

Llanbadoc Community Council

Meeting Wednesday 8th January 2020 AGENDA

Dear Councillor

You are hereby summoned to attend the Ordinary Meeting of Llanbadoc Community Council to be held at County Hall, Usk on **Wednesday 8th January 2020 6.30pm**, for the purpose of transacting the following business.

Yours faithfully, Olivia Beaumont CLERK

Members are reminded that they attend this meeting under the provision of the Community Council's Code of Conduct. Members of the public are invited to address the Community Council. 15 minutes in total is allocated for item 3.

Invited guests: **County Cllr. Val Smith and Andrew Jones**, MCC to update on enforcement and planning issues

1. Apologies for absence:

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

4. Adoption of Minutes - Chair to move to approve minutes of LCC Ordinary meeting held on Wednesday 4th December 2019.

5. Matters Arising from the Minutes/Current Business

- a. Llanbadoc Ward and Glascoed Ward Community Council vacancies
- b. Clerk Vacancy
- c. Llanbadoc Island Project
- d. 519 MCC lock to be installed – correspondence from Nigel Leaworthy 16/12 – Jonathan Davies to arrange
- e. Provision of disabled parking sign at Llanbadoc Island
- f. Llanbadoc Island brook and drainage – correspondence received from Martyn Evans, MCC
- g. Glascoed Woodland Volunteer Group
- h. Walk Leaflet incorporating Geotrail
- i. Gwent Wildlife Trust Survey at Twyn y Cryn - Received and circulated
- j. Llanbadoc Island Boundary with adjoining land owned by Mr Robin Williams
- k. Yew Tree Farm, barbed wire along footpath
- l. Usk Town Improvement Plan
- m. A472 Alexandra Terrace, Monkswood – Speed of traffic issues
- n. Woodland Tree Survey quotations
- o. Pantau Bushes Tree work – quotation received on 12/12/19 - £180 plus VAT, Pathcare group request to complete work emailed on 09/12
- p. Trostra Common / Small triangle of land entering Twyn y Cryn – Location of deeds
- q. Payment method for 2019/2020 remuneration

- r. Statement / Report on enhancing biodiversity – Wales Biodiversity Partnership, section 6
- s. Emailed Lisa Dymock on 02/12 – awaiting response re. Monkswood Issues – Signage regarding speed limits and parking outside St. Marks Church (from Strong Communities discussions)

6. Matters arising from recent correspondence / new business

- a. Contacted Michelle Armour BAE Site SHE manager to arrange a meeting in the New Year to discuss repair and maintenance of white fencing by BAE houses, also permission to print permissive footpath section on Geotrail walk leaflet. Email sent 30/12/19
- b. Lions Message in a Bottle project – A box of 100 bottles is £35.00 plus £10 carriage
- c. Monmouthshire Building Society Account – Change to Community Saver?
- d. Temporary Closure of Footpaths 55 and 56 Llanbadoc, Prioress Mill Lane Extension 4 – Email response received from local resident on 30/12/19
- e. Appointment of Internal auditor and Engagement letter to be sent and signed.
- f. Presentation on the review of the electoral arrangements for the County Borough of Monmouthshire – 16th Jan 2020 at 18.30 – response to MCC required
- g. LCC Annual Plan
- h. LCC Risk Assessments
- i. Lack of post boxes for Llanbadoc residents – Cllr. Ann Bowyer
- j. Containers Llanbadoc – Cllr. Peter Sutherland
- k. VIRIDOR AND PROSIECT GWYRDD COMMUNITY FUND – Disabled swing?
- l. MCC consulting on Community Council Precept payment dates – One annual payment on last working day of April or 3 instalments – respond by 06/01/20 – LCC has no strong views either way. Response sent to Mark Howcroft at MCC on 02/01/20

7. Planning

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

DM/2019/01447 Ty Newydd- Wooden pods, Holiday accommodation – Delegated panel met on 19th December - MCC Recommending with conditions, road access amended. LCC Comments taken into consideration.

DM/2019/01865 – Circulated by email for comments due to timescales – 4 responses received all no objections – responded to MCC on 30/12/19

- c. MCC enforcement Cases (confidential)

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 **£10,154.57** to be confirmed and signed
- d. HSBC Bank account balance – *Statement 19th November 2019 to 18th December 2019, balance £22,302.64*
HSBC Balance and printed online statement dated 02/01/2020 balance **£6,365.86**

e. Standing Orders:

02/12/2019 - **£48.19** Office Expenses - paid

02/12/2019 - **£554.59** Salary - paid

02/12/2019 - **£25.00** Chair's allowance - paid

f. Direct Payments

Merlin Waste – Direct payment for **£45.00** made on 02/01/2020

Invoice 3868 Collections 30/09 and 14/10 £15.00

Invoice 3913 Collections 28/10 and 11/22 £15.00

Invoice 3914 Collections 25/11 and 09/12 £15.00

g. Individual Councillor remuneration requests

h. Invoices

hi. Thomas Bros.

Completion of contract Control document – Consider issues raised by Cllr. Ed Winter in email dated 15/12/19

Invoice 682 £25,900.98 – Partially paid an amount of £23,946.66 on 19/12/2019 matching revised quotation reference 1662 19/05/19 – credit note received for £1953.67, which is incorrect to balance figures - **Awaiting revised credit note for £1954.32.**

Revised invoice amount of £23,946.66 sign off agreed by Cllr. Ed Winter and Cllr. Jenny Carpenter on 15/12/19

Invoice 716 dated 06/12/19 for £987.36 Extra tarmac works (original quote for 27m2, 34m2 required, same m2 rate of £24.20).

hii. Tim Murray, Greenworks **£180.00 plus VAT** Tree surgery work at Pantau Bushes – Agreed payment December meeting (agenda item 6d), reduced amount from original quote as work only required on one of the trees

hiii. Wreath for Remembrance Day parade, November 2019 – Cllr. Jenny Carpenter – Awaiting receipt from Usk Town Council

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, Cllr Judith Hopkins
- c. Community Engagement – Cllr Ed Winter, Cllr Peter Sutherland, Cllr Jenny Carpenter
- d. Community Meetings and Training

One Voice Wales Monmouth/Newport Area Committee - **7pm on Thursday 16th January 2020** in the Library, The Sessions House, Maryport Street, Usk. NP15 1AD.

Review of the electoral arrangements for the County Borough of Monmouthshire – **Thursday 16th Jan 2020 at 18.30**, County Hall, The Rhadyr, Usk NP15 1GA – response to MCC required (Agenda item 6F)

- e. Individual Councillor Training List

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

11. Date of next meetings – Wednesday 5th February 2020 and Wednesday 4th March 2020 6.30pm to 8.30pm

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