

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday, 19th June 2018 at 7pm

Present

Chairman:-	Cllr Dan Boulton
Councillors:-	K James, C Wynn
Ward Councillor:-	R Mogford
In Attendance:-	Mrs Lucy Allen (Clerk)
Public Attendance:-	4

3032 APOLOGIES FOR ABSENCE

Cllr M White

3033 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None

3034 MINUTES

Cllr Wynn proposed that the minutes of the Annual meeting of Council on Tuesday,, 15th May 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.

3035 MATTERS ARISING FROM MINUTES

Item 3021 PLAYING FIELD MATTERS b. Tree Inspection Report

The meeting was advised that a quotation was still being waited for from Newport City Council to either have the tree removed or to have the top cut down to make it safe.

Item 3021 PLAYING FIELD MATTERS c. Rubbish Clearance - Glebelands Football Field

The meeting noted that the contractor had not carried out these works and that it may be best to postpone this to the autumn.

Item 3023 MATTERS OF LOCAL INTEREST OR CONCERN a. Superfast Broadband

Members were advised that a letter had been written to the Welsh Government and would be sent shortly.

3036 FINANCIAL MATTERS

a. Internal Audit 2017/2018

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 2018. The following recommendations were noted:-

- 1.1. That the payments summary be amended to include cheque numbers and be presented to Council together with the original invoices for confirmation and approval at the meeting. This summary could then be reproduced within the minutes, ensuring greater accuracy.

- 1.2. That the outstanding Vat amounting to £307.24 in respect of 2017/2018 be reclaimed as soon as practicable.
- 2.1. That the Council be made aware of the potential financial risk arising from the large number of uninsured items and consider making appropriate alternative provision for their replacement, possibly via earmarked reserves.
- 3.1. That the new earmarked reserves be transferred to the appropriate Reserve Bank Account once cheque signatory issues have been resolved.
- 4.1. The Asset Register be updated to include the two new/replacement toddler swings purchased in March 2018.

RESOLVED:

That the report from the Internal Auditor in respect of the Council's Governance and Accountability for the year ending 31st March 2018 be accepted and the Clerk to address the recommendations and make amendments where necessary.

b. Year End Accounts and Annual Return

The meeting received and considered the Year End Accounts and Annual Return for the year ending 31st March 2018.

RESOLVED:

Cllr James proposed to approve the Year End Accounts and Annual Return for the year ending 31st March 2018 and to authorise the Chairman to sign and date the Annual Return. This was seconded by Cllr Wynn and agreed unanimously.

The Chairman signed and dated the Annual Return.

c. Payment of Accounts

Payee	Description	Cheque Number	Amount
Lucy Allen	June Salary	Standing Order	£205.50
Vision ICT	website	000947	£150.00
Jane Storey	village green flowers	000948	£ 40.00
Sandra Bushell	Internal Audit	000949	£130.00
TOTAL			£525.50

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

d. Cash Book and Bank Reconciliation

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

3037 COUNCIL MANAGEMENT MATTERS

a. Outstanding queries for action from previous meetings

Members received and considered the list of outstanding queries awaiting completion following Community Council meetings and agreed that this should be updated and presented at each Council meeting in order to keep track of outstanding issues.

b. Dog Protection Orders

Members noted the further response from Newport City Council regarding Dog Protection Orders and the management of Bylaws in play areas:

“Bye Laws are enforceable but the problem you will get is who is going to enforce them. In similar situations in our formal ornamental parks Gwent police have told us they don't have the resource to deal with what they called 'trivial' matters. The office dealing with this is still off and no further action has been taken regarding Dog Protection Orders for the City”.

RESOLVED:

To keep the issue of Dog Protection Orders as unresolved until such times as Newport City Council relook at the situation.

c. Village Boundary - Footpaths and Right of Way

Members considered the request from a resident to carry out a Drone (or equivalent) aerial map of all of the Llanvaches Community Council area to help identify formal boundary areas in the village. Members further considered to what end this would be of a benefit to the Community Council and whether this was a good use of public funds. The meeting was advised that the Community Council are not a planning authority and details of the boundaries could be found in Newport City Councils Local Development Plan.

RESOLVED:

To take advise from Newport City Council to see if a formal boundary search of the village would be relevant and of any value to the Community Council.

d. Priorities and aims for 2018/19

Members considered a way forward in implementing the priorities and aims that the Community Council made as part of their budget setting process namely to:

- Update / replacement of benches
- Play area signage improvements
- More inclusive play equipment for all ages

RESOLVED:

To carry out a site visit prior to the next meeting of the Council on Tuesday, 17th July 2018.

With the consent of the meeting the Chair sought to alter the order of business in order that members of the public could address the Council with their concerns over Item 3038 e Birchfield - Right of Way.

3039 PUBLIC PARTICIPATION

The meeting noted the concerns of some residents who expressed their disappointment that the issue over the right of way at Birchfield had once again appeared on the agenda. This right of way had been discussed in some length back in 2006 and again in 2011 by the then members of the Community Council. The Chairman reassured the residents that this had been an information exercise for current Councillors as they are all relatively new to the Community Council.

e. Birchfield - Right of Way

The meeting considered the response received from Newport City Council regarding the Right of Way at Birchfield namely that, when the lease was granted to the Community Council, the right of way passed over and therefore it is the responsibility of the Community Council to enforce the re-opening and that legal advice should be sought as to how to go about this.

Members noted that the Right of Way is not a public Right of Way with Newport City Council confirming in 2007 that it is for pedestrians, vehicles, animals, agricultural equipment and machinery and the ROW extends to persons authorised by the Council only.

In the past discussions with insurers and playground inspectors have confirmed that it is good practice for playing fields to have 2 exits.

RESOLVED:

To confirm with the insurance company and playground inspectors the current “best practice” advise in relation to playing areas having one or two exits.

3038 PLAYING FIELD MATTERS

a. Fortnightly Inspection Report

Members had not received the fortnightly inspection report and Cllr James agreed that she would carry out an inspection.

3040 MATTERS OF LOCAL INTEREST OR CONCERN

None

3041 CORRESPONDENCE LIST

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

3042 PLANNING MATTERS

None.

3043 FURTHER COMMENTS FOR FUTURE CONSIDERATION

None.

3044 DATE OF NEXT MEETING

The next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 17th July 2018 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 8.30pm

Signed **CHAIRMAN**

Date.....