

**MINUTES OF DEVAUDEN COMMUNITY COUNCIL**  
**Held on Monday 28<sup>th</sup> March 2022 on zoom.**

**Present:** A Williams (Chair)  
J Williams (Vice Chair)  
M Powell  
P Kenington  
A Kitson-Smith  
L Hazell-Smart  
I Cavill  
P Williams  
R Greenland

**In Attendance:** A Briley, Clerk to the Council  
Roger Hoggins from Monmouthshire County Council  
Mr and Mrs Marlow – Ref: Planning Application: DM/2020/00875.

**1. Apologies**

Andrew Jones Gwent Police.

**2. Declarations of interest in items on the agenda.**

Cllr J Williams gave written notice of a personal interest in planning application DM/2021/01795.

**3. Police report**

There will be no attendance from ourselves at the meeting next week but here is the report for between 24/2/22 – 24/3/22.

There is very little to report since the last meeting apart from the following matter to note:

17/3/2022 – Report of a very large HGV lorry clipping the verge just outside Itton village towards Devauden. A large amount of dirt/debris was thrown into the road causing issues for traffic. A good Samaritan / local farmer attended and cleared most of the main mud etc off the road with his digger. The council /highways attended then to clear the rest.

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](mailto:contact@gwent.police.uk) .

**4. Minutes of the previous meeting**

Minutes of the previous meeting held on 28th February 2022 were approved and signed by the chair.

**5. Matters arising**

**4a Wye valley villages project** – Roger Hoggins an officer from Monmouthshire County Council (head of strategic projects and regional transport) joined the meeting to answer any outstanding questions from the updated Wye valley report before we officially sign the project off and support it. Cllr A Williams proposed to accept the report and support the project with Cllr I Cavill proposing to second it, no objections from the council. Cllr A Williams to circulate templates of the signage including final wording, icons, logos and where the signs will go. **Action AW.**

**4b Division of responsibilities** – Discussed suggestions of dividing up the workload, setting up a steering group to manage projects coming up like for example the traffic calming, 20mph, EV charging and communities supporting agriculture. Cllr A Williams to set up an online document with a list of potential projects requiring managing for councillors to add to and discuss at the next meeting. **Action AW.**

**4c Monmouthshire Housing Association fund** – suggestions were as follows:

- A safe crossing towards the hall.
- Tarmacking the area next to the village hall to increase accessibility.
- Outdoor fitness equipment for adults.
- Village hall proposal of upgrading the playground.
- Wesley Way play area.

Reply to Rob Carey with the suggestions checking if they are appropriate, mentioning they would all probably require possible match funding. **Action AB.**

**4d Well Lane** - The ongoing kerbing problems in Well Lane were discussed in detail, with an outcome for Cllr R Greenland to contact highways (Mark Hand) to agree a way forward to an acceptable solution (to move the kerbstone 6-12 inches into the development for 30 meters). **Action RG.**

**4e Footpath enquiry** – Cllr J Williams walked the path, which was slightly overgrown, but the stiles were all in good working order. Cllr J Williams to follow through with Jo Shuttleworth. **Action JW.**

**4f Grounds maintenance contract** – Outstanding invoice for last year to be paid, agreed the extra cost to cut and collect on Rhyd y Fedw green for this year's contract.

**4g Election 2022** - Existing councillors seeking re-election must complete nomination papers and return to MCC by hand or email by 4pm on the 5<sup>th</sup> April 2022.

**4h Digital plan** – Made a choice of Microsoft, the digital operation system will be teams plus ms office applications in the cloud saved on OneDrive. Once that is set up create email addresses which will be location specific. Look into data protection policy, Cllr L Hazell-Smart to do this. **Action LHS.**

**4i Banking** – Clerk setting up online banking and adding additional signatories. **Action AB.**

**4j Notice boards** – Discussed agendas being already displayed on the website and to action display on one noticeboard. **Action AB.**

**4k Rapid response vehicles** – Cllr R Greenland reported that a meeting has been requested with the chief executive of the Welsh ambulance services Jason Killens which is planned in April between assembly members and councillors, a very strong voice is being put forward against the removal of rapid response vehicles in Monmouthshire and Chepstow.

**4l Annual reports and training plan** - Discussed the annual report (due on 1<sup>st</sup> April), Cllr A Williams to add to list of potential projects. Clerk to enquire with OVW if there is a proforma for the format of the report. The training report must be ready and published by 5<sup>th</sup> November 2022. **Action AW/AB**

**4m Queens Jubilee** – It has been already agreed that Devauden will contribute (Maximum £100) to the time capsule/plaque, Cllr J Williams will be ordering and paying for it and then will claim back from DCC. **Cllr A Williams** proposed a similar fund to Itton hall who have arranged a tea party for the Queens Jubilee (£100), Cllr J Williams seconded. **Action JW.**

## 6. Finance

- a) Balances as of 25 February 2022: current account £4,970.80; deposit account £6807.03.  
Cheques approved:

Payee	Reason for expenditure	Amount	Vat	Total	Cheque No.
Merlin	Emptying dog bins	83.42	16.68	100.10	101810
Hood Memorial Hall	Replacement battery defibrillator	99.00	7.95	126.75	101811
Audit Wales	Audit fee 2020/21 accounts	250.00	0.00	250.00	101812
Beverley & Williams Accountants	Calculation of payroll/RTI submissions/issue P60s.	73.49	14.70	88.19	101813
Clerk	March salary	292.50	0.00	292.50	101814
Clerk	Expenses			453.59	101815
Monmouthshire CC	Annual grounds maintenance contract	714.00	142.80	856.80	101816
Itton Village Hall	Queens Jubilee contribution	100.00	0.00	100.00	100817

- b) **National salary award (Nacl)** – New rates have been agreed applicable from 1 April 2021. The clerk's salary scale has been confirmed at SCP 20, Beverley and Williams to be updated and to include backpay. **Action AB.**
- c) **Clerk working hours** – The clerks' hours have been averaging out at 10 hours per week after tracking them for the last 3 months as evidence. Cllr A Williams proposed to agree a new number of hours as 10 per week for the clerk and

backdating the extra hours worked. Cllr A Kitson-Smith seconded the proposal and all agreed.

- d) Internal accounts auditor** – Cllr J Williams to check with previous clerk on which auditor was used last year. **Action JW.**

## 7. Correspondence

Nothing to report.

### Circulated Correspondence:

- a) Lisa Gillespie MCC. Wye Valley steering group meeting 11<sup>th</sup> March 4pm.
- b) Tracy Gilmartin OVW. Big jubilee lunch,
- c) Wendy Barnard MCC. Agenda for standing council RE.
- d) Jan Whitham MCC. Monmouthshire Duke and duchess of Cambridge St Davids Day.
- e) Susan Parkinson MCC, Dog fouling red card meeting notes.
- f) Wendy Barnard MCC. Agenda select committee.
- g) PSE. Government 2050 net zero doubts.
- h) Lisa Gillespie MCC. Wye valley meeting to discuss design options.
- i) Karen Dummett Beverly & Williams. New payscale.
- j) Tracy Gilmartin OVW. Case studies for climate change.
- k) Richard Williams MCC. Decision sheet for cabinet.
- l) Planning MCC. Reconsultation DM/2020/00875.
- m) Roger Hoggins MCC. Wye Valley updated link.
- n) Jan Whitham MCC. Chepstow leisure centre improvements.
- o) Mark Cottle community group near Abergavenny. Defibrillator.
- p) Deb Jeffreys Planning aid Wales. Planning applications training.
- q) Kim Lloyd MCC. Enforcement monthly lists.
- r) Tracy Gilmartin OVW. National salary award.
- s) Richard Williams MCC. Agenda economy and development select committee.
- t) Public sector executive news. Today's top stories.
- u) Jan Whitham MCC. Funding opportunities Caldicot and Monmouth.
- v) Karen Dummett Beverley & Williams. SCP pay scale.
- w) Nanette Hepburn MCC. Deal to support Borough theatre.
- x) Jan Whitham MCC. Active travel – climate change.
- y) Richard John MCC. Monmouth and Parkwall ambulance stations.
- z) Public sector executive. EV charging webinar.
- aa) Tracy Gilmartin OVW. Welsh government launch of My Tree.
- bb) Tracy Gilmartin OVW. Vote campaign.
- cc) Tracy Gilmartin OVW. Views on the auditor general's work programme.
- dd) Wendi Patience OVW. February and March training reminder.
- ee) PSE. Public sector decarbonisation.
- ff) Lisa Gillespie MCC. Wye Valley signage 11<sup>th</sup> March 4-5pm.
- gg) Jan Whitham MCC. Reuse shops reopen again.
- hh) Richard Williams MCC. Meeting cancelled Economy and development select committee.
- ii) John Pearson MCC. Election notices – display from 16<sup>th</sup> March 2022.
- jj) Tracy Gilmartin OVW. National forest for Wales news.
- kk) Jennifer Baker MCC. Invoice 11074 Annual Grounds Maintenance Contract.
- ll) Barrie Howells St Arvans CC. Wye Valley Report stage 3.
- mm) George Weston. Wye Valley signage email.
- nn) Mark Cottle Maesygartha. Bt telephone boxes.
- oo) Yvonne James. Monmouthshire County citizens advice.
- pp) Tracy Gilmartin OVW. Ukrainian refugee crisis.
- qq) Tracy Gilmartin OVW. BBC radio opportunity.
- rr) Planning MCC. DM/2018/01741 – Well Lane Green link access path.
- ss) Lisa Gillespie MCC. Wye valley signage design review.
- tt) Marc Tierney – office manager to Eluned Morgan. Email rapid response vehicles.
- uu) Public sector – Decarbonisation agenda 17<sup>th</sup> March.
- vv) Trudy Humber MCC. TTRO Closures 30<sup>th</sup> March to 5<sup>th</sup> April.
- ww) Tracy Gilmartin OVW. Volunteers to respond to emergency situations.

xx) Planning MCC. DM/2022/00380 – Corner Cottage – erection of single storey building to form a home gym.  
 yy) John Pearson MCC. Elections 2022.  
 zz) Welsh Government correspondence receipt – EM/01213/22 – Removal rapid response vehicles.  
 aaa) PSE – EV charge point roll out for another council.  
 bbb) Liz Hackett Pain – Constituency office Usk. Removal of rapid response vehicles.  
 ccc) Tracy Gilmartin OVW. Community asset transfers.  
 ddd) Deryck Evans Audit Wales. Audit notice 2021-22.  
 eee) Wendi Patience OVW. Training reminder.  
 fff) Jessica Knowles Government Events. Emergency response and recovery conference June 2022.  
 ggg) Wendi Patience OVW. Government’s consultation migrants in Wales.  
 hhh) Planning MCC. DM/2021/01955 – Cuckoo Cottage, Devauden.  
 iii) Sam Cooke Black South Wales Argus – Precept rises.  
 jjj) Lisa Gillespie MCC. Wye Valley signage drafts.  
 kkk) PSE – Today’s top stories.  
 lll) Wendi Patience OVW. Age Cymru recovery from Covid.  
 mmm) Wendi Patience OVW. Training dates for April.  
 nnn) Deryck Evans Audit Wales. Audit supporting papers.  
 ooo) PSE. Today’s top stories.  
 ppp) Public sector newsletter.  
 qqg) Wendi Patience OVW. Innovation strategy for Wales.  
 rrr) PSE. Digital skills crisis.  
 sss) PSE. Today’s top stories.  
 ttt) Lisa Gillespie OVW. Wye valley signage.  
 uuu) Andrew Jones – Gwent Police. Police Report for March.  
 vvv) Wendi Patience OVW. COF projects announced.  
 www) PSE. Today’s stories.  
 xxx) Wendi Patience OVW. Big meadow search.  
 yyy) David MCC. Annual grounds maintenance contract.  
 zzz) PSE. Today’s top stories – EV charging.  
 aaaa) Rachel Carter OVW. Bumblebee webinar.  
 bbbb) Lisa Gillespie MCC. Wye valley signage.  
 cccc) Terry Kirton. Ambulance service petition.  
 dddd) Tracy Gilmartin OVW. Manifesto for the future.  
 eeee) Tracy Gilmartin OVW. Nature and us.  
 ffff) Mark Hand MCC. 20mph works update.  
 gggg) Eluned Morgan. Response from minister regarding rapid response vehicles.  
 hhhh) Wayne Stuart HSBC. Referral to Cardiff business manager.  
 iiii) Jan Whitham MCC. Nature isn’t neat 2022.  
 jjjj) Deb Jeffreys Planning aid Wales. Planning training.  
 kkkk) PSE today’s stories. Wales integrated bus plans.

## 8. Planning

- a) **DM/2022/00380** – Corner Cottage, Gethley Road to Devauden Court, Killgwrrwg. Erection of single story building to form a home gym. This council recommends approval. **Action AB.**
- b) **DM/2021/01795** – Well Lane development, Cwm-Fagor Road, Devauden. Discharge of condition 8 (details of approval plan) and 13 (Green link access path) for planning decision). DCC would like clarification of what will go on the 1.8 m wooden fence as the landscape officer from MCC said there would be hedging but there is no mention of this in the plans. Also, there is no mention of the maintenance of it included in the plan. Clerk to write to Kate Young. **Action AB.**
- c) **DM/2020/00875** – Conversion of stables, Church Farm, Church Cottage Lane, Wolvesnewton, Devauden. Change of use of stable block to self-contained holiday accommodation. Mr and Mrs Marlow attended the meeting in the public session at the start to inform the council of their views with regards to the reconsultation of this application. No firm decision as a council has been made until both parties have been represented. The

council will meet again to consider the application before the deadline and to possibly arrange a site visit.

- d) **DM/2021/01955** – Reconsultation for Cuckoo Cottage, B4293 next to common to Cobblers Hill, Devauden. Rear extension to create additional living space. This council recommends approval. **Action AB.**

9. **County Councillors Report**

Nothing to report.

10. **One Voice Wales**

Nothing to report.

11. **Ward reports**

**Cllr L Hazell-Smart** – Several residents have mentioned the works happening in Chepstow Park Woods and would like to understand what works are being done. Suggestions of information boards would be useful as an update for the area as an idea to engage the public. It was suggested to request a meeting with NRW to explore how we might make more use of this site with information/facts and things to do/look for as has happened at other similar sites. **Action AB.**

**Cllr J Williams** – Devauden teas is starting up 7th April 2022. Request from a resident to be put on the allotments waiting list, Cllr J Williams to check with previous clerk about the list. Also, mentioned the short notice of the meeting change from face to face to zoom. **Action AB/JW.**

**Cllr A Kitson-Smith** – Contacted the charity trustees and they are looking to contribute to the Queens Jubilee events in Devauden.

**Cllr A Williams** – Letter from Judith Parry (Star Hill Road) about the state of the road and her concerns particularly now after the road traffic accident last weekend. Cllr Williams to visit Judith to discuss her letter and road traffic safety in the area. Cllr R Greenland to raise with highways (Mark Hand) **Action AW/RG.**

12. **Date of next meeting**

25 April 2022.

