

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Annual Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 19th May 2016 at 7PM

Present

Chairman:- Cllr Lesley Morgan
Councillors:- K James, P Lawrence, L Morgan
In attendance:- Lucy Allen (Clerk)
Public Attendance:- 2

Due to the absence of the Chairman, Members **RESOLVED** that Cllr Lesley Morgan Chair the Annual Meeting of Full Council.

2720 ELECTION OF CHAIRMAN

The meeting was opened by Cllr Lesley Morgan, who asked for nominations for the position of Chairman for 2016/2017.

RESOLVED:-

That Cllr Liz Williams be Chairman for 2016/2017, proposed by Cllr Morgan, seconded by Cllr James and agreed unanimously.

2721 INSTALLATION OF CHAIRMAN

Members considered the signing of the Declaration of Acceptance of Office.

RESOLVED

To defer the signing of the Declaration of Acceptance of Office to the next meeting of the Community Council on Tuesday, 21st June 2016.

2722 NOMINATION OF A MEMBER TO ADVISE ON ALL PLANNING MATTERS PUT BEFORE THE COUNCIL

Nominations were sought for a Member to advise on all planning matters.

RESOLVED:-

That Cllr Lesley Morgan be the nominated Member to advise on all planning matters put before the Council, proposed by Cllr James, seconded by Cllr Lawrence and agreed unanimously.

(Members were reminded that all planning application are to be determined by Full Council.)

2723 APOLOGIES FOR ABSENCE

Cllr P Challenger and Cllr L Williams.

2724 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

2725 MINUTES

Cllr Lawrence proposed that the minutes of the last ordinary meeting of Council on Thursday, 28th April 2016 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.

2726 MATTERS ARISING FROM MINUTES

Item 2708(b) Payment of Accounts

The Clerk advised that she had been in contact with the contractor regarding the height of the Prunas tree in the playing field who stated that “to do reductions is bad practice and that due to the age and health of the tree, reducing it would more than likely kill it off”.

Item 2710 (a) PLAYING FIELD MATTERS - Weekly Inspection Report

Members were advised that a resident had carried out the weed spray on behalf of the Community Council.

Item 2711 PUBLIC PARTICIPATION

The Clerk advised that she had emailed the Ward Councillor but had not received a response to date and agreed to investigate the matter with Newport City Council and another Ward Councillor.

Item 2714 PLANNING MATTERS

The Clerk confirmed that a response had been received from the proprietor regarding the gate which had been erected into the fence which backs onto the football field and advised that a copy of the letter would be sent to the agents for the Representative Body of the Church in Wales for their advice.

2582 STANDING ORDERS

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

RESOLVED:-

To adopt the Standing Orders subject to the following amendments:-

Amend Standing Order 2 (i). Ordinary Council Meetings

Office holders (including those mentioned in 2(k), may stand for re-election on two consecutive occasions only, therefore no person shall serve in the same office for a continuous period of more than three years.

To read:-

Office holders (including those mentioned in 2(k), may stand for re-election on two consecutive occasions only, therefore no person shall serve in the same office for a continuous period of more than three years. If no other Office Holder is willing to stand then the outgoing Chairman may be re-elected for a further year.

Amend Standing Order 9 f. Minutes

Within 3 working days of the Minutes becoming available for publication the Clerk shall:

- i. Post the Minutes on the Llanvaches Community Council Notice Board on the Village Green
- ii. Post the Minutes, or arrange for them to be posted, on the boards at Whitebrook and Gilfach.
- iii. Distribute any copies requested by Members of the Public and The Press.

To read:-

*Within 3 working days of the Minutes becoming available for publication the Clerk shall:
i. Distribute any copies requested by Members of the Public and The Press.*

Remove Standing Order 9 f. Minutes

Each page of the published Minutes will carry the title Draft Minutes, Revised Draft Minutes or Second Revised Draft Minutes (as the case may be) as a main title on page one and as a small font footer on pages thereafter.

2728 FINANCIAL REGULATIONS

The meeting considered the review of the Community Councils Financial Regulations.

RESOLVED:-

To adopt the current Community Council's Financial Regulations.

2729 SCHEDULE OF MEETINGS

Members noted the schedule of meetings for the year 2016/2017.

2730 ANNUAL RISK ASSESSMENT

Members considered the annual risk assessment prepared by the Clerk for which guidance had been taken from the Governance and Accountability for Local Councils in Wales - A Practitioners Guide (2011) which makes a number of recommendations to assist in the identification of risks.

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).

2731 FINANCIAL MATTERS

a. Payment of Accounts

i.	Clerks salary May 2016	£182.27
ii.	Giardino - tree cutting	£450.00
	TOTAL	£632.27

Members requested that the cheque for "Spot On Entertainment" be withheld from payment until after the event on 11th June 2016 in case of bad weather.

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

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for April 2016 was confirmed.

2732 COUNCIL MANAGEMENT MATTERS

a. Model Code of Conduct

Members noted that the new legislation which came into force on 1st April 2016 amends the Model Code of Conduct. The key legislation is:-

1. The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.
2. The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016.

RESOLVED

To adopt the revised Model Code of Conduct and that it be placed on the agenda for the next meeting of the Community Council on Tuesday, 21st June 2016 for each Councillor sign to undertake to adhere to the new Model Code of Conduct.

2733 PLAYING FIELD MATTERS

a. Weekly Inspection Report

Members were advised that the weekly inspection report was unavailable.
A Member requested that the grounds maintenance schedule be emailed to check that the contractor is carrying out the grass cutting as per the contact.

b. Annual Inspection

Members noted that the annual inspection of the playing and football field is due. As in previous years The Clerk of Langstone Community Council liaises with the local Community Councils to obtain a reduction in the inspection fee if a number of Councils unite.

2734 PUBLIC PARTICIPATION

None.

2735 MATTERS OF LOCAL INTEREST OR CONCERN

a. Highways

Members again raised the issue of the pot holes on the R118 road into the village. The Clerk sought to contact Newport City Council to see if the resurfacing is in fact on their schedule to carry out or if there is a date in the future when it would be considered.

2736 CORRESPONDENCE LIST

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

2737 PLANNING MATTERS

The Chairman reported an item of correspondence received too late to be added to the agenda, for decision:-

Planning Application 16/0344 - Reservoir House, Millbrook Lane, Llanvaches.

Demolition of existing garage, construction of new garage / store (partially underground) and creation of new access and driveway.

OBSERVATIONS:-

Llanvaches Community Council recommend approval.

2738 FURTHER COMMENTS FOR FUTURE CONSIDERATION

Concerns have been raised regarding the height of the trees in the playing field and a shadow which is being cast over a garden.

2739 DATE OF NEXT MEETING

To confirm that the next ordinary meeting of Llanvaches Community Council will take place on Tuesday, 21st June 2016 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 7.55pm

Signed CHAIRMAN

Date.....