

LLANVACHES COMMUNITY COUNCIL
MINUTES OF MEETING HELD AT LLANVACHES CHURCH HALL
TUESDAY 17 JULY 2012

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| Present | Councillors | Peter Challenger Lesley Morgan MBE Clive Bevan Philip Bishop Sallie Mogford Tony Rex Liz Williams |
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| Public Attendance | 4 |
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2171 CO-OPTION OF THREE COUNCILLORS TO FILL VACANCIES

Cllr Challenger welcomed the three people selected for co-option as Councillors and asked for a formal proposal. Cllr Rex, seconded by Cllr Williams, proposed that the co-optees become Llanvaches Community Councillors and the motion was agreed unanimously.

2172 APOLOGIES FOR ABSENCE

Apologies were received on behalf of Ward Cllrs David Atwell and Ray Mogford.

2173 DECLARATION OF INTERESTS

None received

2174 ELECTION OF OFFICE HOLDERS

Cllr Challenger asked Cllrs for nominations for the office of

Vice Chairman – Cllr Morgan volunteered for this position and was the only candidate.

Chairman of Planning Committee and 3 Members of Committee – Cllr Bishop asked for definition of the planning role. Cllr Rex said that the key task was to act as the link between Newport CC and LCC on planning matters. He explained that the Committee Chairman on receipt of a Planning Application would ask Cllrs to examine the application on the Newport CC Website and feedback their views. The Committee Chairman would then decide whether the item was contentious and whether discussion could wait until the next full Council Meeting, and act accordingly. Cllr Rex stated that in previous times most items were handled without a Committee Meeting. Cllr Mogford volunteered for the Chairman role and was unopposed. It was then agreed that Cllrs Bishop, Challenger and Rex would be Committee Members.

Play Equipment Committee - Cllr Rex explained that because a very large spend was planned, a formal Committee should take over the selection of equipment from the Working Party that had met. Cllr Bishop will Chair this Committee; Cllrs Mogford and Challenger will be members. At Cllr Williams's suggestion, specific residents will be invited to join. It should be noted that the final decisions on equipment and supplier must be taken by full Council.

2175 MINUTES OF PREVIOUS MEETING (19 June 2012)

Cllr Rex, seconded by Cllr Morgan, proposed that the minutes be accepted as a true record. The proposal was agreed by acclaim.

2176 MATTERS ARISING FROM MINUTES

2167 Financial Matters: Cllr Morgan asked about the Monthly Standing Order for the Clerk's salary. Cllr Rex said it was a new item replacing the system whereby the Clerk was paid by cheque after each meeting. The SO will be recorded in the PoA documents.

2155 Financial and Management Matters (ii) – Cllr Morgan enquired on the progress of the Standing Orders that Cllr Rex was producing. He said that this was a slow process but any Cllr could view Part 2 of a Model set of Standing Orders by download from OVW.

2166 Planning Matters – Cllr Bevan asked when the land on Pike Road would be reinstated back to normal – adding that planning permission had been given for the planting of Christmas trees but it looked more like a quarry. Cllr Rex said that he thought the matter was being handled by Enforcement but it was complex because it appears doubtful whether permission was required for the work done. Cllr Bishop said that research and a plan of action was needed to bring this matter back in line.

Cllr Bevan also asked about the Birchfield Right of Way. Cllr Rex responded by saying that the issue was dormant. Cllr Morgan noted that this approach had been accepted at a previous meeting and consequently should not be discussed again within 6 months.

(i) Barn Conversion ne Hillside Cottage – New Access Road: Approved Access and Splay. Cllr Challenger said that many aspects of the Barn Conversion were in contravention of the planning conditions and needed to be followed up urgently.

2164 (ii) Langstone School Governor – Cllr Morgan informed Council that the selection process is to change, but at present, the Community Council School Governor at Langstone School is nominated by Langstone Community Council.

2177 PUBLIC PARTICIPATION (10 MINS MAXIMUM)

Mrs Monica Randall reported that a load of top soil had been 'dumped' at the entrance to the playing fields overnight but it had now been removed.

Mrs Eileen Woods reported that stones had fallen from the roof of the Lime Kiln and the area is dangerous. Cllr Rex said he would inform NCC. Cllr Bevan will photograph the Lime Kiln.

2178 COUNCIL MANAGEMENT MATTERS

(i) Clerk's Salary with RFO Role : Cllr Rex said that this matter had been agreed in December and confirmed at the last meeting. The new salary, which will start on 1 August, reflects an increase in average hours worked but no increase in rate. Cllr Challenger said the Clerk would be on probation from 1 August – 31 December 2012 regarding the RFO sector of the role. Cllr Bishop asked who appraised the Clerk in her training and her financial performance. Cllr Rex stated that the Chairman would advise Council.

(ii) Clerk's Contract of Employment : The Clerk's duties have changed, so, a revised Contract of Employment is required to reflect these changes. Cllr Rex will edit the current Contract and Job Description before the next meeting.

(iii) Consultation Responses – Cllr Morgan referred to the Correspondence List and asked if there is a system for dealing with consultation items. Cllr Williams commented that all correspondence should be received by Cllrs in sufficient time to enable them to comment. It was suggested that the list be produced weekly. Cllr Rex said that items were sent out by e-mail in a timely way and a Weekly List would be overkill. Cllr Challenger said that if Cllrs wished to comment on any item on the correspondence list, then he suggested that their comment be sent to all Cllrs to enable them see all responses.

(iv) Nomination of Lead Councillors for :

(a) Village Roads and Footpaths : Cllr Williams will undertake this role.

(b) Village Green Furniture and Raised Garden : Council will be delighted if ex Cllr Kay James will continue to undertake this role. The Clerk was asked to speak to Mrs James.

(c) Community Emergency Plan : Cllr Williams offered to develop the Emergency Plan and will speak with ex Cllr Sally Thomas to gain the benefit of the work already done.

(d) Countryside Footpaths, Stiles and Rights of Way : The Lead Cllr for these related subjects will be Cllr Williams. There was some debate about availability of maps and the Clerk and Cllr Williams will investigate.

(e) Weekly Inspection of Playing Fields and Equipment : Cllr Challenger and the Clerk will organize and undertake the inspections and reporting.

2179 MATTERS OF LOCAL INTEREST OR CONCERN

(i) Churchyard Grants : Cllr Rex explained to Council that LCC gave an annual grant to the Tabernacle Chapel and St Dubritius Church for assistance with the cost of churchyard maintenance: each had received a grant of £120pa. He suggested that the 2012-13 Budget of £240 be spent in the same way. Cllr Bishop said that there were 4 churches within Llanvaches and all should receive the same. Cllr Rex objected to a churchyard maintenance grant being paid to Gilgal Chapel on the basis of its size. A lengthy debate took place amongst all Cllrs and eventually Cllr Rex proposed the motion that a Churchyard Maintenance Grant of £60 be paid to St Dubritius Church, Tabernacle Chapel and Bethany Chapel, and a £60 donation be given to the Gilgal Heritage Trust for restoration work. Cllr Bishop seconded the motion and it was agreed unanimously.

(ii) 1 South View – New Gateway : Cllr Challenger updated Council and is monitoring the situation.

2180 PLAYING FIELD MATTERS

(i) Inspection Report – Climbing Frame : The Clerk had obtained a quote of £4,000 for repair of the frame and £1,500 to scrap and remove it. After discussion, the proposal by Cllr Williams (seconded by Cllr Bishop) to dismantle and scrap the Climbing Frame was agreed

unanimously. Cllr Rex observed that it was valued at £87 on the Asset Register. Cllr Bevan was asked to set up a Working Party, along with Cllr Challenger, to remove the frame. Cllr Morgan noted that the team must ensure that the area was left in a safe condition. Cllr Rex asked the Clerk to contact AoN and take the Climbing Frame off risk.

(ii) Play equipment Damage : Cllr Williams told Council that the 'Crazy Nellie' rocker had been damaged and the NCC mower was the likely cause. The Clerk will contact NCC and claim repair through their insurance.

(iii) Recreation Field Gates – Order Progress : The Clerk reported that the company who were to do this work had withdrawn because, through overload, they could not meet the timescale required. After short debate, Council accepted unanimously the proposal by Cllr Challenger, seconded by Cllr Williams, that WM Services (originally second on the list) do the work at their confirmed price of £740, provided that work starts within 3 weeks.

(iv) Trimming of Trees Overhanging 1 Castle Rise : Cllr Challenger will meet Mr John Purnell and organize resolution of the problem.

2181 FINANCIAL MATTERS

(i) Tax Rebate : Cllr Challenger asked the Clerk to obtain all Inland Revenue papers quickly regarding this tax overpayment so that an informed decision can be made.

(ii) Financial Regulations : Cllr Rex said that the Financial Regulations were being revised to cover the RFO duties being merged with the Clerk role.

(ii) Payment of Accounts – Payments Due and Payments Confirmed : No POA document was presented, consequently payments have to be held over to August.

2182 CORRESPONDENCE

The Clerk had circulated the Correspondence List to Cllrs. There were no comments.

2183 ANY OTHER BUSINESS

None

2184 DATE OF NEXT MEETING

Tuesday 21 August 2012

The meeting closed at 9.35 p.m.