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COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD AT LLANOVER VILLAGE HALL & BY TELECONFERENCE ON MONDAY 19th JUNE 2023 @ 19.45**

**Present**: Community Councillors Andy Barnes (acting Chair), Nigel Morrey, Peter Daniel, Scott Grayland and Community / County Councillor Jan Butler.

**Guests** None

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

**Apologies**: Community Councillors Owen Dodd and Janet Robins.

**Absent without Apology:** Community Councillor Morgan
 Chandler.

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|  |  | **ACTION** |
| 1 | **Apologies for Absence.**As above.  | Clerk |
| 2 | **Declarations of Interest.**The Vice-Chair as presiding Officer of the meeting commenced by asking the members present whether they had any ‘declarations of interest’ to make, which includes previous declarations already made. The Vice-Chair reminded members that they should notify the meeting of any additional interests which became apparent during the progress of the meeting. The Vice-Chair re-declared his own interest in the MUGA, as, depending on its siting, (if on the lower section of the park), he was likely to object on the grounds of noise. No further declarations from the members were forthcoming. | All / Clerk |
| 3 | **Chairman’s Remarks.**The Vice-Chair took the opportunity to welcome everyone to the meeting.  |  |

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| 4 | **Minutes.**Approval of minutes of the Annual Statutory Meeting held on 22nd May 2023The minutes were proposed as a true and correct record by Councillor Daniel, seconded by Councillor Morrey, and carried unanimously.  | Clerk |
| 5 | **Matters Arising.**There were no matters arising. |  |
| 6 | **Minutes.**Approval of minutes of the Ordinary Meeting held on 22nd May 2023The minutes were proposed as a true and correct record by Councillor Morrey, seconded by Councillor Daniel, and carried unanimously.  | Clerk |
| 7 | **Matters Arising.**1. Item (6ii) – Replacement of the Gent’s toilet door. Paul Lewis has advised that the work will be undertaken early to mid-July.
 | Clerk |
| 8 | **Maintenance.** (including items previously reported but not yet addressed).1. There is a protruding bolt from the speed cushion outside the chip shop. This has been previously reported and fixed. However, it appears to have become loose again, and so has been reported to MCC Highways a second time.
2. The speed cushion by the new zebra crossing is still missing, with vehicles continuing to swerve to the other side of the road, to avoid the one remaining cushion. Councillor Butler to chase again.
3. Flooding at Star Road. Councillors Butler and Daniel both reported that MCC had been seen cleaning out the drain running from the top of the park, across the football pitch, to close by the village hall. A lot of debris has been removed and it appears there is some slight damage internally, which it is thought will be repaired by inserting a ‘sleeve’.
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| 9 | **Finance.**1. Payments made since the previous meeting.  £

  1. Review of accounts and cashflowThe Clerk presented the cashflow account as at 31st May. There was no further comment or observation.
2. Approval of Annual Governance Statement for 2022/23Prior to the approval of the Annual Governance Statement, the Clerk (in his capacity as RFO), confirmed that no issues had been raised during either the 2020/21 or 2021/22 audits. 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 had been circulated in advance by the Clerk. Councillors, together with the Clerk, reviewed all boxes 1 to 8, where it was confirmed that each could be ticked as ‘agreed’. Box 9 was marked ‘not applicable’, as no trust funds are held.Under ‘Other Disclosures’ (s137 expenditure under the LGA 1972), the Clerk confirmed this figure was £Nil, as having adopted the General Power of Competence in May 2022, the Community Council no longer needed to use s137 for payments not covered by specific statutory provisions. Approval of the Annual Governance Statement was proposed by Councillor Barnes and seconded by Councillor Morrey, and carried unanimously. 1. Approval of the Annual Accounting Statement for 2022/23The Annual Accounting Statement has been signed, and previously circulated by the Clerk as RFO. Approval was proposed by Councillor Daniel, seconded by Councillor Morrey, and carried unanimously.
2. Approval and Certification of the Annual Return for 2022/23In addition to the Annual Return, the Clerk had also previously circulated the required additional documents, namely:
	1. Explanations of Significant Variances for Lines 3, 6 and 12 of the Accounting Statement.
	2. A copy of the minutes of the meeting (ASM May 2022) at which the Council decided which allowances should be paid to the members.
	3. Copies of letters from individual members, declining to accept the allowances that they are entitled to receive.
	4. A copy of the Statement of Payments, setting out the allowances paid for 2022-23.
	5. Evidence of Publication of the Statement of Payments in the local area, together with its submission to the IRPW.

These, together with the main document, make up the Annual Return, which now requires formal approval and certification. It was therefore proposed by Councillor Daniel and seconded by Councillor Barnes, that this be approved. The vote was carried unanimously. Therefore, Councillor Barnes, as Presiding Officer of the meeting, added his signature to the Approval & Certification section of the Audit Return. The Clerk will now finalise the papers, to submit to the Auditor General for Wales, no later than 30th June.1. IRPW Determinations
	1. Update on tax position of basic allowance and reimbursement of consumables. Disappointingly, there is no update, and so the situation remains unclear.
	2. Agreement and adoption of reimbursement policy and process for consumables. In light of (a) above, it is not yet possible to propose a policy / process for agreement.
 | Clerk |
| 10 | **Planning.**1. To accept the responses of the planning committee meeting held on 30th May.

The following application was considered during the meeting:* + DM/2023/00642 - Householder – Single Storey rear extension, 8 Plough Road, Penperlleni, Goytre, Pontypool, Monmouthshire, NP4 0AL.

Acceptance of the minutes (previously circulated), was proposed by Councillor Morrey and seconded by Councillor Daniel and passed unanimously.1. Any other updatesThe next meeting is planned for Tuesday 27th June at 19.00 to discuss the following application: [DM/2023/00762](https://planningonline.monmouthshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RVIJL5KYHV700) – Householder[The Old Forge](https://www.google.com/maps/%4051.7434665%2C-2.9746669%2C653m/data%3D%213m1%211e3?entry=ttu), Newtown Road, Penperlleni, Goytre, Monmouthshire, NP4 0AB
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| 11 | **County Council update – County Councillor Jan Butler.**1. Lee Waters has now confirmed that the A4042 pedestrian crossing assessment has recommended that a signal control crossing be provided. This will mean relocation of the northbound bus stop and significant changes to kerblines and drainage. Due to the construction cost of the scheme and complexity of the design work, the crossing will be put in the programme for construction in the 2024/25 financial year, but will still be subject to the availability of funding.
2. In the meantime, the ‘Go-Safe’ campaigners will continue their work in the village. Christopher Edwards, who set the scheme up for us, is to look at other potential sites, for example, Capel Ed Lane, Newtown Road and School Lane. Councillor Butler reminded everyone that on 17th Sept all 30 mph zones in the village will become 20 mph (in line with the Welsh Govt initiative).
3. The two small football pitches have now been marked out on the lower field for the summer months. Curiously, a set of (two) goal posts have been installed, but on either side of one of the pitches by the halfway line (instead of the goal mouth). It is not clear who is responsible, but they appear to be the ‘temporary’ goals stored in the village hall. Councillors requested the Clerk ask MCC to check their safety, given that they are not designed to be permanent fixtures. Clerk to contact Nigel Leaworthy. Comment was made that it was very positive to see the pitch/goals being so well used by so many children.
4. The numerous small holes which appeared on the bottom part of the park seem to be the work of ‘detectorists’.
5. The SUDs report – Councillor Butler advised that she had had a long conversation with Mike Moran, who was trying very hard to get their outside contractor to undertake the assessment.
6. Table Tennis table – Llanellen Village Hall have offered us a table for free. It was one they had previously ordered, but was replaced, due to being slightly damaged on arrival. The extent of the damage is not known. The Clerk confirmed that no monies have yet been received from the micro-geography fund for the separate purchase of our own table.
7. Councillor Butler advised that each year an annual road survey is undertaken using a vehicle / camera (a little like the Google maps), with the results being rated from 1 to 5 (1 is good, 5 is very poor). This information is logged and used to plan repair work / resurfacing.
8. The Railway Bridge on Star Road. MCC have now confirmed that due to an oversight, the required permissions to re-surface it were never requested. However, it is now high on the list of road repairs to undertake.
 | Clerk |
| 12 | **Adoption of Standing Order (with updated page cross-references advised by One Voice Wales)**We have been advised by OVW that the new model Standing Orders template has some inaccurate section cross-references. This appears to have been brought about by the inclusion of an additional section in the document, meaning that, for example, references to section 8 should now read section 9. There are no material changes to the content. The Clerk has updated our copy (adopted at the May ASM) and has distributed to all members. In the interests of good order, he asks that the amended version now be formally approved. This was proposed by Councillor Barnes, seconded by Councillor Daniel, and carried unanimously.  | Clerk |
| 13 | **Community Engagement – Councillor Janet Robins/Jan Butler/Nigel Morrey.** Unfortunately, Councillor Robins has not been available to undertake the work with Councillors Butler and Morrey, and so, to date, there has been no further progress. Councillor Butler has confirmed that she has tried to get hold of a copy of the slides on Community Engagement, but unfortunately OVW won’t release these. The Clerk to schedule on July’s agenda for an update.  | Cllrs. Butler/ Robins/MorreyClerk |
| 14 | **A4042 Pedestrian Crossing – latest update.**See item 11(i) above – under County Council update. |  |
| 15 | **Churchwood / Village Surgery – update.**There is nothing firm to report at this stage although we believe that there has been some interest in taking over the surgery.  |  |
| 16 | **Goytre Recreation Park.**1. Sports recreation hub inc MUGA updateSee items 11 (iii) and (iv) above under County Council update.
2. Playground equipment update

See item 11 (vi) above under County Council update |  |
| 17 | **St Bartholomew’s Graveyard – update**The Clerk has sent a further email to Llanover Estates to see if there had been any developments, but as yet has not received a reply. The Clerk estimates that there are currently only another three burial plots available and hence there is now an element of ‘urgency’. Clerk will telephone Tom Jones at Llanover Estates to see if he has any updates.  | Clerk |
| 18 | **Council Training Plan**The Clerk had previously distributed the Council’s training plan to all the members. The formulation and regular review of a training plan is now a legal requirement under the Local Government & Elections (Wales) Act 2021. The Clerk asked that all Councillors commit to review their training requirements and advise him of suitable courses. This will enable the Community Council to be seen to be delivering against its legal requirements, as well as making sure that all Councillors have the necessary skills. The Clerk has already made a number of suggestions for courses for key committee members and asked that those people book courses (either directly or via the Clerk) at the earliest opportunity. Councillor Butler asked if the Clerk would re-send the list and recommendations – Clerk to organise.  | 44All / Clerk |
| 19 | **Village Committees’ Reports – questions based on previously distributed updates*** Goytre Village Hall
	+ All going well, with new events from October until April. Good bookings at present up until then.
	+ Beginning to change layout of the Hall. Waiting on quotes to access a grant to help pay for the changes.
* Llanover Village Hall
	+ No report submitted.
* Goytre School Governors
	+ The current financial position was clarified at the last meeting.
	+ The planned reduction in staff and new asymmetric system now in process of completion for the new term in September.
* Goytre Community Centre
	+ Committee held AGM. Owen Dodd remains as Chair, Jan Butler remains as Secretary. Scott Grayland joins the Committee. Paul Robins and Janet Robins have stood down. Are seeking a Treasurer.
	+ Intention to move from Barclays to Union Trust Account.
	+ Grant applications:
		- Lotteries fund - we have met with Michael Dupree and have a clearer understanding of everything that needs to be done.
		- Community Ownership Fund rules have changed - Community Councils can now apply.  Up to 80% funding available.
	+ Land Registry clearly shows the boundary to the Community Centre site includes Jack and Jill’s and the front garden beyond the wall.
	+ The Community Centre can’t continue with funding applications until they either become the leaseholder, or an asset transfer is completed. The current leasehold is to the Community Council. However, the lease has lapsed and requires reinstatement, which Jan Butler has requested.
	+ Fundraising events that use/promote the centre will strengthen our case and there will be a fund-raising Cheese and Wine quiz on 5th July. Community Centre members and Councillors are requested to support. More details to follow. A TEN licence has been applied for.
	+ Open Day planned for the Autumn to get more classes/groups started.
	+ Two new tutors have come forward - dressmaking and crafts. Details to be finalised.
	+ WiFi/AV - Owen and Jan met with Josh from AV direct and a quote has been submitted for bringing the Hall, Meeting Room and Jack’s up to required standards for A/V and WiFi including provision of hearing loops and fitting the Meeting Room with a monitor/speakers, as the new statutory requirements for Community Council meetings need to be met. It was agreed to seek out grant funding sources.
	+ The meeting room element (£3995) to be added to the next Community Council Agenda as funding request.
	+ Faith group are meeting on Monday evenings.
* Other Reports
* Monmouthshire C.C Public Space Protection Orders - The Clerk recently attended a dog fouling meeting where we received an update on the current position. MCC are currently at the consultation stage which has generated a number of comments. The consultation will continue through July and August. Any policy changes will be included in a review in Sept, with the proposal going back to Committee in Oct/Nov, and if signed off, to Cabinet around Christmas time.
* We will be hosting a Dog Fouling ‘Raising Awareness & Enforcement Day’ (as well as Abergavenny), with MCC on Thursday 12th October.
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| 20 | **Donation requests.**There have been no donation requests  |  |
| 21 | **Communications.**We have received an email from Ramblers Cymru, asking if we would like to take part in training to develop the tools and training needed to identify and design new local walking routes, and enhance / upgrade existing ones. The support would be provided by Ramblers Cymru and Monmouthshire County Council. In all, three communities across Monmouthshire will be selected for development. After due consideration, Councillors thought that this opportunity might sit more comfortably with one of the local active ramblers groups in the area. Clerk to investigate and then report back to Councillor Butler. Councillor Morrey was also aware of a contact who might welcome involvement. Clerk to progress. | Clerk |

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| 22 | **Advertising** - **Usk and Raglan Diary contributions Sept / October 2023.** The closing date for submissions will be towards the end of July. Councillor Butler is to arrange to prepare an article for the Community Centre’s open day in September.  |  |
| 23 | **Date of next meeting and close.**The next meeting is to be held on **Monday 17th July** at **19.45**. The venue to be Llanover Village Hall, and by teleconference via: <https://meet.jit.si/GoetreFawrCommunityCouncil> | All/Clerk |

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