CYNGOR CYMUNED

GOETRE FAWR

COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD BY TELECONFERENCE ON MONDAY 17th MAY 2021**

## **Present:** Community Councillors Owen Dodd, Andy Barnes, Jan Butler, Colin Deakins, Janet Robins, Nigel Morrey, Roger Howells, Peter Daniel, Lucyann Rands and Syd Welford

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

**Apologies:** Community Councillor Rose Thayers and Nicola Awni

**Absent without apology:** None

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|  |  | **ACTION** |
| 1 | **Apologies for Absence**  As above. |  |
| 2 | **Declarations of Interest**  The Chair asked the members whether they had any declarations of interest to make. None were forthcoming. The Chair reminded all present that they should notify the meeting of any additional interests which became apparent during the progress of the meeting. The Clerk said that he would update the register of interests following the appointments made during the Annual Statutory Meeting (ASM), and would then send the register to all Councillors for them to confirm, or update/amend as required. | Clerk / All |
| 3 | **Chairman’s Remarks**  The Chair joined the teleconference and welcomed everyone to the meeting. |  |
| 4 | **Sara Mason, Community Support Officer, North Monmouthshire Neighbourhood Policing Team**  Sara had addressed Councillors immediately prior to the ASM, as she was unable to join the meeting at 8.00 pm. Among Sara’s updates were:   1. The anti-social behaviour in Goytre which was reported on Facebook. Sara confirmed that the parties involved had been identified and were being dealt with. As a result, village patrols have been increased. 2. The inconsiderate use of off-road bikes is being targeted. 3. There have been a number of Land Rover thefts this week and Sara reminded owners of such vehicles to be vigilant.   The Chair reported that a silver vehicle had been seen turning into School Lane from the A4042 despite the ‘No Entry’ sign, following which it turned into Folly View. Sara said that she would prepare a leaflet and deliver it to the local residents, and encouraged everyone to report any similar instances.  The Chair thanked Sara for her time and input into tonight’s meeting. |  |
| 5 | **Approval of the Minutes of the Council Meeting held on 19th April** Item 4(i) For information, it has now been established that Penwern (not Penywern) Lane was correctly recorded in the original minutes**,** although the amendment will stand in the March minutes as they were signed off as correct on the night. The minutes of the April meeting were then proposed as a true and correct record by Councillor Morrey and seconded by Councillor Daniel. | Clerk |
| 6 | **Matters Arising**   1. Item 7 (ii) – Internal Audit. The relevant documents have been sent to EH Accountancy to undertake our audit (now complete – see item 8 (iv)). 2. Item 7 (v)(a) – The accruals have now been added to the 2021/22 budget figures and are also shown in the 2021/22 cashflow document. 3. Item 7 (v)(b)(iii) – A claim for the recovery of VAT from HMRC for £1454.14 was submitted by the Clerk and received on 7th May. 4. Item 7 (v)(b)(v) – Little Mill Park – Councillor Deakins has been unable to locate the reported loose bolts and advised that the tree looked healthy. 5. Item 7 (v)(b)(viii) – Nigel Leaworthy has confirmed that the newly planted trees in Goytre Park will be watered if necessary. The Clerk advised that all the proposed wild flower beds would be seeded as soon as the warmer weather arrived. 6. Item 7 (v)(b)(ix) – The electrical testing at the Olde Pounde Shop was undertaken on 10th May and a ‘satisfactory’ certificate issued. 7. Item 7 (v)(b)(xi) – Handwasher-dryers.  Advice from the HSE is not clear cut. In   liaison with MCC the Clerk has decided to leave  them switched off for the time being. 8. Item 8 - Planning Committee - Path Order at Springfield Cottage.  MCC Rights of Way have confirmed they will not certify the order required to accommodate the new development if the current stile is not replaced with a gate.   (xi) Item 14 – Clerk has advised both St Illtyd’s   and St Peter’s churches of the CC’s decision  regarding cemetery maintenance payments.   The Chair advised that he had been contacted  by one of the members of St Illtyd’s (a  solicitor), who, having seen the NALC report   & recommendation (which the Chair had sent   him), agreed the CC had taken an appropriate  decision.  Councillor Butler asked if there was an update on the MUGA. The Chair confirmed that he had emailed Mike Moran for an update and provided him with a deadline for a response, following which he would write to Paul Matthews if none had been received. |  |
| 7 | **Maintenance (inc. items reported but not addressed)**   1. The road surface of the Railway bridge is deteriorating. Clerk to write to MCC to see if the re-surfacing work has been rescheduled. 2. Pedestrian Crossing – Residents are becoming increasingly confused / frustrated by the current situation and are unsure whether the crossing is actually in use. The Clerk advised that he had emailed Paul Keeble, requesting the crossing be repositioned as per the original plans / drawings. As yet he has had no response. It was suggested that the School should also write to try and move things on, and Councillor Daniel will discuss this with them. 3. Councillor Deakins mentioned that a replacement (WI) bench in the park has now been installed. However, the surfaces under the play equipment are yet to be cleaned. 4. Councillor Butler mentioned that the side pedestrian gate to the park from Newtown Road was swinging open, and it appeared that the spring to close it had broken. Clerk to contact Nigel Leaworthy. 5. It was reported that the Capel Ed Church defibrillator had rain water in the cabinet. Councillor Robins will ask Richard Bowie to keep an eye on it and check that the cabinet door is always kept closed. | Clerk  Clerk  Clerk  Clerk |

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| 8 | **Finance**   1. Payments made since the April meeting   £ |  |
|  | 1. Review of Accounts / Cashflow   The Clerk presented the meeting with a copy  of the April 2021 cashflow.  There was no further comment or observation.   1. Audit Committee Report The Audit committee presented their annual report to Councillors at the last meeting. However, as a hard copy had not been seen by Councillors in advance, the Clerk distributed the report after the meeting. This was now formally considered. Acceptance was proposed by Councillor Rands, seconded by Councillor Welford and passed unanimously. 2. Internal Audit - review and acceptance The Internal Audit Report was received today from EH Accountancy. The report concluded that all the objectives of internal control had been achieved throughout the financial year to an adequate standard. Test 6 (petty cash payments) and 11 (Trust funds) were not applicable. No risks were identified (sections 12 to 14). The auditor commented that it had been a pleasure completing the audit, with our records being well maintained and easy to follow. Acceptance of the report was proposed by Councillor Butler and seconded by Councillor Daniel, and carried unanimously.   The auditor made one suggestion - that where items on the Asset Register are valued with a replacement cost, the date of the valuation is recorded next to them together with a suggested revaluation date to ensure the insurance policy covers any increase in the replacement costs. Clerk to action. 3. National Salaries Review The Chair explained that negotiations on the national pay scales issued by the National Joint Council for Local Government Services (which help determine the Clerk’s salary) have been delayed until after the recent election. It is not anticipated that an agreement will be reached until the Summer. 4. Wallgate service contract The CC has been offered a longer term (three-year), service deal on our hand washer-dryers at a cost of £665 per annum for each of the next three years.  This compares with the £630 we paid this time last year.  It’s a rise of 5.5%, but as it is spread over the next three years it equates to a price increase of c1.8% per annum (compounded), but will provide a level of budget certainty over the period in question. The Clerk confirmed that the contract covers the costs of parts and labour of any repairs that were needed. Acceptance of the contract was proposed by Councillor Welford and seconded by Councillor Morrey and was passed unanimously. | Clerk    Clerk |
| 9 | **Public Conveniences - Maintenance**  The public conveniences are in a poor state of repair – in particular the ceilings and tiles, and there is also a rotten window frame in the gents. Some of the external wood could also do with repainting. It was agreed that the Clerk should seek quotes from a number of local companies / MCC recommended contractors, to undertake the renovation. Councillor Morrey advised that he would send contact details through of a local builder and Councillor Barnes also made a recommendation. The Clerk to obtain quotes and to report back at a future meeting. | Clerk |
| 10 | **Allotments** There have been no significant developments since the last meeting. Ton Land does not appear to be an ideal location, given that planning permission is required (and could be refused by BBNPA). It would need some form of toilet and handwashing facility (which will need to be constructed and then ‘managed’), and will require residents to drive there. However, land based closer to the village is likely to be sought after for building. The Clerk noted a request asking for suggested plots of land was included in the most recent edition of the diary, although no responses had been received. Councillor Butler thought local farmers may be aware of a suitable plot, and Councillor Dodd said he would include a note on the two village Facebook pages asking for suggestions. | Cllr Dodd |
| 11 | **Boundary Change working group – update**  The working group met on the 4th May and agreed the following actions:   1. Clerk to contact MCC Passenger Transport Unit to confirm location and ownership of all bus stops. He has done this and MCC have confirmed that the record keeping of a transfer of assets project, which transferred bus stops **in** villages to CCs is poor. However, this would support our belief that we have responsibility for just the four bus stops. Ownership re the Llanover stops is to be ascertained. Clerk has emailed the Llanover Clerk and is awaiting a response. 2. Councillor Rands has visited Little Mill park and confirmed there is just a single bench (excluding the bench belonging to the WI), with an additional bench by the stone bus shelter. However, it is largely unclear who owns which benches across the two villages. 3. Clerk has asked if Llanover CC have any role in the running of the Village Hall. They have confirmed no, although they do have a Councillor on the committee. 4. Clerk has asked if the Llanover Estate (LE) has any practical impacts on the running of the CC. It appears that Llanover CC has a Community Led Plan (CLP) which currently restricts building, although LE would like the ‘tier’ rating lowered to allow some modest building to be considered. However, as CLPs only have legal status in England, we are seeking clarification from the Llanover Clerk.   In addition, the following broader issues still need clarification (some may be dependent on WG legislation).   1. Who will cover any costs incurred? 2. When is the formal date of transfer? 3. Will financial assets (reserves) be transferred, and if so, on what basis will the calculation be made, by whom and by when? 4. Will there be any Employment Issues? 5. Insurable Assets will need to be changed – presumably based on the formal date of transfer? (see #2 above).   Councillor Dodd also asked if we could identify the number of properties in the ward, both pre and post boundary review. Clerk to write to John Pearson at MCC to see if he can provide us with the information.  The working group propose to meet again in about a month’s time. | Clerk |
| 12 | **Equality & Diversity Training** Tues June 15th emerged as the most suitable date with 10 Councillors and the Clerk booked to attend. |  |
| 13 | **Plans for** **updating/replacing/adding play equipment in the Goytre Park**.  Councillor Dodd opened by saying the members need to consider what money the Community Council currently had, and/or could put aside over time to pay for new or additional play equipment. Councillor Rands asked whether the equipment was for Goytre or Little Mill parks and Councillor Dodd confirmed potentially both. There was further debate as to whether a basket swing was the most appropriate item, with some Councillors considering them potentially dangerous. Councillor Butler queried whether all the recent s106 funds would be tied up in the MUGA. After further debate it was agreed that Councillor Rands would look at some options from the on-line catalogues supplied by the Clerk, and report back to a future meeting. | Cllr. Rands |
| 14 | **Reports – questions based on previously distributed update.**   * **Little Mill Village Hall**    + No report submitted * **Goytre Village Hall**   + No report submitted – meeting is tomorrow Night (18th May). * **Goytre School Governors**    + All children now back in school, Foundation Phase settled back easier than Key Stage 2 did.   + Blended learning approach worked well when children were out of school. Online learning platforms such as Hwb, Google classrooms, Teams, Bug club worked well with every child having access to IT.   + School is putting lots of support in for well-being e.g., mindfulness across the school, guinea pigs, more staff being trained in emotional literacy, dedicated well-being room etc.   + Discussion at recent meeting about Additional Learning Needs (ALN) Bill and impact it will have in school. Move away from statements to Individual development plans (IDP). Age range now 0-25 years. * **Goytre Community Centre**   + No report submitted – AGM is next week. |  |
| 15 | **Donations**   1. At this point Councillor Robins declared an interest in this agenda item as she is a School Governor. Following this, Councillor Robins took no further part in the discussion.   The school has requested a donation of £588 for 2 x cycle and 2 x scooter racks to support their efforts in promoting active travel. They are trying to encourage as many pupils and families as possible to walk, scoot or cycle to school. This also links in with the part-time pedestrianisation of School Lane recently undertaken in conjunction with MCC.  In the meantime, the Clerk has asked for clarification as to:   * Whether there will be any financial contribution from the school * Whether the school will be able to arrange for the items to be fixed in place - possibly MCC will do this FOC? * Whether the school has looked at a number of suppliers and the options listed are considered the best value.   Some Councillors expressed an interest in visiting the site to see where the racks would be sited and Councillor Daniel is trying to arrange this.  It was therefore agreed to defer a decision until a future meeting. | Cllr. Daniel |
| 16 | **Communications.**  The Clerk outlined a couple of key points that came out at the recent joint SLCC / OVW conference held last Thursday, 12th May. They were:   1. The full transactional analysis by Wales Audit, which will take place every three years, has been postponed for twelve months (we were due in the year 1 tranche, i.e. the current audit for 2020/21). Wales Audit have not yet decided whether they will simply push back the entire timetable rota, or just start with those in the year 2 tranche for 2021/22. The latter case would mean our more detailed review would not take place until the 2023/24 audit. 2. Legislation has now been passed in Wales to enable virtual meetings to continue (this is not the case in England where Councillors must meet face to face). The Wales’ legislation enables meetings to take place virtually, face to face or a hybrid of both. However, if a face-to-face meeting is held residents or Councillors can demand that they join virtually. This caused many small councils some concern due to the cost implications of setting up the IT in village halls etc to deliver this. OVW were unaware of this proposal and are to lobby WG for a change as they do not think it feasible for small Councils. 3. The General Power of Competence (GPOC) will come into force in April next year, and the Power of Well Being (PofWB) will be repealed. Councils will need to certify that they qualify. If Councils don’t certify themselves (or don’t meet the criteria), then they will have to rely on s137 for payments not covered by an appropriate legislative power. The main difference will be that s137 doesn’t allow payments to individuals, whereas the PofWB does. However, payments previously sanctioned under the PofWB can continue. Once GPOC certified, all payments are deemed to be made under this power – even where specific powers exist (e.g. to run a recreation area etc). |  |
| 17 | **Advertising** - Usk and Raglan Diary contributions July / August 2021.  The deadline for submissions is this Friday. It was agreed that the following items should be included in the next edition:   1. There is an increased police presence in the Park following the recent anti-social behaviour. 2. The Community Council is looking to the County Council for further information on the impact of next year’s boundary changes. 3. The Community Council is re-planting the flower and shrub display next to the chip shop, as part of its contribution to improving bio-diversity (in addition to the wild flowers in the park and by the village bus stops). | All |
| 18 | **Date of next meeting & close –** Monday 14th June 2021.The Chair, Councillor Dodd gave his apologies in advance of the meeting. | All |

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