

Llanbadoc Community Council

Minutes of meeting held on Wednesday 1st May 2019

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

Members of the Public: County Councillor Val Smith

1. Apologies for absence: 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.
- Cllr. Ann Bowyer, item 5n Llanbadoc Island Boundary with adjoining land

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 Cllr. Val Smith provided her report for the area

To be included in the LCC Annual Plan - How Llanbadoc Community Council engage with MCC, which meetings to attend and representation from Councillors. **ACTION: LCC Community Engagement Advisory Group**

4. Adoption of Minutes: The chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 3rd April 2019 Proposed by Cllr. John Wright and seconded by Cllr. Ed Winter. **ACTION: Clerk** publish as adopted

5. Matters Arising from the Minutes / Current Business:

- a. Beaufort Arms, Monkwood – **ACTION: Clerk** to write to MCC Planning
- b. Llanbadoc Island National Lottery Grant – Tender process deadline midday on 3rd May 2019 **ACTION: Llanbadoc Island Group**
- c. Llanbadoc Ward and Glascoed Wards Community Councillor vacancies - ONGOING
- d. Tree Surgery work in Glascoed – Cllr. John Wright has completed Contract Control document, awaiting invoice. **ACTION: Clerk** Invoice to be added to June Agenda
- e. Usk and Woodside Town Improvement Plan – Tender Brief received, noted.
- f. Glascoed Woodland Volunteer Group – Group advised of LCC's Insurance requirements. To meet Andy Karren from Gwent Wildlife Trust to complete survey of Twyn y Cryn.
- g. Changes to Town and Community Councils, Proposed Annual Plan – Cllr. Peter Sutherland presented on this heading, to be included: Llanbadoc Island, Litter picking, review of footpaths, effective communications between County Council and LCC, Community Engagement (Facebook and Website) **ACTION: Cllr. Peter Sutherland** to prepare report and circulate for discussion **ACTION: LCC Community Engagement Advisory Group**. Councillor Ed Winter provided a presentation on usage of Llanbadoc Community Council Website and Facebook Page. See Appendix below. Quarterly report going forward **ACTION: Cllr. Ed Winter**
- h. Funding available from Ramblers / re-write of walk 5 – **ACTION: Cllr. Peter Sutherland**
- i. Internal audit – Report received; Item discharged.
- j. Geological sites in Llanbadoc – Invite Elen Wharton to June meeting. **ACTION: Clerk** Invite to June meeting. Presentation facilities available
- k. Speeding in local area – Roger Hoggins, Cllr. Peter Sutherland, Cllr. Jo Storey – **ACTION: Peter Sutherland** to liaise.
- l. Revised quote for Grounds Maintenance 2019/2020 from MCC. **ACTION: Clerk** to follow up – Ask do they use a mulcher?

Signature:

Date:

Page 1 of 5

- m. Review of Freedom on Information policy – Adopted by full council. **ACTION: clerk** publish on Website
- n. Llanbadoc Island Boundary with adjoining land owned by Mr Robin Williams - Awaiting responses from Everett, Tomlin, Lloyd and Pratt solicitors and Natural Resources Wales. **ACTION: Clerk** follow up – **ACTION: Cllr. Paula Clarke and Cllr. John Wright** to gather information and report back to council.
- o. Return of Declaration of Interest forms – **ACTION: Cllr. Peter Clarke** outstanding
- p. Awaiting Spring Local Police Report – Received on 1/5/2019 – read out by the chair. Full report in Appendix to Minutes.

6. Matters arising from recent correspondence / New Business

- a. Financial Management and Governance of Town and Community Councils – Audit themes. Financial control document up to date? **ACTION: clerk**
- b. Andy Karren from the Gwent Wildlife Trust – Twyn y Cryn Survey to take place 7am to 10am 30/04/19
- c. Dog Waste bin collections – possible changes Abergavenny Town Council have requested a meeting of Town and Community Councils – Representative going forward – Clerk to be representative contact **ACTION: Clerk** put contact details forward before 24th May Cllr. Jo Storey, cc. Cllr. Jenny Carpenter.
- d. Advertising local events – Raised by Cllr. Ed Winter: Ok to Refeed events from other Facebook Pages
- e. Ideas for Llanbadoc Island car park opening – Invite from representative from HMPS Prescoed.
- f. Litter around the bus stop at the college – Cllr. Val Smith to take up with Mr Lacey, Coleg Gwent

7. Planning

- a. MCC Planning Committee Meeting

- b. Planning Applications – none received at time of publishing the agenda

Planning Application DM/2019/00611 missed the agenda, ask for extension **ACTION: Clerk**

- c. MCC Enforcement Cases (confidential)

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 **£17,390.00** confirmed and signed by the chair
- d. HSBC Bank Account balance **£10,200.00** - Statement 19th March 2019 to 18th April 2019, confirmed and signed by the chair
- e. Return of cheque for **£25.00** to Mr and Mrs Hayward by new occupiers of address – Deposit in LCC Monmouthshire BS account. **ACTION: Clerk**
- f. Payments – Items ii, iii, iv, v, vii and viii Proposed by Cllr. Peter Sutherland and seconded by Cllr. Ed Winter **ACTION: Clerk**

- i. Individual Councillor remuneration requests
- ii. **£25.00** Chair's allowance for April 2019
- iii. **£48.19** expenses for April 2019,
- iv. Clerk Salary for May 2019 including £20 processing fee payable to Playworks
- v. **£15.00** Merlin Waste (collection dates 18/02 and 04/03 – invoice 3564)
- vi. **£** Tim Murray invoice (Awaiting invoice) – Deferred to June Meeting
- vii. **£240** Usk Valley Promotions, Invoice 330 Annual hosting charges
- viii. **£100** John Turner – Internal Auditor fee

9. Reports

- a. Procedural and Financial including DPO

Cllr. Peter Clarke, Cllr. Jo Storey, Cllr. Jenny Carpenter, Cllr. Ed Winter, Cllr. John Wright

Signature:

Date:

Page 2 of 5

Should clerk make Payments online from HSBC **ACTION: Procedural and Financial Group**

Home working assessment completed by Cllr. Jenny Carpenter on 29th April 2019

b. Environment - Cllr. John Wright, Cllr. Ed Winter

Are the Tree Surveys up to date – **ACTION: Environment Group**

c. Website (to be known as Community Engagement) - Cllr. John Wright, Cllr. Jenny Carpenter, Cllr. Ed Winter
– To form part of Community Engagement Advisory group. See presentation given by Councillor Ed Winter in the Appendix below.

d. Community Meetings and Training

- OVW training session, Module 13 on Community Engagement part 2. **ACTION: Cllr. Paula Clarke** to attend on 15th May in Usk
- Give Dog Fouling the Red Card – Possible changes to dog waste bin emptying (correspondence from Abergavenny TC)
ACTION: Cllr Jo Storey to check availability when date of next meeting confirmed.
- Strong Communities 18th April – no representation available
- One Voice Wales Area Committee Meeting – Thursday 4th April

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

Dates for subsequent meetings – Is an August meeting necessary – Agenda for June **ACTION: Clerk**

January 2020 meeting a week later as falls on New Year's Day – **ACTION: clerk** diarise and publicise

Donations to the Council **ACTION: Clerk** Seek advice from OVW – **ACTION: clerk**

For information – The container park opposite Usk Island Car park entrance lease has now expired

11. Date of next meetings – Wednesday 5th June 2019 6.30pm and Wednesday 3rd July 2019 6.30pm

There being no further business the meeting closed at 20.20

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

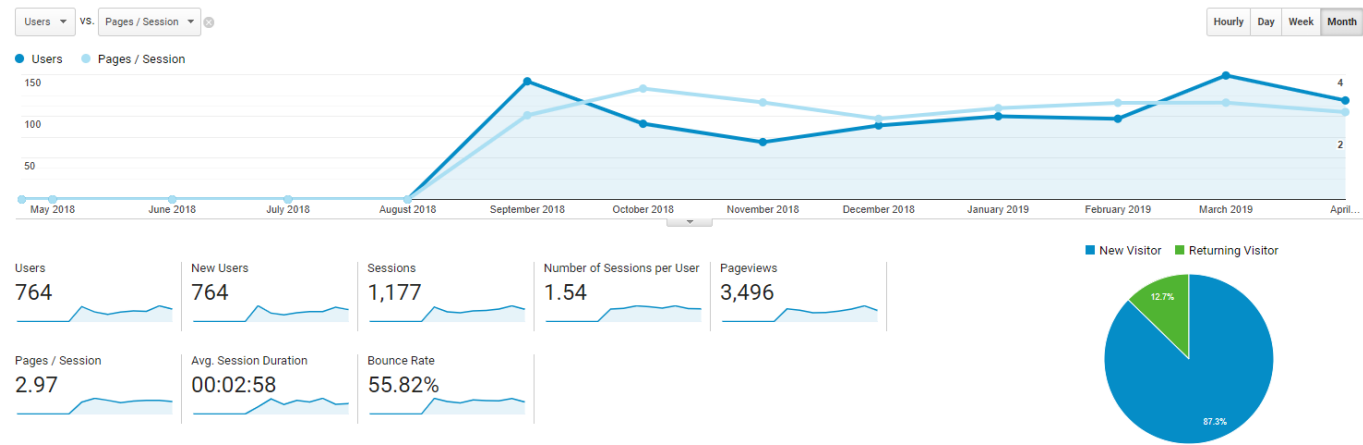
Appendix

Signature:

Date:

Page 3 of 5

Presentation by Cllr. Ed Winter - LCC Website Use



LCC Website Page Views from August 2018:

	3,496
	% of Total: 100.00% (3,496)
1. /	722
2. /minutes-and-agendas/	397
3. /commons-and-walks/	359
4. /your-councillors/	267
5. /council/	104
6. /llanbadoc-ward/	69
7. /walk-1-llanbadoc-and-st-madocs-church/	69
8. /walk-4-monkswood-and-usk-valley/	69
9. /contact-us/	63
10. /governance-documents/	55

LCC Facebook post reach - The number of people who had any LCC posts on their screen.



GWENT Police Spring 2019 Report for LLANBADOC Ward for January through to April 2019.

Also note that for the **LLANBADOC Ward** area, (which also includes the **GWEHELOG-Fawr** Community Council area), there have been a total of **89 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 10/01/19, report received of a garage break at an address in the RADYR area of LLANBADOC, whereby a quantity of copper has been stolen, as well as the theft of a scrap boiler. No witnesses or CCTV.

On 12/01/19, an un-insured '07 Plated white Ford Transit Van was seized by GWENT Police in USK Island Car Park during the early hours. The vehicle had been seen acting suspiciously earlier in the PRIORESS MILL Lane area of LLANBADOC. Appears that the vehicle was being used in preparatory acts towards stealing diesel fuel.

On 28/03/19, report received of the theft of approx.. 500 litres of domestic heating oil, from an address in the OAK RIDGE area of LLANBADOC whilst the occupiers were away for a period of weeks. No witnesses, or CCTV.

On 10/04/19, report received of a dog attack on sheep in the CWM Road area of GLASCOED. Details exchanged between the owners concerned. No further Police action at this time.

On 11/04/19, report received that an Ivor Williams trailer, carrying Coil piping belonging to Wales & West Utilities had been stolen whilst parked up overnight adjoining WOODSIDE Industrial Estate. No witnesses or CCTV.

On 12/04/19, report received that a Baptiste Chapel on COED-CHAMBERS Road, GLASCOED had an attempted break into an outside / shed storage area, as a padlock had been smashed. Believed nothing stolen.

Also on the same evening, additional report of a further garage broken into at a residential property on COED-CHAMBERS Road. Entry forced, but again, not believed that anything of value stolen.

On 14/04/19, report received of a vehicle having been apparently been dumped, and intentionally burnt out in an area of woodland adjoining LLANDEGVETH Reservoir, on SCHOOL LANE, GLASCOED. Police enquiries still ongoing.

On both the 16/04 and 20/04, USK Agricultural College reporting the theft of a large number of slate tiles from site. On the 2nd occasion, a white Ford Tipper van was seen as being responsible, but no Index Number taken. Enquiries ongoing.

On 28/04/19, landowner on WERN LANE, GLASCOED reporting that a 250gallon water tank, valued at £100, had been stolen overnight from an agricultural field. No witnesses, or CCTV.

Note: High Vis patrols have been increased in the LLANBADOC and GLASCOED areas, in an effort at combating a recent rise in reports of criminal incidents. These will be continued for the near future, and will be primarily staffed by members of the USK Neighbourhood Policing Team.

Note: Several reports received during this period of various scams, or attempted frauds. These can vary from phone calls from a supposed Service Provider requesting access to your computer, to tele sales attempting to sell items direct at over inflated prices. Members of the public are advised to treat any such calls with caution, and never to provide personal details, passwords, or PIN details should they be requested. If in doubt, ask for the assistance of a trusted 3rd party, or should you suspect that you have fallen victim to a fraud, contact 'Action Fraud', or if happening at the time, call GWENT Police on either '999' or '101', dependent on the circumstances.

Note: Reports are still being received of vehicles acting suspiciously in rural wards throughout North MONMOUTHSHIRE. The motives for which can be varied, from poaching, to preparatory acts towards committing thefts at that time or in the near future.

GWENT Police ask that where possible and safe to do so, registration details and descriptions of the vehicles and occupants concerned are obtained, and passed to GWENT Police in a timely manner. Ideally using '101' or '999' dependent on the circumstances.