

CYNGOR CYMUNED GOETRE FAWR COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD AT LITTLE MILL VILLAGE HALL ON MONDAY 17TH JUNE 2019

Present: Community Councillors, Owen Dodd, Andy Barnes, Jan Butler, Peter Daniel, Colin Deakins, Lucyann Rands and Nicola Awni

In Attendance: Jonathan Lazenby (Clerk)

Apologies: Community Councillors Robert French, Syd Welford, Nigel Morrey and Rose Thayers

Guests: None

		ACTION
1	Apologies for Absence	
2	Declarations of Interest The Chair opened the meeting and asked members present whether they had any declarations of interest to make, over and above those already declared (and shortly to be published on the web site). The Clerk advised that he was still awaiting responses from Councillors Deakins (who advised the Clerk of his interests at this point), and Howells (who was not in attendance). 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. Cllr Butler advised that she had an interest in the application from the Scout Group under 'donations' on today's agenda.	Clerk
3	Chairman's Remarks The Chairman welcomed everyone to the meeting.	
4	Approval of Minutes of the Annual Statutory Meeting held on 20th May 2019 The minutes were proposed as a true and correct record of the meeting by Councillor Deakins and seconded by Councillor Daniel.	Clerk
5	Matters Arising The Clerk is progressing with the addition of Councillor Barnes to the Unity Trust bank account (see also under 'Finance' agenda item for today's meeting). There were no other matters arising.	Clerk
6	Approval of Minutes of the Previous Meeting held on 20th May 2019 The minutes were proposed as a true and correct record of the meeting by Councillor Awni and seconded by Councillor Daniel.	Clerk
7	Matters Arising <ol style="list-style-type: none"> Item 5.1. – The Olde Pounce Shop flower trough. The Clerk has advised the lessee of the CC's decision, but he is keen to retain the trough to improve the look of the shop for customers and he is to investigate with a regular customer (a timber supplier), whether the front can be repaired at a much more reasonable cost. Item 5.5. - The drain sumps have been emptied along Star Road and Newtown Road, possibly due to issues caused by the recent heavy rain. Councillors to monitor the situation and report any incidences of problems to the Clerk. Item 5.6 – Public Conveniences. The Clerk has repaired the lock in the Gents toilets. Gwenlecs Electricals have surveyed the toilets with the Clerk to identify ways to reduce electricity usage (as a way to combat climate change rather than specifically to save money). They have recommended the installation of movement detectors on a c10-minute timer to activate the lights (rather than them being left on permanently as at present). Replacement of the current fluorescent tubing with LED lights would reduce the consumption from 278 watts to 204 watts when all the lights are on. The total cost would be £378 + VAT (£245 + VAT if we only replace the two broken lights). This was viewed as a competitive price from a known and trusted/reliable supplier, and given the amount it was not proposed to obtain a further quote (in accordance with 	Clerk

	<p>Financial Regs 11 (1)g. It was proposed to undertake the full work at £378 + VAT by Councillor Awni and seconded by Councillor Rands.</p> <p>4. Item 9.1 – the additional dog bin has been installed by bridge 76 and Merlin Waste notified to add to their collection rota.</p> <p>5. Item 9.3 – the tree foliage obscuring the street light by bridge 68 has been cut back.</p> <p>6. Item 13 – Other reports – future audits. The Clerk has now obtained his ILCA qualification and has registered for CiLCA using the £350 WG grant. He is provisionally booked for the training which comprises four Days (23/09, 21/10, 18/11, 9/12)) and will take place in Nailsea (North Somerset). The cost is £340 +VAT and this was proposed by Councillor Awni and seconded by Councillor Rands</p>	Clerk
8	<p>Maintenance</p> <p>1. As previously advised to Councillors it appears that the traffic order for the painting of double yellow lines on Newtown Road was not signed prior to the new consolidated traffic order for MCC coming into being. This means that the process of advertising / consultation must take place again. We are now looking at September / October for the lines to be painted.</p> <p>2. Janet Robins from the Community Garden (CG) has mentioned that the plants in the park tubs need some pruning /clearing and asked if the CC would like the GC to tend them. It was agreed that this would be welcome. Clerk to email Janet Robins and Cllr Butler will also approach.</p> <p>3. MCC need to extend the closure of the footpath between Longhouse Barn & Newtown Road as the sewage works are overrunning, but must seek the views of the CC before approaching WG. It was agreed the CC should respond with 'No objections'. This was proposed by Councillor Butler and seconded by Councillor Daniel.</p> <p>4. Cllr Deakins advised that footpath No.88 needs clearing from Ty Gwyn Road to the railway bridge. Also, the footpath along 'Ty Draw' is almost impassible. Clerk to advise Highways.</p> <p>5. The sunken drains opposite the Halfway House in Little Mill continue to deteriorate. Cllr Rands to send photos to the Clerk who will forward to MCC</p> <p>6. There are numerous pot holes along Star Road which Cllr Awni has reported via 'Fix My street'</p> <p>7. The trees along Star Road are continually being hit by lorries – Clerk to report to Highways</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
9	<p>Planning applications:</p> <ul style="list-style-type: none"> DM/2019/00718 - Took down an old wooden fence and replaced with metal fence. 20 Long House Barn, Penperlleni, Goytre, Pontypool, Monmouthshire, NP4 0AX. Councillors raised no issues or concerns and this response was proposed by Councillor Rands and seconded by Councillor Awni. 19/17295/FUL - Conversion of redundant Agricultural barn to provide 1no (2 bed) Holiday let accommodation and 1no (3 bed) Caretaker/Manager dwelling. Alterations to existing agricultural barn. Ty Cooke Farm, Old Abergavenny Road, Pencroesoped Llanover NP4 8QZ Councillors raised no issues or concerns and this response was proposed by Councillor Deakins and seconded by Councillor Daniel. DM/2019/00688 - Replacement of existing conservatory with single storey extension to the rear, and conversion of garage. 23 Long House Barn, Penperlleni, Goytre, Pontypool, Monmouthshire, NP4 0AX Councillors agreed that they had no objections provided that Planning were happy that suitable provision has been made for the run-off from the building. The response was proposed by Councillor Awni and seconded by Councillor Butler. APP/E6840/A/19/3230160 - Planning Appeal in respect of DC/2017/01375 Change of use from agricultural to transport yard. Extension to existing transport yard to accommodate an additional 6 tractor units and 3 trailers. Ty Carol Barn, Star Road, Nant Y Derry, Goytre, Monmouthshire, NP4 0AA Councillors discussed this item extensively and agreed the following response: The Community Council strongly opposes the appeal as it feels that the issues raised in the original report have, in the main, not been addressed. Agreement to the development would be seriously detrimental to other residents and the safety of the highway, for example: <ul style="list-style-type: none"> There is no suitable access with lorries having to reverse into the yard 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none">○ The yard is located on a narrow country lane with single carriageway in many places○ There is no footpath near the residential areas and across the railway bridge. <p>The Community Council also felt that Network Rail should be consulted to gauge any potential impact on the railway bridge that fully laden lorries passing over might have.</p> <p>The agreed response was proposed by Councillor Awni and seconded by Councillor Daniel.</p>	Clerk																																				
	<ul style="list-style-type: none">• Agree approach to responding to applications requiring response before the following council meeting <p>The current approach, where the Clerk gathers responses from individual Councillors is not satisfactory. Ideally a formal meeting of either full council, or a planning committee should be held. It was agreed to consider setting up a planning committee, on which all councillors would sit, but which would meet only as and when required between full council meetings. A rota would be devised so that not all councillors needed to attend every planning meeting. Clerk to devise a detailed proposal for consideration and agreement at July's Council.</p>	Clerk																																				
10	<p>Goetre Fawr Place Plan</p> <p>Cllr Awni explained that there was an opportunity to use existing community groups to find out the views of those groups and the local residents. For example, the WI could be contacted and responses collected to provide common themes on which to obtain further feedback. However, this does not mean that a desire to obtain XYZ means it will or could be delivered. It is possible that the work may lead a Community plan rather than a Place Plan (the latter must dovetail into the LDP – it can't contradict it - the Community plan is broader). It was agreed to proceed with the proposal recently circulated by Councillor Awni with an initial two meetings. It was agreed to make up to £100 available to cover the costs of any venue hire and materials. This was proposed by Councillor Deakins and seconded by Councillor Butler.</p>	Cllr Awni																																				
11	<p>MUGA update</p> <p>Clerk is to contact Mike Moran to check when the consultation process is to take place and when it is anticipated a final decision will be made so that we can include a progress update in the next newsletter.</p>																																					
12	<p>Finance</p> <p>1. <u>Review of Accounts and Cashflow</u></p> <p>The latest cashflow statement was presented to the meeting. There was no further comment or observation</p> <p>The following payments have been made since the last meeting</p> <table><tr><td></td><td>£</td></tr><tr><td>SLCC (ILCA qualification)</td><td>118.80</td></tr><tr><td>Helena Fox (Internal Audit Fees)</td><td>100.00</td></tr><tr><td>J P Lazenby (Reimbursement of Pub Con maintenance items)</td><td>55.90</td></tr><tr><td>J P Lazenby (Clerk's expenses)</td><td>23.46</td></tr><tr><td>Wages</td><td>39.39</td></tr><tr><td>Wages</td><td>265.47</td></tr><tr><td>J P Lazenby (Salary)</td><td>866.08</td></tr><tr><td>Nest (Clerk's Pension)</td><td>47.23</td></tr><tr><td>Ocean Business Supplies</td><td>90.72</td></tr><tr><td>ICO (Data Controller Registration)</td><td>35.00</td></tr><tr><td>One Voice Wales - Training - Andy Barnes</td><td>40.00</td></tr><tr><td>Merlin Waste</td><td>127.50</td></tr><tr><td>Goytre Village Hall - Pop-up Post Office rental</td><td>48.00</td></tr><tr><td>One Voice Wales - Training - Peter Daniel</td><td>40.00</td></tr><tr><td>Thomas Waste Management Ltd</td><td>46.00</td></tr><tr><td>Nest (Clerk's Pension)</td><td>47.23</td></tr><tr><td>MCC (Non-Domestic rates for public conveniences)</td><td>57.00</td></tr></table>		£	SLCC (ILCA qualification)	118.80	Helena Fox (Internal Audit Fees)	100.00	J P Lazenby (Reimbursement of Pub Con maintenance items)	55.90	J P Lazenby (Clerk's expenses)	23.46	Wages	39.39	Wages	265.47	J P Lazenby (Salary)	866.08	Nest (Clerk's Pension)	47.23	Ocean Business Supplies	90.72	ICO (Data Controller Registration)	35.00	One Voice Wales - Training - Andy Barnes	40.00	Merlin Waste	127.50	Goytre Village Hall - Pop-up Post Office rental	48.00	One Voice Wales - Training - Peter Daniel	40.00	Thomas Waste Management Ltd	46.00	Nest (Clerk's Pension)	47.23	MCC (Non-Domestic rates for public conveniences)	57.00	
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	<p>2. <u>Receive and accept the findings of the Internal Audit.</u> The report from the Internal Auditor, Helena Fox, for the financial year ending 31st March was reviewed at last month's meeting, but was not voted on to formally accept. As a reminder, the report confirms that the standard of record keeping is good and that all the relevant requirements / tests have been met. Acceptance was formally proposed by Councillor Butler and seconded by Councillor Rands.</p> <p>3. <u>Approval of Annual Governance Statement for 2017/18.</u> In addition to the approval of the Annual Governance Statement, the Clerk / RFO confirmed that the following minor issues raised during the 2017/18 audit had been addressed. These were:</p> <ul style="list-style-type: none"> • The question in Part 2 concerning the obligation to pay a gratuity was not completed correctly. The incorrect statement had not been crossed out to leave the one that read 'The Council has no obligation or intention to pay a gratuity to employees'. • S137 expenditure powers were used incorrectly - the donation to Goytre AFC should have been made under the CC's statutory powers to provide recreational facilities. <p>The Clerk / RFO confirmed that these had all been addressed.</p> <p>The Annual Governance Statement (parts 1 & 2) had been circulated in advance by the Clerk. It was agreed that Boxes 1 to 8 of part 1 could be ticked as 'agreed'. Box 9 was not applicable (no trust funds were held), and of part 2, boxes 1, 2 & 3 could all be ticked 'agreed'. This was proposed by Councillor Deakins and seconded by Councillor Butler.</p> <p>4. <u>Approval of the Annual accounting Statement for 2017/18</u> The Annual Accounting Statement had been circulated in advance by the Clerk. Approval was proposed by Councillor Daniel and seconded by Councillor Butler. Following this second approval the Chair signed the Approval & Certification section of the Audit return.</p> <p>5. <u>Unity Trust Bank – acceptance of conditions</u> Following the proposal to add Councillor Barnes to the Bank account (to load payments in an emergency and to view the accounts) the Clerk had completed the on-line application. The CC now needed to accept the standard resolution and Internet and Telephone Banking resolutions (circulated in advance and previously agreed when the account was open). Acceptance was proposed by Councillor Butler and seconded by Councillor Daniel.</p> <p>6. <u>HMRC – VAT claim</u> – the Clerk has submitted the CC's application to reclaim the VAT paid last year, totalling £2813.02.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
13	<p>Global warming – GFCC response / proposals</p> <ul style="list-style-type: none"> • Goytre Village Hall has signed up to reduce its carbon footprint. • The clerk to investigate the cost of installing a charging point for cars in the village. 	<p>Clerk</p>
14	<p>Reports – questions based on previously distributed update</p> <ul style="list-style-type: none"> • Little Mill Village Hall No report submitted. • Goytre Village Hall AGM held with Idwal Sheen unanimously approved as the Chair for 2019. Cllr Peter Daniels elected Vice Chair. Committee membership was approved and a nomination from the WI will be sought. A bid will be submitted to MCC for some of the section 106 monies available. The Coffee time and Book Exchange group will now be encompassed within the formal Village Hall committee structure, as a subcommittee. The post office facility is proving to be a great asset to the village. The Committee agreed to adopt the principle of reducing the Village Hall carbon footprint with immediate effect. Posters will be displayed around the village to promote a reduction in use of disposable items and plastics. 	

	<ul style="list-style-type: none"> • Goytre School Governors No report submitted. • Goytre Community Centre No report submitted. • Other reports: None 	
15	<p>Donations</p> <p>Councillor Butler had informed the meeting of her interest in this item and therefore spoke only to clarify points of fact during the discussion.</p> <p>1st Goytre Scout Group have applied for a donation of £210 to purchase 7 hammocks (@£30 each) for an up and coming camp. They have had a recent surge in members and don't have the funds to purchase the extra equipment. This was agreed under the power of well-being and proposed by Councillor Deakins and seconded by Councillor Barnes</p>	Clerk
16	<p>Communications</p> <ol style="list-style-type: none"> 1. The SLCC are holding a regional training conference in Llandrindod Wells on Thursday (cost £80 plus VAT). Topics include Website Accessibility Regulations, Managing Change in the Community and How to Write a Press Release. Clerk would like to attend and this was agreed and proposed by Councillor Butler and seconded by Councillor Rands 2. Councillor Dodd will try and time the next village newsletter to coincide with a decision on the MUGA. 	Cllr. Dodd
17	<p>Advertising</p> <ol style="list-style-type: none"> 1. There are no items as yet for notification in the Sept/Oct edition of the Usk & Raglan diary. 2. We have circulated the invitation to the National Lottery Community Funding surgery at Abergavenny Community Enterprise Partnership (ACE), on Wednesday 24th July 2019. However, the timing (the first week of the holidays), is not ideal. 3. The Police have launched a survey on the village Facebook page asking for policing priorities. However, ASB and Drug use is the only (combined) crime listed, with the ability to volunteer (or not) to assist the police to combat this problem, the only choice available. It was felt that the Police had perhaps missed an opportunity to engage with the Community. 4. Councillor Barnes advised the meeting that David Wilson homes had contacted him to say that 'The Acres' was now fully occupied. 	
18	<p>Date of Next Meetings – Monday 15th July at Goytre Fawr Community Centre, commencing at 19.30</p>	

Chairman:

Date:.....