

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday, 16th July 2019 at 7pm

Present

Chairman: Cllr Dan Boulton
Councillors: E Addis, K James, R Mogford, C Wynn
Ward Councillor:
In Attendance: Mrs Lucy Allen (Clerk)
Public Attendance: 1

3190 APOLOGIES FOR ABSENCE

Cllr White – Members were advised that Cllr White had resigned from his role of Community Councillor due to work commitments.

3192 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

3193 MINUTES

Cllr Wynn proposed that the minutes of the ordinary meeting of Council on Tuesday, 18th June 2019 be accepted as a true record. This was seconded by Cllr James and agreed unanimously, the minutes were signed as a true record of the meeting.

3194 MATTERS ARISING FROM MINUTES

Item 3181(c) Payment of Accounts – Members were advised that cheque number 000975 had incorrectly been written for £100.00 which equates to the whole year costs with hiring the church hall for meetings. Members confirmed they were happy not to recover the overpayment of £40.00 provided that the Llanvaches PCC were aware that they have been paid for the full year.

3195 FINANCIAL MATTERS

a. Internal Audit 2018/2019

Members considered, in detail, the report from the Internal Auditor in respect of the Council's Governance and Accountability for the year ending 31st March 2019. The following recommendations were noted:

1. That Council review the following financial thresholds in respect of orders for work, goods and services which have been set at the current level for some considerable time and may therefore be too low to facilitate effective and appropriate levels of financial management.

- Official orders or letters required for all works, goods and services above £35.
- Formal tender process to be followed in respect of contracts exceeding £1,000.

2. That Council take appropriate measures to ensure that regular weekly playground inspections are resumed and maintained in order that any defects may be reported to Council and necessary repairs actioned promptly.
3. That as a matter of priority the Council consult with their insurers in order to ascertain whether the decision not to modify the zip wire, against the manufacturer's advice, has implications for the Council's insurance cover.

RESOLVED:

That the report from the Internal Auditor in respect of the Council's Governance and Accountability for the year ending 31st March 2019 be accepted and the Clerk to address the recommendations and make amendments where necessary.

b. Payment of Accounts

Payee	Description	Cheque Number	Amount
L Allen	Clerks Salary – July	Standing Order	£214.94
Newport CC	Grounds Maintenance	000978	£279.36
S Bushell	Internal Audit Fee	000979	£130.00
TOTAL			£624.30

Cllr Wynn proposed that the above payments be approved, which was seconded by Cllr Addis and agreed unanimously.

c. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for June 2019 was confirmed.

d. 1st Quarter Budget Monitoring Report

To consider the 1st quarter budget report to end of June 2019.

RESOLVED:

To agree the 1st quarter budget report to end of June 2019.

3196 COUNCIL MANAGEMENT MATTERS

a. Corporate Governance - Review of Internal Control Procedures

In compliance with the Audit and Accounts Regulations (Wales) 2005, Members undertook a review of the Council's systems of internal control to ensure an adequate system of internal control exists.

RESOLVED:

Having reviewed the Council's systems of internal control, the Members are satisfied that the Council's internal controls were:

- (a) operated during the year;
- (b) were relevant and appropriate for the Council; and,
- (c) were not too onerous or disproportionate

b. Corporate Governance - Review of Effectiveness of Internal Audit 2018/2019

In compliance with the Audit and Accounts Regulations (Wales) 2005, Members undertook a review of the effectiveness of the Council's internal audit arrangements.

RESOLVED:

Having reviewed the effectiveness of the Council's internal audit arrangements, Members are satisfied that the Council's internal audit arrangements meet the required standards and were effective.

c. Outstanding queries for action from previous meetings

Members received and noted the list of outstanding queries awaiting completion following Community Council meetings.

Members were advised that the contractor who installed the wooden clamber stack would investigate the replacement of the wooden log which has the splinter hazard.

In regard to the changes in recycling at Five Lanes, Members were advised that Monmouthshire County Council were still awaiting the data to enable consideration to be given to Llanvaches residents applying for permits.

Newport Matters is still not being received in the village even though it is being paid for by villagers from their Council Tax. Cllr Mogford agreed to raise the issue at the new Council meeting of Newport City Council.

3197 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report

Members noted the inspection report which had been circulated to all Councillors. As well as the ongoing issue with the clamber stack it was noted that the toddler swing had surface rust, making it noisy, which needed attention.

It was further noted that the saplings had been planted the Community Council side of the stock fence in Glebelands Football Field. It was agreed that photos of the planting be sent to the agent who acts for the Church in Wales for them to write to the residents of Lime Kiln advising that planting is not allowed Council's side of the fence.

3197 PUBLIC PARTICIPATION

A resident questioned the number of garden waste collections and asked whether the City Council would consider increasing to weekly during the summer period as bins get full quickly during the tree cutting season. The resident was advised that as this was policy it was unlikely to be amended but to perhaps find out how many residents it is affecting and to consider clubbing together to fund a skip or a private contractor to collect the excess garden waste.

3198 MATTERS OF LOCAL INTEREST OR CONCERN

BT post at the village end of Tabernacle Road was damaged – the Clerk to report this to Openreach.

Pot Hole R118 to be reported to Newport City Council – copy to be sent to Cllr Mogford in order that he can chase up if required.

3199 CORRESPONDENCE LIST

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

3200 PLANNING MATTERS

a) Members considered the following planning application:

Planning Application: 19/0683

Type: Full
Address: Huntshill Boarding Kennels And Cattery, Pen-y-worlod Road,
Newport, NP26 3BA
Proposal: TWO STOREY REAR EXTENSION AND ALTERATIONS
RECOMMENDATION: **Approval**

b) Noted the following planning decisions:

Planning Application: 19/0564
Type: Full
Address: IONA, PEN-Y-WORLOD ROAD, CALDICOT, NP26 3BA
Proposal: ERECTION OF CONSERVATORY TO SIDE OF
PROPERTY

DECISION: **GRANTED WITH CONDITIONS**

3201 FURTHER COMMENTS FOR FUTURE CONSIDERATION

Request that there is a clearer description on the monthly Payments of Account.

3203 DATE OF NEXT MEETING

The next Ordinary meeting of Llanvaches Community Council will take place on Tuesday,
16^{7th} September 2019 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 8.00pm

Signed **CHAIRMAN** **Date**.....