CYNGOR CYMUNED

GOETRE FAWR

COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD BY TELECONFERENCE ON MONDAY 13th DECEMBER 2021**

## **Present:** Community Councillors Owen Dodd, Andy Barnes, Colin Deakins, Peter Daniel, Janet Robins, Nigel Morrey, Rose Thayers (late arrival), Lucyann Rands, Nicola Awni (late arrival) and Syd Welford

**In attendance:**  Councillor Jenny Carpenter, [Llanbadoc](file:///\\\9llanbadoc) Community Council,  
 Jonathan Lazenby (Clerk)

**Apologies:** Community Councillor Jan Butler

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

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|  |  | **ACTION** |
| 1 | **Apologies for Absence**  As above. |  |
| 2 | **Declarations of Interest**  The Chair asked the members present whether they had any declarations of interest to make. Councillor Awni and Welford have previously advised the Clerk that they have an interest in the item on Longhouse Barn under ‘matters arising’. Councillor Robins also has a potential interest, being the wife of Mr Paul Robins who has submitted a request for a ‘direction’ sign for Capel Ed Chapel (also covered under matters arising). No other ‘interests’ were forthcoming. The Chair reminded members that they should notify the meeting of any additional interests which became apparent during the progress of the meeting. | All / Clerk |
| 3 | **Chairman’s Remarks**  The Chair welcomed everyone to the meeting, and in particular, Councillor Jenny Carpenter from [Llanbadoc](file:///\\\9llanbadoc) Community Council. |  |
| 4 | **Approval of the Minutes of the Council Meeting held on 15th November.** Councillor Deakins advised that under item 13, (third paragraph) the Community Council acts as **‘Custodian’** trustee, not ‘Guardian’ Trustee. Clerk to amend.  The minutes were then proposed as a true and correct record by Councillor Daniel and seconded by Councillor Morrey. All Councillors voted in favour. | Clerk |
| 5 | **Matters Arising**   1. Item 5 (i) – MCC have advised that we will have to wait for a policy decision on whether the Longhouse Barn Street sign should be bilingual or not. This is to ensure that the road name is recorded correctly for use by the emergency services. Clerk to diarise to check progress. 2. Item 6 (i) – Chip shop flower trough bulbs. Councillor Robins advised that she had planted the bulbs and would send the invoice through in due course. 3. Item 6 (ii) – The Clerk has chased MCC for an update on the repairs to the pavement by the Village Hall. Other than an acknowledgement, no response has been received or action taken at present. 4. Item 6 (iii) – The Clerk has sent an email to MCC asking if they have now obtained the legal permissions to resurface Goytre Railway Bridge Surface once 2022/23 finances allow. Again, other than an acknowledgement, no response has been received at present. 5. Item 6 (iii) – Little Mill Pelican crossing - update on cutting the hedge which is obscuring the red light. Councillor Deakins advised that this is still outstanding. 6. Item 17 – Clerk has forwarded an MCC application form to Mr Paul Robins, Church elder at Capel Ed Presbyterian Chapel for him to request that brown ‘tourist’ signs are erected in the village to advertise the location of the Chapel. Mr Robins is liaising with MCC re the relevant sections of the form which require completion. | Clerk |
| 6 | **Maintenance (inc. items reported but not addressed)**   1. Councillor Deakins advised that, as Chair of the Little Mill Village Hall Committee, he had an interest in the following items.  A risk assessment visit to Little Mill Park by Councillor Deakins and the Clerk on 6th December identified that the large Ash tree by the bug climbing frame had a large crack in the trunk. This was flexing open and shut during storm Barra when a village tree surgeon visited the next day. He recommended immediate removal due to the likelihood of it falling during a storm. This would be at a cost of £1500 (VAT does not apply). The go-ahead was given by the clerk under 11.1 (a) of our financial regulations which states:   *Every contract shall comply with these financial regulations, and no exceptions shall be made* ***otherwise than in an emergency*** *provided that this regulation need not apply to contracts which relate to items (i) to (vi) below.*  The work was undertaken on Wednesday 8th December and Councillor Deakins confirmed that Joshua Tree Services had also done an excellent job of cleaning up after the removal of the tree. During the day MCC’s tree officer visited and is to undertake a full assessment for £80. An initial opinion suggests one other large Ash should be removed in the near future (Joshua Tree Services have quoted £950 for the work – a further quote will be obtained from a private contractor – MCC are unable to resource for the time being). There are also two other Ash trees, although the advancement of the disease is such that it appears there is no immediate urgency.  Confirmatory approval for the tree removal and MCC tree safety assessment was proposed by Councillor Robins and seconded by Councillor Morrey.   1. During the Little Mill visit it was noted that there were a significant number of mole hills around the play area with a few also on the football pitch. The Clerk proposed we engage James Price (mole catcher) to visit (funding is budgeted for mole clearance each year). This was proposed by Councillor Welford and seconded by Councillor Morrey. | Clerk  Clerk |
| 7 | **Finance**   1. Payments made since the previous meeting   **£**     1. Review of Accounts / Cashflow   The Clerk presented the meeting with a copy of the Nov 2021 cashflow.  This included a payment to HSL Compliance to cover the cost of the air monitoring which will be required during the removal of the asbestos in the roof void of the public conveniences.  There was no further comment or observation.   1. 2020/2021 Audit Outcome (if available)   The audit outcome has not yet been received.   1. Budget 2022/23 – Latest draft The current proposed budget is shown below (incorporating a suggested figure of £37,000 for the precept - as proposed by the Finance Committee at their meeting on 5th October). After attendance at the Boundary Changes teleconference, John Pearson (local Democracy manager), indicated that in the worst-case scenario (all 4 wards are contested), the total election costs to be met by the CC would be £1120. The Clerk had therefore increased the election allowance figure from £500 to £1120 in case of need in the latest iteration (version 6), below.     The proposed budget was then proposed by Councillor Daniel and seconded by Councillor Welford.  The meeting then moved to formally consider the 2022/23 precept. Following discussions at the last meeting, the Clerk has confirmed that there will be no transitional arrangements for residents in Llanover who will see their Band D rate (£15.32 at present), rise when the new boundary arrangements come into place. Leaving the precept at £35k will see the Band D rate for the new area rise to £29.28 (due to fewer properties), and an increase to £37k would see it increase to £30.96.  A short discussion followed on the principles to be used to determine the amount of reserves to be transferred as part of the boundary changes. The Clerk confirmed that in all likelihood this would be based on the number of properties ‘relocating’ and calculated using a dateline as yet to be advised by Wales Audit.  Following this, Councillor Morrey proposed that the precept should be set at £37,000 for the 2022/23 financial year. This was seconded by Councillor Welford.  The vote was carried with 6 Councillors voting for, Councillor Deakins abstaining and Councillor Dodd not casting a vote (Community Councillors Awni and Thayers not yet in attendance).  The Clerk to request this sum from MCC in the forthcoming Precept notification process. The Clerk thought we may again be invited to vote for our preference of either a single payment, or three equal instalments (as at present). Councillor Morrey proposed we stay with the current arrangements and this was seconded by Councillor Daniel, with all Councillors voting in favour of the motion. | Clerk |
| 8 | **Planning Committee**   1. Update on the planning committee meeting scheduled for 18th November 2021.   Unfortunately, the meeting held on 18th November has to be ‘abandoned’ as it was inquorate. The clerk therefore advised MCC planning that we were unable to comment on the following applications within the prescribed timescales.   1. DM/2021/01667 - Householder: Alterations and extensions at ground and first floor providing kitchen, dining area and utility room at ground floor with additional bedroom at first floor with internal alterations and new porch Glannant House, Old Abergavenny Road, Pencroesoped, Llanover, NP4 2. DM/2021/01716 - Planning Permission: Erection of two no. one bedroom two person apartments, relocation and upgrade of children's play area, car parking, boundary enclosures, landscaped SUDs features and associated works Land to the Side / East of Brynteg Place, Little Mill, Monmouthshire 3. DM/2021/01835. Householder: Extension to driveway (dropped kerb already present), and solar panels to rear elevation accompanying internal alterations. 41 Fairfield, Penperlleni, Goytre, Pontypool, Monmouthshire, NP4 0AQ 4. Path Order at Gelli Farm FP61 Goytre HA 119 CAMS 01100   Request received to divert part of Public Footpath 61 in the community of Goetre Fawr under the provisions of Highways Act 1980 – Section 119  Church Farm, Mynyddisllwyn.  Gavin Pugh, (Rights of Way Officer at MCC) has asked for comments. Councillor Barnes showed a screen shot of the proposal of the ‘diversion’ which Councillors agreed appeared sensible to avoid the farm buildings. A screen shot of a galvanised field and pedestrian to be used were also shown. Councillor Awni thought that signposting needed to be adequate to ensure that the new route was clear. Approval of the new route, subject to the aforementioned signage was proposed by Councillor Deakins, seconded by Councillor Welford and passed unanimously.   1. Other updates  There are currently two outstanding applications for consideration which require a response by 31st December, although it might be possible to agree an extension with MCC due to the holiday period. However, it was agreed to convene a meeting on Monday 20th December. The Clerk confirmed he would ensure that the responses were submitted to MCC Planning in time. | Clerk  Clerk |
| 9 | **Public Conveniences – maintenance update** The asbestos removal company has advised, that due to a spate of illness affecting a number of employees, they have had to delay the start of the work until Monday 10th January. The Clerk has therefore rescheduled the following works accordingly.   * Disconnection of electricity and removal of ceiling fixings to be Friday 7th Jan * Temporary portaloos - now Friday 7th to Friday 21st * Air monitoring now to commence on Tuesday 11th * The replacement of the ceilings / original planned refurbishment, now due to start Monday 17th   Councillors asked that, notwithstanding the toilets will be closed, every effort is made to keep the two disabled parking spaces clear. Clerk to action | Clerk |
| 10 | **One Voice Wales / (SLCC) / WG self-evaluation toolkit – formation of Task and Finish Group**  At a recent meeting we volunteered to take part in the piloting of the new self-evaluation toolkit for Community & Town Councils in Wales.  As part of the pilot we are being asked to undertake completion of Parts 1 and 2 for the Vision Purpose and Community Planning Theme.  Part 1 is for the Clerk to complete. The completion of Part 2 is the responsibility of Councillors. It is suggested that all councillors review the self-assessment, and form their own views of the Council’s performance in relation to each of the themes and statements, although the exercise is more about how the toolkit supports this process rather than the Council’s performance per se.  It was agreed that Councillors revisit the toolkit and guidance circulated by the Clerk (this was resent by the Clerk during the meeting to ensure safe receipt). It was then agreed that the item will be placed on the January meeting with a view to forming a ‘task and finish group’ to compare thoughts which could then be summarised for ‘approval’ at the February meeting. | Clerk |
| 11 | **Plans for updating/replacing/adding play equipment in the Park** Councillor Rands has now spoken to MCC who have advised that given the space constraints, the 2m x 2m trampoline would be the most suitable. Further research has identified that the Wicksteed unit is not wheelchair accessible, which therefore leaves only the GL Jones option as detailed below. The size means that the goal posts nearest the play area will need to be moved slightly to create the additional space needed. (Clerk and Councillor Deakins will arrange to save cost).   1. GL Jones Playgrounds   - 2m x 2m £7790 + VAT (includes safety surround ‘grass mat’)   Given the current and likely future costs for the tree maintenance in the park, it was agreed to postpone a final decision until the New Year when the overall financial position was known. |  |
| 12 | **Meeting Dates 2022/2023** The following meeting dates were distributed by the Clerk. The dates highlighted in yellow are those which potentially clash with WI meetings (2nd Monday of the month).  The dates were discussed, and with the exception of the February 2023 dates (which clashes with February half term and so will need to change to Monday 13th) it was agreed to put the ‘ideal dates’ in the diary and leave it for the new Council (post May elections) to decide if it wished to change any which fell on 2nd Monday of the month – the first of which does not occur until Sept. This was proposed by Councillor Morrey and seconded by Councillor Daniel and passed unanimously. | Clerk |
| 13 | **Signing and returning of papers** The Clerk made a plea for Councillors to return papers which are sent out for signing. at the earliest opportunity. Delays were now causing problems for the proper maintenance of Council records and payments of monies due to individuals. | All |
| 14 | **Reports – questions based on previously distributed update.**   * **Goytre Village Hall**    + Bookings ok. Each booking gets an update on covid rules and regulations.   + Food hall ongoing. Still concerns about waste produce and how it is removed. No other concerns.   + Have joined ‘Halls Together’ project - working together to cut costs and share responsibilities.   + Post Office has turned up regularly since CC’s last meeting. * **Little Mill Village Hall**   + Regular bookings are going ahead as normal, although occasionally are not always upheld due to detailed risk assessments in place.   + In progress of sourcing electrician to repair Car Park light.   + Still investigating quotes to repair front fence panels.   + Ramp now completed to allow disabled access to annexe. * **Goytre School Governors** * Last governors meeting for the year now held. * School attendance is still very good, although a few people have had to isolate because of positive covid tests, including the head teacher, another member of staff and a few children. * There are new policies being considered but not yet confirmed. * **Goytre Community Centre**   + No report submitted * **Other Reports**   + None |  |
| 15 | **Donations**  The following donation requests have been received.   1. Marie-Curie Wales Given the support that Councillors are aware that MCW provides to individuals and families in the community, a donation of £100 under s137 was proposed by Councillor Morrey and seconded by Councillor Deakins. 2. Urdd Eisteddfod, Denbighshire in May 2022 Given the distance from the Community, Councillors did not feel it appropriate to make a contribution at this stage, but agreed to ‘note’ the request. | Clerk  Clerk |
| 16 | **Communications**   1. Queens Platinum Jubilee – The Clerk asked if Councillors wished to mark the event in any way, perhaps with a beacon. Councillor Deakins said that we could perhaps plant a tree if a suitable site could be found. Councillor Daniels advised that Little Mill Village Hall will be holding a meeting shortly, and will be looking for suggestions. The meeting was inconclusive regarding any ‘commemoration’, but asked the Clerk to review the budget to make £700 (representing £10 for every year of the Queen’s reign), available in case of need.   This was proposed by Councillor Barnes and seconded by Councillor Awni and passed with all Councillors voting in favour of the motion.   1. A resident has asked that the Community Council examine CCTV footage of an alleged car collision in the park. The Police has subsequently been in touch to request the footage which has now been passed to them. 2. Emails have been received from two residents objecting to the decision to request the construction of a MUGA, arguing that residents have not been consulted. Clerk to respond with details of the questionnaire and engagement events which took place in 2019, and will put on the item on the January agenda in case they wish to make personal ‘representation’. However, it is hoped that once the exact plans / designs are produced by MCC, there will be an opportunity for further engagement in the village. | Clerk |
| 17 | **Advertising** - Usk and Raglan Diary contributions Mar / Apr 2022.  Councillor Welford advised the deadline for submissions will be towards the end of January 2022 (i.e. after the January meeting). In the meantime, any suggestions for inclusion should be forwarded to Councillor Welford. | All |
| 18 | **Date of next meeting and close:** Monday 17th January 2022 at 19.30. | All |

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