

LLANVACHES COMMUNITY COUNCIL

MINUTES OF MEETING HELD AT LLANVACHES CHURCH HALL TUESDAY 20 SEPTEMBER 2011

Present	Councillors	Tony Rex Andy Harcombe Roger George Lyndon Jones Jenny Scully Sally Thomas
Apologies for Absence		Kay James
Public Attendance		3

2086 MINUTES OF PREVIOUS MEETING (16 August 2011)

Cllr Roger George proposed that after correction of the numbering of the last two items to read 2084 and 2085, the circulated minutes be accepted as a true record. This was seconded by Cllr Andy Harcombe and agreed unanimously.

2087 DECLARATION OF INTERESTS

None declared.

2088 MATTERS ARISING FROM MINUTES

2040 (i) Presentation : Sub Committee on Planning. Cllr Tony Rex said that the long requested meeting would take place immediately after the close of this Community Council Meeting. He explained that the minutes had carried the Sub-Committee subject heading for convenience, adding that Council already had a Planning Sub-Committee chaired by Cllr Lyndon Jones. Cllr Rex ruled that any committee, or interest group, formed as a result of discussions immediately after this meeting would not be linked directly to the Community Council. He reminded Council and Residents that the meeting mentioned would be a follow up to the presentation given by Mr Clive Bevan in October 2010 and it would not cover any proposed development in Long Meadow.

2041 (ix) Heavy Vehicles : Cllr Jenny Scully reported that a large modern '*Unsuitable for Heavy Vehicles*' sign had been erected at the A48 junction with Pen-Y-Worlod Lane. The Chairman thanked Cllr Scully for her persistent work on this subject.

2065 (ii) Board Papers : Cllr Tony Rex confirmed that a Standing Order is to be written that will include 'the 48 hour rule' and he pointed out that this rule has been written into the *Financial Regulations (2 (2.2))*.

2066 (v) Community Renewable Energy : Cllr Sally Thomas will present on this item at the October Council Meeting.

2077 (ii) Good Councillor Guide : Cllrs Andy Harcombe and Sally Thomas confirmed that they had not received copies of the Good Councillor Guide. Cllr Tony Rex asked the Clerk to contact the Welsh Assembly and ascertain whether the Guide had been re-printed. The Clerk was then asked to ensure that Cllrs Harcombe and Thomas had a Guide before the next meeting – preferably a printed bound copy.

2078 (iv) Gray Hill Patients' Participation Group : Cllr Tony Rex reported an appeal had been made to the Health Board in order to retain the physiotherapy service at Gray Hill Surgery. The facility will be available for the next six months even if the appeal fails.

2079 (ii) Inspection Report – Field Gate : Council had previously decided that the gate and posts in the Recreation Field should be replaced and the Clerk had obtained costs. Gavin Nightingale (Cwmbran) has quoted £290 to provide and install a new gate and posts. He gave the opinion that the existing gate would probably last more than a year and quoted £134 (plus delivery cost) to replace the posts and rehang the gate. WM Garden Services (based at Whitebrook) quoted for supply and installation of a new gate and posts but also suggested that the existing gate would be safe to use for at least a year if it was rehung on new posts. Their price for supply and installation of the posts is £120. After some debate it was agreed that the existing gate would be rehung on new posts by WM Garden Services. The Clerk will supply the necessary details to the RFO who will place the order.

2089 COUNCIL MANAGEMENT MATTERS

(i) Risk Assessment. The Chairman had e-mailed blank Draft Risk Assessment Schedule sheets to all Councillors for them to use and recently had forwarded a completed version to form the basis for debate. Cllr Tony Rex stated that the Risk Assessment document must be agreed before the Annual Return can be completed.

Cllr Sally Thomas referred to Operations Item 3 : Disability Discrimination, stating that her view was that the assessment should also cover the risk of people not being able to read notices and hear the conduct of meetings. Cllr Rex said that such matters were not covered by 'standard' assessments but could be discussed. He asked the Clerk to display a notice on all boards stating that large print copies of the Agenda and Minutes would be made available on request. Cllr Rex then explained that there is a sound system available in the hall for the hard of hearing but it had proved difficult to use and almost completely inadequate for Council Meetings. Cllr Thomas pressed her view that a facility should be provided to enable people who are hard of hearing to come to Council Meetings. Cllr Rex told Cllrs that some time ago a professional review indicated that it would cost several hundred pounds to upgrade the system with lapel microphones etc. He added that because we hired the hall it was not the responsibility of the Community Council to provide the facilities, it was the responsibility of the hall's owner. Cllr Rex went on to say that with no indication of proven demand he was unwilling to ask the Church Authorities to finance and provide a viable system. Cllr Thomas again pressed her view and Cllr Roger George volunteered to set up the existing system for trial use at the next meeting.

Cllr Thomas suggested that Council's Emergency Plans should be assessed. Cllr Rex stated that the item will be included on the Agenda for the October Council Meeting and Cllr Thomas should prepare to present on the subject at that meeting.

Cllr Andy Harcombe referred to Playing Fields Item 5 : Child Personal Safety, and objected to the inclusion of 'Open Birchfield Right of Way' as a possible solution to the provision of an extra means of exit in conditions where bullying was taking place or a potentially unsuitable adult was present. Cllr Roger George declared an interest and withdrew from participation in the meeting. Cllr Rex said that there was no other way of providing a second exit. Cllr Harcombe asked for the matter to be debated. The Chairman called for a motion to accept the Risk Assessment as presented: Cllr Jenny Scully proposed the motion and Cllr Lyndon Jones seconded. Cllrs Harcombe and Thomas said that they would not support acceptance unless the mention of the Birchfield Right of Way was removed from the item on Child Personal Safety. Cllr Scully agreed to the amendment and proposed that Council accept the Risk Assessment subject to removal of the said reference. Cllr Thomas seconded this proposal which was agreed by three votes to two with Cllr George abstaining. After the vote Cllr George returned to participation.

(ii) Review of Financial Regulations. Cllr Tony Rex reminded Council that we must review the monetary control aspects of the Financial Regulations each year before the Annual Return can be completed. Cllr Rex said that although a full review is only required every 3 years he had carried out a full review this year in order to include references to the '48 Hour Rule' and more realistic thresholds for multi quotations and sealed tenders. The revised Financial Regulations had been distributed to Councillors prior to the meeting and the Chairman asked for comments or points of clarification. After short debate, Cllr Andy Harcombe proposed that Council should adopt the revised regulations: the motion was seconded by Cllr Sally Thomas and agreed unanimously.

2090 MATTERS OF LOCAL INTEREST OR CONCERN

(i) Best Kept Village Competition. The Clerk reported that Llanvaches Church Hall had come first in the 'Best Kept Village Hall' category for the second year running and in the Best Kept Village Competition, Llanvaches had received a Highly Commended certificate. Details of the judges' comments are displayed on the Village Green notice board. Discussion on spending the £25 Voucher was postponed to the next meeting.

(ii) Stop Newport Incinerator Campaign. Cllr Tony Rex said that correspondence had again been received from an Action Group opposing the installation of an incinerator at Llanwern or elsewhere in Newport. Council again decided against specific involvement but asked the Clerk to monitor matters and keep Council informed.

2091 PLAYING FIELD MATTERS

(i) Inspection Report. The Clerk reported that the two posts supporting the Village Green notice board were in need of urgent repair. She was asked to make recommendations to

Council at the next meeting or to take action, with the Chairman's approval, if immediate repair was essential.

2092 PLANNING MATTERS

Cllr Tony Rex had e-mailed Cllrs on 8 September and 18 September asking them to refer to the Planning Online section of the Newport City Council website and to examine the drawings and document details for the applications noted below.

(i) 11/0653 Construction of Garage : Converted Barn nr Hillside Cottage – Cllr Jenny Scully and Cllr Lyndon Jones reported that work on the garage base appears to have started before the application has been determined. Newport Planning will be informed.

(ii) 11/0679 Installation of Photovoltaic Panels : Reservoir House - ongoing

(iii) 11/0833 Creation of New Access Track : Converted Barn nr Hillside Cottage –

Council was told by several members that a new gate giving access to Gilfach Lane had been installed at the southern corner of the site. Cllr Tony Rex said that the applicant claimed that the gate had been in place for some time although there was substantial photographic evidence that it had recently been constructed. Local residents are deeply concerned about the safety implications of a new vehicle exit onto the very narrow Gilfach Lane. It was agreed that Council should ask Newport Planning to enforce removal of the gate and reinstatement of the hedge. After further debate, it was decided that Council should ask Newport Planning to reject the application for creation of the new access track.

2093 FINANCIAL MATTERS

(i) Payment of Accounts – Payments Due and Payments Confirmed. Cllr Roger George proposed the following items for payment

1	Clerk's salary September 2011	£ 120.24
2	Tax due September 2011	£ 30.06
3	Hire of Church Hall (April 2010 - Feb. 2011)	£ 60.00
4	Training course (March 2011)	£ 75.00
	TOTAL	<u>£ 285.30</u>

Cllr Andy Harcombe seconded the proposal which was agreed unanimously.

(ii) Annual Return. Cllr Roger George, who had previously distributed a copy of the Annual Return to all Councillors, explained various aspects of the document. There were no questions about Section 1 and Cllr George then led Cllrs through the completion of Section 2. Cllr Andy Harcombe proposed that Council should approve the Annual Return and submit it for audit. The motion was seconded by Cllr Jenny Scully and accepted unanimously.

2094 ANY OTHER BUSINESS

(i) Grit Bins. Cllrs expressed their concerns regarding the viability of grit bins in the village nucleus and surrounding areas. Problems were experienced last year because levels were not maintained. Cllrs noted that much of the problem resulted from residents using the grit on private driveways and agreed that people should be reminded (via Community First) that the grit was only for the roads and footpaths. Cllr Tony Rex asked the Clerk to speak to NCC Highways before the freezing weather starts, to ensure that all bins are filled with viable grit.

2095 DATE OF NEXT MEETING

Tuesday 18 October 2011 at 7.00 p.m.

The meeting closed at 8.50 pm