

MINUTES OF DEVAUDEN COMMUNITY COUNCIL
Held on Monday 28th February 2022 at Hood Memorial Hall, Devauden.

Present: A Williams (Chair)
J Williams (Vice Chair)
M Powell
P Kenington
A Kitson-Smith
In Attendance: A Briley, Clerk to the Council

1. Apologies

I Cavill, P Williams, R Greenland, L Hazell-Smart and Andrew Jones Gwent Police.

2. Police report

18/2/2022 – Report of sheep worrying in the Cwm Fagor road area. Both parties have spoken, and a mutual outcome has been arranged.

19/2/2022 – This report is not far from yourselves. Report of a Tack room broken into at a property on Nantygelli to Perthcretg road, Llangwm overnight. 4 saddles and various other items were taken. The caller awoke in the night hearing horses restless and investigated but did not find the break until later that day.

Please remain vigilant and report any suspicious activity/crime at the time via either 101 or 999 if you deem it an emergency. If it is low level, you can also report via email on contact@gwent.police.uk

3. Minutes of the previous meeting

Minutes of the previous meeting held on 31st January 2022 were approved and signed by the chair.

4. Matters arising

4a Rob Carey (Senior Engagement Officer) from Monmouthshire Housing Association joined the meeting by zoom to discuss the funds available, which have been paid from the developers in Well Lane which are to be used to benefit the community of Devauden. Cllr A Williams has suggested a call with other communities which run projects to discuss how this fund could be spent. **Action AB.**

4b The Wye Valley final report has been received which will be considered by the ANOB on the 7th of March and will then be considered later in the month by MCC for approval. The plan this year is to produce as part of the budget new gateway signage for the villages to include the Wye Valley brand. They will put out a bid for designers which will be funded by ANOB, they may ask for a contribution from the villages. Roger Hoggins from the MCC steering group offered to join our March meeting to answer any question about the report. **Action AW/AB**

4c Allotment Gate - Allotment holders do not want an additional gate into the allotments. DCC as landowners of the allotments and hedge, expressly do not give permission for the installation of a gate at the rear of the allotments. A letter has been sent to the developer (Duncan Mitchell) of the Well Lane site and copied into MCC on the 8th of February. Chase response from both. **Action AB.**

4d Kerbing Well Lane – Letter emailed to Mark Hand at MCC on 14th February to request a site meeting to discuss ongoing problems. Clerk to chase and get a date in the diary for an onsite meeting as had no response yet. Contact Cllr Greenland to escalate issues. **Action AB.**

4e Online Banking – It has been agreed to set up online banking and a new mandate for signatories with Cllr A Williams, to be the primary user, Cllr J. Williams, Cllr M. Powell, Cllr A. Williams, and Cllr P. Kenington as secondary users. **Action AB**

4f Dog bin register – Susan Parkinson from MCC requires the dog bin register to be updated for DCC, this requires recording the unique identifying code for each bin with a community council code letter for each area. (De for Devauden, It for Itton etc.) Cllr L. Hazell-Smart to record Devauden codes and then retrieve codes for the additional 2 bins. **AB/LHS/.**

4g Footpath enquiry – Jo Shuttleworth sent an email dated 20/1/22 saying that she uses footpath 357/63/1 on her walks from Wesley Way. She mentions one stile is rotting and unstable and that access to the following stile has a lot of undergrowth. Contacted MCC Countryside officer and Jayne Jones responded to say that gates and stiles are landowners' responsibility but has logged it with issue number 17450. The gates/stiles were put up by MCC Countryside so DCC wants to clarify when this policy might have been changed to be the responsibility of the landowner. Cllr J. Williams to visit Jo Shuttleworth for more information and exact details of the location to be able to follow this through with a letter to the farmer who owns the field. **Action AB/JW.**

4h Digital plan –The group also discussed setting up Google Workspace (or equivalent) for more efficient workflows and information sharing within the council and with the public. This would cost approximately £400 per year in total, Cllr A Williams to obtain 3 quotes before decision made. Members would be issued with ward specific email addresses as part of this process. **Action AW - final quotes and recommendation.**

4i Queens Jubilee – Cllr J Williams provided information about plans for a tea party in Devauden and surrounding areas for the Queens Platinum Jubilee (Sunday 5th June 2-5pm) Cllr Williams proposed that DCC purchased a time capsule and plaque up to the value of £100 to be used at the Queens Platinum Jubilee. This was seconded and approved by the councillors present.

4j Grounds Maintenance – Decision required about the new ground's maintenance contract with the increase to cover the cut and collect at Rhyd y Fedw Green. Email Cllr I Cavill as he wasn't present and therefore not part of the discussions to get his opinion as a local on the management of the meadow. **Action AB.**

4k Elections 2022 – Existing councillors seeking re-election must complete nomination papers and return to MCC by 4pm on the 5th April 2022.

5. Finance

- a) Balances as of 25 December 2021: current account £5,536.30; deposit account £6807.03.
Cheques for approval:

Merlin Environmental Services - £100.10
One Voice Wales Membership 2022/23 - £165.00
Clerks Wages February - £292.50
Clerks Expenses February - £56.13

- b) Discussion regarding salary for the clerk. The clerk has been asked to keep timesheets for 3 months to establish the number of working hours with consideration of back pay if needed.
- c) It was agreed that the clerk as part of expenses will receive £15 per month as a home working allowance and in addition any receipted consumables.
- d) Cllr P Kenington to arrange an invoice for the hire of the hall quarterly in arrears.

6. Correspondence

- a) Cllr A Williams mentioned public sector seminar on EV charging and how the public can get involved, see if this could be a fit for us locally in DCC. Seminar on 22nd March at 11am. Also, decarbonisation email from the public sector.
- b) Cllr J Williams mentioned that there is currently a trial with a demonstrator electric bus on the 65-bus route. MCC are keen for passengers to try the bus and give their feedback on the experience via the F65B email account at friendsofthe65bus@gmail.com.

Circulated Correspondence:

- a) Lisa Gillespie MCC. Wye Valley steering group cover report.
- b) James Kevin MCC. Precept advice 2022-2023.
- c) Richard Williams MCC. Agenda Strong communities select.
- d) Tracy Gilmartin OVW. Audit Wales fee scheme.
- e) Jane Lee MCC. Wye Valley steering group queries.
- f) David Cox MCC. Grass cutting Itton.
- g) Naomi Johnson SLCC. Clerk pack and dates for clerk webinar.
- h) Jan Whitham MCC. Update on annual fuel payments.
- i) Royal British Legion. Plant a tree for the Jubilee.
- j) Kim Lloyd MCC. Enforcement monthly lists.
- k) Andrew Jones Gwent Police. Devauden community council police report.
- l) Jonathan Davies MCC. Precept payments.
- m) Jane Lee MCC. Community council logo.
- n) Jan Whitham MCC. Platinum jubilee.
- o) Wendi Patience OVW. Training for Jan – March
- p) Jan Whitham MCC. PR – Smart towns coming to a high street.
- q) Tracy Gilmartin OVW. New countryside code advice land managers.
- r) Tracy Gilmartin OVW. Report on section 47 multi location meetings.
- s) David Cox MCC. Grass cutting contract and new cost for cut collect.
- t) Tracy Gilmartin OVW. Nature and us.
- u) David Cox MCC. 2022 maintenance contract grass cutting.
- v) Susan Parkinson MCC. Dog fouling red card meeting – 17th February.
- w) Public Sector Executive. EV charging webinar – 22nd March.
- x) MCC Countryside. Legislation of stiles/gates.
- y) HSBC. New signatory mandate.
- z) Deb Jeffreys, Planning aid Wales. Planning training.
- aa) MCC Planning application DM/2022/00220.
- bb) Jan Whitham MCC. MonLife activities for February half term.
- cc) Jan Whitham MCC. Feedback Chepstow High Street.
- dd) Jan Whitham MCC. MCC wellbeing assessment.
- ee) Lisa Gillespie MCC. WVW Project – proposals for gateways and signage.
- ff) Public Sector Executive. Achieving net zero.
- gg) Planning MCC. Cuckoo Cottage – rear extension.
- hh) Gavin Pugh MCC. Response concerning stiles and gates.
- ii) Tracy Gilmartin OVW. Natural Resources Wales – future of Wales.
- jj) Susan Parkinson MCC. Dog bin register.
- kk) Jan Whitham MCC. MCC Storm Eunice.
- ll) Rob Carey MCC Housing Association. Community fund.

- mm) Kevin James MCC. Precept 2022 – 2023.
- nn) Wendy Barnard MCC. Agenda for governance and audit.
- oo) Jan Whitham MCC. PR – Storm Eunice.
- pp) Wendy Barnard MCC. Agenda governance and audit committee.
- qq) Nanette Hepburn MCC. Support in the storms.
- rr) Nanette Hepburn MCC. Fairtrade fortnight.
- ss) John Pearson MCC. Election 2022 – nomination papers.
- tt) Mandy Moore Gavo. Health community transport grant.
- uu) Wendy Barnard MCC. Agenda for County Council.
- vv) Richard Ray MCC. Traffic regulation/speed limits plans for 22/23
- ww) Wendi Patience OVW. Training.
- xx) Roger Hoggins MCC. Wye valley stage 3 report updated link.
- yy) Tracy Gilmartin OVW. Remuneration panel for Wales annual report.
- zz) Tracy Gilmartin OVW. Help build the future of Wales survey.
- aaa) Wendy Barnard MCC. Agenda for governance and audit committee.
- bbb) Wendi Patience OVW. Membership renewal 2022/23.
- ccc) Richard Williams MCC. Agenda licensing and regulatory committee.
- ddd) Merlin – Dog bins. Query with one of the bins.
- eee) Jan Whitham MCC. MCC support for Ukraine.

7 **Planning**

- a) **DM/2022/00220**: Holmleigh, Kilgwrrwg Road, Kilgwrrwg, Devauden, NP16 6PL. – Dormer window with balcony. Recommend approval from DCC. **Action AB**
- b) **DM/2021/01955**: Cuckoo Cottage, Devauden, NP16 6NN – Rear extension to create additional living space. Recommend approval from DCC. **Action AB.**

8 **County Councillors Report**

Nothing to report.

9 **One Voice Wales**

Training notifications from OVW but not specific to clerks. Clerk to research training with the SLCC. **Action AB**

10 **Ward reports**

Cllr P. Kenington – The defibrillator pads and battery need replacing, DCC to pay, arrange invoice for payment. **Action PK**

Cllr A. Williams – A call from Malcolm Ridley saying the 150-meter hedge adjacent to his house which is owned by Natural Resources Wales has not been cut for 2-3 years. He reported that vehicles coming up the lane are getting damaged. People are complaining to him as they think it's his hedge, but it isn't. Malcolm has contacted NRW but with no response. Cllr M.Powell went to the offices but they are closed at the moment.

Cllr J Williams – a) MCC possible areas of development for Devauden are updated and are available to the public. b) Two weeks ago, the calor gas tank on Wesley Gardens ran out which affected the pensioners bungalows, particularly one lady who had just come out of hospital. Clerk to write to MHA to clarify what happened and obtain assurances that it won't happen again. c) Devauden teas will be starting again on the 1st Thursday in April.

Cllr A Kitson-Smith – Spoken to Richard Holland (quarry owner) about the four-foot jump that was built into the footpath, agreed that he would put some stones in to make it a step. Cllr Kitson-Smith will keep following this up until it happens. (This is the footpath that runs from the top road at Kilgwrrwg by the hillside cottages near to Cledd-y-Tan farm).

11. **Date of next meeting**

28 March 2022.

A handwritten signature in black ink, appearing to read 'C. Williams'.