



## Minutes Wednesday 21<sup>st</sup> September 2022

**Present:** Chair Colin Deakin, Cllr Julian Sargent-Bowen, Cllr Jan Clarke, Cllr Ann Bowyer, Clerk; Jacob Richards-Powell

**Members of the public:** County Councillor Meirion Howells and twelve members of public

### Apologies for absence

Jenny Carpenter, Jo Storey, Helen May-Moebus

County Councillor Tony Kear

### Declarations of interest

### Chair's Remarks

The Chair requested a moment's silence in honour of Her Majesty Queen Elizabeth II

### Comments / Questions from members of the public

John Millar expressed his upset at the poor-quality repair of tarmac in the area. This matter was endorsed by other members of the public.

The Chair explained that as a community council all Llanbadoc County Council could do is lobby the Borough Council but would do so.

The matter of Twyn-Y-Cryn Common TfW funding and expression of interest was discussed before other matters on the agenda for the benefit of members of the public.

### Welcome to New Clerk

New Clerk was introduced to members of public and councillors who have not yet met him

### Approval of Minutes

July 13<sup>th</sup>, 2022 – accepted with minor amendment to reflect the correct amount for the woodland grant which is not £10,000 as previously stated but is £2650

### Clerk's Report

The Clerk stated that he did not have a Report but was happy to see that the council is in a good financial position and that it was positive to see community projects starting to take place.

### Matters arising from Minutes not on the Agenda

No comments were made about previous Minutes

### County Councillor Participation

County Councillor Meirion Howells was in attendance and brought the following forward at the meeting;

Councillor Robert Trig (*Llantrisant*) wants to put a vehicle matrix sign on the A449 – this will give advanced warning to motorists prior to entering A449 (e.g. Coldra blocked) to allow traffic to find alternative routes. The proposal if passed would be funded by **SEWTRA**. The councillor is looking for support and is arranging a feasibility study. Cllr Bowyer proposed Llanbadoc CC support the idea and this was seconded by Cllr Bowen-Sargent.

### \*Action; Clerk to write letter of support to Robert Trig

Clerk to write to Councillor Robert Trig on behalf of Llanbadoc Community Council showing support. County Councillor Meirion Howells will send Robert's email address to the clerk.

U-TAG Cycle route on rail track – S106 funding £27k still allocated to the project. Matt (the project leader) is looking to recruit volunteers to clear the track to allow it to be used. The scheme does not fall into the active travel criteria (it is more leisure) but there is an element of active travel and if this can be proved further funding may be available.

Member of the public John Millar said that he would use the path instead of the main road as he does not feel safe as a cyclist on the road.

## Finance & Governance

**10A** – No one has come forward to join Llanbadoc council for Glascoed Ward so the council needs to appoint a new councillor. The Chair has expressed an interest in a member of The Woodland Group and wishes to talk to him about joining the council.

\*Action; Clerk to ask Chair to contact the member of public.

**10B** – Cllr Helen May-Moebus has requested a leave of absence to take care of their parents. The Chair explained that if a councillor missed six meetings, they would have to leave the council. The Chair requested that the Council allow the councillor to miss September and October's meeting with a view to catching up and finding out whether they intended to leave or not.

Cllr Bowyer stated that she was happy to go and see the councillor in question.

Cllr Bowen-Sargent added that The Chair or Vice Chair should visit as a means of checking in on their wellbeing on behalf of the council. This was agreed.

**10C** – A review of August and September's expenses to be authorised.

### August expenses 2022

company	Amount	Date due	Reference
Viking Stationary	£97.55		Stationary
Merlin Environmental	£101.40	01/08/2022	Dog bins
HSBC Charges	£5.00	Monthly	
Clerk Payment	£383.23	25/08/2022	salary

### September 2022

Company	Amount	Date Due	Reference
United Kingdom Debt Management Office	£400.71	03/10/2022	PWLB lending facility
ICO Registration	£35	September	
Merlin Environmental	£101.40	30.09.2022	
HSBC Charges	£5	Monthly	
Sam Stinchcombe (Training)	£795 (50% needed as deposit)	As soon as possible	Chainsaw training
Gareth Tucker	£250	As soon as possible	Knotweed treatment
Clerk payment	£383.64	25/08/2022	Salary
Little Mill Hall	£20	30/09/2022	Room rental for meeting

Cllr Bowyer proposed to pay the outstanding amounts. Seconded by Cllr Bowen-Sargent.

**10D** – All financial correspondence goes to The Clerk. Cllr Carpenter will be the primary user for HSBC for the time being. One other councillor needs to be added.

**10E** – Accounts are in good standing and precept has recently been deposited.

**10F** – Judith Hopkins (member of public) asked that the amount agreed in principle for the grant had been ratified by the council moving forward. This was agreed. The Chair and The Clerk suggested that finding three quotes was not necessary as it

would slow down the purchase of equipment. As TfW had already green lit the funding it would be quicker to use the approved supplier.

#### **10H - (Matt Philips Code of Practice Training)**

A spreadsheet for which councillors have done which training is available.

**10I** – Budget & finance meeting – Clerk suggested that a meeting would be setup in the first week of October to establish a working budget.

#### **\*Action; Clerk to arrange meeting**

**10J** – Clerk to contact IT firm regarding storage space for backing up information. Clerk will contact Isobel on the matter of IT

#### **\*Action; Clerk to correspond with IT firm**

Cllr Bowen-Sargent raised a few issues; How much is being paid for the maintenance of the website, how much of it can be updated. Service level agreement needs updating. Cllr Sargent-Bowen said that the cause of the issue needed addressing as soon as possible as the website was a good forum for members of the public. The Chair thanked him for his comments.

Judith Hopkins agreed to provide Risk Assessments prior to any work being carried out on site – vis-à-vis chainsaw operations and other work.

Cllr Bowyer brought up that this matter had already been dealt with and that there was no further discussion to take place.

Cllr Sargent-Bowen seconded that these matters had already been addressed.

**10G-** A resident has expressed interest in the purchase of the common. The Chair proposed that a valuation would be carried out in anticipation of any sale. A member of public asked that their objections be minuted as they feel strongly that the land is community owned and for the benefit of the community.

Cllr Bowyer stated that as a member of the community she is against the commons being sold. Sargent-Bowen seconded this point.

A member of public stated that whilst Council had custodial and administrative rights to the land the land in question is owned by the community and a sale is not welcome.

Judith Hopkins, on behalf of the woodland group asked that more information was required to know who wants to buy. There are currently no TPO on any trees within the common.

Peter Sutherland commented that the council should have contacted members of the community beforehand. Stating that they were at the meeting 'by accident'.

The Clerk clarified to all members of the public that the item was on the agenda for the sake of awareness and transparency in order that the matter could be investigated.

Councillor Bowyer made the proposal that the matter be dropped. This was seconded by Sargent-Bowen and the matter was put to a unanimous vote – the sale of land will not continue.

#### **10H – Training plan for councillors**

A template of training plan is due to be circulated and The Clerk encouraged any members of the council who are interested to pursue further training.

### **Maintenance**

#### **11A – Hedge cutting at Glascoed and Llanbadoc**

Verges at Llanbadoc have been cut and streets have been swept. Cllr Bowyer explained that the farmers cut the hedges and not the council and that they were currently doing them.

No verges in Glascoed have been cut to date. Farmers in this area also cut the hedges in this area.

The Chair has received a quote for tidying up the Llanbadoc common entrance area, but more quotations need to be gathered.

Cllr Bowyer brought forward the point that weeds had started growing across the carpark at Llanbadoc Island and that it was creating accessibility issues for disabled users. She raised the point that a lot of money had been spent on the carpark and that now it was untidy with weeds encroaching. She asked that if quotes for work were being gathered for clearing Llanbadoc Island could the inclusion of weed treatment on the carpark also be considered within the quote.

**\*Action The Chair said that he would contact the company and have the quotation amended to include weed treatment.**

A member of the public has previously cut the side of the brook (for no cost) and cleared the verges for the community council. Cllr Bowyer suggested making a proper arrangement with him for clearance as he usually clears the verges later in the year.

The Chair said that following a site visit he was looking to clear a metre of the roadside back to the banks and to clear out the copse near the church (opposite the entrance / exit of the Island) leaving only the mature trees.

Cllr Bowyer stated that the verge between the riverbank and the carpark had been cut and that it should be allowed to grow back to prevent people from using the access to get to the river.

The Chair suggested another site meeting at the Island to confirm what needs to be cleared. This was agreed by Cllr Bowyer and Cllr Clarke.

#### **11B- Street cleaning at Little Mill**

The Chair explained that this was usually carried out after leaves had fallen from trees in the area

#### **11C – Signage at Llanbadoc Island**

Members of the public have voiced concern that the poor signage is leading to drivers not obeying the one-way system at Llanbadoc island. The Chair said that previously the local prison (Prescoed) has been used in the past for signage and other services. The Chair proposes modern signage but clear 'no entry' sign to be positioned in the correct place on galvanised steel posts.

The total amount would be £304 +VAT but The Chair wanted to get a price from the prison. Ann explained that the prison did not usually charge an amount, and therefore the council had used them in the past.

#### **11E – Tree surveys from Phil Dye**

Report hasn't yet arrived.

**\*Action Clerk to chase this up.**

#### **11F – Playground & Defibrillators Reports**

Cllr Bowen-Sargent suggested that council looks at how many defibrillators are present in the Parish and how many are required and where. This follows from a recent incident where one was not available to someone who required it. Clerk to Chase up Welsh Hearts and OVW over whether a ratio of defibrillators is required across the Ward.

### **Planning**

**11G –** Cllr Bowen-Sargent explained that a Community Council can appeal an application or ask for more time to discuss the application even if a decision has been made. Cllr Bowen-Sargent asked that this be Minuted

## Reports from Advisory Groups

**13A** – No meeting has taken place since AGM for environment group

**13B** – Usk Master Plan Report – A meeting took place on the 7<sup>th</sup> September. A traffic survey took place in July monitoring traffic throughout town. 62,913 passages of vehicles throughout the town (6.4% HGVs) average speed 16.5mph.

County Councillor Meirion Howells commented that air quality was improving and was being monitored in Usk. It was suggested that air quality would continue to improve with the increase of electric vehicles in the area.

An additional 25 spaces were to be created for the prison to mitigate staff using public parking spaces in Usk town. The matter of the track from Little Mill was discussed (as brought up by Cllr Meirion CC) various recommendations were brought up in the Improvement Plan including The Square and Bridge Street – the main stumbling block being the cost.

Cllr Bowyer has a copy of an Excel Spreadsheet that looks at the proposals throughout the master plan that sets out priority and funding options.

County Councillor Meirion Howells said that Monmouthshire Council had applied for £50,000 grant for basic design

Cllr Bowen-Sargent asked where the speed sensor was located Cllr Meirion explained it was located between the bridge and the police station and Sargent-Bowen suggested that this would lead to distorted figures because of the junction perpendicular to the police station and that people naturally reduce speed on the bridge.

**2026** – The remaining members of public left the meeting

**13C** – Speed reduction Report – this has been circulated. The Chair explained that Usk would receive 20mph soon as it was Phase one. But that Little Mill was part of Phase 2. The Chair asked would Little Mill be included in Phase one and Meirion suggested that it would. \*Pretty strong argument to go to 20mph. The Chair asked if there was anything that could be done to 'speed the process up' – Cllr Meirion CC suggested writing to highways illustrating support for a 20mph and asking if it could be done sooner than the proposed phase 2.

Cllr Bowyer raised the point that most 30mph enter 40mph zones and would the 40mph zones be reduced to 30. It was explained that this is not the case but there are buffer zones between the 20 and 40 zones.

As a last point Cllr Clarke put forward that a bus stop is no longer in action and residents wanted to find out why. Councillors present were not familiar with the bus stop in question.

The meeting ended at 2036

**Signed:**\_\_\_\_\_ **Dated:**\_\_\_\_\_

**Minutes confirmed as a true record.**