

30<sup>th</sup> April 2020

# Llanbadoc Community Council Meeting

Dear Councillor

You are hereby summoned to attend the Ordinary Meeting of Llanbadoc Community Council to be held at County Hall, Usk on **Wednesday 6<sup>th</sup> May 2020 at 6.30pm**, for the purpose of transacting the following business. Members are reminded that they attend this meeting under the provision of the Community Council's Code of Conduct.

Yours faithfully

Beverley Young (Clerk)

## AGENDA

### 1. Public Meeting

Members of the public are invited to address the Community Council for the first 15 minutes of the meeting, commencing at 6.30pm. This will be followed immediately (or not later than 6.45pm) by the scheduled agenda.

Members of the Public and Press are entitled to be at the meeting, Public Bodies (Admission to meeting) Act 1990 Section 1, extended by the Local Government Act 1972 Section 100, unless precluded by the council by resolution during the whole or part of the proceedings.

As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

### 2. Sign the Attendance Book

### 3. Apologies for absence

To receive any apologies of absence from members.

### 4. Declaration of interest from members

- a. To receive declarations of interest from members relating to items on the agenda.
- b. Confirmation of councillors' Register of Interests – Individual interests publicised on LCC website.

### 5. Adoption of Minutes

- a. Chair to move to approve minutes of LCC Ordinary meeting held on Wednesday 5<sup>th</sup> February 2020.
- b. Chair to move to approve minutes of LCC Ordinary meeting held on Wednesday 4<sup>th</sup> March 2020.
- c. Chair to move to approve minutes of LCC Ordinary meeting held on Wednesday 1<sup>st</sup> April 2020.

### 6. Clerk's Report

To receive and approve the clerk's report on actions from the last meeting.

### 7. Discussion with County Councillor

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

- a. Robin Scammells – Walk #5 Around Glascoed Village
- b. Matthew Pritchard, Mind Monmouthshire – Mental health support in Monmouthshire

### 9. Planning

- a. MCC Planning Committee Meeting
- b. Planning applications
- c. MCC enforcement Cases (confidential)

### 10. Finance

- a. Chairman to move payment of Tree Survey invoice.
- b. To approve the Pink Papers for April and May.
- c. Responsible Finance Officer Report:
  1. Review of the accounts and spending against budget.
  2. HSBC Account changeover to new RFO.
  3. Monmouthshire Building Society Account change of correspondence details.
  4. HMRC Basic PAYE system – to receive an update on current position.
- d. Councillor's Allowances:
  1. To determine adoption of non-mandatory councillor's allowances for 2020/2021.

2. To adopt method of payment of councillor's allowances.
3. Independent Remuneration Panel for Wales; Payments to Community Councillors for 2019/2020 (to be published by 30<sup>th</sup> September 2020).
- e. Payroll: To consider and agree cessation of use of Playworks.
- f. Annual Return:
  1. Financial Statement for 2019/20 – unaudited, for consideration.
  2. Completion and approval of Annual Governance Statement.
  3. To receive Internal Auditor's report 2019/20.

#### **11. 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
  1. Consideration and schedule for tree survey reports and interim period minor checks to take place, courses available – plan to present to full council (to include trees at Llanbadoc Play area)
  2. Managing volunteers – insurance terms and conditions
  3. Wales Biodiversity partnership Section 6 of environment Act – Prepare and publish Community Council statement / report on enhancing biodiversity – details circulated to environment group on 17/01/2020
  4. Review of Commons Deeds held – secure storage location to be found
- c. **Community Engagement** – Cllr Ed Winter, Cllr Peter Sutherland, Cllr Jenny Carpenter
- d. **Community Meetings**

#### **12. Reports from representatives on Other Bodies**

- a. **Strong Communities**
- b. **Usk Cluster Meeting**
- c. **Usk Improvement Masterplan**
- d. **One Voice Wales Monmouth/Newport Area Committee**
- e. **Give dog fouling the red card working group**

#### **13. Training**

To review training to date and receive training requests.

#### **14. Delegated Powers**

To agree delegated powers and decision-making process to be used during COVID19 lockdown.

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

#### **16. Date of next meeting – Wednesday 3rd June 2020 6.30pm to 8.30pm**

***Beverley Young***

**Clerk**

*Jenny Carpenter*

**Chairman**

**29<sup>th</sup> April 2020**

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