CYNGOR CYMUNED

GOETRE FAWR

COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD AT LLANOVER VILLAGE HALL & BY TELECONFERENCE ON MONDAY 17th JUNE 2024 @ 19.45**

**Present**: Community Councillors Nigel Morrey, Lewis Carter, Owen Dodd, Andy Barnes, Peter Daniel, Janet Robins, and Community / County Councillor Jan Butler.

**Guests** Cyrene Dominguez – Trydani - Charge Place Wales.

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

**Apologies**: None

**Absent without Apology:** Councillor Scott Grayland.

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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. Councillor Morrey declared a personal interest under item 15, as one of the tenders is from his neighbour, Mr Paul Lewis. No further declarations from the members were forthcoming. The Clerk thanked all those Councillors who had now returned their ‘general’ declarations of interest. All have been returned, except for Councillor Grayland. Councillor Butler said that she would contact Councillor Grayland to prompt him to respond. | All / Clerk  Cllr Butler |
| 3 | **Chairman’s Remarks.**  Councillor Morrey took the opportunity to welcome everyone to the meeting.  At this point a vote was taken to suspend Standing Orders for the next agenda item, to enable Cyrene Dominguez to present to the meeting. This was formally proposed by Councillor Morrey, seconded by Councillor Daniel, and passed unanimously. |  |
| 4 | **Charge Place Wales – On line presentation from Cyrene** **Dominguez.** Cyrene was representing Trydani – Charge Place Wales, which is a car club operating electric vehicles. In 2021, Community Energy Wales put a funding bid together to start 5 pilot car clubs which Trydani currently successfully operates. In 2024 they merged with Tripto – a northern based ‘club’ with significant expertise in car sharing operations. Two months ago, they were given extra funding from Welsh Government. People use these clubs for many reasons, including the temporary need for a second car, public transport not being reliable or convenient, the non-affordability of outright car ownership etc.  The scheme / cars are accessed using an online booking app which takes care of all the booking admin – Cyrene gave a demonstration of how it works. The app is also used to access / open the car once booked.  Costs are £3 per month membership (this includes married couples), plus £3 per hour (capped at £42 per day). There is also a £2.50 booking fee. Users are also responsible for returning the car with at least 80% charge. All new members get £15 credit for free.  To be successful the scheme needs active members, an enthusiastic co-ordinator (a paid role), and ideally, access to a charge point (there is one in Goytre Car Park).  Members need to be between 25-70 with a clean driving licence. Insurance is provided with a £250 excess (higher at £500 for some people).  Councillors were impressed by the scheme and thought it very worthy of further consideration. The Chair thanked Cyrene for such an informative presentation and her time this evening.  Standing Orders were then re-instated for the remainder of the meeting**.** | All / Clerk |
| 5 | **Minutes - Approval of the minutes of the Annual Statutory Meeting held 20th May 2024.** The minutes were proposed as a true and correct record by Councillor Butler, seconded by Councillor Daniel, and carried unanimously.  Matters arising Item 7 – Youth Representative. The Clerk will add the appointment of a Youth Councillor(s) on to the July agenda, for further consideration and discussion. | Clerk  Clerk |
| 6 | **Minutes - Approval of the minutes of the Ordinary Meeting held 20th May 2024.** The minutes were proposed as a true and correct record by Councillor Daniel, seconded by Councillor Robins, and carried unanimously.  Matters Arising   1. Item 5 (i) – Missing speed cushions on Star Road. Councillor Butler confirmed that the plan is to install these during the summer holidays. 2. Item 6 (i) – Leaves on A4042 pavement. The Clerk has chased MCC and Johnathan Wassal has replied that he will action. 3. Items 6 (ii) and (iii) – pot holes on Capel Ed Lane and Parc-y-Brain Lane.   The Capel Ed pot holes have been patched (but it was felt are likely to recur), and Councillor Butler has written again re Parc-y-Brain Lane. The pot holes have been marked out, but not yet been repaired. Councillor Butler advised that if numerous reports are submitted by residents via the ‘MyMon’ app, this will likely hasten the repair of reported problems. | Clerk |
| 7 | **Maintenance.** (including items previously reported, but not yet addressed).   1. Footpath Bridge Closures Extension – footpath 18837 MCC are seeking both verbal and financial support for the repair of this bridge (its main beam is rotting). Costs are estimated at £6500. Whilst Councillors were fully supportive of MCC repairing footpath bridges, on closer inspection, it appears that this particular bridge falls outside of the Goetre Fawr boundary, and was probably in Gobion Fawr. As such, Councillors did not feel able to make a financial contribution. Clerk to advise Shaun Pritchard at MCC. 2. The Clerk has ordered a replacement soap dispenser for one of the toilets (the previous unit having been smashed). 3. Following youths creating a disturbance in the toilets on Saturday night, the Clerk asked Sarah to lock the doors. Unfortunately, neither could be closed properly – Clerk has asked Paul Lewis to inspect. He is currently away, but will look at the problem as soon as he returns. The Clerk noted that this is the second recent occasion when youths have been causing a disturbance. 4. The footpath running behind Councillor Robins house to Little Mill is overgrown with vegetation, which needs cutting back. Clerk to request. | Clerk  Clerk |
| 8 | **Finance**   1. Payments made since the previous meeting.  **£** |  |

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|  | 1. Review of accounts / cashflow The Clerk presented the meeting with a copy of the May 2024 cashflow.  There were no comments or observations. 2. Sign-off of cashflow as at 31st March 2024   At the last April meeting, Councillors were presented with the end of year Cashflow account, with the figures having been verified to the closing balances in the UTB statements at the end of Jan/Feb/Mar 2024. This took place during the Finance Committee meeting on 16th April, with Councillor Morrey signing to confirm, in accordance with section 2.2 of the Community Council Financial Regulations (Wales). Unfortunately, as Councillor Morrey is a signatory to the bank account, the regulations preclude him from signing the document. The Clerk therefore requested, that either Councillor Carter or Robins, who were also at the meeting, countersign the cashflow, so that the statutory requirements were properly met. Councillor Carter then duly countersigned to complete our financial records.   1. Approval of Annual Governance Statement for 2023/24 Prior 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 2021/22 or 2022/23 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. Therefore, 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 re-adopted the General Power of Competence in May 2023, the Community Council did not need to use s137 for payments not covered by specific statutory powers.  Approval of the Annual Governance Statement was proposed by Councillor Morrey and seconded by Councillor Carter, and carried unanimously.   1. Approval of the Annual Accounting Statement for 2023/24 The Annual Accounting Statement had been signed, and previously circulated by the Clerk as RFO. Approval was proposed by Councillor Morrey and seconded by Councillor Daniel, and carried unanimously. 2. Approval and Certification of the Annual Return for 2023/24 In addition to the Annual Return, the Clerk had also previously circulated the required additional documents, namely:    1. Bank reconciliation (Item 1)    2. Explanations of Significant Variances for Lines 3 and 6 of the Accounting Statement.    3. A copy of the Council’s Standing Orders and Financial Regulations applicable to the 2023-24 financial year.    4. A copy of the minutes of the meeting during which the Council adopted the Standing Orders and Financial Regulations.   These, together with the main document, make up the Annual Return, which now requires formal approval and certification. It was therefore proposed by Councillor Robins and seconded by Councillor Daniel, that this be approved. The vote was carried unanimously. Councillor Morrey, as Chair and Presiding Officer of the meeting, added his signature to the Approval & Certification section of the Audit Return. The Clerk will finalise the papers for submission to the Auditor General for Wales, no later than 30th June.   1. Update on renewal of Lease on the Olde Pounde shop The Clerk has discussed this with our solicitor who will shortly provide advice on the suggested contract. Once received, this will be circulated to Councillors to discuss and formally confirm their approach during a closed session at the July meeting. 2. Wallgate service contract renewal Wallgate have not yet responded with a revised quote (or otherwise), to our three-year service contract renewal. Clerk to place on July agenda. | Clerk  Clerk  Clerk  Clerk |
| 9 | **Planning**   1. Review of how Council should consider planning applications.   The review was called as several planning meetings have had to be abandoned in recent months, due to being inquorate. Leaving the meeting date as long as possible is attractive, as it ensures that any last-minute applications can also be considered. However, it does leave the risk, that if two or three regular attendees are otherwise engaged (e.g. in other village meetings), the required quorate number (of three), may not be achieved. Councillor Barnes felt that those members needed to prioritise their role as a Councillor over other outside interests. However, it was eventually agreed to bring the time of the meetings forward to 6.00pm, which would allow those with other meetings to attend these as well (they usually start later at 7.30pm). All Councillors were available Monday to Wednesday, with the exception of Councillor Robins (on Mondays). Councillor Barnes also asked that everyone confirm their attendance (or otherwise), so that the meeting date / time can be changed if insufficient Councillors are available.   1. A4042 Pedestrian Crossing – comments on initial drawings. The proposed design / site, using the supplied technical drawing. was reviewed during the meeting. It will be positioned on the left-hand bend of the A4042, (travelling northbound towards Abergavenny). Unfortunately, several features adversely affect forward visibility for vehicles (boundary walls / hedgerows). These, together with the need to avoid existing overhead cables, has meant that the optimum position requires the northern side bus stop to be moved slightly northwards.   Given the technical complexity of the location requirements, Councillors did not feel able to add any meaningful comments to the current plan, and simply asked the Clerk to try and ascertain when the build was likely to begin. | All /  Cllr. Barnes  Clerk |
| 10 | **County Council update – County Councillor Jan Butler.**  As we are in the pre-election period, restrictions are placed on the activities of Councils and individual Councillors, which might be considered to influence voters in the election. As a result, Councillor Butler did not provide a report on this occasion. |  |
| 11 | **Community Engagement – Latest update re Community Plan - Councillors Jan Butler / Lewis Carter / Nigel Morrey**  Unfortunately, due to demands/time required in applying for grant funding for the Community Centre, there has been insufficient time for a further meeting, and hence there was nothing further to report at this time. |  |
| 12 | **MCC Green Corridor Project – Goytre & Llanover Biodiversity Enhancements**  We are still waiting to hear back from Jane Clarke at MCC, to confirm which schemes will be taken forward. Clerk to monitor. | Clerk |
| 13 | **Bee Friendly Status - Councillor Janet Robins** Councillor Robins has now submitted a first draft of our Bee Friendly Application, for Councillors to consider. However, as with item 12 above, we are still waiting for Jane Clarke to confirm which schemes are to go ahead, so that we can see if and where we have any gaps in our submission. | Cllr. Robins  Clerk |
| 14 | **Goytre Recreation Park**  Following the May meeting, when a vote was taken to select the two options for the park equipment, it was realised that one of the main unit options (The Castello), only catered for ages 4-8. Therefore, it was suggested that this be changed for an alternative unit, which would cater for children up to 12 years, to provide a more appropriate / wider age range balance of play equipment.  As an alternative, it was suggested that the Aldebaran be substituted for the Castello, under Option A. This would provide the following options:  **Option A**   * 2 x Arena Goal ends * Kompan Aldebaran * Jumper Square * Swingo * Trim Trail   **Option B**   * 2 x Arena Goal ends * 4-Tower Castle * Swingo   Both of these options will be supplemented by some new benches / picnic tables as funds allow. The CC still has £1886 set aside from the micro-geography fund.  In the meantime, Councillor Carter has produced an excellent on-line survey which will go live to support the face-to-face engagement. It is proposed that the engagement be held on Friday 5th July (to avoid the pre-election period), from 11.00 am to 4.30pm, with the on-line survey closing at 11.59 on Saturday 13th July, so that Councillors can have the final results in time for the Council meeting on 15th July. |  |
|  | The change to the equipment options, and recommended dates (outlined above) were formally proposed by Councillor Morrey and seconded by Councillor Robins, and carried unanimously | Cllrs Morrey / Carter /  Clerk |
| 15 | **Llanover bus stop & St Bartholomew’s maintenance and graveyard update** The Clerk has now received the three ‘tenders’ for the maintenance work to the Lychgate iron gates, church bench, plus the bus stop in Llanover, which includes replacing the front facia / soffit.  These are:  A: An estimated 2½ days @ £160 per day (so £400) – (but no site visit   undertaken and so doesn’t include the fascia replacement. (£75+?)  B: £425 including labour and all materials (including fascia / soffit)  C: £645 including labour and all materials (including fascia / soffit)  As there were no other considerations to take into account, it was agreed that the cheapest quote (option B) be accepted. This was proposed by Councillor Daniel, seconded by Councillor Carter, and carried by a majority vote. Having earlier declared a personal interest, Councillor Morrey did not vote. Clerk to advise the successful bidder.  The Clerk has now delivered the files and papers to Everett, Tomlin, Lloyd & Pratt (solicitors), for them to evaluate the cost of registering the graveyard with HMLR, in accordance with the directive from Welsh Government in 2021. This tasked local Councils with registering all public sector body land by 2025. Outline costs are £250 + VAT for ETL&P to complete the application, plus an HMLR registration fee of £45, together with a few pounds of incidental costs. Authority to proceed on this basis was proposed by the Councillor Morrey, seconded by Councillor Lewis, and carried unanimously. | Clerk  Clerk |
| 16 | **Olde Pounde shop - LED lighting upgrade - £325 Plus VAT (£390)**  As reported during last month’s meeting, the three yearly electrical inspection took place at the Olde Pounde Shop on 7th May. The installation passed, although it was noted there was some exposed cabling on one of the fluorescent lights (which should have been contained in the trunking). A suggestion was made by the visiting electrician to replace all the existing five fluorescent tubes with LED lights instead. This would probably save about £100 a year in electricity. Gwenlecs Electrical have provided a quote for the purchase and installation of the units at a cost of £325 + VAT. Councillors felt that, as well as helping the tenant, (who is facing increasing energy costs), it was appropriate for the Council to invest in and modernise its properties, by adopting more climate-friendly lighting. A proposal to proceed with the upgrade was therefore tabled by Councillor Barnes, seconded by Councillor Daniel and passed unanimously. | Clerk |
| 17 | **Village Committees’ Reports – questions based on previously distributed updates.**   * Goytre Village Hall   + Numerous bookings taking place.   + One committee meeting so far after the AGM.   + Now have licence cover for special events taking place in the Arthur Morris Lounge and Village Hall.   + Food hall well received.   + Welcome Cafe well attended. * Llanover Village Hall   + No report submitted * Goytre School Governors   + No recent meetings held.   + Mike Gough was very grateful for the donation given for the Eisteddfod and sends many thanks for our contribution.  It meant there was no cost put on the children involved. * Goytre Community Centre   + A busy month including an extraordinary meeting.   + GASC are finishing at the end of August.   + The Committee is in negotiation with Playworks who want to continue the service.   + A grant from BBNP for energy efficiency improvements is being applied for. We are at the stage of obtaining quotes for lighting and stratification fans. They have suggested we ask for a grant from Community Council as part of match funding.   + A grant from Church Fund has been applied for to build cupboards and buy crockery for kitchen improvements   + A grant from Monmouthshire housing has been applied for to replace the ‘kitchen’ sink and work surface.   + Keep Wales tidy wildflower beds have been installed with help from WI volunteers. They look great. We are being encouraged to apply for the ‘food’ pack straight away which will fill the footprint of the Jill’s building making it both safer and productive.   + WI craft group have decided to use us for their meetings (they are making the post box toppers etc around the village).   + Fundraising events upcoming:     - Games night Wednesday 19th June. Strictly nothing electronic. 7-10pm £2     - Fish and Chips quiz night 3rd July £12 7:30pm * Other Reports   Give Dog Fouling the Red Card meeting (13th June)   * + Provided an update on the Public Space Protection Order which came into existence on 1st June. As advised before, there are five restrictions (all about Public Spaces).   + Dog Fouling – You must pick up after your dog in ALL public spaces   + Dog walkers must carry dog bags – it is now an offence not to show them to an authorised officer   + Dogs creating a nuisance, barking or out of control must be put on a lead if told to do so by an Authorised Officer   + Exclusion Areas – 180 in total – mainly children’s play areas, marked sports pitches\*, school grounds\* leisure centres\* (\*But not ALL).   + Leads only areas – 20 in total   All the restrictions are listed on the web site. Although the rules will be enforced immediately, the emphasis for the first few months will be on education. Signage will be put in place (600/700 signs in total). The contract for installation is currently going out to tender and is being managed by Nigel Leaworthy’s team. |  |
| 18 | **Donation requests.**  No requests have been received. However, Councillor Butler indicated that the Community Centre Committee was likely to submit a donation request in July, as part of a matched funding requirement from BBNPA, for improvements to the Community Centre to reduce the running costs. The Clerk advised that he will seek advice from the Monitoring Officer, as five of the Council members are trustees on the Community Centre Committee. In theory, as Councillors have been appointed as official representatives of the Council, Clause 12(2)(a)(iii) of the Code of Conduct should apply, which states that:  “Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business … relates to … a body to which you have been elected, appointed or nominated by your authority…”  However, it was unclear whether this could be relied upon for so many Councillors on the same committee. The Clerk to contact the Monitoring Officer at MCC for advice.  Thanks have been received for the following donations.   * Mike Gough (Head Teacher at Goytre Fawr Primary); * Llanover Village Hall coffee morning group; * The Pencroesoped telephone box restoration group. | Clerk |
| 19 | **Communications**   1. Communications Received  None. 2. GFCC Facebook page – latest posts / responses There was nothing to report at present – Councillor Carter advised that rather than overload readers with daily posts, he undertakes a weekly update of relevant information. 3. Disk Space quota We are at 90% of our disk quota limit (for our emails etc), supplied by our Web Host providers. The Clerk can either have a purge on old emails (which he has already done to some extent), or we can double our disk space from 3GB to 6GB for an extra £18 per year. It was agreed to purchase the additional capacity, with this being proposed by Councillor Butler, seconded by Councillor Morrey and carried unanimously. 4. Domain hosting renewal (2 years £65 + VAT) The renewal for hosting our domain is now due, and the go-ahead was proposed by Councillor Morrey, seconded by Councillor Barnes and carried unanimously. | Clerk  Clerk |
| 20 | **Advertising** - **Usk and Raglan Diary contributions September/October 2024.**  The closing date for submissions for the September / October edition will be towards the end of July. There are no articles at present. | Clerk |
| 21 | **Date of next meeting and close.**  The next meeting is to be held on **Monday 15th July** at **19.45,** atLlanover Village Hall, and by teleconference using: <https://meet.jit.si/GoetreFawrCommunityCouncil> | All/  Clerk |

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