CYNGOR CYMUNED

GOETRE FAWR

COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD BY TELECONFERENCE ON MONDAY 14th JUNE 2021**

## **Present:** Community Councillors Owen Dodd, Andy Barnes, Colin Deakins, Nigel Morrey, Nicola Awni, Peter Daniel, Lucyann Rands  and Syd Welford

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

**Apologies:** Community Councillors Janet Robins, Jan Butler, Rose Thayers and Roger Howells

**Absent without apology:** None

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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. None 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. The Clerk said that he had now updated, as far as possible, the Register of Interests following the Annual Statutory Meeting and confirmation of interests from individual Councillors. So far, Councillors Dodd, Thayers and Welford are still to make declarations. Councillor Dodd apologised, saying that he had been waiting for advice regarding one of his potential interests. The Clerk reminded the members to advise him of any additional interests which became apparent so that he could maintain / update the register as required.  | All |
| 3 | **Chairman’s Remarks**The Chair welcomed everyone to the meeting.  |  |
| 4 | **Approval of the Minutes of the Annual Statutory Meeting held on 17th May**.The Clerk advised that Councillor Awni had previously notified him of her apologies for the meeting and he will amend them to reflect this. The minutes of the meeting were then proposed as a true and correct record by Councillor Daniel and seconded by Councillor Barnes. | Clerk  |
| 5 | **Matters Arising**The signed documentation to authorise Councillor Butler as an electronic signatory on the bank account has now been sent to Unity Trust. This should be implemented shortly and will enable Councillor Butler to view the bank accounts and authorise payments. |  |
| 6 | **Approval of the Minutes of the Council Meeting held on 17th May**.As with the ASM minutes, the Clerk will amend them to reflect that Councillor Awni had indeed provided her apologies prior to the meeting. The minutes of the meeting were then proposed as a true and correct record by Councillor Morrey and seconded by Councillor Rands. | Clerk |
| 7 | **Matters Arising**1. Item 6 – MUGA – The Chair reported that he had had no response to his email to Mike Moran. Some Councillors expressed concern as to whether it was the intention of MCC to proceed with the MUGA at all. It was agreed that the Chair should now escalate the situation to the Chief Executive of MCC.
2. Item 7 (i) – MCC have confirmed that the road section over the railway bridge hasn’t been included in the 21/22 programme of works. They are still waiting for the legal agreement, permitting MCC to work on the bridge, to be signed off by Network Rail.
3. Item 7 (ii) - Pedestrian Crossing – despite sending several emails asking for an update and requesting the crossing be moved to its original planned position (slightly nearer to the bridge), the Clerk has received no response from Paul Keeble. As far as we can determine, MCC appear to be planning to re-install it between the car park and the Goytre Arms, which will require parents to cross Fairfield and then go through the car park to use it. It was agreed that the Chair should also escalate this issue to the Chief Executive, (in a separate letter to the MUGA).
4. Item 7 (iii) – Little Mill Park play surfaces – Have now been cleaned.
5. Item 7 (iv) – Goytre Park side gate – This still requires repairing.
6. Item 7 (v) – Councillor Robins has asked Richard Bowie (at Capel Ed) to keep an eye on the Chapel’s defibrillator, to check for any water ingress into the cabinet during periods of heavy rain. It is thought that the keypad may be putting off people closing the door fully, for fear of it locking shut (which it won’t). Clerk to look into how we can address this.
 | ChairChairClerkClerk |
| 8 | **Maintenance (inc. items reported but not addressed)**1. The Clerk checked the status of all the defibrillators on 8th June. All are fully charged and have in-date pads attached. Councillor Barnes asked if we could arrange some re-training, once restrictions allowed. The Clerk is currently trying to contact the Cariad trainer to arrange training for the Scouts. Councillor Awni suggested that we contact St Johns ambulance as an alternative. Clerk to progress.
2. Following an email from Councillor Butler, the Clerk has advised MCC Countryside services that the footpath which starts immediately over the bridge, and which runs along the railway line, is overgrown. In addition, Councillor Butler has reported a clump of Japanese Knotweed along the path. However, MCC have advised it will probably be left ‘as is’ (it is not notifiable).
3. We have asked for Goytre Park and dog exercise area grass to be cut following ‘no mow may’. It was not done last week and so the Clerk has chased again today.
4. There is a tree by the footpath/passageway next to the surgery that needs cutting back. This may be the responsibility of MHA. Clerk to investigate and action as required.
5. There is a tree by the junction of Midfield /Longhouse Barn that needs cutting back. Clerk to investigate and action as required.
 | ClerkClerkClerkClerk |
| 9 | **Finance**1. Payments made since the previous meeting

 **£** 1. Review of Accounts / Cashflow

 The Clerk presented the meeting with a copy of the May 2021 cashflow.  There was no further comment or observation.1. Reallocation of working from home allowance in accountsThe Clerk advised that at a recent SLCC/OVW conference, it was noted that such expenditure should be categorised and accounted for as a staff expense, being separate to other items of Clerk’s expenditure (which are accounted for under ‘operating expenses’). The Clerk will now show these separately, so they can be more easily identified in the accounts. However, ideally, an element of the Clerk’s expenditure budget (£500), needs to be reallocated to this line – in theory £180, (12 x £15), perhaps with some leeway to allow for the (late) timing of the payments.Councillor Morrey proposed the current budget should be split 50/50, with £250 allocated to each line, and this was seconded by Councillor Awni.

The Clerk advised that he had confirmed with Wales Audit that there was no need to change the previous accounts retrospectively. 1. Approval of Annual Governance Statement for 2020/21Prior to the approval of the Annual Governance Statement, the Clerk / RFO confirmed that no issues had been raised during either the 2018/19 or 2019/20 audit. There was therefore no requirement to confirm that any previous audit issues had been addressed, together with the relevant action(s) taken.

The Annual Governance Statement (parts 1 & 2) has been circulated in advance by the Clerk. It was confirmed that Boxes 1 to 8 of part 1 could be ticked as ‘agreed’. Box 9 was not applicable (no trust funds are held), and of part 2, boxes 1, 2 & 3 could all be ticked ‘agreed’. Approval of the statement was proposed by Councillor Awni and seconded by Councillor Morrey and carried unanimously.1. Approval of the Annual Accounting Statement for 2020/21The Annual Accounting Statement has been signed and previously circulated by the Clerk. Approval was proposed by Councillor Daniel, seconded by Councillor Morrey and carried unanimously.

Following this second approval, the Chair confirmed his signature to the Approval & Certification section of the Audit return. This will now enable the Clerk to finalise the papers to submit to the Auditor General for Wales. | ClerkClerkClerkChair |
| 10 | **Planning Committee** 1. To accept the responses of the Planning Committee held on 18th May 2021

The committee met on the 18th May to consider the following:1. Single storey rear extension - 11 Midfield, Penperlleni, Goytre, Pontypool, Monmouthshire, NP4 0AS.
2. Change of use to a campsite and erection of 4 bell tents with timber base. Provision of female and male toilets in a small log or porta cabin which will be situated next to a cesspit - Tilbach Farm, Old Abergavenny Road, Pencroesoped, Llanover, Pontypool, Monmouthshire, NP4 0JF

Acceptance of the minutes of the planning meeting held on 18th May 2021 was proposed by Councillor Welford and seconded by Councillor Deakins.1. Updates – The next meeting has been scheduled for Monday 21st June.
2. Planning Aid Wales / One Voice Wales On-line Event - Wednesday 23rd June An opportunity has arisen for Councillors to attend this on-line event at a cost of £50. The content will certainly benefit the larger towns, but it is unclear how much will be relevant to small CCs like ourselves. After discussion, it was agreed not to ‘send’ a representative.
3. It was felt that the consultation on the A4042 upgrades (originally to be discussed under communications), was more appropriate for this agenda item. Although the proposed upgrades will all take place outside of the Ward, they will nevertheless impact on every resident who drives south (the road markings at the Re-Chem roundabout are a particular frustration). As it was outside their normal terms of reference, it was proposed by Councillor Rands and seconded by Councillor Deakins that the Planning Committee be given specific authority to consider the impacts of the proposals and to make recommendations on behalf of the CC. The proposal was agreed.
 | Planning Com’ttee |
| 11 | **Public Conveniences – Maintenance – Closed session**The Clerk stated that this item would be carried forward until the July meeting as he is still waiting for some of the companies to quote for the work. Two companies have already attended and a further firm will be visiting on Thursday. The Clerk has asked that their quotes break down the work by individual items (ceiling/ tiles/ woodwork etc), so that the CC can prioritise which to action if the overall cost proves prohibitive.  | Clerk |
| 12 | **Proposal to Establish an all-through School in Abergavenny**Councillor Dodd declared an interest with two children already at the school and a third to join them in due course. King Henry, previously one of the catchment area schools is now the principal secondary school for Goytre / Little Mill. During the discussion a number of points emerged.* The transitional arrangements (while the new school is being built) were not clear
* The longer-term impact on Goytre Fawr Primary, (particularly if school numbers drop), is unclear.

It was proposed by Councillor Daniel and seconded by Councillor Deakins that the following response be sent to the consultation (now extended to 25th June). “The Community Council has reviewed the proposals with interest, but is concerned at the potential impact the plans will have on the viability and funding of Goytre Fawr Primary School, particularly if pupil numbers fall.  The Community Council would welcome your comments”Councillor Daniel mentioned that he is to meet with the Headteacher, Mike Gough, and will discuss the proposal with him.  | ClerkCllr. Daniels |
| 13 | **Allotments**Councillor Awni, declared a potential interest due to her work with the Community Garden. Councillor Dodd advised that he will shortly post a notice on the village Facebook page asking for possible sites. It is suggested that the allotments already on Penywern Lane could potentially be expanded as the site appeared quite large. Clerk / Chair to investigate  | Chair/ Clerk |
| 14 | **Boundary Change working group – update**There have been no further meetings since 4th May. However, the following additional information has been obtained.1. Llanover CC (LCC) have responsibility for one bus shelter (the one on the left-hand side going towards Abergavenny - the one on the right-hand side is built into the Llanover Estate wall). It is insured for £2300.
2. LCC paid for the streetlight standard at the junction of Tre-Elidyr Road, and the road leading to Rhydymeirch, and insure it with 3 others for £2172.
3. The churchyard was transferred to the Council by the Commissioners of the Church in Wales, by an order made under s. 8(1) (b) of the Welsh Church Acts 1914 and 1919 on 30 March 1931. It has no value because it is not saleable. LCC currently spend £1400 pa on maintaining it.
4. We have received the CLP. It covers the period from 2014-2019. It was due an update in 2018, which does not appear to have happened.
5. There is mention of a play area in the CLP. The Clerk at Llanover has confirmed that this is managed by Llanover Estate and not the Community Council.

The changes to the **County** Council Councillor boundaries have now been proposed by the Boundary Commission, but remain to be formally signed off by WG. The delay has created some uncertainty as to whether the Community Council boundary changes will happen as scheduled. OVW are trying to obtain clarity on timelines. The Clerk has written to John Pearson at MCC to see if he can provide us with the impact on the number of properties in the Ward, together with how potentially different Community Council charges will be applied between April & May. JP has confirmed he has passed our query to the Head of Council Tax, who is consulting with other local authorities for their experience. MCC are now uploading the proposed new County Councillor boundaries onto their system, which will enable them to assess the impact of the changes on properties, rather than just electors.  | Clerk |
| 15 | **Plans for updating/replacing/adding play equipment in the parks.**Play Wales, (a national charity for children’s play), are organising a free online seminar to support Town & Community Councils develop and provide opportunities for children to play in their communities. They have written a briefing specifically for T & CC. It is available at: [www.playwales.org.uk/eng/publications/focusonplay](http://www.playwales.org.uk/eng/publications/focusonplay)They are also running a free on-line seminar on 28th June (3:00pm – 4:00pm) to explore a range of community-based interventions for Councils, designed to provide and improve local opportunities for children’s play. The seminar will look at play design toolkits and explore a number of potential ‘interventions’.Councillors Robins and Butler have already expressed an interest in attending. Councillor Rands would also like to attend but cannot make the proposed date/time. However, Councillor Deakins said that he would now attend. The comment was made that much of their equipment seems to be based on supervised play, so it may not be suitable for our parks. It was agreed that the review and recommendations from the play equipment catalogues be postponed until after the event.  | Clerk |
| 16 | **Reports – questions based on previously distributed update.*** **Little Mill Village Hall**
	+ A reclaimed door is soon to be fitted to the Annexe, to replace the existing old door, and lowering of threshold to allow wheelchair access.
	+ Hall hire charges have been revised with a small increase being introduced.
	+ Appropriate cages are being sourced to house recycling bags on a more permanent basis outside the hall to give easy and safe access for villagers.
	+ Bookings are being taken again, taking into account current Covid rules and restrictions
* **Goytre Village Hall**
	+ No report submitted.
* **Goytre School Governors**
	+ No report submitted.
* **Goytre Community Centre**
	+ Members remain the same: Owen Dodd as Chairman, Paul Robins as Treasurer and Jan Butler as Secretary. Other members: Janet Robins, Colin Deakins, Nigel Morrey, Joan Howells.
	+ Owen Dodd and Jan Butler met with Nicola Howells (Asset Manager for MCC) and Councillor Phil Murphy (Cabinet Member for Resources) to discuss the future of Jack and Jill’s. The committee has been tasked with coming up with (at this stage) a list of proposed future usage.
	+ The glazing has now been boarded up and painted.
	+ GASC will be running a summer club for four weeks during the school summer holidays.
	+ No further ingress of water and Roger Howells has cleared the guttering.
	+ Parking continues to be an issue, with parents now arriving earlier to avoid the closure.
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| 17 | **Donations**Goetre Fawr Primary. Councillor Dodd declared an interest as he has a child at the school. Following the last meeting, Councillors Dodd, Deakins and Daniel visited the school on 21st May. Mr Mike Gough, Headteacher, showed them the outside play area and the blind side of the building, where the proposed cycle housing area would be. The aim of the project is to help address the climate emergency by encouraging children to scoot or ride to school, thus building on the current idea of stopping parents driving to the school (this is in association with MCC who have closed School Lane at the beginning and end of the school day to discourage car use).  Mr Gough appreciated that this will take time and has already organised cycle availability for children who do not have cycles. In addition, they will provide an area outside with a cycle layout for children to learn to ride safely. It was emphasised that many of the teachers also cycle to school as an example. The visiting Councillors thought the proposal was a good idea and would be beneficial for the development of the children. Since the last meeting the school has confirmed:* + They require funding of £588 for 2 x cycle and 2 x scooter racks (inclusive of VAT).
	+ The school will meet the cost of installation.
	+ The school has looked at three alternative suppliers (full details and costings supplied). The racks to be purchased are considered the best value (also being the cheapest options).

Councillor Awni questioned why funds weren’t being made available from MCC’s Active Travel budget, or the school’s PTA. It was explained that FROGS (Friends and Relations of Goytre School) were already providing monies for sheltered areas around the school. Councillor Morrey suggested the work that we and the school were doing to improve ‘pedestrian’ access should be included in the letter to the Chief Executive regarding the crossing. Councillor Barnes wanted to make sure the cycles/scooters wouldn’t be used during break time, and this was confirmed, although the cycles would be used for cycling proficiency training. After some debate a donation of £588 (to be made under the Power of Well-Being - Environmental improvements), was proposed by Councillor Barnes and seconded by Councillor Morrey and carried by five votes for, with none against and two abstentions (Councillor Dodd did not vote). | Clerk |
| 18 | **Communications.**1. The Clerk has received a copy of the Boundaries Commission’s Review on the proposed County Council boundaries / Councillor numbers. It confirms, as expected, the recommendation to align the new boundaries with those proposed at Town and Community Council level. The Clerk has forwarded a link to Councillors for the on-line copy of the report. As anticipated, the CC will be ‘allocated’ one County Councillor (as now).
2. The Clerk has received a request for a graveyard maintenance donation to Saron Baptist Church. The Clerk has informed the Church that following advice received questioning the legality of such payments, the CC was no longer contributing to the upkeep of local cemeteries.
3. ‘Halls Together’ (a rural programme to support Community Halls/Centres). Councillor Dodd is to attend to identify potential funding opportunities.
4. The Chair to write to Mike Jones on behalf of the CC to offer our congratulations on the awarding of his MBE.
 | Chair |
| 19 | **Advertising** - Usk and Raglan Diary contributions July / August 2021. The deadline for submissions will be after the July meeting | All |
| 20 | **Date of next meeting & close –** Monday 12th July 2021. | All |

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