CYNGOR CYMUNED

GOETRE FAWR

COMMUNITY COUNCIL

# MINUTES OF THE MEETING HELD AT LITTLE MILL VILLAGE HALL ON MONDAY 20th JANUARY 2020

## **Present**: Community Councillors, Andy Barnes, Syd Welford, Jan Butler, Nicola Awni, Colin Deakins, Nigel Morrey and Lucyann Rands

**In Attendance:** Jonathan Lazenby (Clerk)

**Apologies:** Community Councillors Owen Dodd, Peter Daniel and Rose Thayers

**Absent without apologies:** Community Councillor Roger Howells

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|  |  | **ACTION** |
| 1 | **Apologies for Absence**  The Vice Chair opened the meeting. Apologies were given on behalf of Councillors Dodd, Daniel and Thayers. |  |
| 2 | **Declarations of Interest**  The Vice-Chair asked members present whether they had any declarations of interest to make, over and above those already declared and now published on the web site. The Vice-Chair reminded those present that they should also notify the meeting of any additional interests which became apparent during the progress of the meeting. |  |
| 3 | **Chairman’s Remarks**  The Vice-Chair welcomed everyone to the meeting. |  |
| 4 | **Approval of Minutes of the Previous Meeting held on 10th December 2019 (including the confidential ‘closed’ session).**  The minutes were proposed as a true and correct record of the meeting by Councillor Butler and seconded by Councillor Awni. | Clerk |
| 5 | **Matters Arising**  1. Item 5.1 – Network Rail (NR) fence on Newtown Road. NR are holding a drop-in event in Goytre Village Hall from 3 to 6.30 pm on Monday 3rd February. However, contrary to previous indications, it appears that this will not form part of any ‘consultations’, NR having now decided (and advised residents) that they are planning to install a 1.8m high palisade fence. Many residents are angry. The Community Council is also concerned at the impact on wildlife habitats the removal of the vegetation during construction will have. Clerk to write to NR asking for full plans and specification and will also continue to liaise with MCC planning dept. 2. Item 5.3 – Clerk is chasing Nigel Leaworthy to arrange a meeting with Neil Pigdon (and others) to draw up two alternative designs to put to local residents. 3. Item 5.4 – Clerk has written to Nigel Leaworthy to chase the quotes for the proposed diversity schemes:    1. The top part of Goytre Park to become meadow land, with two semi-circular beds of wild flowers.    2. A one metre wide strip of wild flowers by the bus stop (car park side).   Clerk to enquire whether the small patch of grass in front of the stone bus stop in Little Mill would also be a suitable site.   1. Item 5.5. Janet Robins has removed the old plants in the trough. The Clerk is arranging with Councillor Deakins to remove the old trough and will then arrange for the new one to be put in position. 2. Item 8.2 – Double yellow lines on Newtown Road. The purchase order has been issued and we have been advised that the work is scheduled to take place on either tomorrow or Weds (21st / 22nd). 3. Item 8.3 - Pedestrian Crossing – the detailed design is anticipated imminently. MCC have also engaged their external consultant who will undertake a safety audit on the design to identify any potential issues. 4. Item 8.4 - Lights in Chapel Mead. MCC have checked and all communications to the lights are working OK with the exception of 4 columns which appear to have issues. MCC can investigate further if we can provide any additional column numbers. Where the Wi-Fi units have failed MCC have replaced these with photocells and the lights will stay on all night. There is one of these in Chapel Mead and there may be others in the village. 5. Item 8.5 – Lights at Highfield garages and flooding by the garages – Clerk has sent MHA a request showing a plan of the area with the location of the required lighting and the flooding issue by the surgery. Have confirmed they will investigate the lighting but believe the flooded path belongs to MCC. Clerk to query this. 6. Item 8.6 - Folly View is not yet adopted. However, MCC are maintaining the 6 lights which have also been upgraded to LED. They stay on all night, but dim to 20% at midnight. 7. Item 8.7 – Adoption of Cae Melin. The ball appears to be firmly in the court of Persimmon Homes to send through to MCC the relevant report to confirm the resolution of the outstanding technical details, together with the required fee, which they have failed to do despite several requests. 8. Item 8.8 - Speed bumps – response still awaited from the highways’ engineers. 9. Item 8.9 – MCC have responded that they believe the 20-mph signage is clear. They could consider extending the 20mph zone, but the areas must be self -enforcing, so would require speed bumps installing on all the relevant roads which may not be supported by residents. This was acknowledged by Councillors. 10. Item 10.10 – Newtown Road SIDs unit - MCC have tentatively agreed to the installation of speed strips to investigate the size of any problem. Chair to confirm the position requested for the strips to be installed. 11. Item 10.11 – Dog Area signs - The signs have now been installed. Clerk has tried to obtain a new CCTV sign, but Select Security appear to be running down their office and no-one was in when he visited last week. 12. Item 10.17 – A4042 culverts - SWTRA have confirmed both have been cleared. 13. Item 10.18 – Hedge at 2 Capel Ed Lane - MCC have requested the hedge be cut back. 14. Item 10.19 - Street light opposite the telephone exchange. Councillor Daniel has advised that this has been repaired and is now working. | Clerk  Clerk  Clerk  Clerk  Clerk |
| 6 | **Monmouthshire County Council – update** There were no updates in the absence of County Councillor Bryan Jones. |  |
| 7 | **Maintenance (inc Bus stop shelter cleaning)**  1 – Bus shelter cleaning. Residents have complained about the state of these for many months. Nigel Leaworthy’s team can professionally clean for £120 each (plus VAT), so £360 in total for the 2 x Penperlleni and 1 x Little Mill shelters. This was approved and proposed by Councillor Welford and seconded by Councillor Awni.  2.– The Clerk’s computer mouse has stopped working and needs replacing at a cost of c£8/£9. Clerk to order.  3. The Clerk has installed coat hooks on the back of the doors in each of the three cubicles in the public conveniences.  4. Clerk has installed a sign on the dog exercise gate requesting that users pick up after their dog. | Clerk  Clerk |
| 8 | **Planning**   1. To accept the responses of the planning committee meeting held on 7th January 2020.  The Council considered the planning committee’s report from their meeting of the 7th January. The Chair of the committee, Councillor Barnes, moved that the following response from the meetings be accepted by Full Council.  **DM/2019/02008** - 17 Laurel Drive Penperlleni NP4 0BQ Single storey extension to the existing house, including bedroom, shower room and wheelchair space. The committee requested that the development ensure that both surface and foul water emanating from the site be properly and effectively managed. Otherwise the committee’s conclusion was that there were no issues or concerns with the proposal.  It was agreed that the response be accepted by Full Council and this was proposed by Councillor Awni and seconded by Councillor Morrey  2. Review of operation of committee and agreement whether to continue, plus terms of reference. The Planning Committee has now been in operation for six months, and has successfully covered the extended periods between Council meetings during the summer and Christmas ‘breaks’. Overall it was felt that the committee had operated successfully and should continue with the existing terms of reference with another review in 12 months’ time. This was proposed by Councillor Morrey and seconded by Councillor Deakins. |  |
| 9 | **Finance**   1. Review of Accounts and Cashflow The Clerk provided those present with a copy of the Dec 2019 cashflow position. This had been presented to the Finance committee last week, together with the Unity Trust Bank (UTB) statements covering Oct, Nov and Dec 2019. The cashflow balances were verified to the closing balances in the UTB statements at the end of Oct/Nov/Dec 2019, with Councillor Barnes signing to confirm in accordance with section 2.2 of the Community Council Financial Regulations (Wales).   There was no further comment or observation.   The following payments have been made since the last meeting £    Our previous **Utility adviser** (UtilityWise) went into liquidation last year. Clerk is recommending that we appoint Utility Aid to review our electricity contract. This was formally proposed by Councillor Barnes and seconded by Councillor Morrey.  Our **SLCC membership** is due, costing £161 (£156 in 2019). Renewal was proposed by Councillor Welford and seconded by Councillor Butler.   1. Budget adjustment 2019-2020 accounts The following recommendations were made by the Finance Committee for full Council approval:    * Budget for OVW/SLCC/Training to be increased by £750. Councillors have attended a number of courses during 2019, and the Clerk /RFO has taken his ILCA qualification and is now undertaking his CILCA training with SLCC, which has incurred additional expense. Provision also needs to be made for training for the new Councillor.    * Clerk’s expenses to be increased by £250 to £650 to reflect additional mileage costs associated with conference attendance and CiLCA training.    * Donations – to be reduced by £1000 to £2000 to provide budgetary funding for Training and Clerk’s expenses (see items above).   This was formally proposed by Councillor Butler and seconded by Councillor Morrey.  Finance Committee Report A review of all existing high-risk items was undertaken (existing consequence / likelihood / severity scores / risk classifications are shown), together with the recommendations of the Finance Committee   1. **Assets – Security of Buildings and Equipment**- **score 5/3/15/High** It was agreed that the likelihood score should be reduced from 3 to 2, reducing the overall score to 10 and the classification to medium. Additional CCTV security on the Olde Pounde shop was not considered necessary. 2. **Assets – maintenance –** **score 5/3/15/High** It was agreed that the likelihood score should be reduced from 3 to 2, reducing the overall score to 10 and the classification to medium. It was agreed that the toilets should have some general maintenance this year, with repainting of the facia boards and the inside ceiling as a minimum. 3. **Staff – Loss of key personnel – Clerk through ill health, retirement, long term sickness or even death –** **score 5/3/15/High** It was agreed that the consequence score should be reduced from 5 to 3, reducing the overall score to 9 and the classification to medium. 4. **Consultations – meeting of deadlines score 3/4/12/High** This is now low as the planning committee is able to confirm responses outside of Full Council meetings. Only a failure to meet or be quorate would pose a problem. Scores reduced to 3/1/3 Low. 5. **Health and Safety Risk Assessment – Failure to identify – score 5/3/15/High** It was agreed that the Clerk should instigate a spreadsheet showing the list and timings of the Health & Safety assessments already place. Based on this It was agreed that the likelihood score should be reduced from 3 to 2, reducing the overall score to 10 and the classification to medium. 6. **DDA – Failure to identify and implement adaptations – score 5/3/15/High** The issue of a DDA crossing on Fairfield does not appear a priority for MCC. It was agreed that It was agreed that the consequence score should be reduced from 5 to 4 and the likelihood score from 3 to 2, reducing the overall score to 8 and the classification to medium. 7. **Community Centre Committee – governance – score 5/3/15/High** It was felt that this had been raised sufficiently and was an issue for the Community Centre Committee, so should be closed.   **There were no items considered worthy of reclassification to ‘High’**  The recommendations and mitigation actions were proposed by Councillor Butler and seconded by Councillor Welford. | Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk |
| 10 | **Community Council vacancy (CONFIDENTIAL – CLOSED SESSION) see separate minutes** | Chair / Clerk |
| 11 | **CCTV on School Lane (Confidential – Closed session) see separate minutes** | Clerk |
| 12 | **Dog waste Bins contract – (CONFIDENTIAL – CLOSED SESSION) - see separate minutes** | Clerk |
| 13 | **Electoral Arrangements Review**  The Chair and Clerk attended a meeting last week held by the Boundary CommissionThey will shortly be writing for our recommendations as to the electoral boundary areas for our local County Councillor when the new Community & Town Council areas boundaries come into being (which we have learnt have now been signed-off by the Welsh Govt.). It is queried whether they should they reflect the old boundary or new boundary, or something different altogether. Councillors agreed to consider the issue in the meantime and to agree a response once we have been formally approached by the Boundary Commission. | Clerk |
| 14 | **Licensing laws** MCC has sent through a draft policy statement for 2020 which has been proposed under the Licensing Act 2003 and have called for comments from relevant interested parties. Having considered the issue Councillors did not wish to make any particular comment on the statement, and this was proposed by Councillor Barnes and seconded by Councillor Welford. However, Councillors did observe that it was a particularly lengthy tome, and asked whether similar documents could, in future, be accompanied by an Executive summary to assist in understanding the content. | Clerk |
| 15 | **Annual IRPW report – consideration and adoption** The IRPW has sent through their proposals for 2020/21. The only change that affects us is Determination 47 which allows Community and town councils to pay financial loss compensation to each of their members where such loss has actually occurred, for attending approved duties as follows: -   * Up to £55.00 for each period not exceeding 4 hours. * Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours.   The rates have changed from last year, up from £54, and £108 respectively.  All other adopted rates remain the same.  It was agreed to adopt the recommendations of the report in full and this was proposed by Councillor Barnes and seconded by Councillor Butler. | Clerk |
| 16 | **Proposed closure of Usk Recycling Centre** This has now been put on hold pending further consultation with MCC. |  |
| 17 | **Reports – questions based on previously distributed e-mail and updates during the meeting**   * **Little Mill Village Hall**    + No report submitted * **Goytre Village Hall**   + Decoration of ladies’ toilet will be completed shortly·   + Permission has been granted by MCC to erect the new notice board on the field next to the existing board.   + S106 funding had been successful 29K had been awarded. This will be used to renovate small room. A separate heating system, external door, and new sound proofing doors and re carpeting.   + A grant of £3,000 received to replace the current lights with LED’s. £1000 to be donated to Social Club in order to replace their lights.   + Work to start on the heating system on 16th Dec.   + Rails in toilets are set up, wasp nests removed and gardening completed. Replanting will be looked at in the Spring.   + A piano is still available to a good home * **Goytre School Governors**   + School pupil nos. static at 178 (3 in and 3 out since last term).  It looks like the likely reception class intake in September 2020 will be fairly high so no repeat of the low of 12 in 2019.   + Hoping the additional funding for 1.5 TAs to assist SEN pupils up to end of March by MCC will continue after that but not yet confirmed.   + New fencing now installed and old fencing currently in storage (on site) pending the works resulting from S106 grant.  If any sections spare after that, they are available for GFCC to have.   + Free breakfast club - the new request for this service to be provided by MCC has been further explored and initially the plan was to provide from 7.50 with a charge of £1.00 for the 30 mins until 8.20 when MCC are required to pay.  Cllr Dodd’s suggested to the Governors last November to just provide the facility from 8.20 (to try and minimise the impact on GASC), and it’s understood this is now what is being proposed.   + MCC are proposing a 2% reduction in their base funding for schools for the 2020/21 budget. Goytre Fawr would lose around £13,000 from their core budget which would impact negatively on their ability to maintain all aspects of their core educational provision. There is a public meeting at 6.30pm on Weds 22nd Jan in Abergavenny Library to discuss, and for parents’ voices to be heard. Clerk asked to contact County Cllr. Bryan Jones to make representation. * **Goytre Community Centre**   + No report submitted * **Other Reports** – The quarterly crime reports for summer / autumn last year have been received from PC Evans. | Clerk |

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|  | **Meeting dates for 2020/21** The agreed meeting dates are:  **2020**  April 20th GFCC  May 18th LMVH  June 15th GFCC  July 13th LMVH  Sept 7th GFCC  Oct 12th LMVH  Nov 16th GFCC  Dec 14th LMVH    **2021**  Jan 18th GFCC  Feb 15th LMVH  Mar 15th GFCC  April 19th LMVH  Clerk to book venues and post the dates on the web site. | Clerk |
| 19 | **Donations**  No requests have been received. | Clerk |
| 20 | **Communications** Our Spanglefish Gold (web site) subscription is due on 26/01/2020. This allows the web site to be run without Google adverts. The renewal cost is Gold: £24.96 +£4.99, total £29.95. Renewal was proposed by Councillor Barnes and seconded by Councillor Rands. | Clerk |
| 21 | **Advertising**  Articles for inclusion in the Mar / Apr 2020 edition of the Usk & Raglan diary are due by 24th Jan. | All |
| 22 | **Date of Next Meetings –**  Monday 24th February in Goetre Fawr Community Centre, commencing at 19.30. | All |

Chairman: **…………………………………….……………** Date:**…………………….**