**LLANTILIO PERTHOLEY COMMUNITY COUNCIL**

**CYNGOR CYMUNED LLANDEILIO BERTHOLAU**

Council website: <https://www.llantiliopertholeycc.org.uk>

Clerk: Clare Preece [llantiliopertholeycc@yahoo.co.uk](mailto:llantiliopertholeycc@yahoo.co.uk)

**DRAFT MINUTES OF THE MEETING HELD ON WEDNESDAY 17TH SEPTEMBER 2025 AT LLANTILIO PERTHOLEY COMMUNITY HALL, ABERGAVENNY, NP7 6HE**

**Present:**

Cllr Mike Hayward – Chairman

Cllr Tess Hawken

Cllr Kate Williams

Cllr Kelly Brown

Cllr Geoff Cowen

**Apologies:**

Cllr Clive Harry

Cllr Katharine Vaughan

Cllr Malcom Skinner

Cllr Rev Julian Gray

C Cllr Su McConnel

**In attendance:**

Clare Preece – Clerk and Responsible Financial Officer

2 members of the public

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| **REF** | **MINUTE** | **ACTION** |
| 17092025/01 | 1.**Apologies for absence**: Apologies were received from Cllrs Harry, Vaughan, Skinner and Rev Gray. |  |
| 17092025/02 | 2.**To disclose personal and pecuniary interests in items of business listed below:** Cllrs **AGREED** to disclose interests “as and when” |  |
| 17092025/03 | 3.**To Co-opt Ms Kate Williams and Ms Kelly Brown as Councillors:** Cllrs Kate Williams and Kelly Brown duly signed the Declaration of Acceptance of Office witnessed by the Clerk. |  |
| 17092025/04 | 4.**To receive the Police Report and update on the Anti-Social behaviour at Willow Court:** Speed monitoring continues to take place on Hereford Road as well as tickets for using mobile phones at the wheel. The situation at Beaufort Avenue and Penryn Close is in hand. One of the properties has been secured and court proceedings are not far off. Issues are still there but not as prevalent, Hedyn the Housing Association are now actively involved. There have been reports of opportunist thieves trying door handles on cars in the area and people are reminded to ensure their door are locked. A Halloween event has been planned to engage the local youth and hopefully curb unwanted “treat or treat” callers on the night. No caller posters will be handed out. A football match, gaming ban and the fire service will also be there. It is asked that the poster advertising the event is circulated when it is shared. People making racist comments in connection with the use of the Abergavenny library are being dealt with by police. | Clerk |
| 17092025/05 | 5.**Public session:** Mr J Tate attended. Much discussion was had about the prevention of anti-social behaviour and fly tipping that has taken place on the field affecting him and his property. It was **AGREED** that Mr Tate will pay to have the area cleared and the Community Council will reimburse him as the land is the responsibility of the Council. Further steps need to be taken to prevent recurrence and to deter anti-social behaviour. |  |
| 17092025/06 | 6. **To approve as a correct record the minutes from the previous meeting:** The minutes were **APPROVED.** |  |
| 17092025/07 | 7. **To consider matters arising from the previous minutes:**  a) **An investigation into installing a CCTV system to monitor vandalism and anti-social behaviour on the playing fields:**  Cllr Williams suggested a solar/motion sensor solution to the problem. The Chairman said he would speak to Tek Security to see if they can help  with camera installation.  b) **Address of landowner responsible for the overgrown hedges:** Cllr Hayward said he would contact Anthony Johnson who is responsible for maintaining the hedge.  c)**To receive an update about the request from the Gardening Club for additional signage to direct people to the hall:** It was **AGREED** that there was clearly a need for additonal signage. There is nothing signposting the halls location as you come from the Hereford Road, St Teilos Road or the St Davids Road turning. The Clerk will contact MCC. The postcode for the hall was queried. The Clerk will investigate.  d) **Update on the booking system for the hall:** It was **AGREED** that there should be a formal booking system to enable the auditing of the hall income with a clear audit trail from booking, to receipt of monies/monies owed. Invoice issuing and the issue of a receipt. A shared diary system between the Caretaker and the Clerk was suggested which would include the recording of the regular hall use as well as one off bookings which would flag up potential debtors and facilitate the recouping of owed income. The Clerk will devise a system in consultation with Audit Wales/SLCC and OVW to be implemented with the approval of Councillors. Councillors are responsible for ensuring the system is implemented and it is suggested that this will be the responsibility of the HR committee with ratification from Council.  e) **Update on noticeboard upkeep:** The noticeboard document needs to be completed and put up. There is a need for a noticeboard at Willow Court. The graffiti is proving tough to remove. The Clerk will update the pro forma with contact details and forward to Cllr Hawken who has also volunteered to put up the agenda each month. Details of clubs/societies and events will also be added to the boards to increase community engagement.  f**) Update on speed limit concerns at Triley Mill:** This issue has not been resolved. Cllr Hawken will explain the issue in an email to the Clerk who is not familiar with the area. The Clerk will then pursue with MCC.  g) **Update on the installation of new carpark:** - The school is still open due to there being faults with the new premises. Parking at the hall is not a pressing concern as users of the hall can still park at the school if the hall car park is full. | M HAYWARD  M HAYWARD  CLERK  CLERK  CLERK  T HAWKEN  T HAWKEN  CLERK |
| 17092025/08 | 8. **To receive the monthly reports from the County Councillors:** C Cllr Su McConnel had sent apologies. No reports were available this month. |  |
| 17092025/09 | 9. **Finance:**  a**) To confirm the bank balances:**  Current A/C £35,605.87  Reserve 329 £26,265.02  Reserve 646 £79,854.13  b) **To confirm the following payments:**   |  |  |  | | --- | --- | --- | | **Payee** | **Description** | **Amount** | | Clare Preece | Clerk salary | \*\*\* | | Bethan Pearson | Caretaker | \*\*\* | | Mike Pearson | Bin emptying | \*\*\* | | Clare Preece | Travel expenses 4 trips | £75.60 | | Clare Preece | Working from home allowance 9weeks @ £6 | £54.00 | | Clare Preece | Stationery for the year end accounts presentation | £62.90 | | Brecon Cleaning services | Cleaning the hall for August and September | £1480.00 | | Green Waste Company Ltd | Inv SI3731 compost and soil improver | £130.00 | | Tess Hawken | Graffiti remover | £24.22 | | HD electrical | Inv 409 | £444.00 | | HD electrical | Inv 410 | £360.00 | | Clare Preece | Ink | £22.78 | | British Gas | Amended final bill | £177.26 | | Mike Pearson | Bin emptying August | \*\*\* | | Bethan Pearson | Caretaker August | \*\*\* | | SSE Energy | Electricity August | \*\*\* | | Clare Preece | August salary | \*\*\* | | BT | WIFI | £32.96 DD | |  |  |  | | CLERK  M HAYWARD |
|  | All payments were **APPROVED**.  c**) Councillors to adopt the accounts for 2023-2024 and 2024-2025 which have been audited by EH Accountancy; accounts to be submitted to Audit Wales following an agreed extension**: Cllr Hayward signed the Annual Return. The audit report highlighted many concerns and in each area of the council’s financial management there are audit recommendations. It was **AGREED** to call an extraordinary meeting to consider these areas at a later date when all Councillors are available. In the meantime, the Clerk will send the accounts which have been completed to the best of her ability in the time allowed to Audit Wales. The opinion of the Chief Auditor, Deryck Evans will be sought. | CLERK |
| 17092025/10 | 10. **To consider correspondence received:**  a) **To receive an update on the Christmas lights:** Porl Stone from MCC informed the Clerk that the Council must use its appointed maintenance contractor to carry out the work needed to install the additional 9 lights along the Hereford Road towards Willow Court. The Clerk has tried to contact ENERVO without success so far. The Clerk will continue to chase.  b) **To note the correspondence from Mark Hawkins – development Natgavenny Lane:** The council recently sent objections to the planning application after it was lobbied by local residents. Much discussion was had. The entrance itself is dangerous and a potential hazard. It was questioned whether double yellow lines in the area would be helpful. The Clerk is to make enquiries at MCC. | CLERK  CLERK |
| 17092025/11 | 11. **To consider the website:** Ownership of the website has been delegated to the Clerk. Whilst discussions took place with the web designer the Clerk obtained a quote from Kindlemix for a new site. It is now not necessary to build a new website. Councillors **AGREED** to write to Kindlemix and express thanks for the interest they have showed. | CLERK |
| 17092025/12 | 12. **To consider matters relating to Planning:**  a) **25/23829/FUL**: **GRANTED.**  b) **25/23956/CON**: Comments made between meetings **NO** **OBJECTIONS.**  c) **DM/2025/00978**: Comments made between meetings **NO OBJECTIONS.**  d)**DM/2025/01106**: Ardwyn, Gwent Road: **NO OBJECTIONS**.  e) **DM/2025/01109:** 82 Poplars Close: **NO OBJECTIONS.**  **Cllr Cowan left the meeting.** | CLERK |
| 17092025/13 | 13. **To consider matters relating to the playing field and green spaces:** MCC are back to cutting the field and bank and trimming down trees to open the area up. The picnic benches organised by Zoe Cameron have been installed. The Clerk was told that the Community has won a Britain in Bloom award but is not sure about the details. The Clerk will follow this up with MCC as it would be nice to be able to put something on the website along with photos. One of the bins is broken. The Chairman said that there should be spares and he will sort this out. | M HAYWARD  CLERK |
| 17092025/14 | 14. **To consider matters relating to the Community Hall:** The cleaning of the hall does not appear to be up to scratch. The Clerk noticed a thread bear mop head outside the ladies’ toilets. The Chairman said he had recently installed soap dispensers in the ladies’ toilets and this fact was confirmed. It was suggested that the time had come to replace the flooring in the hall and elsewhere. The Chairman said the cleaning company are working on the hall to get it up to standard. Cllr Williams and Cllr Brown suggested that the hall be fully utilised by widening the advertising of its facilities. | CLERK |
| 17092025/15 | 15**. To consider matters relating to Highways and Rural Roads:** No new matters were reported. |  |
| 17092025/16 | 16. **To receive information from One Voice Wales:** There is a joint OVW/SLCC online conference on 12th November. The Clerk and Cllr Hawken will attend. | CLERK |
| 17092025/17 | 17. **To receive reports from outside bodies:** Nothing to note. |  |
| 17092025/18 | 18. **To consider matters the Chairman considers urgent:** Nothing was discussed. |  |
| 17092025/19 | 19. **Meeting closed** 8.45pm **Date of next meeting:** Wednesday 15th October at 7pm |  |
| 17092025/20 | 20. **Confidential session** to discuss staffing matters. |  |