

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Annual Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 15th May 2018 at 7PM

Present

Chairman:- D Boulton
Councillors:- K James, M White, C Wynn
In attendance:- Lucy Allen (Clerk)
Public Attendance:- 1

3009 ELECTION OF CHAIRMAN

Members considered the election of a Chairman.

RESOLVED:-

That Cllr Dan Boulton be the Chairman for the year 2018 - 2019, proposed by Cllr James, seconded by Cllr Wynn and agreed unanimously.

3010 INSTALLATION OF CHAIRMAN

Cllr Dan Boulton signed the Declaration of Acceptance of office of Chairman for the year 2018 - 2019.

3011 APOLOGIES FOR ABSENCE

None.

3012 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

3013 MINUTES

Cllr James proposed that the minutes of the ordinary meeting of Council on Tuesday, 17th April 2018 be accepted as a true record. This was seconded by Cllr Wynn and agreed unanimously, the minutes were signed as a true record of the meeting.

3014 MATTERS ARISING FROM MINUTES

None.

3015 STANDING ORDERS

The meeting reviewed the Community Councils Standing Orders which had been circulated with the agenda.

RESOLVED:-

To adopt the Standing Orders with no amendments.

3016 Financial Regulations

The meeting reviewed the Community Councils Financial Regulations which had been circulated with the agenda.

RESOLVED:-

To adopt the Financial Regulations with no amendments.

3017 SCHEDULE OF MEETINGS

The meeting noted the schedule of meetings for the year 2018/2019.

3018 ANNUAL RISK ASSESSMENT

The meeting considered the annual risk assessment prepared by the Clerk.

RESOLVED:-

To adopt the Annual Risk Assessment which is prepared in line with the Governance and Accountability for Local Councils in Wales - A Practitioners Guide (2011).

3019 FINANCIAL MATTERS

a. Payment of Accounts

<i>Payee</i>	<i>Description</i>	<i>Cheque Number</i>	<i>Amount</i>
Mrs L Allen	Salary May 2018	Standing Order	£215.79 (inc backpay)
Came & Company	Annual Insurance	000945	£390.01
One Voice Wales	Annual Membership	000946	£51.00
TOTAL			£636.22

Proposed by Cllr Wynn, seconded by Cllr White and agreed unanimously.

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for April 2018 was confirmed.

c. Internal Auditor 2017/2018

Members considered the appointment of Ms S Bushell FILCM to carry out the internal audit of Llanvaches Community Council for the financial year 2017/2018.

RESOLVED:-

To accept the quotation from Ms S Bushell FILCM and confirm the appointment as the internal auditor to audit the accounts for the year ending 31st March 2018 at a cost of £130.00 (*Accounts and Audit (Wales) Regulation 2014*).

d. Independent Remuneration Panel for Wales – Determination in respect of the Remuneration of Community and Town Councillors.

Members noted the determination of the Independent Remuneration Panel For Wales in respect of remuneration of Community and Town Councillors and to consider whether to implement the payments.

RESOLVED:

To implement the following determinations of the Independent Remuneration Panel For Wales in respect of remuneration of Community and Town Councils:

Determination (45) Payment to members of a maximum of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc;

Determination (48) Payment to members in respect of travel costs for attending approved outside the area of the area of the council at either actual costs of travel by public transport or the HMRC mileage allowance.

Determination (49) Reimbursement of subsistence expenses for members attending approved duties outside the area of the council at the maximum rates identified on the basis of receipted claims.

Determination (51) Payment to members in respect of the necessary costs for the care of dependent children and adults and for personal assistance needs up to a maximum of £403 per month. (Local Government (Wales) Measure 2011).

Proposed by Cllr Wynn, seconded by Cllr White and agreed unanimously.

e. Bank Account

Members considered changing the name of the Playing field account to that of “Reserves” and to transfer funds in line with the budget agreed on 21st November 2017.

RESOLVED:

To change the name of the playing field account to that of “Reserves” and to transfer the following amounts into the account (in line with the budget agreed on 21st November 2017) to earmark for:

£4,000 towards replacement / new play equipment

£ 500 towards staffing requirements

£1,000 towards replacement laptop and software

Proposed by Cllr James, seconded by Cllr Wynn and agreed unanimously.

3020 COUNCIL MANAGEMENT MATTERS

a. Gwent Best Kept Village 2018

Members considered entry into the Gwent Best Kept Village 2018 competition.

RESOLVED:

Not to enter the Gwent Best Kept Village 2018

b. Asset Register

The meeting considered the asset register detailing all physical assets owned by the Community Council.

RESOLVED:-

To accept the asset register detailing all physical assets owned by the Community Council.

c. Community Council Notice Board

The meeting considered the ongoing arrangements for placing legal notices on the Community Council notice boards.

RESOLVED:-

Cllr James to place the legal notices on the Community Council notice board on the village green.

d. Dog Protection Orders

Members reconsidered the response from Newport City Council regarding Dog Protection Orders:

“There have been no further developments on this subject as the officer dealing with this has been on long term sick and I’m afraid that this matter will not be developed further until either the officer returns to work or a decision is made regarding resources within Parks”. Members requested that this item be put on the agenda at the next meeting.

RESOLVED:

The Clerk to contact parks department at Newport City Council to ask if there is any further development in the Dog Protection Order scheme. Members noted that the Community Council have a responsibility to those using the playing field and football field in the village that they remain safe.

3021 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report

The meeting noted the fortnightly inspection report was due.

b. Tree Inspection Report

Members considered the response from Newport City Council regarding the inspection frequency and liability of the trees in the playing field:

“Inspections are undertaken every 18 months, tree maintenance would most likely be under the liability of the community council if they do not act on the surveys provided. However I advise that you check with the contract from the agreement signed between NCC and the community council.”

Concerns were raised that the roots do look rotten and that there is poor root anchorage. As it is on the pathway between two play items children or adults may be walking from one play item to another which could put them in the path of a falling tree.

RESOLVED:

To obtain a quotation from Newport City Council to either have the tree removed or to have the top cut down to make it safe.

c. Rubbish Clearance - Glebelands Football Field

Members considered the quotation received from Newport City Council for clearing the rubbish and removing the concrete stones in Glebelands Football Field.

RESOLVED:

To accept the quotation from Newport City Council for clearing the rubbish and removing the concrete stones in Glebelands Football Field at a cost of £100.00 + VAT (*LG (Misc Prov) 1976, s19*). Proposed by Cllr Wynn, seconded by Cllr White and agreed unanimously.

3022 PUBLIC PARTICIPATION

A resident advised Members that dogs were still being allowed off their leads in the playing field and that this was hazardous due to it being a children’s play area.

The path way in the playing field has lots of weed growth and the Clerk agreed to contact Newport City Council to ask them to do a weed spray.

A BT box in Castle Rise has been damaged, the Clerk to contact the relevant person to advise.

3023 MATTERS OF LOCAL INTEREST OR CONCERN

a. Superfast Broadband - Report from the meeting held on 4th May 2018

Members received a report from the meeting held on 4th May 2018 between Openreach and the Assembly Member Jessica Morden and were advised that despite various verbal and written assurances that Superfast Broadband (SB) would be available in the village, these dates were always pushed further and further away. BT had been allowed to decide which properties would have SB and therefore exceeded their original target by installing the easier ones. Llanvaches were not the only village not to have SB and the question was asked as to why this was the case. The question could not be answered.

Currently the Welsh Government are tendering for suppliers to complete the project by 2021.

The UK Government has introduced a Universal Service Obligation (USO) for broadband as part of its commitment in the UK Digital Strategy which residents can apply for funding but this will not be available until 2020.

Alternatively individuals are able to apply for a grant under the Access Broadband Cymru scheme run by the Welsh Government. Grants are available for communities to request their own bespoke design which if cabinets are already in place the cost would be £800 per household. There is however a cap on the amount available and Openreach acknowledged that it would cost approximately £25,000 for a village to become connected. Therefore the grants available might not cover the full amount

In the meeting it was suggested that Communities come together and arrange to have a survey carried out of all the properties to establish what is needed to obtain fibre connectivity and to explore where funding can be obtained from to cover the grant shortfall.

Crowdfunding websites or alternative grants could be additionally applied for but it is acknowledged this proposal will have to be taken forward by local residents and there has to be an energy and enthusiasm to do this. In reality it would take a few months to survey the local community and potentially a year to undertake the work.

Llanvaches Community Council agreed that a letter should be written, along with other local communities in the same position, requesting that as the community had been badly let down and misled with promises not fulfilled that as a gesture of goodwill BT should carry out the survey to see what is needed to obtain fibre connectivity.

3024 CORRESPONDENCE LIST

The meeting received the correspondence list set out in the schedule emailed to members prior to the meeting.

3025 PLANNING MATTERS

Enforcement Ref E18/0097

Land at North of Scout Hut - Creation of farm access

Members noted the update from Newport City Council on the above enforcement:

“NCC have been contacted by the agent acting on behalf of the landowner and they are looking to submit an application to retain the access with modifications and they have stated that an application will be with the council by 01/06/18. They also stated that the access will not be used until after an application has potentially been approved.”

3026 FURTHER COMMENTS FOR FUTURE CONSIDERATION

Glebelands Football Field

Members noted that the land registry documents obtained regarding the boundary of Glebelands football field are copies and not official and therefore the only way to determine the boundary would be to instruct a survey.

Members requested that the Clerk write to the agent to ask that they contact the resident to request that the fence get reinstated and that they replace the boundary stock fence.

3027 DATE OF NEXT MEETING

The next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 19th June 2018 at 7.00pm in the Church Hall, Llanvaches.

3028 TO EXCLUDE THE PRESS AND PUBLIC OWING TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM:-

3029 2018/2019 NATIONAL SALARY AWARD

3029 2018-2019 NATIONAL SALARY AWARD

Members considered the recommendations set out in the report circled with the agenda.

RESOLVED:

To agree to the pay award increase for 2018 - 2019 as set out by the National Association of Local Councils. Proposed by Cllr Wynn, seconded by Cllr James and agreed unanimously.

The meeting closed at 8.40pm

Signed CHAIRMAN

Date.....