

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 21st February 2017 at 7pm

Present

Chairman:- Cllr Liz Williams
Councillors:- D Boulton (following Co-option) K James, L Morgan, P Lawrence
Ward Councillor:- R Mogford
In attendance:- Lucy Allen (Clerk)
Public Attendance:- 2

2823 APOLOGIES FOR ABSENCE

Cllr P Challenger.

2824 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

2825 CO-OPTION OF COUNCILLOR

Members considered the co-option of Mr Daniel Boulton to the position of Councillor on Llanvaches Community Council.

RESOLVED:-

Cllr Williams proposed the co-option of Mr Daniel Boulton to the position of Councillor on Llanvaches Community Council which was agreed unanimously. Cllr Boulton completed the Declaration of Acceptance of Office form before the Proper Officer and joined the meeting.

2826 MINUTES

Cllr Lawrence proposed that the minutes of the Ordinary meeting of Council on Tuesday, 17th January 2017 be accepted as a true record. This was seconded by Cllr Morgan and agreed unanimously, the minutes were signed as a true record of the meeting.

2827 MATTERS ARISING FROM MINUTES

Item 2813 Matters arising from Minutes - Item 2808 Further comments for future consideration

Members were advised that the Chairman had hand delivered letters of condolence to Mrs M Rex and Mrs A Carlson and also gave apologies, both written and verbal. A letter of condolence was also hand delivered to Mr R George.

2828 FINANCIAL MATTERS

a. Payment of Accounts

<i>Payee</i>	<i>Description</i>	<i>Cheque Number</i>	<i>Amount</i>
L Allen	January Salary	Standing Order	£191.77
Cooke & Arkwright	Football field lease	000912	£ 60.00
LCC	Church Hall room hire	000907	£300.00

St Dubrituis	Churchyard grant	000909	£100.00
Bethany Baptist	Churchyard grant	000915	£100.00
Tabernacle Church	Churchyard grant	000910	£100.00
Gilgal Chapel	Churchyard grant	000911	£100.00
L Allen	Clerks expenses	000913	£ 38.16
Audit Wales	External audit fee	000914	£193.35
TOTAL			£1,183.28

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

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for January 2017 was confirmed.

c. Discrepancy in tendering limits set in Standing Orders and Financial Regulations.

Members considered the tendering amounts set in the Standing Orders and Financial Regulations following the recommendation in the internal audit and noted currently that Standing Orders required formal tendering process for contracts in excess of £60,000 and Financial Regulations require a formal tender process for contracts in excess of £1,000.

RESOLVED:-

To amend the Standing Orders to reflect a formal tendering process for contracts in excess of £1,000 in line with the Community Councils Financial Regulations. Proposed by Cllr Williams, seconded by Cllr James and agreed unanimously.

2829 COUNCIL MANAGEMENT MATTERS

a. Installation of a dog / litter bin

Members considered the purchase, installation and location of a dog bin within the village and further considered how the waste will be disposed of. Members were advised that Newport City Council do not provide dog bins on highways as, when collected solely as dog fouling, the waste classification changes from Municipal to Clinical / Special waste for which Newport City Council does not hold the relevant disposal license. The meeting was further advised that there is not a contractor locally who would be able to provide a removal service and that emptying may fall to the responsibility to the Community Council. The meeting recognised however that dog waste can be placed into a general waste bins, provided it is bagged.

RESOLVED:-

Not to install a dog bin within the village due to the difficulties the Community Council would encounter in having it emptied. Ward Councillor Mogford advised that he would try and source some dog fouling stickers for the metal lamp posts and further advised that if anyone suspects residents of dog fouling that they can contact the local dog warden.

2830 PLAYING FIELD MATTERS

a. Weekly Inspection Report

Members were advised that to date the contractor who had installed the zip wire had failed to respond to the Clerk to discuss the issues with the zip wire and that the Clerk would continue to pursue.

b. Football Field Lease

Members were advised that Cllr Morgan, Cllr James and the Clerk had met with a representative from Cooke and Arkwright who act as the agent for Church in Wales from

whom the Community Council hold the lease in respect of the football field. At the meeting concerns were raised regarding the boundary hedge and the ongoing issues with regards to where the boundary was and that part of the hedge had been removed to facilitate a gateway into the football field. Members are reminded that under the terms of the lease the Community Council are responsible for maintenance of the boundary hedges.

Unfortunately the representative from Cooke and Arkwright was unable to confirm at the time where the boundary was located but agreed that he would return with the site plan to determine the exact location of the boundary and stock proof fence line. He also advised that depending on the outcome of the measurements he would contact the owner, who had installed the gate into the playing field, to advise him that they would need to replace what was originally installed (i.e. the stock fence).

2831 PUBLIC PARTICIPATION

The recent publication of Community First was unfortunately delayed due to one of the editors being unwell as well as technical issues with printing. Production will hopefully continue in the future as there are plenty of volunteers willing to help.

Ward Cllr Mogford advised that building of Westerleigh Crematorium was progressing with works to the access road having begun. Although an operator's license has yet to be issued it is hoped that the building works will be finished by October 2017. Cllr Mogford further advised that the company are keen to work with local communities on any projects and will be encouraging community groups to bid for grant funding in 2018.

A resident advised the meeting that after Newport City Council refuse collection had been made in the village that there is a lot of rubbish to clear. Cllr Mogford agreed to discuss this issue with Newport City Council.

The meeting was advised that the garden waste collection service would resume on 6th March 2017.

There was discussion around pot holes on the roads leading into the village and the meeting was advised that pot holes repaired in winter tend to deteriorate quicker.

2832 MATTERS OF LOCAL INTEREST OR CONCERN

a. Superfast Broadband

Members were advised that Llanvaches village is still showing as "in scope" on the Superfast broadband website.

b. Council Elections May 2017

Members noted the arrangement for the Council Elections on 4th May 2017 and that nomination forms would be available on the Newport City Council website from 1st March 2017 and need to be submitted by 4pm on 4th April 2017.

2833 CORRESPONDENCE LIST

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

2834 PLANNING MATTERS

None.

2835 FURTHER COMMENTS FOR FUTURE CONSIDERATION

None.

2836 DATE OF NEXT MEETING

The ordinary meeting of Llanvaches Community Council will take place on Tuesday, 21st March 2017 at 7.00pm in the Church Hall, Llanvaches.

2837 TO EXCLUDE THE PRESS AND PUBLIC OWING TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM 2838 - CLERKS CONTRACT OF EMPLOYMENT.

RESOLVED:-

To exclude the press and public owing to the confidential nature of the following item 2838 - Clerks Contract of Employment.

2838 CLERKS CONTRACT OF EMPLOYMENT

Members considered the revised contract of employment for the Clerk following the advice given within the internal audit with the revised contract now conforming to the legal requirements as set out in the Employments Rights Act 1996.

The meeting noted that the revised contract was based on the model contract available from the Society of Local Council Clerks and had been adjusted accordingly. Members raised concerns regarding a number of issues within the revised contract that could potentially be very costly to the Community Council.

RESOLVED:-

To take further advise from One Voice Wales regarding the revised contract and to check its suitability in relation to a small community council. The Chairman and the Clerk to arrange a meeting to further consider the revised contract.

The meeting closed at 8.30pm.

Signed CHAIRMAN

Date.....