

# **DRAFT**

## **MINUTES OF DEVAUDEN COMMUNITY COUNCIL**

**Held on Monday 25<sup>th</sup> April 2016 at Devauden Village Hall**

### **Councillors present**

J. Rowlands (Chairman)

N Knowland

K McElroy

AWilliams

M. Powell

I.Cavill

### **In attendance:**

CC B Greenland

N. James (Clerk)

### **1. Open Session**

There was no police report this month.

### **2. Apologies**

Apologies were received from A.Cooke and J. Williams.

### **3. Matters Arising from the Open Session**

There were no further matters arising from the Open Session.

### **4. Minutes of Previous Meeting**

The minutes of the meeting on 21st March were approved and signed by the Chairman.

### **5. Matters Arising**

a. Minute 5a –MCC had visited the site and decided to install 2 additional gullies near Castle Farm. No update had yet been received as to when these would be installed although it was known that one local resident did not feel that this option would resolve the issue.

b. Minute 5c – AW advised that a further meeting had taken place and that he was taking forward an outline management plan with MCC and local residents.

c. Minute 5d – the Chairman had written to the Chief Executive of MHA regarding the long delays in action over the drainage issue there, and CC Greenland had also pressed the MCC to resolve the issue quickly. MCC had done some work on the drains in Wesley Way a couple of years ago and had cleared the gullies there recently but, on returning soon after, found that the gullies had filled up again. An urgent site meeting was now being arranged by MCC to investigate what was causing the gullies to fill up so quickly. MCC and MHA had initially agreed that the land where the drainage problem occurred belonged to MHA but, on some further research, this was now open to question. CC Greenland confirmed that he would keep the pressure on to resolve this issue as quickly as possible.

d. Minute 5e –NK advised that the bridlepath leading from the Wern-y-Cwm area was now unusable; a local resident had offered a price to reinstate it but the Clerk advised that he had spoken again to NRW about the reinstatement of the area. There had been difficulties in getting it done but they hoped to get it done before the end of April. **Action: NJ.**

e. Minute 5f – the Clerk was still awaiting a response from MCC regarding the provision of another dog bin but the company who currently emptied the other bins had confirmed that they would be able to add another one to their list. The Council agreed to order another bin from MCC, making the £100 contribution. **Action: NJ.**

f. Minute 11d – AC had met with a MCC representative to discuss the waste collection at Kilgwrrwg. MCC had advised that revised collection rounds in 12 months time should resolve the situation satisfactorily but, in the meantime, had proposed siting a container in the area for residents' use. For several reasons this short-term proposal would not be acceptable to the local residents and AC had taken the issue up again with MCC. **Action: AC.**

g. Minute 11e – NRW had forwarded a comprehensive response detailing their policy on replanting and the plan would normally be to leave replanting for a period of 2 years. As the local Forestry Manager had invited views from the Council on replanting ideas, AW would respond on the Council's behalf. **Action: AW.**

## **6. Review of Standing Orders and Fund Requests for 2016/17**

It was agreed that the changes to Council meetings and agendas that had been introduced in October 2015 for a trial period of 6 months, should be confirmed. In addition, the Council agreed that a notice should be distributed to the shop in Devauden, the notice boards, the website and Fiveways magazine inviting local residents to put forward their ideas for the community which required funding in 2016/17 by DCC. The notice in the shop and on the boards should allow residents to append their thoughts on the notices themselves. **Action: NJ.**

## **7. Finance**

a. Balances at 31 March 2016 were: Current Account £4178.28, Notice £3277.68.

b. MCC had advised that the revised figure for the grasscutting contract for 2016/7 was £673.56.

- c. With receipt of the new Notice Board the Council agreed to the revised valuation in the Asset Register and the formal write off of the old board.
- d. The Clerk confirmed that he had registered the Council's formal enrolment with the Pensions Regulator as now required.
- e. Zurich Insurance had provided a renewal quotation for next year's insurance cover which included for the annual uplift in valuations of the assets that were held; the renewal premium was £381.26 and it was agreed to accept this.
- f. Cheques were signed as follows: MCC for salary for Jan- Mar for £823.11 – cheque number 101480; Merlin Waste for April for £20.34 – cheque number 101481; Clerk's expenses for March for £15 – cheque number 101482; Zurich Insurance for £381.26 cheque number 101483.
- g. The reconciliation, cash book and notes to the financial statements for the year had been forwarded to all councillors. These were approved and signed by the Chairman. The Clerk had advised that the Annual Report had been received. This year the auditor for all local councils had been changed to BDO from Mazars, and more documentary evidence was required. The main focus this year would be to look at budget setting and the review process. As for the Council's internal auditor it was agreed to appoint Mr Stuart Chapman for this year at the same hourly rate as last year, and a draft letter appointing him and detailing his TORs was agreed. The Clerk would submit the completed Annual Report for approval at the next meeting. **Action: NJ.**

## 8. **Correspondence**

- a. Planning Policy Wales Chapter 6 document.
- b. WG Finance Committee report on the Consideration of the consultation on the Draft Public Services Ombudsman (Wales) Bill.
- c. Revised Edition of the Community Asset Transfer Guide.
- d. MCC Consultation on the draft charging schedule for the Community Infrastructure Levy.
- e. Launch of Public Health Outcomes Framework for Wales.
- f. Correspondence from the Health Watchdog seeking views about the District Nursing Service in North Wales.
- g. Invitation to attend a seminar on the Future Wellbeing of Internal Audit.
- h. Update to the Model Financial Regulations. The Clerk confirmed that the changes were unlikely to ever affect DCC but he had amended our financial regulations in line with the changes.
- i. An invitation to a course on 16<sup>th</sup> May on effective responses to planning applications.

j. MCC press releases on: engagement with County's business community over breakfast; changes to planning guidance for various conservation areas; the launch of a new Community Life award for the Welsh Business Oscars 2016; a volunteers' fair to offer advice and support for people seeking community involvement; MCC seeking views of Severn Tunnel junction rail users; the National Eisteddfod.

k. Information about this year's Gwent Best Kept Village Competition.

l. Information about the Well-being of Future Generations and what it means for the future audit approach.

m. Request for financial help from the Bobath Children's Therapy Centre in Cardiff.

9. **Planning**

a. DC/2016/00296 – alterations to the existing roof that joins the house and the chapel at Chapel Cottage, Coale Road, Devauden – recommended for approval.

b. E6840/A 16/3143186 – appeal against a refusal of planning permission for a replacement dwelling at the Old Shop Cottage, Llanishen – for information only.

c. New and completed enforcement cases for March 2016.

10. **County Councillor's Report**

There were no major issues to report with the Election on the 5<sup>th</sup> May now imminent.

11. **One Voice Wales (OVW)**

a. JW had forwarded a report on the recent Area Committee meeting. The main points raised were:

1. members received a briefing on The Well-Being of Future Generations Act 2015 which had come into effect on 1 April 2016. It was a policy framework with 44 named bodies having to deliver 7 goals within the Act. There was a set of national indicators to monitor progress and a Commissioner, Sophie Howe, had been appointed.

2. the National Lottery included a scheme for Awards for All which provided grants of up to £5000 for projects linked to sustainability.

3. some councils had stopped providing paper copies of plans to community councils and OVW Was encouraging all councils to continue to do so.

4. several councils had reported problems with communicating with MCC which was affecting the efficiency of community councillors who could not get answers to issues raised. Paul Matthews, the Chief Executive, had been invited to the July Area Meeting.

b. List of Chairing Skills training for May 2016. MP questioned when the introduction of mandatory training for local councillors was to begin as OVW had advised some time ago. CC Greenland advised that the Bill in which this was recommended awaited the outcome of the Election on the 5<sup>th</sup> May and other local government reform.

- c. Invitation to propose motions for debate at the OVW AGM on 1 October 2016.
- d. Invitation for the chairs and clerks to a OVW/SLCC joint event on 22 Jun 2016.

12. **Ward Reports**

- a. IC advised that some residents in Itton were considering a tea party at The Trout in recognition of HM's birthday but enquired as to the ownership of that land so that permission could be sought. The land was not owned by the Council and no one knew who, if anyone, actually owned that particular patch of land.

13. **Date of Next Meeting**

The next meeting will be held in Devauden Village Hall on Monday 23<sup>rd</sup> May at 7pm.