

# Llanbadoc Community Council

## Meeting Minutes Wednesday 6<sup>th</sup> November 2019

**Present:** Cllr. Jenny Carpenter, Cllr. Peter Sutherland, Cllr. Jude Hopkins, Cllr. Ed Winter, Cllr. Jo Storey, Cllr. Paula Clarke, Cllr. Ann Bowyer

**Members of the public:** County Councillor Val Smith, Mr Peter Mason, Mrs Eileen Mason, Mrs Margaret Long

**1. Apologies for absence:** Cllr. Peter Clarke (provided at October meeting)

**2. Declaration of interest from members:**

- i. 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

Mr and Mrs Mason of 1 Church Cottages, Llanbadoc – Concerned about Foliage in the brook which could potentially block the watercourse, and drainage concerns as water from the road not flowing into brook as drains blocked with debris, surface water gathering and flooded into neighbouring field (owned by Robin Williams). House flooded on 28<sup>th</sup> October due to road water not draining away. Have contacted MCC and had a visit from Martin Evans. LCC confirmed that drains are an MCC issue **ACTION:** Clerk to contact MCC and NWR for advice. **Done 08/11 ACTION: JC and EW** Site visit Monday 11<sup>th</sup> November

Mrs Margaret Long of 5 Alexander Terrace raised the following issues:

- Request for a sign stating 'Concealed Entrance' where Badger Sign is on A472 in Monkswood.
- Request for White lines across the road saying 'SLOW' outside Alexandra Terrance as driveway is dangerous to exit onto the main road due to the corner and speed of traffic.
- As Church warden to St. Matthews, Monkswood, can a 'Church' sign be provided as there is no official sign.
- Can double white lines in the middle of the road be removed and replaced by one solid white line, as currently nobody can legally park outside the church, if these lines could be removed than it would produce natural traffic calming with vehicles parked along the road.

The chair explained that all the above issues are Monmouthshire County Council responsibilities. **ACTION: Cllr. Peter Sutherland** will attend the MCC Strong Communities Meeting on 7<sup>th</sup> November and report to MCC and request action.

County Councillor Val Smith wants to retain the phone box in Glascoed and asked for the Community Council to support her by adopting it. The chair explained that the Community Council have previously advertised (via FB, Website and Council minutes) and discussed in Council meetings which is documented in the minutes. There have been no approaches to LCC by members of the public to retain the phone box and therefore LCC cannot justify supporting it's retention.

**4. Adoption of Minutes** – The chair moved to approve minutes of LCC Ordinary meeting held on Wednesday 2<sup>nd</sup> October 2019, all in agreement and the minutes were duly signed.

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

- a. Llanbadoc Ward and Glascoed Ward Community Council vacancies – **ONGOING**
- b. The Beaufort Arms Monkswood – **ACTION: Clerk** follow up with Andrew Jones, MCC – **Email sent 07/11, update received from Andrew Jones and circulated on 12/11**
- c. Llanbadoc Island Project – There have been delays, work schedules have been impacted by adverse wet weather conditions. Thomas Bros. will complete works week commencing 11<sup>th</sup> November. **ACTION: Cllr. Jenny Carpenter and**

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**Cllr. Ed Winter** to conduct a site visit on Monday 11<sup>th</sup> November. National Lottery funding - email 30/08 free materials and 'share your story about your grant', Noticeboard ideas – HMPS liaison meeting. **ONGOING** St. Madoc's church have been informed of delays. **ACTION: Clerk** Following up receipt of promised donation so that it can be included in budget for 2020/21.

- d. Glascoed Woodland Volunteer Group – LCC supportive, Cllr. Jude Hopkins to officially set up a group with a management agreement. A chainsaw licence can be obtained, and the council's Zurich Insurance have confirmed how the group could be covered in insurance terms relating to this. **ONGOING** On 5<sup>th</sup> November requested an update on grant application to Ramblers for hand tools – **Response received from Olie Wicks on 11/11 will order tools from new supplier. ONGOING**
- e. Walk Leaflet incorporating Geotrail – Oliver Wicks from Ramblers Cymru has arranged a meeting with Ruth Rourke of MCC on 14<sup>th</sup> November 10am at Llanbadoc Island to walk the propose route and obtain the support of MCC **ACTION: Olivia** to attend and feed back to council.
- f. Supply of existing walks leaflets – Cllr. Peter Sutherland and John Wright have leaflets for (Cefn Ila and Res. Trail) – Could approach Ramblers for reprint of future leaflets. However, in the meantime all walks leaflets are currently available to download from the LCC website. **ONGOING**
- g. Gwent Wildlife Trust Survey at Twyn y Cryn – Awaiting **ONGOING**
- h. Llanbadoc Island Boundary with adjoining land owned by Mr Robin Williams **ONGOING** – Awaiting response from Mr Williams
- i. Yew Tree Farm, barbed wire along footpath – Awaiting response from Landowners and MCC. **ACTION: Clerk** to follow up with Ruth Rourke on 14<sup>th</sup> November, as this has now been reported to MCC on 2/10/19 and 5/11/19 with no response.
- j. Adoption of Standing Orders – 1 minor amendment, circulated 23<sup>rd</sup> October 2019 – All in favour to adopt **ACTION: Clerk** save file as adopted **Done 03/12**
- k. Usk Town Improvement Plan Stakeholder Event – Meeting 15<sup>th</sup> October 2019, 90-page report, to be circulated to all **ACTION: Jenny Carpenter** and comments ready for council discussion on 12/11 **ACTION: All** To attend presentation by ARUP **now on 28<sup>th</sup> Nov 5.30pm to 6.30pm at County Hall.**
- l. Review and adoption of LCC Welsh Language Policy circulated with census information on 23<sup>rd</sup> October 2019 – Adopted all in favour **ACTION: Clerk** to add census to statement and publish on website. **Contact Ed for assistance. Done 08/11**
- m. A472 Alexandra Terrace, Monkswood – Speed of traffic issues **ONGOING**
- n. Woodland Tree Survey quotations – **ACTION: Clerk** Share surveys with councillors (**done 07/11**), meeting with John Wright to gain clarity on land boundaries for surveys. **ACTION: Environment Group**

## 6. Matters arising from recent correspondence / new business

- a. Trosta Common / Small triangle of land entering Twyn y Cryn - (Deeds with solicitors in Cwmbran), Commoners records **ONGOING**
- b. LCC Representation at Armistice Parade Sunday 11<sup>th</sup> November 2.30pm, church service 3pm, laying of wreath ceremony at war memorial (Usk and District branch of Royal British Legion) – Cllr. Jenny Carpenter, Cllr. Paula Clarke and Cllr. Peter Sutherland to attend, Agreed £20.00 donation for a wreath.
- c. MCC Chairman Charity events – Sat 14<sup>th</sup> March (Charity Ball at Angel Hotel in Abergavenny), Friday 20<sup>th</sup> March (Gwent Music Charity Showcase), Sunday 5<sup>th</sup> April (Afternoon Tea at Glen yr Afon House Hotel) **Noted**

## 7. Planning

- a. MCC Planning Committee Meeting
- b. Planning applications

Applications below were circulated for email comments as deadline for consultation passed prior to this meeting.

DC/2017/00993 – 7 Self-catering pods at Wern Farm, Glascoed Lane, Glascoed – Response submitted to MCC on 22/10/19

DC/2017/00995 – New home office at Wern Farm, Glascoed Lane, Glascoed – Response submitted to MCC on 22/10/19

DM/2019/01447 – Ty Newydd, Coed-Chambers Road, Glascoed, NP4 0TE – Response submitted to MCC on 23/10/19

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DM/2019/01377 - Orchard House, MCC Delegated Panel visited on Wednesday 30<sup>th</sup> Oct at 3.40pm to evaluate the proposal for amendments to the original consent, including the addition of a studio building.

c. MCC enforcement Cases (confidential) – ACTION: Clerk to follow up Done - Update received from Andrew Jones on

## 8. Finance

- a. Copy of Accounts circulated by email in advance of meeting and all agreed payments made.
- b. Responsible Finance Officer Report, including review of the accounts and spending against budget.
- c. Monmouthshire Building Society Passbook Balance **£14,101.23** confirmed and signed
- d. HSBC Bank account balance – *Statement 19<sup>th</sup> September to 18<sup>th</sup> October, balance £24,890.11* (cheque 100017

£554.60 remains to be cashed at time of publication of statement. Statement confirmed and signed

e. Standing Orders:

01/11/2019 - £42.99 Office Expenses - Paid

01/11/2019 - £554.60 Salary - Paid

01/11/2019 - £25.00 Chair's allowance – Paid

f. Payments

- i. Individual Councillor remuneration requests – Cllr. Peter Sutherland travel expenses **£10.80** (24 miles @45p per mile) – cheque no. 100024, handed in person
- ii. **£14.32** (£7.32 Stamps and £7 paper, receipts provided) Office expenses for September 2019 – Cheque no. 100023, handed in person
- iii **£15.00** Agreed direct online bank payments to Merlin Waste going forward
- vi. **£705.79** MCC, INVOICE 117646 – Annual Grounds Maintenance Contract for 2019/2020 – cheque 100021, posted 12/11
- vii. **£259.45** Zurich Insurance, INVOICE 40759540 – cheque 100022, posted on 12/11
- viii. Thomas Bros. invoice – work still ongoing Deferred to next meeting

Items i to vii agreed **ACTION: Clerk payments made**

## 9. Reports from Advisory Groups

- a. Procedural and Financial – Cllr Peter Clarke, Cllr Jo Storey, Cllr Ed Winter, Cllr Jenny Carpenter
  - b. Environment – Cllr Ed Winter, Cllr Paula Clarke
  - c. Community Engagement – Cllr Ed Winter, Cllr Peter Sutherland, Cllr Jenny Carpenter
  - d. Community Meetings and Training
- i. OVW Newport Area Committee Thursday 3<sup>rd</sup> October 2019, 7pm (Minutes of NEC held on 13<sup>th</sup> Sept 2019, circulated) meeting attended by Cllr. Peter Sutherland
  - ii. Usk Town Improvement Plan meeting 15<sup>th</sup> October 2019 attended by Cllr. Ann Bowyer, Cllr. Peter Clarke and Cllr. Jenny Carpenter and meeting 5<sup>th</sup> November attended by Cllr. Jenny Carpenter and Cllr. Peter Sutherland
  - iii. Usk Cluster Meeting held on 22<sup>nd</sup> October 2019 – Attended by Cllr. Jenny Carpenter and Cllr. Peter Clarke, Notes below circulated on 22/10 (Next meetings 28<sup>th</sup> January 2020 and 12<sup>th</sup> May 2020)
  - iv. Judith Hopkins – OVW Training 30<sup>th</sup> October 2019 'The Council Meeting' at The Sessions House in Usk was cancelled.

**ACTION: Clerk** update annual plan with councillor representation at meetings

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

- \* *Canisters for ICE in fridge – Cllr Jo Storey (info circulated on 11/11)*
- \* *Write to ROF fencing BAE systems ACTION: Clerk*
- \* *Tuesday 12<sup>th</sup> November 6pm – Meeting at JC's house pre-ARUP meeting*
- \* *Budget setting 2020/21*
- \* *Usk Flooding – Gestures of goodwill to affected households*

11. Date of next meetings – Wednesday 4<sup>th</sup> December 2019 6.30pm and Wednesday 8<sup>th</sup> January 2020 6.30pm to 8.30pm

**Oliver Beaumont, Clerk (Proper Officer) RFO, Llanbadoc Community Council**

Signature:

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