

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 20th September 2016 at 7PM

Present

Chairman:- Cllr Liz Williams
Councillors:- P Challenger, K James, P Lawrence, L Morgan
Ward Councillor:- R Mogford
In attendance:- Lucy Allen (Clerk)
Public Attendance:- 4

2771 APOLOGIES FOR ABSENCE

None.

2772 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

2773 MINUTES

Cllr Lawrence proposed that the minutes of the Ordinary meeting of Council on Tuesday, 19th July 2016 be accepted as a true record. This was seconded by Cllr Williams and agreed unanimously, the minutes were signed as a true record of the meeting.

2774 MATTERS ARISING FROM MINUTES

Item 2770 - Quotations for Tree Works - A member advised that the tree had not been felled completely and that a 6ft length had been left in the ground. The Clerk advised that she would contact the contractor to have it removed.

2775 FINANCIAL MATTERS

a. Payment of Accounts

<i>Payee</i>	<i>Description</i>	<i>Cheque Number</i>	<i>Amount</i>
L Allen	July Salary	Standing Order	£182.27
L Allen	August Salary	Standing Order	£229.77
Giardino	Tree felling	000899	£400.00
WM Garden	Securing of bench	000900	£312.00
E Addis	Refurb of benches/tables	000901	£299.29
Wicksteed	Play equipment inspection	000902	£54.00
TOTAL			£1,477.33

Members requested that the cheque payable to Giardino be withheld until the works had been fully completed.

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

b. Cash Book and Bank Reconciliation

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

c. Annual Return and External Audit 2016

Members considered the outcome of the external audit review and noted the recommendations reflected those of the Internal Audit report as detailed below with an action plan:-

1. The Council are to review and clearly document the arrangements and frequency for back up of accounting records.

Ongoing - the Clerk to investigate the purchase of an external hard-drive.

2. The discrepancy in the tendering limits set in Standing Orders and Financial Regulations should be addressed in the next review.

Ongoing - next review is May 2017.

3. Council should undertake and minute an annual review of internal control procedures and the scope and effectiveness of internal audit.

Completed - July 2016.

4. For completeness and to provide a better audit trail, future minutes should detail cheque numbers, together with payee details and gross amounts.

Completed - new process started July 2016.

5. The next VAT reclaim should be adjusted to include the £0.20 under claimed in order to reconcile VAT records.

Completed - September 2016.

6. Council is advised to review the Clerk's contract on employment to ensure compliance with Section 1, Employment Rights Act 1996.

Ongoing - the Clerk to obtain a copy of the model contract provided by the Society of Local Council Clerks to forward to the Chairman and all Members to discuss.

RESOLVED:-

Cllr James proposed that Llanvaches Community Council approve and accept the outcome of the external audit of the Annual Return 2016, seconded by Cllr Morgan and agreed unanimously.

d. 1st Quarter Budget Monitoring Report

Members considered the 1st quarter budget monitoring report to the end of June 2016.

RESOLVED:-

To accept the 1st quarter budget monitoring report to the end of June 2016.

2776 COUNCIL MANAGEMENT MATTERS

a. Gwent Police

Members received feedback from the meeting with Mr Jeff Cuthbert, the Police and Crime Commissioner for Gwent and were advised that the meeting was more of a presentation of aspirations of the service which Gwent Police wish to deliver to Wales. Gwent Police have faced budget cuts of 4% and should have a 1,500 officer strong force. Currently there are only 1,200, all of whom are of PC grade, with no PCSOs. If the force falls below 1100

officers then they would not be able to provide an adequate policing service to Gwent and are therefore recruiting 100 officers who will cover future “natural wastage”.

Those Community Council’s present at the meeting all raised the issue of no PCSOs being present at Community Council meetings and were directed to the “Gwent Now” portal which gives up to date information on what is happening in the area.

A Members raised concerns with the ongoing dangerous parking issues at peak times outside Langstone School and the lack of police presence. The meeting was advised that it was a responsibility of Newport City Council to issue parking tickets and not the Police. Councillor Ray Mogford agreed to take up the concerns with Newport City Council.

b. Village Christmas Tree

Members noted the condition of the Christmas Tree on the village green and considered that perhaps the ground is not suitable therefore meaning the tree is struggling to survive. The meeting was reminded that the responsibility for the ongoing maintenance of the tree was that of Llanvaches Community Council which was agreed under minute reference 2491(e).

RESOLVED:-

To have advise from the contractor on the health of the Christmas Tree and report back to the next meeting of Llanvaches Community Council.

2777 PLAYING FIELD MATTERS

a. Weekly Inspection Report

Members received the weekly inspection report and noted that the annual playground inspection had been carried out.

A member raised the issue of the gate in the football field not being in a good state of repair, the football nets not being threaded properly and suggested that a plastic restraining tube be made to hold down the net. This proposal to be an agenda item at the next meeting of Llanvaches Community Council as it involves a financial decision.

b. Annual Inspection

Members considered the report received for the annual inspection of the play equipment and were concerned to see a number of issues highlighted were of a medium or medium /high risk.

RESOLVED:-

To arrange a site meeting during daylight hours for all members to attend and to view the issues raised in the annual inspection report. The outcome of the site visit to be reported back to the next meeting of Llanvaches Community Council on Tuesday, 18th October 2016.

c. Sports Field

Members reviewed the Community Councils responsibilities in regards to boundary and hedgerow maintenance at the Glebelands Sports Field and requested that the Clerk invite the agent to a future meeting of Llanvaches Community Council.

2778 PUBLIC PARTICIPATION

A member of the public commented on the weed growth in the pathway at the playing field and offered to do a weed spray.

A concern was raised that the pathway leading to the football field is very slippery. The Clerk to contact Newport City Council pathways department to advise.

A further concern was raised regarding the hedges in the playing field and the fact that they had not been cut and that the grass cutting was very intermittent. The Clerk to contact the

contractor to request that they attend a meeting of Llanvaches Community Council in order that issues can be rectified.

2779 MATTERS OF LOCAL INTEREST OR CONCERN

a. Speed restrictions in the Village

Members noted that there has recently been an accident in the village and that the Community Council had contacted the City Council on various occasions regarding the issues to no avail. The Ward Councillor had contacted the City Council and received the following response:-

“To provide you with some background, speed limits are determined in accordance with central government policy, specifically Welsh Government Circular 24/2009 “Setting Local Speed Limits in Wales”. Speed limits must always be evidence led, and reinforce people’s perception of the safe speed at which to travel.

In order to establish whether a speed limit will be an effective speed management measure and contribute to the safety of a community, the Highway authority must gather the necessary evidence to make an assessment against Circular 24/2009, and work closely with the Police whose support crucial as the agency responsible for subsequent enforcement.

Great care must be taken when considering such measures as an ill-considered speed limit can, in fact, have a detrimental impact upon traffic speed and thus community safety. For example, if existing mean traffic speed is below that of the proposed speed limit, then its imposition can adversely affect road safety as drivers may be encouraged to increase their speed to the level of the posted speed limit or, if it is set unrealistically low, a speed limit can increase the overall distribution of speed and the risk of collisions. Therefore one of the underpinning pieces of evidence required to perform the assessment is data obtained from a survey to determine traffic volume and speed. Without this it is not possible to establish whether a speed limit will be effective or indeed to be able to present any proposals to the Police.

Unfortunately for the last five years the Council has not allocated any budget at all to undertake traffic surveys, which has been the reason we have been unable to achieve the level of progress we would like on this and a number of other speed management enquiries. To compound this, for three of the last four years, we have received no budget at all to implement traffic management measures and only a very limited budget this year, which has now been affected by a spending freeze imposed across Streetscene. Consequently, there is now a large backlog of schemes on our workload programme.

It is regrettable that the “national speed limit applies” sign appears to be one of the traffic signs most misunderstood by drivers. As with any speed limit, when seeing such a sign drivers must proceed at a speed that is both safe and appropriate for the road on which they are travelling, and be able to stop well within the distance they can see to be clear in accordance with rules 125 and 126 of The Highway Code.

As soon as budget is available, traffic surveys will be undertaken in order that a speed limit assessment of Llanvaches can be carried out, and I will keep you apprised of progress.”

b. Superfast Broadband

The Chairman reported the following briefing received from BT regarding the installation of Superfast broadband within the village, so far representatives from both BT and the Welsh Government have declined an invitation to discuss the issues at a meeting of Llanvaches Community Council:-

BT Update for Llanvaches Community Council Meeting 20th September 2016

“We (BT) are currently reviewing potential solutions for the area. We are investigating whether a fibre cabinet be installed to service the postcodes listed below.

*NP26 3AY
NP26 3BJ
NP26 3BR*

*NP26 3AZ
NP26 3BL
NP26 3BS*

*NP26 3BG
NP26 3BQ
NP26 3FF*

This cabinet is currently in the planning phase and is subject to survey. It should be highlighted that a number of factors can impact the speeds i.e. distance from the cabinet. There are no guarantees of a fibre service to individual premises.

The remainder of the area served by cabinet 1 off the Penhow exchange is in scope for the roll out of Fibre to the Premises (FTTP). FTTP is more challenging to deploy. It is estimated that the build work will be completed at the end of December. It will be approximately 6-8 weeks after the build work is completed before customers will be able to place an order. Please note that this date is only an estimation and may change.

Co-Funding information

BT are committed to working with all communities to find a fibre solution, and the community fibre partnership programme is designed to enable this. Delivering fibre to the hardest to reach communities is a huge challenge. In rural areas we often face laying cables over long distances and challenging terrain.

We can work with you to find out if a community project could be suitable for your area and provide you with the tools to understand and establish local demand. The first step is to register your interest in community fibre partnership at www.communityfibre.bt.com

We will then provide you with an indicative costing and a single point of contact to guide you through the process.”

Members agreed that this was an unsatisfactory response and have agreed that the Chairman of the Community Council will work with Ward Councillor Ray Mogford to try and establish a suitable outcome.

2780 CORRESPONDENCE LIST

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

2781 PLANNING MATTERS

Members noted the following planning applications received during the summer recess and the Community Council's response:-

Number:- 16/0344
Type:- FULL
Address:- Reservoir House, Millbrook Lane, Llanvaches, Caldicot, NP26 3AZ
Proposal:- Demolition of existing garage, construction of new garage / store (partially underground) and creation of new access and driveway.

Recommendation:- Llanvaches Community Council recommends approval.

Number:- 16/0639
Type:- FULL
Address:- Lower Millbrook Farm, Millbrook Lane, Llanvaches, Caldicot, NP26 3AZ
Proposal:- Change of Use of domestic curtilage to the keeping of horses and the erection of a stable block

Recommendation:- Llanvaches Community Council recommends approval.

2782 FURTHER COMMENTS FOR FUTURE CONSIDERATION

None.

2783 DATE OF NEXT MEETING

The ordinary meeting of Llanvaches Community Council will take place on Tuesday, 18th October 2016 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 8.40pm.

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