

LLANTILIO PERTHOLEY COMMUNITY COUNCIL

DRAFT MINUTES

WEDNESDAY 16TH APRIL 2025

PRESENT:

Cllr Michael Hayward – Chairman
Cllr Clive Harry – Vice Chairman
Cllr Geoff Cowan
Cllr Malcom Skinner
Cllr Saul Salway
Cllr Katharine Vaufgan
Cllr Tess Hawken
Cllr Scott Baugh

APOLOGIES FOR ABSENCE:

Cllr Roger Fury
Cllr Rev Julian Gray
Cllr Malcom Lane

IN ATTENDANCE:

C Cllr Su McConnel for Monmouthshire County Council
Mrs Marjorie Bennett (Llandewi Skirrid)
Ms Clare Preece – Clerk and Responsible Financial Officer

REF	MINUTE	ACTION
16042025/01	1.Apologies for absence: Apologies for absence from Cllrs Fury, Gray and Lane had been received by the Chairman.	
16042025/02	2.To disclose personal and pecuniary interests in items of business listed below: It was AGREED that interests would be disclosed as and when.	
16042025/03	3.Newly elected Cllr Tess Hawken to sign Declaration of Acceptance of Office: The Declaration of Acceptance of Office was signed and witnessed by the Clerk. Cllr Hawken had been sent the Code of Conduct and has signed up for Councillor induction training with One Voice Wales.	
16042025/04	4.To formally accept the resignation of Cllr Michael Edwards: The resignation of Cllr Edwards was ACCEPTED . On behalf of the Community Council the Chairman extended his thanks to Cllr's Edwards for his contribution to the work of the Community Council and for his assistance in running the website.	
	5. To receive the Police Report: A copy of the monthly police report was circulated to Cllrs and a representative from the local police force attended to answer questions. Concerns were raised in connection	

	to Anit-social behavior in the vicinity of the community hall, in particular, to nuisance caused to elderly residents due to youths building dens in the undergrowth, abusive behavior and generally causing a disturbance. The Council is considering the removal of undergrowth which will open up the area so the activity cannot be concealed as easily in an attempt to deter them. The Police Officer present said she would be going over to speak to them after the meeting. It is hoped that by continually challenging the behavior will lead to them finally dispersing.	
16042025/06	6.To approve as correct the Minutes of the meeting held on 19th March 2025: The Minutes were APPROVED .	
16042026/07	7.To consider matter arising from the previous month's minutes: Item 10 – Playing Fields and Green spaces: The work undertaken by Mardy Roots is going well but has been targeted by vandals. Picnic table and benches will be delivered soon. The possibility of installing a CCTV system was discussed and it was AGREED that the Chairman will contact the Council's security company to discuss options. An unitemised annual bill for Grounds Maintenance has been received from Monmouthshire County Council for the sum of £1780.34. The bank should be cut three times a year, however it was only cut when the maintenance engineer was chased. There is no written contract detailing what work will be undertaken. It was AGREED that Cllr Harry will tackle this. It was also AGREED that the Chaiman will obtain quotes from tree surgeons to cut back all the trees along the banks. A local resident is happy to pay for a fence to be put up.	MH CH
16042025/08	8.Public session: the meeting was suspended to permit the public forum – 3 minutes per person only: It was NOTED that the March Minutes were not available to download from the website.	
16042025/09	9.To receive monthly reports from County Councillors: Report from County Cllr Su McConnel The new King Henry VIII school has been opened officially, with students returning to the new school after the holiday. MCC has a new platform "Let's Talk Monmouthshire". This is a single place to find all online and face-to-face consultations. Part of our efforts to increase engagement in council consultations, you can have your say, also get notice of any new consultations. Easy to find and register www.letstalkmonmouthshire	

	<p>It has been a relatively quiet month for new council business as we near the end of the council year. Recently announced closure of the Old Severn Bridge to HGVs may affect some residents although the main impact in this County will be on businesses in the Chepstow and Caldicot areas. We are engaging with neighbouring councils who also have the Mon and Brec canal in their area, doing what we can to push for a resolution to safeguard both the canal and the river</p> <p>Monthly ward walks with police and MHA: this month was "all the saints"- St Davids, St George, St Francis, St Andrew, St Teilo's. Some problems with residents putting out recycling on the wrong days, a few individual issues picked up.</p> <p>I hope to get a regular litter-picking group running, first target is the newly cleared path at the top of Dan-Y-Deri. Community Council support will be very appreciated.</p>																																																				
16042025/10	<p>10.Finance:</p> <p>a) To confirm the bank balances: Current Account: £23,231.01. Reserve A/C (329) £26,001.52. Reserve A/C (646) £78,745.93</p> <p>b) To confirm the following payments:</p> <table border="1"> <thead> <tr> <th>PAYEE</th><th>DESCRIPTION</th><th>AMOUNT</th></tr> </thead> <tbody> <tr> <td>Mon C C</td><td>Inv 70253370 £174.00 less credit note for £110.40</td><td>£63.60</td></tr> <tr> <td>One Voice Wales</td><td>Annual membership</td><td>£807.00</td></tr> <tr> <td>Spanglefish</td><td>Website</td><td>£78.00</td></tr> <tr> <td>Bethan Pearson</td><td>Caretaker</td><td>£961.40</td></tr> <tr> <td>Mike Pearson</td><td>Bin emptying</td><td>£806.00</td></tr> <tr> <td>LockStrong</td><td>Locks</td><td>£85.00</td></tr> <tr> <td>Zoe Cameron</td><td>Mardy Roots tree planting etc</td><td>£224.79</td></tr> <tr> <td>Gill Welsh</td><td>Cleaning</td><td>£518.76</td></tr> <tr> <td>Gill Welsh</td><td>Cleaning products</td><td>£10.98</td></tr> <tr> <td>BT</td><td>Bill amount queried</td><td></td></tr> <tr> <td>Zurich Insurance</td><td>Annual insurance</td><td>£1883.83</td></tr> <tr> <td>Clare Preece</td><td>Stamps</td><td>£13.60</td></tr> <tr> <td>Mike Hayward</td><td>Timpson Keys</td><td>£18.00</td></tr> <tr> <td>Mike Hayward</td><td>Nova Tissue</td><td>£55.00</td></tr> <tr> <td>British Gas</td><td>Energy</td><td>£157.61</td></tr> <tr> <td>Clare Preece</td><td>5 x 42 miles travel</td><td>£94.50</td></tr> </tbody> </table>	PAYEE	DESCRIPTION	AMOUNT	Mon C C	Inv 70253370 £174.00 less credit note for £110.40	£63.60	One Voice Wales	Annual membership	£807.00	Spanglefish	Website	£78.00	Bethan Pearson	Caretaker	£961.40	Mike Pearson	Bin emptying	£806.00	LockStrong	Locks	£85.00	Zoe Cameron	Mardy Roots tree planting etc	£224.79	Gill Welsh	Cleaning	£518.76	Gill Welsh	Cleaning products	£10.98	BT	Bill amount queried		Zurich Insurance	Annual insurance	£1883.83	Clare Preece	Stamps	£13.60	Mike Hayward	Timpson Keys	£18.00	Mike Hayward	Nova Tissue	£55.00	British Gas	Energy	£157.61	Clare Preece	5 x 42 miles travel	£94.50	Clerk MH
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	<p>All payments were APPROVED.</p> <p>c) To consider the request for £250 grant support from Gwent Young Farmers: this was approved last month.</p> <p>To consider the Annual Insurance renewal from Zurich Municipal and to receive an update on the insurance claim for the vandalised boiler: the insurance renewal was APPROVED. The Clerk has spoken to the insurers who had no notification of any claim prior to this. They are happy to consider it once it has been verified with the underwriters. The Chairman will send photographic evidence to the Clerk required to back up the claim.</p> <p>e) To consider remuneration for Mr A Holland for Financial Accounts preparation: a payment of £250 was APPROVED.</p> <p>f) To consider the financial appeal from Llangollen Internation Eisteddfod: It was RESOLVED that the Council will consider donations to local projects on this occasion.</p> <p>g) To note the Basic Audit Notice from Audit Wales for 2024-25 submission of accounts required by 30th June 2025: NOTED. The accounts will need to be approved by an Internal Auditor before submission to Welsh Audit. The Auditor – EH Accountancy have the previous years accounts. It was AGREED that the Chairman will chase these. An alternative auditor will be sourced if the accounts are not expected to be received back in time for the cut- off date.</p>			
16042025/11	<p>11. To consider correspondence received: A request to consider a contribution to the funding of the Citizens Advice Bureau had been received by the Chairman. The matter was not decided and was placed on hold to review at a later date.</p>			
16042025/12	<p>12. To consider matters relating to planning: Updates on the previous months planning matters were distributed.</p> <p>24/23449/FUL New Court Farm, New Court Lane, Llantilio Pertholey: New farmhouse and office accommodation from existing buildings on site – REFUSED.</p>			
16042025/13	<p>13. To consider matters relating to the Playing Fields and Green Spaces: A byelaw is in place banning all dogs from the football pitch and children's play area. Areas of problem dog fouling need to be highlighted. It was noted that despite no dogs being permitted on the field the NO DOG signs are being</p>			MH

	ignored. The field gate needs a new lock, and it was AGREED that the Chairman will source this.	MH
16042025/14	<p>14. To consider matters relating to the Community Hall: Fire safety works continue to be implemented in the hall with emergency lighting, heat detectors and carbon monoxide detectors. There is a break glass box containing keys to the exit. The Chairman and Clerk are in the process of liaising with the Caretaker regarding a booking system for the hall which will include a fire safety induction for all visitors and monthly testing of the equipment.</p> <p>A request from the WI for a reduced fee for the all-day event one day per year was debated. It was AGREED that the WI can have a reduced fee. It was noted how much support the WI offers the Community Council at its Open Day event.</p>	Clerk MH
16042025/15	<p>15. To receive information from One Voice Wales: The Clerk drew Councillors attention to the training offered and the bursary available for a limited number of online sessions.</p>	
16042025/16	<p>16. To receive any reports from outside bodies: None to report.</p>	
16042025/17	<p>17. To consider matters that the Chair considers urgent:</p> <p>An invoice for the playing field lease agreement for the next 10 years has been raised for £10 as previously agreed. A contract between the Community Council and the Football club needs to be drawn up.</p> <p>Cllr Hawken brought matters in relation to the Ross Road sewage leak, Ty Gwyn and Willow Court to the Council's attention. There needs to be a dialogue with Welsh Water, National Resources Wales and MCC in relation to these matters. It was RESOLVED to form a planning sub-committee comprising the Chairman, Cllr Harry and Cllr Hawken to deal with these matters and as such they must report back to the Council at future meetings.</p> <p>Cllr Skinner brought the matter of overgrown hedgerows off the Hereford Road to the Council's attention. Hedges are encroaching onto Gwent Road and have scratched passing cars. It was AGREED the Clerk will contact the County Councillor responsible – C Cllr Malcom Lane.</p>	Clerk MH
16042025/18	<p>18. Meeting Closed 20.20pm Date of next meeting: The AGM will be held on Wednesday 21st May at 7pm</p>	
16042025/19	<p>19. Confidential Session: An HR sub-committee was formed comprising Cllrs Hayward, Harry and Vaughan. The Clerks contract was agreed and signed.</p>	

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