

# LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council  
Held at Llanvaches Church Hall on  
**Tuesday, 17<sup>th</sup> July 2018 at 7pm**

## Present

Chairman:- Cllr Dan Boulton  
Councillors:- P Challenger, K James, M White, C Wynn  
Ward Councillor:-  
In Attendance:- Mrs Lucy Allen (Clerk)  
Public Attendance:- 9

### 3045 APOLOGIES FOR ABSENCE

None.

### 3046 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None

### 3047 MINUTES

Cllr Wynn proposed that the minutes of the Ordinary meeting of Council on Tuesday, 19<sup>th</sup> June 2018 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.

### 3048 MATTERS ARISING FROM MINUTES

None.

### 3049 FINANCIAL MATTERS

#### a. Payment of Accounts

Payee	Description	Cheque Number	Amount
Newport City Council	Grounds Maintenance	000950	£279.36
Greenleif Landscapes	Christmas Tree 2017	000951	£ 85.00
L Allen	Clerks Salary	Standing Order	£205.50
<b>TOTAL</b>			<b>£569.86</b>

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

#### b. Cash Book and Bank Reconciliation

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

#### c. 1st Quarter Budget Monitoring Report

To consider the 1st quarter budget report to end of June 2018.

**RESOLVED:**

To agree the 1<sup>st</sup> quarter budget report to end of June 2018.

**d. Quotation for Zip Wire adjustments**

Members considered the quotation received for the adjustments to the zip wire of £140.00 to move the stop spring away from the landing frame (this is the advice received from the manufacturer of the equipment following the comments noted on the Annual Inspection)(LGA, 1976 (Misc Prov) s19).

**RESOLVED:**

Not to carry out the adjustments to the zip wire. The comments noted on the Annual Inspection for any adjustments to be made are retrospective and therefore not a legal requirement.

**3050 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 2017/2018**

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.

**d. Priorities and aims for 2018/19**

Members considered the priorities and aims that were set by the Community Council for 2018/2019.

**RESOLVED:**

Members agreed to:

1. Obtain quotations to replace 2 x picnic tables and 3 x benches possibly using recycled materials;
2. Update the play area signage;
3. Request the cleaning of the Elephant rocker;
4. Chase the contractor to have the hedges cut as per the contract;
5. Request that the bench in the playing field be secured;

6. Obtain quotations for a replacement lap top to include a cloud based storage system which complies with the General Data Protection Regulation.

**e. Sponsorship of Dog Bin**

Members considered the request from Doggie Day Care to sponsor the installation of a dog bin in the village.

**RESOLVED:**

Not to accept the offer from Doggie Day Car to sponsor the installation of a dog bin or litter bin in the village.

**f. Wales Road Safety Conference 2018**

Members considered attendance at the Wales Road Safety Conference 2018 being held on 7th September 2018 , at the Celtic Manor, Newport at 10am.

**RESOLVED:**

Not to attend the Wales Road Safety Conference being held at the Celtic Manor in Newport.

**3051 PLAYING FIELD MATTERS**

**a. Fortnightly Inspection Report**

Members noted that the inspection report had not been completed.

**RESOLVED:**

Cllr Wynn to carry out the fortnightly inspections for the next 6 months.

**b. Glebelands Football Field**

The meeting was advised that the agent, acting on behalf of the Church in Wales with whom the Community Council lease the football field from, had been advised that the Church in Wales had agreed to replace the stock fence in the football field. This work would be carried out as soon as possible to re-established the boundary.

Concerns were raised regarding the football net and whether this caused a hazard for younger children. The meeting was advised that the net was safety approved however would be put on the risk assessment for fortnightly inspections.

**3052 PUBLIC PARTICIPATION**

None.

**3053 MATTERS OF LOCAL INTEREST OR CONCERN**

A reminder that the Llanvaches Village Flower Festival was being held between 27<sup>th</sup> and 29<sup>th</sup> July.

**3054 CORRESPONDENCE LIST**

Members received and considered correspondence set out in the schedule emailed to members prior to the meeting.

With the consent of the meeting the Chairman raised an item of correspondence, received too late for the agenda, for discussion.

a) correspondence received from a resident with comments relating to dog waste bins, village boundary and right of way and refuse bin obstruction of Tabernacle Lane.

**RESOLVED:**

Members noted each point raised in the correspondence and commented as follows:

1. Dog Bins - Members resolved under agenda item 3050 (e) not to install a dog bin or litter bin in the village.

2. Right of Way/Access -

- any changes in ownership of properties adjacent to the playing field would be advised of the Right of Way / Access by solicitors involved with the property purchase.
- Football field - refer to minute reference 3051 (b)
- Long Lane footpath - this is a matter for Newport City Council footpath department
- Double Gate Access to a property - this is a matter for Newport City Council planning department
- Removal of hedge on entrance to the village - this is a matter for Newport Homes
- Village Boundaries - Newport City Council's Local Development Plan holds details of boundaries

3. Refuse Bins - noted residents comments.

**3055 PLANNING MATTERS**

None.

**3056 FURTHER COMMENTS FOR FUTURE CONSIDERATION**

None.

**3057 DATE OF NEXT MEETING**

The next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 18<sup>th</sup> September at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 7.55pm

**Signed .....** CHAIRMAN

**Date.....**