

MINUTES

Attendance

Vice-Chair Jenny Carpenter (Chairing meeting), Ann Bowyer, Jo Storey, Jan Clarke

Online, Colin Deakins, Julian Bowen-Sargent

1. Apologies for absence

County Councillor Meirion Howells, County Councillor Tony Kear

2. Declarations of Interest

No declarations

3. Chair's Remarks

No remarks.

4. Comments / Questions from the public

Judith Hopkins contacted the council on behalf of the woodland group to say that there were still outstanding items required for the woodland project. **Action; Clerk to follow up with email.**

5. Approval of Minutes

The Minutes for the ordinary meeting that commenced on Wednesday 9th November 2022 were checked and approved. Proposed by Vice-Chair Carpenter seconded by Cllr Bowyer.

6. Matters arising from Minutes if not on agenda

Chain of office repair / additions; Cllr Bowyer has taken the chain to ask a gentleman called Ian Davies if he can replace the ribbon and add the new plaques. If he can carry out the work a quotation will be provided for approval.

Councillor on Committee for Little Mill Community Hall; This was brought up at the last meeting. Cllr Bowen-Sargent has expressed an interest in taking the position. Proposed by Cllr Clarke and seconded by Vice-Chair Carpenter.

Geology Trail; Cllr Bowen-Sargent is in contact with Geology Trail organisers to look to arrange Scouts to walk the trail in the new year. **Action; Cllr Bowen-Sargent to send chase up email'**

7. Action Points / Clerk Report

The Clerk took the councillors through the action points and updated them accordingly.

8. Finance & Governance

- a. Authorise payments to be made (See appendix) Proposed by Cllr Bowyer seconded by Cllr Storey.
- b. Agreed to pay current outstanding maintenance contract invoice from MCC. Proposed by Cllr Clarke and seconded by Cllr Bowyer.
- c. Insurance has been renewed for the year. **Action; Clerk to send updated asset register to insurance providers.**
- d. Annual Plan received by councillors. It has been agreed that this is a working document that is subject to change.
- e. Training Plan received by councillors and accepted. Councillors discussed which modules they would like to enrol on in the next training cycle. Proposed by Cllr Deakins and seconded by Cllr Bowen-Sargent.

9. Maintenance

- a. Councillors have met with Phaedra from MCC to discuss placement of SID. Awaiting official quotation however price is to be around £4000. Council agreed to proceed with this quotation upon arrive. Proposed by Cllr Storey and seconded by Cllr Bowyer.
- b. MCC to take up the maintenance contract including hedge cutting and street cleaning of Little Mill. Proposed by Cllr Deakins, seconded by Cllr Bowyer. **Action; Chair to ensure this includes weed treatment of Llanbadoc Island Car park and play park Path.**
- c. LCC to approve DL Corran for tree surgery work as per the report issued by Phil Dye. Proposed by Cllr Bowyer and seconded by Cllr Storey.
- d. Cllr Bowyer reported that the climbing frame has been removed from the Llanbadoc Island playpark, presumably by MCC. No notice was given to the LCC about the removal of this equipment. **Action; Clerk to contact MCC and find out why the equipment was removed.**
- e. All quotes have been received for new signage at Llanbadoc Island. It has been agreed to wait for the site to be cleared before signs are ordered to ensure that the placement is suitable.

10. External Reports

- a. Councillors have received Llanbadoc area Police Report

Action: Clerk to write to check that Little Mill is included in the police report.

11. Planning

- a. It was noted that councillors have received enforcement notices.

12. Any other business

Cllr Bowyer reported that she had received a complaint from a Llanbadoc resident regarding the state of the part near Morris' Garden Centre and reported that water in the area does not drain away as the drains are blocked.

Action: Cllr Bowyer to contact MCC about these issues.

The meeting ended at: 2008

15. Date of Next meeting – Wednesday 11th January 2022 6:00pm at Little Mill Hall Buffet room (subject to availability)

Appendix – expenditure list

December expenses 2022 for authorisation

company	Amount	Date due	Reference
Merlin Environmental	£101.40	01/12/2022	Dog bins
HSBC Charges	£5.00	Monthly (taken automatically)	-
Clerk Payment	518.800	25/12/2022	-
Clerk back payment	£159.88	25/12/2022	Back dated salary adjustment
Monmouthshire County Council	£2,884.31		Annual Grounds maintenance
Mole catcher fee	£240	12/12/2022	Mole removal
Chocolate selection boxes	£60.71	-	Awaiting total from party organiser
Zurich Insurance	£632.39	14/12/2022	Annual insurance premium