



Ordinary Meeting Tuesday 25th July 2023
The Buffet Room – Little Mill Village Hall
06:00pm – 08:00pm

Minutes

1. Attendance

Cllr Colin Deakins, Cllr Jenny Carpenter, Cllr Julian Bowen-Sargent, Cllr Jan Clarke, Cllr Ann Bowyer

Members of the public: Peter Sutherland, Meirion Howells (MCC), Tony Kear (MCC) via Zoom

2. Apologies

Cllr Jo Storey

3. Declarations of Interest

None

4. Chair's Remarks

- a. The Chair thanked everyone for attending. The Chair attended The Little Mill open day the previous Saturday and said that the turnout was good despite poor weather.

5. Comments / Questions from the public

- a. Peter Sutherland asked whether there had been any update on the planning / change of use for the 'container park'. He claims that someone is living on the property (referred to as The Old Railway Yard) and that this is in breach of the confirmed use of the site. He said that there are concerns as to whether the site is a 'candidate site' – The Chair said that as far as he knew no candidate sites were due to be confirmed until later this year but couldn't confirm this information. Mr. Sutherland asked if the community council could apply additional pressure to the planning enforcement officer regarding the property.
- b. Mr Sutherland is not satisfied that the complaints procedure was followed in 2022/2023 and has requested that the matter be looked at again in accordance with the complaint's procedure. The Chair noted this request and said that the Council would revisit the matter and decide appropriate action from there.
- c. Mr Sutherland asked the Clerk if his email had been received regarding concern over declarations of interest. The Clerk confirmed that the email was received and that he has contacted The Monitoring Officer about the query and to see if any action needs to be taken. The Clerk did explain that it is not within the authority of The Clerk to deal with this matter.

6. County Councillor Participation

- A. Councillor Meirion Howells reported that the redevelopment plan for Usk has now gone to tender.
- B. Cllr Jenny Carpenter Reported to Councillor Meirion Howells that a resident of Glascoed has had issues receiving correspondence for pre-planning approval. Councillor Howells to investigate this matter.

- C. Cllr Colin Deakins had previously met with Councillor Tony Kear regarding overgrown hedges at Little Mill. Tony reported that the road is due to be closed the weekend of the 29th July 2023 and that Network Rail would cut back the hedges as part of the scheduled works.
- D. Councillor Tony Kear reported that following a comment on Facebook regarding the overgrown hedges near the new SID at Alexandra Terrace the work to clear the hedges has now been scheduled.

7. Approval Of Ordinary Meeting Minutes

- a. Tuesday 25th June 2023
 - i. Proposed as a correct record with agreed amendments which are to include the list of authorised payments and change of vernacular referencing a damaged manhole cover (not missing) Change to the text of Planning. Outstanding planning applications not Planning enforcement
- b. Extraordinary Minutes 1st June 2023
 - i. Proposed by Colin Deakins, seconded by Ann Bowyer as a correct record.

8. Action Points

- a. Clerk read through action points and status of actions from last meeting.

9. Finance & Procedure

- a. Authorisation of payments to be made

Merlin Environmental <i>Emptying of 6x dog poo bins</i>	£109.20
Staff Salary	£522.16
Merlin Environmental – August Invoice 2023	£109.20
Staff salary – August 2023	£522.16
July Knotweed Treatment	£250.00
HSBC monthly Charge July	£5.00
HSBC Monthly Charge August	£5.00
One Voice Wales Membership	£234

Standing orders were suspended to include payment to One Voice Wales which was not on Agenda

Proposed by Ann Bowyer seconded by Julian Bowen-Sargent

- b. Note bank balance of current & savings account
 - i. £23,102.81 ordinary account
 - ii. £9205.94 in savings account
 - iii. Proposed by Jenny Carpenter to move £10,000 into the savings account. Seconded by Ann Bowyer. To increase interest benefits off funds.
- c. Review & agree bank reconciliation for June 2023
- d. Review and agree recommendations from finance & procedure working group
 - i. Budget review and update
 - ii. Adoption of updated Standing Orders
 - 1. Proposed by Cllr Jenny Carpenter seconded by Cllr Ann Bowyer

10. Maintenance

- a. Review and confirm the purchase of new swing for Little Mill Play Park
 - i. Three quotations for play equipment have been circulated to councillors. The preferred quotation is from MCC. The Councillors are happy to proceed with MCC installing the equipment with Childsplay surfacing (£5623) subject to advice from MCC on placement of equipment within the park and completion of the Annual Health and Safety review Proposed by Jenny Carpenter and seconded by Jan Clarke. **Action: Clerk to contact Jonathan Wassal**
- b. Review quotations for tree surveys
 - i. LCC still to receive quotations. Suggested that an Extraordinary meeting be held in August to select quotation once all received.
- c. Review maintenance request from Little Mill Village Hall
 - i. Julian attended LMVH meeting last week – Julian summarised that the hall association is exploring funding options for significant improvements to the hall such as solar panels and new doors and windows. LMVHA is hoping to work closely with LCC to help enhance the hall and increase its use.

11. External Reports (if received by meeting)

- a. Confirm receipt of Police Report for June 2023 – Note any comments
 - i. Report not yet received to circulate
- b. Confirm receipt of Usk Steering Group Minutes
 - i. Councillors received a copy of the Minutes via email
Cyber Security newsletter not received. Clerk to investigate

12. Planning June

- a. DM/2021/01420 – Non material Amendment to planning application at Little Mill
 - i. No action or comments required
- b. DM/2023/00932 – Felling of Ash tree.
 - i. No action or comments required
- c. Enforcement list not received

13. Time and date of next Meeting Extraordinary Meeting to be scheduled for August Date TBA.

- a. Next ordinary Meeting - Tuesday 26th September 2023 at County Hall

Signed:

Date: