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GOETRE FAWR

COMMUNITY COUNCIL

**MINUTES OF THE MEETING HELD AT LLANOVER VILLAGE HALL & BY TELECONFERENCE ON MONDAY 20th MAY 2024 @ 20.30**

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

**Guests** None.

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

**Apologies**: None

**Absent without Apology:** None

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|  |  | **ACTION** |
| 1 | **Apologies for Absence.**As above.  | Clerk |
| 2 | **Declarations of Interest.**The newly appointed Chair, Councillor Morrey, commenced by asking the members present whether they had any declarations of ‘interest’ to make, which includes previous declarations already made. Councillor Lewis said that he had an interest in the donation request for the restoration of the Pencroesoped telephone kiosk (item 16 (iv)). Councillor Grayland advised that he had an interest in the proposed donation to Monmouthshire Mind (item 16(ii)). Councillor Butler stated that she had an interest in the proposed donation to the Llanover coffee morning group (item 16 (iii)). The Clerk advised that none of these would be prejudicial, given the likely amounts involved. The Chair reminded members that they should notify the meeting of any additional interests which became apparent during the progress of the meeting. No further declarations from the members were forthcoming. The Clerk advised that he would be writing to all Councillors shortly to update the list of members’ interests for the web site. | All / Clerk |
| 3 | **Chairman’s Remarks.**Councillor Morrey took the opportunity to welcome everyone to the meeting and thanked Councillors for their vote of confidence in him. He also wished to thank Councillor Dodd for his seven years in the role of Chair. |  |
| 4 | **Minutes - Approval of the closed session minutes from 18th March 2024**The minutes were proposed as a true and correct record by Councillor Daniel, seconded by Councillor Barnes, and carried by all those present at the March meeting.Matters arisingCouncillor Butler confirmed that the she had now visited Rose, taking some flowers and a cream tea in recognition of her work for the Community Council. | Clerk |
| 5 | **Minutes - Approval of minutes of the meeting held on 22nd April 2024**The minutes were proposed as a true and correct record by Councillor Dodd, seconded by Councillor Daniel and carried unanimously. Matters arising1. Item 5 (iv) – Missing speed cushions on Star Road. Councillor Butler advised that as far as she was aware, MCC are still waiting for the concrete foundation, but will check and chase as necessary.
2. Item 5 (viii) – Sanitary bins. A sticker was ordered from Amazon at a cost of £6.80 (phs had none), and has been placed on the relevant cubicle door. It was agreed that Councillor Carter would put a short message on Facebook to advise of the installation of the bins in both sets of toilets.
3. Item 5 (ix) – All the signs have now been installed at St Bartholomew’s.
4. Item 6 – Maintenance of St Bartholomew’s gates / bench and Llanover bus shelter. Councillor Carter advised that no-one has been forthcoming to offer their services, following his recent advert on Facebook. However, Councillors suggested a number of names of people in the village who might be interested in undertaking the work. The Clerk to follow up.
5. Item 7 - Health & Safety. (i) – 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. This should have been contained in the trunking. However, given its height above ground, it was not considered high risk. A suggestion was made to replace all the existing five tubes with LED lights instead. This would probably save about £100 a year in electricity. Gwenlecs Electrical have provided a quote for purchase and installation. The cost would be £390. Clerk to put on next month’s agenda for proper consideration.(ii) Health and Safety - St Bartholomew’s handrail. The Blacksmith at Llangybi Forge has visited the site to assess the issue and will return to carry out a small repair, to remove the current slight movement of the handrail.
6. Item 7(d) – Micro-Geography fund. Councillor Butler advised that she is being ‘chased’ to utlise the remaining funds, which we have earmarked for use in the park. It was agreed that the likelihood was they would be spent to provide additional benches / picnic tables in the park.
7. Item 11 - Charge Place Wales. Cyrene Dominguez has been invited to the June meeting and will attend remotely, via our Jitsi platform. She has also offered a further, longer face to face meeting, if we want to pursue the project further.
 | ClerkCllr. ButlerCllr. CarterClerkClerkClerk |
| 6 | **Maintenance.** (including items previously reported, but not yet addressed).1. There are still leaves along the narrow pavement through Llanover. The Clerk advised that he had chased SWTRA, but they had replied that under the Environmental Protection Act 1990, responsibility for cleansing and litter collection on trunk roads falls to the Local Authority. The Clerk subsequently emailed MCC, but will chase again.
2. The road surface on Capel Ed Lane, near to the junction with the A4042 is very badly pot-holed. Councillor Butler to report to MCC.
3. Park-y- Brain Lane. There is a particularly large pot-hole just beyond the entrance to Bird Pool Farm. Councillor Butler to report to MCC.
 | ClerkCllr ButlerCllr Butler |
| 7 | 1. Payments made since the previous meeting.

 **£**  1. Review of accounts / cashflowThe Clerk presented the meeting with a copy of the April 2024 cashflow. There were no comments or observations.
2. Sign-off of cashflow as at 31st March 2024

At the last 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 during which the accounts were verified and agreed, counter-sign the cashflow, so that the statutory requirements were properly met. Unfortunately, the Clerk had omitted to bring the original cashflow document and so will defer the Counter-signing until the June meeting. 1. Renewal of Lease on the Olde Pounde shopThe Clerk has spoken to the tenant, who has decided that he would like to renew the lease. The Clerk has sent our solicitors, Messrs Everett, Lloyd, Tomlin and Pratt an email, asking if they will act for us in preparing a new contract. The current lease is for 15 years. Councillor Morrey suggested that we should renew for the same term but with five-yearly breaks. It was also suggested we have the option of annual rent reviews to avoid potentially large spikes in costs every three years. It was agreed that the rent should initially remain at its current level in the new contract. The above working proposal was proposed by Councillor Butler, seconded by Councillor Daniel, and carried unanimously.
2. Internal Audit – update or sign off as required

The Clerk is pleased to report that we have now received our internal audit, which gives us a clean bill of health, with positive comments regarding our record keeping. The auditors have made two recommendations going forward:1. Refunds are recorded as a negative (-) figure in the relevant expense column in the payments section of the Cashbook (rather than in the receipts section). This will ensure that the relevant column more accurately reflects actual expenditure on the item in question.
2. When items are bought from shops, we ensure the receipt includes a description of the items bought, rather than just the card payment notice. (This may preclude purchases from the village shop).

The Clerk was happy with both suggestions and will them implement immediately. The Internal Audit Report was then presented to Council for acceptance, which was proposed by Councillor Morrey, seconded by Councillor Butler, and carried unanimously. The Clerk will now prepare the External Audit for presentation and sign-off at our June meeting.  | ClerkClerkClerkClerk |
| 8 | **Planning** 1. To accept the responses of the planning committee meeting held on 7th May.

Disappointingly, the meeting scheduled on the 7th May was inquorate. Therefore, consideration of planning application (DM/2024/00398), for the proposed conversion of an outbuilding to two holiday lettings at 1, Pen Y Wern Cottage, Pen-y-wern Road, Penperlleni, was unable to take place. The Clerk will add an item to the June agenda, to consider how we review planning applications going forward.1. Updates / future meetings.There are no updates or planned meetings
 | Clerk |
| 9 | **County Council update – County Councillor Jan Butler.**Councillor Butler had provided the following updates prior to the meeting.1. The Senedd petition to provide a pedestrian crossing on the A4042 at Llanover, reduce the speed limit, and make it safer for bus users, is off to a great start. There are currently 81 signatures online and about the same on the paper petition, which is available to sign at a number of locations (currently Llanover Village Hall, The Retreat and Goytre Social Club). Please ask Councillor Butler for paper copies if you have a group you’d like to share with. Councillor Butler is also planning to write a press article and hold a photo opportunity for villagers shortly to keep up the momentum.
2. It was the start of the Civic year last week.
3. Councillor Butler has been appointed to the CJC Joint Overview and Scrutiny Committee of the recently established South East Wales Corporate Joint Committee.  This is a new body looking at jobs and transport. Councillor Butler is looking forward to the first meeting and will report back in due course.

Councillor Morrey asked what the timelines were for the Pedestrian Crossing in Goytre. Councillor Butler confirmed that it would be constructed during this financial year. |  |
| 10 | **Community Engagement – Latest update re Community Plan - Councillors Jan Butler / Lewis Carter / Nigel Morrey**Councillors Butler, Morrey and Carter have now met to discuss the community plan, together with the structure and themes to be covered within it.  Councillor Butler is working on a 1st draft, which Councillor Carter will then check against the recent community engagement results in Goytre for completeness.Councillor Carter will subsequently arrange a consultation event in Llanover to obtain the residents’ views on the draft plan, and understand their priorities. The plan will then be updated as necessary, and presented to Council for approval, and agreement on how it will be maintained and progress reported.   Clerk to add to the June agenda. | Cllrs.Butler,Carter,MorreyClerk |
| 11 | **MCC Green Corridor Project – Goytre & Llanover Biodiversity Enhancements**The views expressed by the Community Council at the April meeting have been passed on to Jane Clarke. She is now waiting to hear back from the Budget Holder to confirm which projects they can fund this year, but MCC will not prioritise sites until the end of May. Once confirmed, Jane will report back to us, following which community consultations and further stakeholder liaison (with ourselves), will take place. Clerk to add to the June agenda. | Clerk |
| 12 | **Bee Friendly Status - Councillor Janet Robins**Councillor Robins has now partially completed the application form, but we are waiting for Jane Clarke to confirm what aspects of the Green Corridor plans for Goytre will be implemented (as per item 11 above). Once confirmed we will then be able to finalise where we have gaps (if any). In addition, we will also need to consult with Nigel Leaworthy at MCC. Clerk to add to the June agenda. | Cllr. RobinsClerk |
| 13 | **Goytre Recreation Park**Mike Moran has confirmed that there has been a small increase in available funding, which now stands at £80k. Installation of the two netball / goal ends has been confirmed at £25k (less than the anticipated cost of £30k). This leaves £55k for equipment in the children’s play area. The following options have been prepared for Councillors to consider. These will largely spend the available budget, but any residual monies can be used for additional benches or picnic tables etc.  It’s anticipated that the trim trail (if purchased) will need to be sited on the wildflower garden side of the park.  However, we are looking to confirm that all the other options will fit inside the existing area.  The table tennis table will be relocated, the tractor will go, as will the ball sport shot unit. The options are:**Option 1 (the cheapest main unit)**2 x Arena Goal ends £ 24,928Kompan Aldebaran £25,771 Jumper Square       £8,331 Swingo                   £6,870 Trim Trail.               £9,229 **TOTAL COST £75,129****Option 2 (The most expensive main unt)**2 x Arena Goal ends £24,928Kompan Double mega deck £55,710 **TOTAL COST £80,638****Option 3 (a)(middle unit in terms of cost)**2 x Arena Goal ends £24,928Kompan Castello £31,265 Jumper Square       £8,331 Swingo                   £6,870 Trim Trail.               £9,229 **TOTAL COST £80,623**or **Option 3 (b)**2 x Arena Goal ends £24,928 4 tower Castle £48,115 Swingo £6,870**TOTAL COST £79,913**The options were debated by Councillors at length. Option 2 was the first to be discounted as it was felt that the Double mega deck offered little over the other main play units in options 3(a) and (b), and the cost precluded the purchase of any other play equipment. Option 3(a) was favoured and initially it was felt Option 1 should be the alternative choice. However, Councillor Dodd pointed out that the only difference between these two options was the main unit itself. It was, therefore, agreed that Options 3(a) and 3 (b) should be the two choices put to residents. This was formally proposed by Councillor Morrey, seconded by Councillor Daniel and carried with 6 votes in favour and two abstentions. It was agreed to move this forward as soon as possible, with an engagement event in the Village Hall (possibly a Friday afternoon), and a Survey Monkey questionnaire, which could be completed on-line, or in person at the engagement event.  | Cllrs Morrey / Carter /Clerk |
| 14 | **St Bartholomew’s graveyard – update**The Clerk confirmed that the ‘slippery surfaces’ warning notices, and the ‘we prefer real flowers’ signs had now been installed. The Clerk advised that in 2021, working in conjunction with Welsh Government, HM Land Registry was tasked with registering all public sector body land by 2025.GFCC undertook this ‘instruction’ for both the Olde Pounde Shop and Ton land, both of which were successfully registered. However, for whatever reason, Llanover CC did not register the churchyard at St Bartholomew’s. The Clerk therefore recommends, that the land is now registered using our solicitors, and he will, at the same time, ask them to check the situation regarding the land on which the mausoleum is sited. The actual cost will depend on how much work is required to look through our bundle of papers and documents. There will also be an HMRC fee based on the valuation of the land, which the Clerk believes is effectively zero. However, HMRC may require a formal valuation to confirm this (at additional cost). The Clerk has made an appointment to deliver the papers to our solicitors (Messrs. Everett Tomlin Lloyd & Pratt), for an initial assessment, and will report back at the June meeting. A proposal to initiate the registration of the Graveyard was proposed by Councillor Morrey, seconded by Councillor Barnes and carried unanimously.  | Clerk |
| 15 | **Village Committees’ Reports – questions based on previously distributed updates.*** Goytre Village Hall
	+ A successful AGM was recently held. Councillor Daniel is to stay on as the Chair for another year.  On the 21st May a meeting will confirm who else is on the committee, and then send all names to the charity commission.
	+ Plenty of bookings for events.
	+ Morning coffee going well as is the food hall.
* Llanover Village Hall
	+ Overall bookings remain good and accounts are healthy.
	+ Llanover Village Fete – to be held on 22nd June 2024
	+ Committee is seeking quotes for damp repairs and redecorating and will then apply for grant funding. Recommendations on potential grants available would be welcome if GFCC is aware of any.
	+ Hall is supportive of undertaking a community engagement event on the Community Plan.
* Goytre School Governors
	+ The School is still struggling financially
	+ Have succeeded in reaching the final of the Urdd festival, and are looking for financial support to attend.
	+ Some long-term teachers stepping down this year. Teaching standard very good.
* Goytre Community Centre
	+ A leasehold contract has been received and the committee has asked for a site meeting with MCC Estates to discuss in depth.
	+ Quiz night planned for 3rd July. Other events in pipeline.
	+ Keep Wales Tidy garden - items have started to arrive and a date to install the garden will be arranged imminently. Help will be required from the community to build the garden and notice will be put out on social media to get help from residents.
	+ Quotes are being sought for insulating the roof space and for replacing lighting to LED. We will then be assisted in the grant funding to take forward.
	+ Church in Wales fund - we have applied for a grant to build cupboard storage space and for crockery/urn.
* Other Reports
	+ There are no other reports.
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| 16 | **Donation requests.** 1. Hedgehog Highway – (unspecified sum) Following discussion at the March and April meetings, several options have been provided to us by the charity, including free leaflets (for a donation towards postage), and a variety of signs, ideal for wheelie bins. It was thought that the most practical item was the leaflets, which could be purchased for the school / local residents.  It was, therefore, agreed that we should request 200 leaflets and make a contribution of £50 to the charity’s funds, utilising s111 of the Local Government Act 1972 (GPoC no longer applies), in support of our Section 6 Biodiversity duties under the Environment (Wales) Act 2016. This was proposed by Councillor Morrey and seconded by Councillor Butler and carried unanimously.
2. Monmouthshire Mind (unspecified sum).Councillor Grayland declared an interest in this item, although, because of the sum involved, this was a personal and not a prejudicial interest. In 2022/23 Councillors made a donation of £100 via a Gwent Music concert (in support of the County Council’s nominated charity for the year). The charity is based in Abergavenny, and in 2022/23 provide nearly 14,000 hours of 1:1 Housing and Tenancy Support, as well as a range of self-help programmes, farmers’ projects and benefits advice. Councillors agreed that they provide a valuable service in the locality and agreed a donation of £100 utilising s137 of the LGA 1972. This was proposed by Councillor Morrey, seconded by Councillor Barnes and carried unanimously.
3. Llanover Coffee Morning group (£250) Councillor Butler declared an interest (she will be attending the event), although because of the sum involved, this was a personal and not a prejudicial interest. However, Councillor Butler took the decision not to vote on this item. The Llanover Coffee Morning group meets fortnightly for senior / retired members of the village, with speakers invited to provide advice on various relevant issues. The group also aims to reduce loneliness among the elderly. They have requested a contribution of £250 towards the cost of a coach trip (£890 in total), to Porthcawl, followed by lunch and a trip to the Royal Mint. The Coffee Morning organising committee are similarly contributing £250, with the balance coming from the members of the group. The donation, utilising s137 of the LGA 1972, was supported with a proposal from Councillor Morrey, seconded by Councillor Daniel and carried with seven votes in favour.
4. Pencroesoped Telephone Box restoration (£286.82)Councillor Carter declared an interest, although because of the sum involved, this was a personal and not a prejudicial interest. However, Councillor Carter took the decision not to vote on this item. A newly formed small group has come together to restore the Pencroesoped Telephone Box for community use. Their aim is for it to be used as a micro-community hub for this small hamlet. It was originally ‘purchased’ locally and maintained by local residents, but fell into disrepair during Covid. The new group have costed materials from a company which specialises in the restoration of old BT boxes, and the total cost for paint and other items is £286.82. The plan is to restore the box during June/July this summer. It will be used to promote walks along the canal, publicise local events, GFCC information and other initiatives as they arise. Given the short duration of the restoration, a separate bank account will not be set up, but the Treasurer at Llanover Village Hall has agreed to hold the funds, should the application be successful. General support for the project was expressed and the full donation, utilising s137 of the LGA 1972, was proposed by Councillor Butler, seconded by Councillor Barnes and carried with seven votes in favour.
5. Goytre Fawr Primary – to support attendance at the final of the Urdd National Eisteddfod (£250). As previously reported the school has been successful in reaching the final of the contest (the only English Medium School ever to have done so). However, attendance is costly, and the school has asked for a further contribution of £250 towards the cost of transport to the event. Councillors recognised that this was a significant achievement for the school and pupils, and wished to support everyone involved. A further donation of £250, utilising s137 of the LGA 1972, was, therefore, proposed by Councillor Morrey, seconded by Councillor Robins and carried unanimously.
 | ClerkClerkClerk ClerkClerk |
| 18 | **Communications**1. Communications Received The Chair of Governors at Goytre Fawr Primary School has emailed regarding a Community Governor vacancy, and have asked if anyone on the Community Council would like to join their body. Councillor Daniel is our existing Governor representative (until Oct this year). However, the Clerk has circulated the email to Councillors, in case anyone wishes to join in a personal capacity.
2. GFCC Facebook page – latest posts / responsesThere was nothing to report at present.
 | Clerk |
| 19 | **Advertising** - **Usk and Raglan Diary contributions July/August 2024.** The closing date for submissions for the July / August edition is this Friday 24th May. The Clerk will write a short article to advise that Councillor Morrey is now the Chair of the Community Council, and Councillor Carter Vice-Chair.  | Clerk |
| 20 | **Date of next meeting and close.**The next meeting is to be held on **Monday 17th June** at **19.45.** The venue is to be Llanover Village Hall, or by teleconference using: <https://meet.jit.si/GoetreFawrCommunityCouncil> | All/Clerk |

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