

CYNGOR CYMUNED GOETRE FAWR COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD AT GOYTRE FAWR COMMUNITY CENTRE ON MONDAY 25TH MARCH 2019

Present: Community Councillors, Owen Dodd, Andy Barnes, Robert French, Lucyann Rands, Rose Thayers, Jan Butler, Peter Daniel, and Nicola Awni

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

Apologies: Community Councillors Colin Deakins, Syd Welford & Nigel Morrey

Guests: Rachel Rawlings & Joe Skidmore – MCC Community and Partnership Development

		ACTION
1	Apologies for Absence	
2	Declarations of Interest The Deputy Chair opened the meeting and 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 Deputy Chair reminded those present that they should also notify the meeting of any additional interests which became apparent during the progress of the meeting. At this point the Chair arrived and presided over the rest of the meeting.	
3	Chairman's Remarks The Chairman welcomed everyone to the meeting and at this point suspended standing orders to enable the guest speakers to present to the meeting.	
4	Guest Speakers – Rachel Rawlings & Joe Skidmore – MCC Community and Partnership Development talking on Loneliness & Social Isolation (L&SI) Rachel & Joe explained that L&SI can impact on people at any time. There is no age limit, and it impacts on people in all walks of life, young and old, and from all backgrounds. They explained how it can affect people in different ways, and that it is possible for people to be lonely, but not isolated, and vice versa. The geographical spread and relatively low population density of Monmouthshire is thought to be a key contributory factor to the issues facing the County. Funds have been made available by the Westminster Government for local agencies/companies to pilot transport and digital projects to help combat this problem – the two most workable/successful will receive further funding and be put into action. At present, Joe and Rachel are building a picture of the formal and informal social activities that are taking place across Monmouthshire which can help combat L&SI. They asked if councillors could provide them with details of these in the locality so that they can build up a map of what is taking place across the County. These will then be analysed to see if they can be complemented by MCC, or perhaps receive further support if they are struggling. All Councillors agreed to support this very worthwhile initiative and thanked Rachel and Joe for their time in briefing the Council on the actions being taken to tackle this problem. Standing orders recommenced at 8.00pm.	
5	Approval of Minutes of the Previous Meeting held on 18th February 2019 Item 6.19 – The noticeboard will be installed by the Social Club , not the village hall. Item 9 – The prospective place plan will detail what residents would like to see in the village (not the Community Council) The minutes were then proposed as a true and correct record of the meeting by Councillor Butler and seconded by Councillor Daniel.	Clerk

6	<p>Matters Arising</p> <ol style="list-style-type: none"> Item 6.4 - Trees on Newtown Road. Clerk has chased the cutting of the trees on Newtown Road. No action appears to have been taken as yet. Item 6.5 – Road / Kerb damage by Capel Ed / Meadowbank – There has been no repair work as yet. Item 6.6 - Privet hedge by the Pelican crossing in Little Mill – Notice has been served on the owner. If no action is taken MCC will undertake and re-charge the cost. Item 6.8 – Saron Baptist Church - Clerk has now identified a contact and graveyard funds have been paid. GDPR contact forms have now been signed. Item 6.9 - Installation of a Pedestrian Crossing on the A4042 – Cllr Bryan Jones advised that the WG contact was a Mark Emmet and for SWTRA, Hugh Griffin. He will send their email details through to the Clerk. Item 6.13 – MCC have confirmed that all street lights in Monmouthshire will be converted to LED over the next 18 months. Item 8.2 – The condition of the footpath between Longhouse Barn and Newtown Road has been reported to MCC – No action has been taken as yet. Item 8.3 – Clerk has requested that the drains in the village be cleared. No action has been taken as yet. Item 8.4 - Silver Birches in Goytre Park – MCC are investigating what work (if any) needs to be undertaken. Item 8.5 - No storage space for rubbish bags to be left on new properties on Folly View – Clerk has reported the problem (with photos) to MCC. It is believed that temporary arrangements have now been put in place for the residents. Item 10.2 (ii) – Little Mill Park ROSPA inspection. Clerk is continuing to chase. Item 10.2 (v) (b) - Due to the current gas works / traffic lights in Little Mill, the painting of the words slow with speed roundels won't now take place until April. It is possible that the additional electrical cable work may lead to a further delay. Clerk sent a letter to Welsh Govt. on 5th March with follow up email regarding the proposed boundary changes. The email has been acknowledged. 	<p>Cllr. Jones</p> <p>Clerk</p>
7	<p>Monmouthshire County Council update</p> <p>Country Councillor Bryan Jones provided the following updates:</p> <ol style="list-style-type: none"> Flooding – (Cllr Awni advised that she had an interest in this item). Engineers have identified further partial blockages in the drain which Highways will be clearing. A flood relief drain is also badly silted and will be cleared. There will be further regular inspections, but there is no simple fix. Funds for tendering for social isolation work. These were funds made available by Westminster for local agencies/companies to pilot transport and digital projects – the two most workable/successful will receive further funding and be put into action. Street light by entrance to Goytre Village Hall – To move the post would be very expensive. It was suggested that the fence could be moved slightly if the pole was a real problem. Alternatively, the pole could be removed completely. Community Councillors agreed to investigate the extent of the problem further. Review of speed limits as traffic leaves the village into Nantyderry - the Highways team are to set up monitoring strips to record the speed of the traffic. Cllr Jones confirmed that the new recycling rotas were beginning to settle down – some had worked well, but others not so, which had led to a number of complaints. Residents needed to ensure that they put their bags out first thing, as some collection times have changed and may be earlier in the day than previously. 	
8	<p>Maintenance</p> <ol style="list-style-type: none"> The long flower trough by the chip shop is rotten and needs replacing. Councillors agreed in principle to make funds available for it to be replaced / replanted, subject to confirmation of the overall cost. Janet Robins from the Community garden has asked who might be able to water the park tubs if they are planted up. It was agreed that we should ask whether Nav in the chip shop would be able to water them. Clerk to enquire. Nigel Leaworthy at MCC have advised that a tree in Little Mill park is rotten and needs cutting down to the trunk. The cost is £307 + VAT. This was proposed by Councillor Awni and seconded by Councillor Butler. Welsh Water has inspected the supply fittings at the public conveniences and has confirmed that the installation is satisfactory. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

9	<p>Jack & Jill's update</p> <p>Response from Gareth King. The building at the rear of the site (furthest from the primary school) is uneconomical to repair to put back into use. This is due to the water ingress in the roof, deterioration in the wood panel walling around the outside of the building, no insulation and an out of date electrical and central heating system.</p> <p>The building at the front is in better condition but will still need significant investment. It requires a new roof (fully insulated), new windows & flooring, relocation and redesign of the toilets (DDA compliant), a full rewire and finally re-cladding of the whole building as it currently has very little to no insulation. Likely cost of £45k to £50k.</p> <p>The alternative is to purchase a pre-fab style chalet building as this may be more viable. However, whichever option is chosen, access to the site presents a significant challenge. The large tree at the front makes craning materials onto the site a challenge. This will either present an increased cost, or may result in the tree needing to be reduced in size or even removed altogether, to enable the works to go ahead.</p> <p>Given the forecast size of the project and indicative cost, Councillors felt that the CC should now withdraw its interest and allow MCC to proceed on its own. (This could be subject to review if there was a future material change in circumstances). The Chair will advise Kathryn Edwards and Gareth King accordingly.</p>	Cllr. Dodd
10	<p>Planning applications:</p> <p>The first three applications were received and required a response prior to this evening's meeting. Having consulted with councillors the Clerk has responded with the comments detailed under each application.</p> <ul style="list-style-type: none"> DM/2019/00198 - Householder Proposed first floor side extension, front dormer and front porch. Tyr Wawr 13 Parklands Penperlleni NP4 0BB No issues or concerns raised. DM/2019/00199 - Householder Porch extension to principle elevation. 17, Fairfield, Penperlleni, Goytre, Pontypool, Monmouthshire NP4 0AP No issues or concerns raised. DM/2019/00241 - Planning Permission: Demolition of existing bungalow and domestic garage and construction of replacement dwelling. Springfield, Plough Road, Penperlleni, Goytre, Pontypool, NP4 0AL No issues or concerns raised. (New item) - DM/2019/00378 - Householder - Demolishing of existing single detached garage to build a single storey extension with an additional mezzanine floor to the rear. 25 Berthon Road, Little Mill, Pontypool, Monmouthshire, NP4 0HE. It was agreed that Councillors Rands and Deakins would visit the site and advise Councillors of their findings by email to enable Clerk to respond. MCC are investigating whether the recently installed fences on Longhouse Barn are in breach of planning. 	Cllrs. Rands / Deakins/ Clerk
11	<p>Goetre Fawr Place Plan</p> <p>Councillor Awni advised that every Community Council can have its own plan showing how residents wish land in the Community to be developed / used. This is in addition to the County Council level plan. It can be wide-ranging, and could include such items such as electric charging stations as society moves towards more electric vehicles. A pack is available on-line which provides further guidance. Councillor Awni to investigate further to enable CC to consider whether it wishes to set up a small committee to formulate ideas.</p>	Cllr Awni
12	<p>MUGA update</p> <p>A successful engagement event was held last Friday and Saturday which resulted in some very useful feedback. Generally, there was good support for the installation of a MUGA. In addition, the residents wanted improvements to the play area (sunken trampolines/climbing spider/web swings) and perhaps an adult fitness station.</p> <p>After discussion it was agreed that applications should be prepared by the Clerk/Chair for the following for sign-off at the next meeting:</p> <ul style="list-style-type: none"> Application 1 – MUGA 36m x 19m, (floodlit) at the bottom site location. Cost circa £130k (excluding VAT which will be managed by MCC) Application 2 – new play equipment – cost circa £50k to include suggestions above, together with concrete table-tennis table and a marked walking route around the park. 	

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Clerk's Salary

The Chair had distributed a proposal in advance, although email problems meant that many members had not received it. The chair therefore covered the details in the meeting. The proposal was to increase the Clerk's (working) hours by 8 per month, from 60 to 68 – 77 with holiday, to reflect additional workloads. It was agreed to undertake a further review at this time next year to ensure this was sufficient. This was formally proposed by Councillor Thayers and seconded by Councillor Awni.

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Finance

1. Review of accounts / Cashflow

The Clerk was able to confirm the following questions from the previous meeting:

(a) Figure of £721.55 in Nov under Recreation Parks: This is made up of:

£190 (+VAT) to Roger Davies for cutting the hedges in LM park

£531.55 (+VAT) to MCC for the LM park annual grass cutting maintenance contract.

(b) Figure of £165 in Dec under Recreation Parks - this was for J P Mole control for tackling the problem in LM park

(c) Figure of £1921.92 showing under Councillor's expenses/allowances – Clerk confirmed this had slipped a line and should have appeared under Repairs/Renewals/Maintenance for the repairs/cleaning/new gate installation undertaken by MCC in LM park following the ROSPA inspection last year.

(d) The figures in the 'Total Column' in the top section did not look correct – Clerk confirmed that this column was showing a cumulative figure in error.

The Clerk has subsequently sent out an amended spreadsheet.

The latest cashflow statement was presented to the meeting. There was no further comments or observation

Payments made since the previous meeting

£

Nest (Clerk's Pension)	21.76
One Voice Wales Membership 2019-20	339.00
J P Lazenby (Clerk's expenses)	21.56
J P Lazenby (Clerk's expenses)	28.95
SLCC Membership 2019-20	156.00
A Fodden	38.61
S Fodden	260.26
J P Lazenby (Salary)	750.77
Welsh Water (water rates on pub conveniences)	406.30
Saron Baptist church (graveyard maintenance)	500.00
Thomas Waste Management Ltd	24.00
Merlin Waste	127.50
Nest (Clerk's Pension)	21.76
SSE/SWALEC (Public Conveniences Electricity)	85.27
Goytre Village Hall - Pop-up Post Office rental	50.00
Marshall & Hicks (Village Newsletter)	310.00
One Voice Wales - Training - Colin Deakins	40.00
Beverley & Williams - P60 & HMRC RTI/PAYE submissions.	100.80
Beverley & Williams (Q1 payroll).	88.19
Elan City Ltd (Speed radar for Plough Road)	2187.47

2. Confirmation of 2019/20 budget figures

The following budget was presented to Councillors and agreed for 2019/20. The principle confirmations / changes include:

(a) The Clerk's Salary

(b) Wages for cleaning

(c) Professional fees

(d) Income from the renting of Ton Land

(e) MUGA / Play Area application monies

(f) Donations

(g) Newsletter costs

The full approved budget is set out below.

Item	2019/20
Precept	£31,500.00
Rent - Olde Pounds Shop	£5,940.00
Rent - Ton Land	£300.00
Donations / Grants	£0.00
Interest	£152.00
VAT Refund	£2,800.00
S106 income for Goytre MUGA *1	£130,000.00
S106 income for Goytre Play Equpt *1	£50,000.00
Total Income	£220,692.00
Clerk	£10,961.45
Toilet Cleaning	£3,659.00
HMRC	£3,520.64
Postage / Expenses / Bank fees	£90.00
Stationery	£160.00
Hall Fees	£100.00
Insurance	£1,100.00
Audit / Professional Fees	£1,235.00
Chairman's / Vice Chairman's Honorarium	£750.00
Elections	£250.00
Clerk's Expenses	£400.00
Councillors' Expenses	£2,500.00
Repairs / Renewals / Maintenance	£3,000.00
Donations	£3,000.00
Capital Items	£5,000.00
Recreation Parks	£830.00
Public Conveniences	£2,500.00
Waste Collection	£2,300.00
Graveyards	£2,000.00
Rent / Rates	£25.00
Bus Shelters	£250.00
Communications / Engagement	£2,425.00
One Voice Wales / SLCC / Training	£900.00
CCTV / Info Commissioner	£250.00
Goytre VH rental - Pop-up Post Office	£598.00
VAT on purchases	£2,711.00
Goytre MUGA *1 expenditure	£130,000.00
Goytre Play Equpt *1 expenditure	£50,000.00
Total Expenditure	£230,515.09
Income - Expenditure	-£9,823.09
Notes: *1 Estimated figures and subject to change	

3. Ton Land – A new tenant has agreed to rent the land at £25 per month (including water rates). A copy of the proposed agreement has been sent to Councillors. This is to be a long-term agreement, initially for 23 months (as for the previous tenant), and councillors agreed that the rent should be paid in six-monthly instalments.

This was formally proposed by Councillor Barnes and seconded by Councillor Rands

The Clerk has prepared the necessary documentation and will arrange for signature, together with receipt of the first payment to be made as soon as possible.

Clerk

- 4 The Old Pounds Shop and Public Convenience building insurance revaluations have now taken place, although the Clerk has not yet received the new valuations. Once obtained the Clerk will contact Zurich Insurance to adjust current buildings insurance cover as appropriate, and ask for a quote for subsidence business interruption cover.

Clerk

15 **Committee Terms of Reference.**

The Clerk presented Terms of Reference (TOR) for both the Finance and Audit Committees. These outlined the responsibilities of each committee, together with any delegated powers. It was suggested that the reference to the Audit Committee having no delegated powers should be placed at the top of the TOR, and the Clerk is to amend as requested. After due consideration both TORs were agreed and formally proposed by Councillor Daniel and seconded by Councillor Awni.

Clerk

16	<p>‘No Underground Nuclear Waste Dump in Wales’ campaign A number of Councillors felt that this was a Political issue (the campaign is being run by Wales CND), and was not necessarily within the remit of the CC to endorse. As time for discussion was limited it was agreed to defer the item to the next meeting.</p>	Clerk
17	<p>Dog Fouling Awareness Day – Goytre Park, Thursday 11th April The Clerk will distribute details as soon as they are received, but the venue should perhaps be the dog walking area as Dogs are not allowed in the Park. Clerk noted.</p>	Clerk
18	<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 <ol style="list-style-type: none"> The Social Club refurbishment is ongoing The ladies toilets have been completed as part of the development plan The Noticeboard will be installed next month for everyone to use. The Post office continues to be a well-used facility. Coffee morning and Book Exchange - banner purchased with grant obtained from Xmas Fayre monies. Book exchange well used. Children from school have shared a report from their Xmas visit. The re-sanded floor is bearing up well An application is being made for S106 monies • Goytre School Governors No report submitted. • Goytre Community Centre MCC have now confirmed the future of the Old School House property. • Other reports: No reports submitted. 	
19	<p>Donations The following requests have been received.</p> <ol style="list-style-type: none"> 1. Wales Air Ambulance - It was agreed, as in previous years, to make a donation of £500, although as monies had already been made in this financial year it was agreed that the funds should be paid from 1st April onwards. Proposed by Councillor Butler and seconded by Councillor French. 2. A Simon Green (Chair of Bridgend Coalition of Disabled people), has requested support for his wheelchair marathon. Unfortunately, as the organisation undertakes its work outside of the Goytre Fawr community, the CC does not have the power to make a contribution. Clerk to advise Simon but send best wishes of the Council. 3. St Peter’s church has requested the payment of the Churchyard maintenance funds of £500. These were previously paid in April last year and so Clerk will delay payment until first thing in the new financial year. 4. The Scouts have requested a donation to purchase a defibrillator and training unit. Council has requested more information prior to making a decision 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
20	<p>Communications</p> <ol style="list-style-type: none"> 1. We have received a pro-forma invoice for £29.99 (+ £6 VAT) for the hosting of our web page. Renewal and payment was proposed by Councillor Rands and seconded by Councillor Barnes. 	Clerk
21	<p>Advertising The following items were suggested</p> <ul style="list-style-type: none"> • Loneliness & Social Isolation • MUGA <p>Clerk /Chair to prepare something for Councillor Welford to submit on 27th March after his return from holiday.</p>	
2	<p>Date of Next Meetings – Monday 29th April at Little Mill Village Hall at 19.30.</p>	

Chairman:

Date: