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COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD AT LLANOVER VILLAGE HALL & BY TELECONFERENCE ON MONDAY 20th MARCH 2023 @ 19.45**

**Present**: Community Councillors, Owen Dodd, Andy Barnes, Peter Daniel,   
Morgan Chandler, Jan Butler, Nigel Morrey and Scott Grayland.

**Guests** None

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

**Apologies**: Councillor Janet Robins

**Absent without Apology:** None.

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|  |  | **ACTION** |
| 1 | **Apologies for Absence.**  As above. | Clerk |
| 2 | **Declarations of Interest.**  The Chair commenced by asking the members present whether they had any declarations of ‘interest’ to make, which includes previous declarations already made. The Chair reminded members that they should notify the meeting of any additional interests which became apparent during the progress of the meeting. Councillor Barnes re-declared an 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.**  Councillor Dodd took the opportunity to welcome everyone to the meeting and for their contributions to updating the minutes of last month’s meeting. |  |
| 4 | **Minutes**   1. Approval of the Closed session minutes of the Council meeting held on 16th January 2023. The minutes were proposed as a true and correct record by Councillor Daniels, seconded by Councillor Barnes, and carried unanimously by those able to vote. (Councillors Butler & Grayland, who were not in attendance on 16th January did not vote) 2. Approval of the Minutes of the meeting held on 13th February 2023 The minutes were proposed as a true and correct record by Councillor Barnes, seconded by Councillor Daniel, and carried unanimously. | Clerk  Clerk |
| 5 | **Matters Arising.**   1. Item 5 (i) - Footpath between Longhouse Barn and Newtown Road. Councillor Butler has approached MCC to see if we can agree to apportion the cost of repair between the Community Council and MCC, and is awaiting a response. 2. Item 5(iii) – Merlin Environmental Services Ltd have now returned a signed copy of the contract for 2023/24. 3. Item 7 (iv) – The pot holes on the entrance to the Rhyd-y-Meirch estate have now been repaired. | Clerk/ Cllr Butler |
| 6 | **Maintenance** (including items previously reported but not yet addressed).   1. Repair to the Olde Pounde Shop front door lock.  It appears that someone tried to break into the shop in the early hours of Friday 3rd March, and in doing so damaged the front door mechanism, preventing the door from locking (only the internal shutters preventing unauthorised access). Given the need for a prompt repair, and the availability of the original installer in the village, the Clerk authorised an emergency repair at a cost of £130 (Councillors advised in advance). This was done in accordance with our financial regulations) – utilising sections 11(a) for emergency repairs and section 11.1 (a) (iii) for repairs to ‘existing equipment’. Section 11.1 (c), advises that if prices are agreed without ‘competition’, the reason shall be embodied in a recommendation to the Council, (detailed here as above). The emergency repair was retrospectively confirmed by Councillor Daniel, seconded by Councillor Morrey and carried unanimously. The Clerk confirmed that the repair had now been completed and the bill paid. 2. The road surface on the railway bridge continues to deteriorate, despite the recent patch repair. We are now told that it was not re-surfaced with the rest of Star Road as Network Rail said the machinery used was too heavy. However, there is no weight restriction on the bridge and this explanation is at odds with the previous reason we were given. In the meantime, Clerk to write again to MCC. 3. The trap into the loft space in the Public Conveniences has been removed, suggesting that young people are again using it as a ‘meeting venue’. The Clerk is chasing the contractors to add a lock to stop unauthorised entry. | 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 February 2023 cashflow. There was no comment or observation. 2. Renewal of OVW Membership (£399) A renewal notice has been received for the next 12 months from 1st April at a cost of £399. This is calculated on 1025 chargeable properties at 0.39p per dwelling. (Last year the cost was £406). Renewal of our membership was approved by Councillors and then formally proposed by Councillor Morrey, seconded by Councillor Barnes, and carried unanimously. 3. Repayment of VAT overpayment from Zurich Insurance (£169.40). As part of our Insurance claim for the repairs to St Bartholomew’s wall, Zurich Insurance mistakenly sent us an additional payment of £169.40, representing the VAT element of the claim. The CC can of course claim the VAT back from HMRC, and so this should not have formed part of the insurance payment. For good order the Clerk asked for formal agreement to return these monies. This was agreed and proposed by Councillor Dodd, seconded by Councillor Daniel, and carried unanimously. 4. 2023/24 wage rates The Clerk asked that the new wage rate (from 1st April) be formally confirmed at £10.50 per hour, as agreed and costed in the 2023/24 budget, (signed off at December’s meeting last year). This was agreed and formally proposed by Councillor Morrey, seconded by Councillor Barnes, and carried unanimously. Clerk to advise all relevant parties. 5. Audit Update (if available)  The Clerk received an email on Monday 27th February, requesting several additional pieces of information as part of our audit. This appears to have been to verify information previously supplied, and follow the transactional record of several of our largest payments. This includes the Asbestos removal and cutting down the damaged tree in Little Mill Park. All the relevant documents were forwarded by return. Consequently, all the papers and documents requested by Wales Audit and delivered to their premises in August have now been returned. However, the final audit opinion remains outstanding. 6. Re-letting of Ton Land The existing lessee has decided not to continue with the lease of the land. Rather than re-advertise, the Clerk proposes that the land be leased to the second highest bidder, when the land was put out to tender at the end of last year. This would be at a price of £45 per month. This was agreed and formally proposed by Councillor Morrey, seconded by Councillor Daniel, and carried unanimously. Clerk to action. | Clerk  Clerk  Clerk  Clerk |
| 8 | **Planning.**   1. To accept the responses of the planning committee meetings held on 15th February and 15th March    1. 15th February - The meeting considered Householder planning application DM/2023/00109 – A single storey extension at 10 Frondeg, Penperlleni, Goytre, NP4 0AN No issues or concerns were raised by the Councillors in attendance.    2. 15th March - Householder planning application DM/2023/00260 – for a rear dormer at 1 Capel Ed Lane, Penperlleni, Pontypool, NP4 0AT   Unfortunately, the meeting had to be ‘abandoned’, being inquorate, with only two members in attendance.  This is the second meeting that has recently had to be abandoned, and so it was requested that ALL Councillors advise their likely attendance in advance of the meeting, so that Councillor Barnes can determine whether the proposed date and time is viable.   1. Any other updates / future meetings There are currently no future meetings in the diary. |  |
| 9 | **County Council update – County Councillor Jan Butler**   1. County Issues Councillor Butler advised that she had now been in post for 9 months, the last six weeks of which had been particularly fractious in getting the budget through, which was a hefty 1053 pages! However, it was passed on 9th March. Councillor Butler advised the meeting that she sits on the planning committee and also the scrutiny committee for public service. The latter enables MCC to call in various bodies (e.g. police / ambulance) for reports. There is still an issue with the reduction of Stagecoach services, which are not yet back to pre-Covid levels. In particular, the previous last two services from Cardiff still don’t run (currently the last service is at 4pm). On the planning front, the proposed extension of hours of water sport activity at Llandegfedd reservoir is still being decided. 2. Ward Issues Councillor Butler continues to listen to requests from residents, attending the fortnightly coffee morning meetings at both Goytre and Llanover Village halls. The cost of fuel is still a key worry for residents, and as a result Councillor Butler is arranging for Citizens Advice to present on managing fuel bills / claiming benefits. |  |
| 10 | **Insurance Valuations** (confirmation of new reinstatement values) Linnell’s Property Consultants recently undertook a survey of the following properties and confirmed the valuations as indicated.   * The Olde Pounde shop - £125,000 * The Public Conveniences block £90,000   To ensure appropriate insurance cover, the Clerk immediately contacted Zurich Insurance who have confirmed that the revised levels are now in place. This was agreed by Councillors and formally proposed by Councillor Morrey, seconded by Councillor Daniels, and carried unanimously. |  |
| 11 | **Goytre Recreation Park**   1. Sports recreation hub inc MUGA update The results of the SUDs survey are still awaited.   For clarification purposes, the following points were recorded following the guest comments made at the last meeting.   * 1. There is currently no evidence to suggest that the MUGA will impact on the drainage of the Village Hall and Social Club.  The land will be properly assessed by MCC before any construction takes place.   2. GFCC are not looking to spend more than the allocated s106 money on the MUGA.   Since the last meeting the Clerk has reconfirmed the following responsibilities (advised by MCC on 9th March):  **MCC –** Will have responsibility forongoing maintenance.  This will include:   * The application of a treatment twice each year to prevent a build-up of moss, etc. * The periodic repainting of the pitch markings (typically every 5-8 years) * 2 x leaf sweepings each year   **GFCC** – is asked to accept responsibility for   * Additional periodic leaf sweepings as required * Removal of other detritus incidents - (cans / broken glass) – [This is not dissimilar to our responsibilities when we owned Little Mill recreation Park]  1. Playground equipment updateAn update from Councillor Robins was previously circulated to Councillors as outlined below;   Having contacted the National Lottery Community Fund, it is not possible for GFCC to put a bid in as we do not own, lease or insure the land, or maintain or insure the equipment. GFCC just has an informal historical agreement with MCC to replace existing equipment, which is not conducive to putting in a funding bid. The suggestion of the Lottery Fund was for MCC to put the bid in. Councillor Robins therefore suggests the following options:  - approach MCC to see if they are willing to put a bid together (perhaps unlikely?)  - approach MCC to see if they have any money available to replace the existing equipment - either from s106 funds or any other budget.  - Consider setting aside money in GFCC’s budget to replace a piece of equipment each year, although this will take a while.  - Perhaps come to an agreement with MCC on a matched funding basis (MCC have said they will install and put the surface down free of charge).  The Clerk advised that he has already been in contact with Johnathan Wassal (JW) with regard to a match funding approach during 2023/24. JW is to review funding opportunities at the end of this financial year. Clerk to maintain contact and will bring any suggestions / proposals to Council for consideration.  Councillor Butler mentioned that she is to investigate the Micro-Geography fund which is owned / run by MCC for Community group initiatives. | Clerk  Cllr. Butler |
| 12 | **Public Spaces Protection Order for Dog Controls in Monmouthshire**  **Following the CC’s submission on** Following the CC’s recent agreement to the draft proposals on ‘Dog Fouling’ under section (3.12) of the proposed order, and ‘Dogs on Leads Areas’ (3.22), Huw Owen (HO), Principal Environmental Health Officer at MCC has written to us to advise that there are some potential issues with our suggestion to make both the whole of Goytre and Llanover, dog lead areas. This legislation, as proposed, requires the following conditions to be met: The activity being restricted must:  • have had, or is likely to have, a detrimental effect on the quality of life of those in the locality;  • is, or is likely to be, persistent or continuing in nature;  • is, or is likely to be, unreasonable; and  • justifies the restrictions imposed.  The restrictions must be reasonable and proportionate and only in response to issues that cause anti-social behaviour, and only where necessary to protect the public, and requires evidence to support the request (as PSPOs can be appealed at the High Court).  The cost of sign-posting, and the practical implementation of the policy over such a wide area, (which will be difficult to demarcate), was likely to make the policy difficult to enforce and liable to appeal. We are therefore asked to revisit our initial proposals.  On reflection, Councillors agreed that such a restriction was probably unnecessary and agreed to withdraw its ‘blanket’ request for the two villages under section 3.22. This was formally proposed by Councillor Daniel, seconded by Councillor Barnes, and carried unanimously.  In addition, Councillors asked that the following two ‘dog exemption’ areas be added.   1. The Children’s play area at the bottom of Clos Telyn. 2. The designated play area by the gulley on the Folly View Estate   These two additions were proposed by Councillor Morrey, seconded by Councillor Daniel, and carried unanimously.  The recommendation of a Dogs on Lead area for the Community Garden will require the express authority of Capel Ed Church (who own the land), and the Clerk has forwarded HO’s email to Councillor Robins to pass on to the Church to enable them to liaise directly. | Clerk  Clerk  Cllr Robins |
| 13 | **St Bartholomew’s Graveyard - update**  The Clerk has been in contact with the Rev. Kevin Hassler regarding the graveyard. There do not appear to be any strong feelings regarding the way forward. Peoples’ reaction to being buried on the north side of the church (in the shadows), is largely unknown, and may not be so much of an issue these days. However, given the uncertainty, and cost of a ground survey, the Clerk suggests that this is probably not the best way forward. The Clerk is therefore looking to see if a small patch of additional land adjoining the church could be obtained to extend the current graveyard. This ‘extension’ would not pose a problem for the church, and indeed would be welcomed if it allowed parishioners to be buried within the proximity of the existing graveyard. The Clerk has already approached Llanover Estate who believe they may have a suitable option. The idea is still very much at an early stage, and it would not be appropriate to detail the suggestion in the minutes until all the relevant parties have been consulted. In addition, the Estate Trustees will need to be consulted first, although it is thought they would wish to be helpful. | Clerk |
| 14 | **GDPR - Review and update as necessary, of GDPR document retention policy.**  Unfortunately, Councillor Dodd has not yet had an opportunity to review the document. Clerk to add to April’s agenda. | Cllr. Dodd |

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| 15 | **Village Committees’ Reports – questions based on previously distributed updates**   * **Goytre Village Hall**    + Events and bookings still buoyant.   + Working with Goytre Fawr Social Club to arrange a Coronation Event.   + A new Martial Arts class is to begin shortly. * **Llanover Village Hall**   + No report submitted. * **Goytre School Governors**    + The parent consultation on the Asymmetric proposals has been completed. Now waiting on a full Governors’ meeting as to the outcome, and the possible way forward. If approved any change may happen next year. * **Goytre Community Centre**   + Work continues on the grant applications now that Russ Whitfield has joined the committee.   + The ridge tiles have been repaired.   + A new group are using the hall on Thursday evenings.   + There is to be a new emphasis on fund raising as this is likely to be a pre-requisite for future grant monies to be allocated.   + Councillor Butler is planning to run a Eurovision (song contest) evening at Goytre Village Hall (possibly also Llanover), to raise monies for Ukraine and the Community Centre. The plan is to stream the event live, using a projector and the hall sound system. * **Other Reports**   + There were no other reports. |  |
| 16 | **Donation requests.**   1. Gwent Young Farmers We have received a funding request (no amount specified), from Jemma Rodgers, the County Organiser for GYF. They are looking to raise funds to retain a role which has responsibility for improving GYF’s on-line presence, as well as developing their programme of events and increasing their membership. After some debate it was proposed by Councillor Dodd that a donation of £50 be made. This was then seconded by Councillor Morrey and carried by those present, with Councillor Barnes abstaining. 2. Gwent Music – in support of ‘Mind Monmouthshire’ (the chosen charity of MCC Chair, County Councillor Laura Wright), have invited Councillors to a concert at Monmouth Comprehensive School on Monday 27th March 2023 at 7pm in support of the charity. Tickets are priced at £8.00 for adults and £1 for children.   Unfortunately, no-one was able to attend, but instead it was proposed that the CC make a donation of £100, which was formally proposed by Councillor Morrrey, seconded by Councilor Daniel, and passed unanimously. | Clerk  Clerk |
| 17 | **Communications.**  Invite to Gwent Music concert (see item 16(ii) above). | Clerk |
| 18 | **Advertising** - **Usk and Raglan Diary contributions May / June 2023.**  The closing date for submissions for the May / June 2023 edition is 24th March. There were no suggested articles for inclusion. | Clerk |
| 19 | **Date of next meeting and close.**  The next meeting is to be held on **Monday 24th April at** **19.45**. The venue to be Llanover Village Hall, and by teleconference via: <https://meet.jit.si/GoetreFawrCommunityCouncil> | All/  Clerk |

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