

# LLANVACHES COMMUNITY COUNCIL

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www.llanvachescommunitycouncil.org.uk

15<sup>th</sup> July 2020

Dear Councillor

You are hereby summoned to attend the **Ordinary** Meeting of Llanvaches Community Council to be held via Cisco Webex remote meetings on **Tuesday, 21st July 2020 at 7.00pm**, for the purpose of transacting the following business.

Yours faithfully

*Lucy Allen*

Clerk to Llanvaches Community Council

## AGENDA

**3309 APOLOGIES FOR ABSENCE**

**3310 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

**3311 MINUTES**

To approve the minutes of the ordinary meeting of Council on Tuesday, 16<sup>th</sup> June 2020.

**3312 MATTERS ARISING FROM MINUTES**

To report matters arising from the minutes of the ordinary Meeting on Tuesday, 16<sup>th</sup> June 2020 not on the agenda, *for information only*.

**3313 FINANCIAL MATTERS**

**a. Payment of Accounts**

To confirm payments made and payments due.

**b. Cash Book and Bank Reconciliation**

To approve the cash book and bank reconciliation for June 2020.

**c. 1<sup>st</sup> Quarter Budget Monitoring Report**

To consider the 1st quarter budget report to end of June 2020.

**d. Website Upgrade**

To consider the requirements under the Public Sector Bodies (Websites & Mobile Applications No.2) Accessibility Regulations 2018 in relation to the Community Council's website and to consider the quotations to upgrade in the *attached* report.

**3314 COUNCIL MANAGEMENT MATTERS**

**a. Corporate Governance - Review on Internal Control Procedures**

As part of the Corporate Governance arrangements Council is required to review the effectiveness of its system of internal control (*what the council does*).

There is a joint responsibility between Members and the RFO to ensure an adequate system of internal control exists and Members are asked to consider the report, circulated with the agenda, and to determine whether the controls exercised by Llanvaches Community Council were:

1. operated during the year,
2. relevant and appropriate for the council, and
3. are not too onerous or disproportionate.

*(Example controls identified in "Governance and accountability for local councils in Wales 2011).*

**b. Corporate Governance - Review of Effectiveness of Internal Audit 2019/2020**

Regulation 4 of the Accounts and Audit (Wales) Regulations 2014 requires councils to carry out an annual review of the effectiveness of the system of internal audit (*a check that the arrangements are fit for purpose and are doing what they are supposed to be doing*).

As part of this review local councils should, at least annually, carry out a review of internal audit.

Members are asked to consider the report, circulated with the agenda, and to determine:

1. The scope of the internal audit.
2. Independence.
3. Competence.
4. Relationships.
5. Audit planning and reporting.

**c. Outstanding queries from previous meetings**

To receive and consider the list of outstanding queries awaiting completion following Community Council meetings.

**3315 Ward Member Report**

To receive an update from the Ward Councillor on any issues relating to the village.

**3316 PLAYING FIELD MATTERS**

**a. Fortnightly Inspection Report**

To receive the fortnightly inspection report.

**3317 PUBLIC PARTICIPATION**

Members of the public are invited to address the Community Council for a maximum of 15 minutes and may ask one question plus a related supplementary question.

**3318 MATTERS OF LOCAL INTEREST OR CONCERN**

**a. Ash tree corner of Wentwood Drive**

To note that Newport City Council have advised that the Ash tree on the corner of Wentwood Drive has been confirmed as having the tree disease *Hymenoscyphus fraxineus*. The die-back is stage 2 with various aged epicormic regrowth being infected and new areas of infection developing.

The suggested course of action is to:

1. Remove all current low epicormic shoots and ivy from all sections of tree up to pollard head height.
2. Re pollard all pollard re growth stems in excess of 70mm.
3. Reduce remaining pollard regrowth by up to 1.2m to remove dead tips.
4. Prune out obviously infected and dying material.

The tree will also be injected with a culture to give it every opportunity but unfortunately this won't save the tree but will help manage its condition.

**3319 CORRESPONDENCE LIST**

To receive and consider correspondence set out in the schedule emailed to members prior to the meeting.

**3320 PLANNING MATTERS**

To consider the following Planning Applications:

**Planning Application Number:** 20/4089

**Address:** Windmill Farm Windmill Road Llanvaches Newport  
NP26 3AY

**Proposal:**

Ground floor wrap around extension and first floor gable extension to existing Farmhouse and its change of use to a residential care home (use class C3) for up to 6 residents including overnight accommodation for one member of staff; the construction of a detached single-storey residential annexe to be used in association with the home; the demolition of agricultural buildings to provide parking and turning areas; the widening and resurfacing of the existing access and access tract including the provision of a new gate and other associated works in relation to drainage.

**Planning Application Number:** 20/0535

**Address:** Land To North West Of Trostrey Cottage Gray Hill  
Road Newport South Wales

**Proposal:** CONSTRUCTION OF AGRICULTURAL BUILDING  
AND HARD STANDING (RESUBMISSION OF  
18/0734)

**3321 FURTHER COMMENTS FOR FUTURE CONSIDERATION**

**3322 DATE OF NEXT MEETING**

To confirm that the next meeting of Llanvaches Community Council will take place on Tuesday, 15<sup>th</sup> September 2020 at 7.00pm in the Church Hall, Llanvaches or via Webex remote meetings.