



## Meeting Agenda Wednesday 12<sup>th</sup> April 2023

To members of Llanbadoc Community Council

You are hereby summoned to the **ordinary meeting** to be held on Wednesday 12th April 2023 at 06:00pm (ending no later than 08:00pm)

The meeting will be held in the buffet room of Little Mill village Hall. Members of public are invited to attend. The meeting will also be held online – please contact The Clerk for online access details.

Jacob Richards-Powell

Clerk for Llanbadoc Community Council ([clerk@llanbadoc.org](mailto:clerk@llanbadoc.org))

### AGENDA

1. Roll Call
2. Apologies for absence
3. Declarations of Interest
4. Chair's Remarks
5. Comments/Questions from the Public
  - a. Woodland Group Report
6. County councillor participation
7. Approval of Minutes

Ordinary Meeting 8<sup>th</sup> March 2023

8. Action Points / Clerk Report
9. Finance & Procedure

- a. Note automatic payment:
  - i. Department of Works Loan repayment: 400.71 (03/04/2023)
  - ii. Microsoft Office Subscription: 79.99 (10/03/2023)
- b. Authorisation of payments to be made

<b>Merlin Environmental</b> <i>Emptying of 6x dog poo bins</i>	<b>£109.20</b>
<b>Usk Valley Promotions</b> <i>Website &amp; cloud storage annual hosting fees</i>	<b>£360.00</b>
<b>Clerk's Salary</b>	<b>£522.16</b>
<b>MCC Grounds contracts</b> <i>Annual costs to Monmouthshire County Council for groundskeeping in the community</i>	<b>£2,751.52</b>
<b>DL Corren Tree Surgery</b> <i>Total cost of the work carried out in woodland</i>	<b>3450.00</b>
<b>Clerk's Travel allowance @ 45p per mile (2x Little Mill 6x County Hall) 2022/2023 [invoice produced]</b>	<b>£187.80</b>
<b>Clerk's Holiday Pay 2022/2023 [1xhour per week from August 2022 – March 2023]</b>	<b>£385.60</b>
<b>Approve IRPW Chair's Allowance for 2022/2023</b> <i>An additional allowance available to the Chair subject to approval for carrying out additional council services</i>	<b>£150</b>

- c. Summary of bank statement and account balances
  - i. Agree end of year summary 2022-2023

- d. Confirm signatories of HSBC (main) account
- e. Confirm signatories of Monmouthshire Building Society (savings) account
- f. Backup of files
  - i. Note all LCC files backed up March 2023
- g. Increase of Clerk's HSBC spend limit
- h. Order debit card for LCC
- i. Agree Updated Risk Report (Circulated to councillors)
- j. Section 6 Duty Report (Circulated to councillors)
- k. Approval of Vexatious Complaints Policy (Circulated to councillors)

**10. Community**

- a. Note circulation of Young Farmers letter
  - i. Consider donation to Young Farmers

**11. Maintenance**

- a. Report on litter picking session at Llanbadoc Island

**12. External Reports**

- a. Receipt of police Report circulated to councillors
- b. Receipt of Cyber Resilience newsletter
- c. Little Mill Hall Committee (Cllr. Bowen-Sargent is LCC representative)

**13. Planning**

- a. Note receipt of enforcement notices
- b. DM/2023/00434 - Proposed extension to barn 3 to create a self-contained residence

**14. Date of next meeting** – Wednesday 10<sup>th</sup> May 2023 at 06.00pm at County Hall, Usk



.....Clerk

*Colin Deakins*.....Chairman

**4<sup>rd</sup> April 2023**