



**Ordinary Meeting Tuesday 27th May
2025 – Little Mill Village Hall – Buffet
room – 1830**

Minutes

1. Attendance

Colin Deakins, Hannah Dando (remotely), Janet Clarke, Jo Storey

Clerk by remote attendance

County Councillors: Tony Kear, Meirion Howells

2. Apologies

Julian Bowen-Sargent

3. Declarations of Interest

None

4. Chair's Remarks

Thank you for attending the meeting

5. County Councillor Participation

Tony: Planning enforcement ongoing with unauthorised caravan in Little Mill. Complaint from resident about play equipment at Usk Island but Usk island is the responsibility of MCC not LCC.

Meirion: car park review in Usk. Trostra Rd sign provided by LCC has been stolen, MCC have not prioritised its replacement.

6. Comments from Members of the public

None in attendance

7. Clerk's Report & Action Updates

The clerk's report was circulated prior to the meeting. Julian has provided The Clerk with an .xls template of a report which the clerk will adopt going forward.

8. Approval of Minutes

a. April 2025

- i The Minutes have been accepted as accurate, but the actions need to be re-visited.

9. Community

a. Discuss / note comments from LMVHA March/April Meeting

- i No meeting held

b. Note Police Report

- i Not received

10. Finance & Procedure

a. Approve payments for May 2025

Signed by the Chair_____ date:

- i Approved but to amend erroneous figure in Clerk pay column (£747.06 to reflect uplift INC HMRC payment)
- b. Agree end of year balances 2024-2025
 - i End of year HSBC 31st March £19,452.93 and the MBS account including interest is £9738.90.
 - ii Audit statement 2024-2025
 - 1 The internal audit will be carried out from May 29th, 2025.
- c. Note staff appraisal 2025-2026
 - i Appraisal was carried out by Colin & Julian with the Clerk. Comments were made and it was agreed to increase by one pay point from SCP14 to SCP15.

11. Maintenance & Environment

- a. Glascoed Common
 - i Western Power conducted line clearing work, and this has uncovered a pond located behind the Glascoed play park. This has been reported to MCC. The Glascoed Hwb has been contacted for a price to remove the unauthorised fence from the common.
 - ii **Action:** Colin to contact Johnathan Wossall to enquire about cutting schedule / and whether they are cutting entire common or just pathways and PSPO signs
- b. Glascoed play area
 - i MCC have noted that the play equipment in Glascoed park at lower common is in poor condition and asked whether it is used. The park is the responsibility of MCC, but LCC have informed them that it is used. If you have any comments about the park, please notify The Clerk.
- c. Review quotation for work at Llanbadoc & Little Mill
 - i Further quotes will be gathered for the proposed work. Action: schedule of work to be sent to the clerk for further quotes.
- d. Review quotation for fence removal at Lower Common
 - i Awaiting quotes.

12. Planning

- a. [DM/2025/00066](#) - Full planning application comprising the installation of a generator, plant and associated works – HMP Prescoed
 - i Proposal accepted on the basis that there is an adequate bung around the fuel storage tank. Proposed by Colin seconded by Jan Clarke.
- [DM/2025/00539](#) - To convert and extend existing garage building to ancillary accommodation
 - ii. Proposal to accept the application on the condition that: The building hereby permitted shall not be occupied otherwise than for purposes ancillary to the residential use of the existing dwelling. proposed by Jenny Carpenter seconded by Colin Deakins

13. Next ordinary Meeting

- a. June County Hall

Meeting closed 1940

Signed by the Chair_____ date:

LLANBADOC COMMUNITY COUNCIL

FINANCE PAPER MAY 2025

	£	Method of Payment
<u>Payments for authorisation</u>		
<u>Other expenses:</u>		
Merlin Environmental Services	114.66	BACS
HSBC Bank Charges	5.00	DD

It was proposed by Councillor and seconded by Councillor that the payments above be authorised.

Payments made since last Meeting

HMRC TAX PAYMENT	120.4	DD
PAYROLL	603.06	DD
HOST 97 WEBSITE	30	DD
HSBC CHARGE	5	DD
AUDIT WALES	950	BACS

Signed by the Chair_____ date: