

CYNGOR CYMUNED GOETRE FAWR COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD AT LITTLE MILL VILLAGE HALL ON MONDAY 21st MAY 2018

Present: Community Councillors, Owen Dodd, Jan Butler, Peter Daniel, Colin Deakins, Andy Barnes, Nicola Awni, Roger Howells, Nigel Morrey, Robert French, Syd Welford and Rose Thayers.

In Attendance: County Councillor Bryan Jones, Jonathan Lazenby (Clerk)

Apologies: Community Councillor Lucyann Rands

Guests: None

		ACTION
1	Apologies for Absence	
2	Declarations of Interest The Chair asked members present whether they had any declarations of interest to make, over and above those already recorded (and published on the web site). The Chair reminded those present that they should also notify the meeting of any additional interests which became apparent during the progress of the meeting. No further interests were declared.	
3	Chairman's Remarks The Chairman welcomed everyone to the meeting.	
4	Approval of Minutes of the Previous Meeting held on 23rd April 2018 Proposed by Councillor Morrey and seconded by Councillor Butler	
5	Matters Arising <ol style="list-style-type: none"> Item 4. The Flower tubs have now been planted up. Clerk has clarified the use of pesticides and herbicides with MCC Parks and Highways and has forwarded this information to Mrs Robins. Mrs Robins has also confirmed that the village had now obtained 'Bee Friendly' accreditation. The Chair advised that Mike Jones had planted poppies on either side of the entrance to the car park. Item 7.2. Fence & disused telephone box in Little Mill – no further progress Item 7.3. Electrical Testing at the Olde Pounce Shop. The test revealed several items requiring urgent attention at a total cost of £170 plus VAT. It was also recommended that the consumer unit (fuse box) be replaced to bring it up to current regulations at a cost of £250 plus VAT. (authorised under #4 below) Item 7.5 – Clerk has received a quote for the installation of a frost stat controlled heater for the two hand washer dryers in the public conveniences of £148 plus VAT. It was proposed by Councillor Butler and Councillor Howells that the electrical works under items 3 and 4 should both be undertaken. Clerk has provisionally scheduled for 29th May. Item 7.6 - Old Lap top – Councillor Howells is still testing whether it is viable to use as a projector. Item 7.7 - Invoice for repairs to Little Mill bus shelter now paid Item 7.9 - Quote for new noticeboard received at £1500 plus VAT. Clerk to delay purchase until rain guard received for existing board and proves successful. Item 9.2 - Clerk has confirmed we can adopt a kiosk for £1, following which we would have to restore and take on all the relevant liabilities. The phone has been removed so it seems unlikely the electrical connection will have been left, but Clerk will check. Planning permission to turn it into a book exchange is not required. Cost of paint c£70 and new signs c£90. Removal of old paint layers likely to be labour intensive (unless someone has access to a sand blaster) and there could be issues with old lead paint). A local company can sandblast and 	<p>Cllr. Deakins</p> <p>Cllr. Howells</p> <p>Clerk</p>

	<p>undertake the painting for us, but the cost is £850. It was agreed Councillor Butler would approach the group to explore the options further.</p> <p>9. Item 9.3 - The tiles on the Community Centre, which had slipped, have now been put back into position. The front valley has also been repaired and re-sealed. Cost is £50 plus VAT (although no invoice received at present).</p>	Cllr. Butler
6	<p>Monmouthshire County Council update</p> <ol style="list-style-type: none"> 1. There appears to have been issues with the supply of Council re-cycling bags to the shop. However, it seems to have been resolved for the moment. Councillor Jones is to investigate what the problem was to try and prevent a recurrence. 2. There are still problems with the surface water drainage by Newtown Road / Capel Ed Lane / Fairfield. Councillor Jones will follow up with Andrew Welsh. 3. There are still concerns at potential sewage problems in the village caused by the new development at Folly View. Clerk to follow up with Dwr Cymru and see if anyone could come to talk to the council about the issues and what action is being taken. 	<p>Cllr Jones</p> <p>Cllr Jones</p> <p>Clerk</p>
7	<p>Maintenance</p> <ol style="list-style-type: none"> 1. Councillor Thayers reported that there were two large silver birch trees in the park which looked potentially unsafe in strong winds. Councillor Jones to investigate. 2. Councillor Awni flagged the issue of the yellow lines on Newtown Road. Councillor Jones to investigate when this work will be undertaken. 3. Councillor Awni also raised the problem (highlighted during the recent engagement event) residents experienced when using buses which stop on the western side of the A4042 in the village. The difficulty in crossing the road means that some residents continue into Abergavenny and take the return journey back to alight by the car park. The road is also a deterrent to more people using the canal. Councillor Jones will consult to see if there are any solutions that could be implemented. 4. Councillor Howells raised the issue of drivers still going the wrong way down School Lane. Clerk advised that the proposed speed indicator sign for the lane would record the time and speed of any such vehicles which may help tackle the issue. 5. Councillor French asked if the new speed bumps on Newtown Road could be painted, as they are difficult to see in the dark. 6. Councillor Butler said that dog mess in the village was still felt to be an issue by some residents, although she felt the dog walking area was much improved following the installation of a dog waste bin. 7. A request was made for the recreation fields in both Goytre and Little Mill to be cut a few days before the 'Fun Day' on 14th July. Clerk will send Nigel Leaworthy an e-mail request. 8. Councillor French said that a section of Star Road has sunk by the speed bumps at the end of Pleasant Retreat and now needs urgent attention. 9. The issue of the 'dispute' of the ownership of the fence outside the Village Hall was raised for the benefit of Councillor Jones. The Clerk advised that he had sent the village hall an e-mail confirming that 'ownership' of the recreation park now rested with MCC. 	<p>Cllr Jones</p> <p>Cllr Jones</p> <p>Cllr Jones</p> <p>Cllr Jones</p> <p>Clerk</p> <p>Cllr Jones</p>
8	<p>Jack & Jill's – update</p> <ol style="list-style-type: none"> 1. The Chair advised that he hadn't been able to attend the meeting originally scheduled for 24th April with Andy Smith from MCC. However, it is likely that, if need be, Andy Smith will help identify opportunities for funding in due course. 	
9	<p>Planning Applications</p> <ul style="list-style-type: none"> • DM/2018/00499 - Conversion and extension of existing office space into residential annex and associated change of use of land to residential curtilage. Sunnyview A4042 T Pencroesoped To Goytre, Goytre, Pontypool, Monmouthshire, NP4 0AD <p>No concerns or issues were raised by Councillors. MCC advised.</p>	

10	Finance																																													
1.	<u>Review of accounts</u> The latest cashflow statement was then presented to the meeting. It was noted that the income on the budget lines for the Olde Pounce shop and precept had been transposed. Clerk will correct. There was no further comment or observation. Payments made since the previous meeting	Clerk																																												
	<table><tr><td></td><td>£</td></tr><tr><td>Cleaning wages (March)</td><td>37.71</td></tr><tr><td>Cleaning wages (March)</td><td>255.00</td></tr><tr><td>Thomas Waste Management Ltd</td><td>22.80</td></tr><tr><td>Wales Air Ambulance</td><td>500.00</td></tr><tr><td>Viking Direct (stationery)</td><td>76.79</td></tr><tr><td>Merlin Waste</td><td>105.09</td></tr><tr><td>Merlin Waste</td><td>114.24</td></tr><tr><td>St Peters Church Goytre</td><td>500.00</td></tr><tr><td>Monmouthshire County Council (school flagpole repairs)</td><td>182.00</td></tr><tr><td>Nest (Clerk's Pension)</td><td>20.90</td></tr><tr><td>J Lazenby (Clerk's expenses)</td><td>17.84</td></tr><tr><td>Goytre Community Garden (Goytre flower tubs)</td><td>100.00</td></tr><tr><td>Cleaning wages (April)</td><td>38.61</td></tr><tr><td>Cleaning wages (April)</td><td>260.26</td></tr><tr><td>J Lazenby (Salary)</td><td>737.93</td></tr><tr><td>SSE/SWALEC (Public Conveniences Electricity)</td><td>75.66</td></tr><tr><td>Goytre Village Hall (rental for engagement / litter picking)</td><td>15.00</td></tr><tr><td>Wallgate Ltd (Hand washer / dryer repairs)</td><td>594.90</td></tr><tr><td>Gwenlecs Electrical (Olde Pounce Shop testing)</td><td>180.00</td></tr><tr><td>Wallgate Ltd (Hand washer / dryer service contract)</td><td>715.20</td></tr><tr><td>Thomas Waste Management</td><td>43.20</td></tr></table>		£	Cleaning wages (March)	37.71	Cleaning wages (March)	255.00	Thomas Waste Management Ltd	22.80	Wales Air Ambulance	500.00	Viking Direct (stationery)	76.79	Merlin Waste	105.09	Merlin Waste	114.24	St Peters Church Goytre	500.00	Monmouthshire County Council (school flagpole repairs)	182.00	Nest (Clerk's Pension)	20.90	J Lazenby (Clerk's expenses)	17.84	Goytre Community Garden (Goytre flower tubs)	100.00	Cleaning wages (April)	38.61	Cleaning wages (April)	260.26	J Lazenby (Salary)	737.93	SSE/SWALEC (Public Conveniences Electricity)	75.66	Goytre Village Hall (rental for engagement / litter picking)	15.00	Wallgate Ltd (Hand washer / dryer repairs)	594.90	Gwenlecs Electrical (Olde Pounce Shop testing)	180.00	Wallgate Ltd (Hand washer / dryer service contract)	715.20	Thomas Waste Management	43.20	
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2.	<u>Receive and accept the findings of Internal Audit.</u> The report provides confirmation of a clean bill of health with just a couple of minor observations: - <ul style="list-style-type: none">a. Signatories should initial the stubs of any cheques issued (However Clerk has photocopies of the cheques to confirm correctly authorised)b. Council should provide a budget for all mandatory spend – CC has not provided for 'care costs'. Although not currently claimed this could change over time. Council to consider for next year.c. It was also suggested that we may wish to consider closing our MBS account which was adding another layer of complexity to the accounts. Clerk suggested that the Finance committee consider this at their July meeting and report back to Council.	Clerk Clerk Clerk																																												
3.	<u>Salary review for Clerk</u> Unfortunately not all the required information regarding the salary ranges was available at the meeting, and so the decision on the Clerk's salary was deferred until the June meeting.																																													
4.	<u>Timings for payment of Councillor Allowances</u> It was agreed that the payments should be made in November (approximately half way through the year). Proposed by Councillor Morrey and seconded by Councillor Welford.	Clerk																																												
5.	<u>Ton Land - update</u> Goytre Community Garden have advised that they have a lot on at the moment so could not commit to taking on the idea of an allotment or a Community Orchard. In the meantime, the Clerk has investigated the possible planning issues for this with BBNPA who have confirmed that sheds for an allotment would be allowed subject to being of an appropriate size. A water supply would clearly be needed for an allotment, and even for an orchard, until the trees became established. As there is no imminent need for a water supply the Clerk had not yet requested a quote from Dwr Cymru to save potentially unnecessary expense. However, the meeting agreed that the Clerk should proceed with the application to establish the site's potential.	Clerk																																												

11	<p>General Data Protection Regulations</p> <p>Clerk confirmed the following documents were now in place and had been issued as appropriate.</p> <ul style="list-style-type: none"> • General Privacy Notice - issued to Church contacts and on web site • Privacy Notice – Staff, Councillors and Role holders – issued to employees and all councillors • Subject Access Policy – on the web site • The clerk is reviewing documentation from Abergavenny Town Council and other sources to put in place an appropriate retention policy and a process for managing any breaches 	Clerk
12	<p>Community Centre: to receive and consider sub-committee's final recommendations for approval.</p> <p>This item was deferred until the June meeting</p>	
13	<p>Final recommendations from Engagement Event on 18th April - Councillor Awni</p> <p>The day had identified two main areas – those actions that were the responsibility of, and would need to be taken forward by the Community Council, and a number of social activities which were more properly for individual residents to take forward, perhaps supported in some way by the Community Council. Councillor Howells suggested that we should 'advertise' the outcomes with the offer of support if individuals wished to take forward. This could be done via the noticeboards, web site and Usk Diary. Councillor Awni said that she would put a summary together for the web site / noticeboard, and some wording for the Diary. It was agreed that we should run another event in Little Mill. The Horseshoe pub had also been offered as a venue.</p>	Cllr Awni Clerk
14	<p>Independent Remuneration Panel for Wales - Adoption of determinations #52 & #53 into Standing Orders</p> <p>Clerk was proposing to include these two additional determinations which would provide flexibility in the amounts paid to the Chair & Vice Chair. Currently payments under determination #47 for senior roles require payments of a flat £500. Under #52 & #53 (Civic Head and Deputy Civic Head) these can be up to £1500 and £500 respectively, enabling (on a practical basis) an annual payment of £250 to the vice - chair and £500 to the chair. The determinations are:</p> <p>Determination 52: Community and town councils are authorised to provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.</p> <p>Determination 53: Community and town councils are authorised to provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum amount of £500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.</p> <p>The inclusion of both determinations was proposed by Councillor Daniel and seconded by Councillor Butler. Clerk to update standing orders to accommodate.</p>	Clerk
15	<p>Donations</p> <ol style="list-style-type: none"> 1. Request received from Bobath for a general contribution to support their work. This was noted by Councillors. There was no proposal for the Community Council to make a donation. 2. A request has been received from the Seafarers Association to support Merchant Navy Day by flying the red ensign on a flagpole or other prominent building. A similar request was made last year. Again, this was noted by Councillors, but without a proposal of financial support. 	

16	<p>Reports – questions based on previously distributed update (distributed report reproduced below).</p>	
	<ul style="list-style-type: none"> • Little Mill Village Hall No report submitted • Goytre Village Hall <ul style="list-style-type: none"> • AGM held on 15th May. Accounts were presented. Members of the Executive Committee remained the same, although Janet Robins has taken over as Minute Secretary from Jane Melmoth. Mrs Robins also took on the role of Secretary • The Social Club refurbishment is progressing well and the floor in the main Village Hall will be renewed over the course of a three-day period. The Village Hall has been shortlisted to receive a Grant for a new lighting system in the premises. • Part of the fence bordering the Hall grounds is in need of repair and the Chair has looked at past records and discovered that when it was erected, the Rural District Council took responsibility of maintenance of the fence before passing the liability to the Community Council. Clerk has e-mailed the Chair to confirm that MCC now have 'ownership' of the park • Councillors Butler and Thayers presented the issues raised at the Engagement Day, held on the 18th April. The Members agreed with the ideas put forward but recognised it will be difficult to find volunteers to take charge of the various events. Although the Village Hall could be used to house the classes, etc., the Members asked why the Community Centre could not be used as well. They felt that as a lot of money had been spent on the Centre, it should be opened up for use by the wider community, including any disabled users. • The Members agreed with the idea of a post box being placed around the Newtown Road area. • The Committee were pleased with the success of the litter pick but were not happy that the bags were left for a few days by the main entrance. The Chair has now secured an area at the side of the building to place any future bags collected. • Goytre School Governors <ul style="list-style-type: none"> ○ No report submitted • Goytre Community Centre <ul style="list-style-type: none"> ○ No report submitted) • Goytre After School Club <ul style="list-style-type: none"> ○ No report submitted. • Goytre Scout Hut <ul style="list-style-type: none"> ○ No report submitted. • Public Conveniences <ul style="list-style-type: none"> ○ The frost stat heaters (to protect the hand washer / dryers from frost damage) are to be installed on 29th May at a cost of £148 plus VAT. The Clerk has also purchased pipe insulation material at a cost of £5.52. 	<p>Clerk</p> <p>Clerk</p>
17	<p>Communications</p> <ol style="list-style-type: none"> 1. Goytre Wharf Regeneration Project. Councillors Butler and Awni said that they would attend the next meeting and report back to Council 2. E-Government in Community Facilities It was agreed that a request should be made for the following equipment. <ul style="list-style-type: none"> • 2 x hearing loops 	

	<ul style="list-style-type: none"> • 2 x fixed (LED) projectors • 2 x fixed pull down screens • 2 x interactive whiteboards • 1 x phone line (for broadband) <p>Clerk to contact Michael Powell at MCC.</p>	Clerk
18	<p>Advertising</p> <p>The deadline for any submissions is this Friday, 25th May. It was agreed that the success of the litter picking 'event' in Goytre should be submitted for inclusion in the next edition.</p>	
	<p>Date of Next Meeting - Monday 25th June at Goetre Fawr Community Centre commencing at 7.30 pm.</p>	All

Chairman:

Date: