Prepared by The Clerk

Ordinary Meeting Tuesday 23rd July 2024 – County Hall, Room P3, 1800 – 2000

DRAFT MINUTES

1. **Attendance**

Colin Deakins, Jenny Carpenter, Janet Clarke, Ann Bowyer, Hannah Dando, Julian Bowen-Sargent (online)

County Councillors: Meirion Howells

1x Member of public

2. **Apologies**

Jo Storey

3. **Declarations of Interest**

Colin Deakins declared an interest in item 11D as the company Noel Fitzpatrick was recommended for a quotation for works and Colin has a relative that works within the company.

4. **Chair's Remarks**

Colin Deakins thanked everyone for attending the meeting.

5. **Clerk's Report**

Letter sent to Head of Planning
Planning Report submitted regarding Little Mill Development proposal
Grant application underway for Farming Connect Survey
Internal Audit completed and returned to LCC
POBL email sent but no response received
Email to Prescoed HMP sent but no response received
Chase-up email to be sent to Coed Cymru for remote session

6. **Comments / Questions from the public**

Hedges bordering Little Mill Play Park and the residential properties that back onto the park have been reported as becoming a nuisance due to lack of maintenance. LCC agree that this complaint is valid, and the hedges require action.

7. **County Councillor Participation**

Meirion reported that there will be an Usk Steering Group meeting held tomorrow night (24th July 2024) the brook by Island House (Llanbadoc) has been cleared, the road sweeper has driven along the A4042 between Usk Island and Llanbadoc Island.

An update has been requested about the bus stop at Monkswood but no information available. The bus stop at Woodside (no flag and pole or timetable) there is a bus shelter, on the opposite side of the road there is no indication of the bus stop being there.

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Colin noted that the condition of the bus shelter on the 'riverside' of the road is in poor condition. Janet Clarke reported that the bus stop would benefit re-roofing.

Ann Bowyer commented that the lay-bys along the road from the bridge leading towards Caerleon all used to be bus stops and some still have the remnants of road markings.

Colin asked if the new cell block expansion at Prescoed prison had been started yet, Meirion had remarked that construction had not started and that the prison is currently looking to release inmates nearing the end of their sentence.

Meirion commented on the weight restriction at the Chainbridge, it has been reduced from 40 tonnes to 7.5 tonnes. There are structural issues with the bridge that has had to lead to the reduction of heavy vehicles. The height restriction at the old Usk railway Bridge will be reduced. A new route for large commercial vehicles has been established.

Colin remarked that the village of Little Mill is looking untidy due to weeds growing up through gutters and around manholes and drains. Meirion suggested actioning for the road sweeper to go through Little Mill which is part of the annual LCC Little Mill maintenance schedule.

Colin remarked that the Millbrook Court sign in Little Mill is in poor condition and would benefit being replaced. Meirion suggested reporting it through the 'My Monmouthshire App'. There is currently a backlog of road signs within Monmouthshire.

Hannah Dando reported that the sign for Milbrook Court in Little Mill has completely faded and cannot be read. Action: Hannah to submit photograph of sign through Monmouthshire App.

8. **Approval Of Meeting Minutes**
    a. Ordinary Meeting June 25th, 2024
        i. Proposed by Jenny Carpenter and seconded by Ann Bowyer
    b. Extraordinary meeting June 17th, 2024
        i. Proposed by Julian Bowen-Sargent, seconded by Hannah Dando
9. **Community**
    a. Reported that temporary traffic lights in Little Mill have not been adequately set out and are causing issues. Clerk to email Western Power to log a complaint.
10. **Finance & Procedure**
    a. Authorisation of payments to be made and review payments made
        i. Proposed by Jenny Carpenter seconded by Ann Bowyer
    b. Approve internal audit - need to acknowledge the points raised.
        i. The Annual Accounts Statement was presented and approved by Council. The Chairman and Clerk / RFO signed the annual accounts statement for submission to the Welsh Audit Office.
11. **Maintenance**
    a. Discuss quotations received for Little Mill Park matting cleaning & goal post maintenance
        i. Quotation of £866 (EX VAT) from MCC was accepted. Proposed by Colin Deakins and seconded by Julian Bowen-Sargent.
    b. Discuss whether action required on hedges bordering Little Mill play park / field.
        i. Agreed hedges need topping and cutting back. Quotation provided by MCC. LCC annual maintenance agreement includes 1x hedge cut. Colin to contact MCC to instruct.
    c. Discuss and agree action to manage knotweed on Trostra Common
        i. £250 for ongoing treatment and monitoring agreed. Proposed by Ann Bowyer and seconded by Janet Clarke.
    d. Discuss and agree solution to 'hole in floor' by Llanbadoc telephone box

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i. Janet Clarke to contact Etheridge the original contractor to chase up the outstanding quotation they were going to provide
ii. Clerk to contact Noel Fitzpatrick and Nash Groundworks recommended by Councillors.
iii. Hannah Dando to chase up a quotation from a contractor based in New Inn.

e. Discuss proposed BT Open Reach works in Llanbadoc
    i. Clerk to respond to Openreach to arrange a site-walk to discuss the proposed works and reach an agreement.

12. External Reports (if received by meeting)

a. Cyber resilience newsletter
    i. Noted that it has been received.
b. Local Police Report
    i. Noted and circulated with councillors
c. Discuss and note any update on Usk Steering Group
d. Comments from last Little Mill Village Hall Committee meeting
    i. The door replacement works at the hall have now been completed. An event was held on Little Mill Playing Field held by LMVHA. The trustees are hoping to hold it as an annual event.

13. **Planning**

a. No planning matters

14. Set Date of Next Meeting

a. Tuesday 24th September 2024 – Usk Room, County Hall

Signed
Dated

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