019 (invoice and receipts provided including inks, stamps and plastic wallets)
- iv. Clerk Salary for January 2019 including £20 processing fee payable to Playworks
- v. **£30.00** Merlin Waste – 22/11, 10/12, 24/12 and 07/01 collections
- vi. **£697.53** MCC Grounds maintenance contract 2018/2019 (invoice 70134984 minus credit note 70137780)
- vii. Payments sent to Woodside Residents; 3 acknowledgements received, 1 pending - **ONGOING**

Items ii, iii, iv, v and vii Proposed by Cllr. Peter Sutherland and seconded by Cllr. Ed Winter

ACTION: Clerk All payments obtained and posted 07/02

9. Reports

- a. Procedural and Financial including DPO
Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. Jenny Carpenter, Cllr. Ed Winter, Cllr. John Wright
- b. Environment - Cllr. John Wright, Cllr. Ed Winter – Volunteer Steve Waring attended First-Aider workshop
- c. Digital Communications - Cllr. John Wright, Cllr. Jenny Carpenter, Cllr. Ed Winter
Cllr. Ed Winter has added Maps and Commoners rights on Google drive
Commoners and Commoners Rights, article for website – **ACTION: Digital Communications meeting Monday 25th Feb 2019** at Cllr. Jenny Carpenters house
- d. Community Meetings and Training
 - Strong Communities Thursday 31st January 2019 - Attended by Cllr. Peter Sutherland, notes circulated 01/02/19
 - MCC Usk Cluster Meeting Thursday 24th January 2019 at 6pm – Attended by Cllr. Ann Bowyer and Cllr. Peter Clarke, notes circulated by Cllr. Ann Bowyer on 29/01/19

- Cllr. Ann Bowyer to attend OVW training session on Module 19 - Devolution of Services / Community Asset Transfer Wednesday 20th February 2019, 6:30pm to 9:00pm, The Sessions House, 43 Maryport Street, Usk. NP15 1AD
- One Voice Wales Monmouthshire Newport Area Committee took place on Thursday 17th January 2019 – Attended by Cllr. Jo Storey and Cllr. Peter Sutherland – Notes circulated by Cllr. Peter Sutherland on 18/01/19. Minutes received from OVW on 04/02/19 The next OVW area meeting is to be held on Thursday, 4th April 2019, 7pm in the Library, at the Sessions House, Usk
- Give Dog Fouling the Red Card – Thursday 14th March 2pm – Audit of dog poo bins

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

Phillips and Curry Building Conservation - un-surfaced road closure, bordering St Madoc's Church. Specifically, the area west of the church tower, where the company is hoping to erect a scaffold to enable the tower roof to be renewed, in which they are booked in to start the works towards the end of February 2019. The Community Council appreciates notification however this is not land owned by Llanbadoc Community Council, **ACTION: Clerk** to refer back to the church and Monmouthshire County Council. **Noted and Discharged**

Publication of Review of Community Arrangements in Monmouthshire Report and Recommendations from Local Democracy and Boundary Commission for Wales. **ACTION: Cllr. Jenny Carpenter** to scan and share pages relevant to Llanbadoc Ward to Llanbadoc Community Councillors. Only 2 English copies of volume 1 which contains Llanbadoc Community Council.

Public Notice to be published on Llanbadoc Community Council Website and Face Book page. **ACTION: Clerk** The report can be viewed on the commissioner's website www.idbc.gov.wales

Dementia Day – Wed 13th Feb, Usk event 10-12 at Maryport Centre – To be attended by Cllr. Peter Sutherland

Cllr. John Wright has collected approx. 500 copies of LCC Walk 8 leaflet from Richard Poole at Welsh Water (based at the Reservoir). Each Councillor received a copy.

Financial Management and Governance – Town and Community Councils 2017-18 and Internal Audit Arrangements at Town and Community Councils in Wales (Email including 2 reports from Wales Audit Office received on 23/01/19)

- Financial Management and Governance – Town and Community Councils 2017-18 sets out the Auditor General's overall conclusions from his audit work.
- Internal Audit Arrangements at Town and Community Councils in Wales reports on the Auditor General's study on internal audit functions in the sector.

Cllr. John Wright proposed Financial and Procedural Group review. **ACTION**

11. Date of next meetings – Wednesday 6th March 2019 and Wednesday 3rd April 2019 6.30pm start

There being no further business the meeting closed at 20.25

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