

**MINUTES OF DEVAUDEN COMMUNITY COUNCIL
TUESDAY 21 MAY 2012 AT DEVAUDEN VILLAGE HALL**

COUNCILLORS PRESENT: M Powell, J Williams (chair), N Knowland, E Hall, A Cooke, Kevin McElroy, J Rowlands.

IN ATTENDANCE: C Martin (clerk), Mr D Maddocks, Mrs L Futcher, PC L Thorpe, CC Bob Greenland

APOLOGIES: A Williams

1) OPEN SESSION

PC Thorpe introduced herself to the new councillors and then went through the incidents for the period (see end of minutes). She reported that she would forward on leaflets about the police 101 number as soon as received. There was a discussion about a near miss road incident on the B4293 and Cllr Cooke agreed to complete an incident form and forward to highways.

Mrs Futcher was invited to speak by the chair. She requested the list of attendees at the meeting on 31 January to be put on the website. She asked for the document referred to in minutes of 27 March (point 5.4) to be forwarded to her as they had not been to date. Chair agreed to forward document on a memory stick and will scan the list in and forward to the Devauden website. Mrs Futcher passed a note dated 21 May relating to this matter to the chair. Clerk to file.

Mr Maddocks was critical of the past behaviour of the DCC, of which he gave several examples, and which he found unacceptable. He offered suggestions for improving community council communications with the public. Mr. Maddocks was advised that it had been agreed by the DCC at a previous meeting that items of a great interest to the community would be advertised locally before they were discussed at a community council meeting. Chair agreed to discuss communication as an additional item at the end of the agenda.

Mr Maddocks requested the hedges be cut on Well Lane on the Glebe House side. Chair agreed to visit the hedge owner to discuss.

PC Thorpe, Mr Maddocks and Mrs Futcher left the meeting.

2) CONFIRMATION OF MINUTES

Minutes from the meeting of 24 April 2012 were agreed and signed by JW and CM.

3) MATTERS ARISING

- 3.1 Highways form received 15/5/12. Read out by JW. File.
- 3.2 Telephone Boxes – It was agreed that NK would present his analysis in the finance section to determine if there were any funds available for renovation.
- 3.3 Chair asked JR if he was aware of what might have happened to the tree and the plaque planted in the Hood Memorial Hall grounds in memory of Mrs Holland as reported at the last meeting. JR was unaware of the tree and agreed to raise it at the next hall committee meeting.
- 3.4 JW requested that the Clerk contacts Paul Egan at OVW to enquire about councillor training locally and the costs. With a view to involving Llangwm, St Arvans and Shirenewton CC.

4) FINANCE

Balances at 23/4/12 Current; £3498.41 Notice: ££774.99

4.1 Agreed for payment by JW and NK

Clerk's expenses for May, £15.92, cheque no.101226
Insurance renewal from Aon - £547.83, cheque no. 101227
One Voice Wales membership renewal for 2012/13, £111, cheque no.101228
Mrs C Alway, Internal audit for 2011/12, £92.39, cheque no 101229

4.2 Precept payment of £2000 received on 30 April 2012 from MCC.

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- 4.3** Clerk's Salary – 3 invoices have been received from MCC but they are unclear and not itemised. Clerk has contacted payroll to query them. The projected costs of clerk's salary for 2012/13 is £3002.76 in addition there could be up to £312.79 in holiday pay depending on how much time the clerk takes off.
- 4.4** The internal audit has been completed and no actions identified for the council
- 4.5** The annual return governance statement was completed and the meeting approved the annual return, which was signed by the chair and clerk. It will be sent to Mazars LLP. The notice of audit was passed to JW to put on the Devauden notice board by 1 June 2012.
- 4.6** NK presented his analysis of the accounts which is summarised below:

	£
April 2012 bank balance	2273
Budget income 2012/13	6242
Total	8515
Outstanding payments 2011/12 :- Salary (forecast)	1137
Hall rental	60
2012/13 available funds	7318
2012/13 budget	9705
Current forecasted deficit	2392

Clerk required to email MCC to find out the estimated cost of elections and forward to NK.

JR requested accounts be emailed to all councillors.

NK proposed that DCC aims to finish 2012/13 with a closing balance of £2500

5) CORRESPONDENCE

- 5.1** MCC – Invitation to Olympic torch reception at Monmouth on 25 May. Passed to JW to reply and attend.
- 5.2** Clerks and Councils Direct. No action.
- 5.3** MCC – emergency contacts directory. Clerk to confirm that contacts will remain the same apart from Ken Reece being replaced by JW.
- 5.4** An email was forwarded to JW by AC from Mike Davies regarding the jubilee celebrations in Luther's field. Councillors wanted it recorded that they think this is an excellent idea and hope it is well supported.

6) PLANNING

- 6.1** Planning committee agenda for 1 May. File 2 months.
- 6.2** New enforcement cases weekly list for April 2012. – Foxes barn Itton. File.
- 6.3** The following plans were approved or delegated decisions;
- 6.3.1** DC/2012/00181 Essential repairs to curtilage, listed lower barn building, Dyffryn Farm, Usk.
- 6.4** DC/2012/00326/NEW – two storey extension and minor alterations to existing dwelling, church cottage, Wolvesnewton, Chepstow, NP16 6NY. Sent to AW who was not in attendance. Clerk to email AW to see if he received it. The councillors agreed to delegate the decision to AW. Clerk will advise MCC and inform the councillors.
- 6.5** DC/2011/01195 – Erect a garden shed; retention of existing garage and proposed car port, Foxes Barn, Cobblers Plain, Devauden. No objections, recommend approval.
- 6.6** DC/2012/00400 – Steel framed portal building, Land at Ryd Y Bedw, Itton. No objections, recommend approval.
- 6.7**

7) COUNTY COUNCILLORS REPORT

County Councillor informed the meeting that the Conservatives regained cabinet control with 3 liberal democrats. He informed meeting that he will be deputy leader shared with Phil Hobson. CC Greenland informed the meeting that Monmouth has become the world's first Wikipedia town with the Monmouthpedia project, which should attract more visitors to the town.

8) ONE VOICE WALES (OVW)

Annual conference and AGM 13 October 2012. No action required. File.

9) WARD REPORTS

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KM – Enquired about a water supply to the allotments. JW confirmed that this had been considered but was not economically viable, so KM agreed to investigate if there might be grants available to make this easier. Also enquired about the waiting list which chair confirmed was the only way it was possible to administer the allotments and that it was not possible to split the allotments down as they are already quite small.

JR – 1. Sign is still smashed and missing at top of Cole Lane. 2. Telephone box at Devauden – agreed that MP would investigate why the light was not working and JR will put up a notice requesting volunteers to paint the phone boxes. Also put notice on the website. Also mentioned the broken ‘Slow 30mph sign at entry to the village. This was reported on the previous highways form in April and the response was reported in matters arising to confirm that MCC have forwarded it to Graham Kinsella for consideration.

AC- Agreed to assist with communications by writing a short piece for fiveways magazine monthly. It will be emailed to all councillors for approval before submission.

EH – Requested that Clerk writes to retired councillors thanking them for their contribution. EH also wanted in noted that in light of the financial situation Itton Village Hall was withdrawing its request for £100 donation for jubilee celebrations.

NK – R82, pothole outside Devauden Court. R82 – in a number of places the road is collapsing. Junction of R82 and 58.5 – signpost gets blown by the wind and sticks out into the road in a dangerous way. Request that it is secured safely.

JW – Requested that it is recorded that the hall committee be congratulated for the way the music festival was so well organised.

Communications – following a discussion of the points raised by Mr Maddocks it was agreed that draft copies of the minutes would be put on the web at least one week before the next meeting with the agenda. The first draft will be forwarded to councillors within 1 week of a meeting and they must all comment and suggest amendments that are agreed by all councillors in time for the final draft to be published. It was recorded that DCC welcomes the feedback of the public and will make a commitment to improve communication and respond to feedback.

Clerk – informed the meeting that she would be on holiday for the October meeting so it was agreed to change the date to 23 October 2012.

Meeting closed: 10.10 pm

Next Meeting: 26 Jun (Itton)

Proposed Meeting dates 2012 31 Jul (Itton), 28 Aug (Itton), 25 Sep, **23Oct**, 27 Nov, 18 Dec

Signed _____