

LLANVACHES COMMUNITY COUNCIL
MINUTES OF MEETING HELD AT LLANVACHES CHURCH HALL
TUESDAY 4 DECEMBER 2012

Present	Councillors	Peter Challenger Lesley Morgan MBE Clive Bevan Philip Bishop Tony Rex Liz Williams
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Public Attendance 6

2218 APOLOGIES FOR ABSENCE

Apologies were received from Ward Cllr Ray Mogford.

2219 DECLARATION OF INTERESTS

None declared.

2220 CHAIRMAN'S STATEMENT

The Chairman made a statement to Council as follows -

"Fellow Members of Llanvaches Community Council (LCC), Ladies and Gentlemen, as Chairman of Llanvaches Community Council I would like to make clear to the community that I, and I'm sure I speak for the other Cllrs, am approachable by any member of the public, Llanvaches residents or not, on any topic they feel warrants the attention of LCC. Any approach made to myself will be dealt with respectfully and with due consideration, in addition, where requested, total anonymity and confidentiality will be maintained at all times.

All contact with myself will be promulgated to the full LCC contingent with the aim of providing a response in the shortest possible timescale. Given when I accepted the role of Chairman of LCC I did not relinquish my right as an individual. Fully understanding the line of demarcation between holding office in the LCC and that of an individual, I will respectively advise when I believe a 'declaration of interest' should be made, in accordance with the Code of Conduct, and will advise the issue should be raised with an alternative councillor of the LCC.

I know that my direct straight talking manner has not been readily accepted by some individuals. I do not apologise for my un-sugar coated direct approach, things are what they are and embellishment, which sometimes leads to misinterpretation, is unnecessary. 'What you see is what you get', but simply I reinforce my strong belief in openness, honesty and above all integrity."

2221 MINUTES OF LAST MEETING (16 OCTOBER 2012)

2212(v) Christmas Festivities : Cllr Bevan questioned the term '*in principle*' used about a grant to the Events Team. Cllr Bevan, supported by Cllrs Morgan and Williams said that his understanding was that Council had definitely agreed to spend £250 including £100 for lights. Cllr Challenger said that a detailed budget had not been presented to support a grant being given and he had applied the principles defined in the relevant Standard Procedure. Therefore the minute stood as written. Cllrs Bevan, Morgan and Williams agreed that the minutes should be signed provided that their comment was recorded.

2222 MATTERS ARISING FROM MINUTES

2209 (i) Playing Field Hedges and Surrounds : The Clerk is negotiating with NCC.

ACTION 01/01 : Clerk - Ongoing

Lower Branches from trees in park to be removed :

ACTION 01/02 : Clerk - Ongoing

2209 (ii) Playing Field Litter Bin : Clerk reported that this item had been dealt with.

ACTION 01/03 : Clerk - Closed

2209 (iii) Gilfach Seat : A letter of thanks had been sent to Mrs Sheila Jones.

ACTION 01/04 : Clerk - Closed

2209 (v) Street Lighting Wentwood Drive : Cllr Bevan asked if one of the lights that were on after 10.00 pm in Castle Rise could be exchanged for the one in Wentwood Drive.

ACTION 01/05 : Clerk - Ongoing

2209 (vi) Damage to Grit Bins : Clerk to check progress with NCC and arrange that local grit bins are shown on NCC maps. Cllr Challenger asked the Clerk to stress to NCC that the top of Tabernacle Road needed to be gritted as Care Assistants call to two of the houses four times a day. Clerk to also check on gritting of roads around Lime Kiln and Millbrook area.

ACTION 01/06 : Clerk - Ongoing

2209 (vii) Tabernacle Road Hedge Cutting : Lead by Cllr Bevan, Cllrs discussed the safety aspects of the hedge height on the corners of Tabernacle Road. Cllr Rex stated that NCC is responsible for the cutting of the hedge side near the road but the cutting of the top of the hedge is the responsibility of the farmer/land owner. It was agreed that Cllr Williams will approach the relevant farmer to obtain reaction to a request to reduce the hedge height.

[ACTION 01/07 : Cllr Williams](#)

2210 (i) Volunteer to tend Village Green Flower Bed : Action completed.

[ACTION 01/08 : Clerk - Closed](#)

2212 (iii) Trackway behind South View Llanvaches : See later – action complete.

[ACTION 01/09 : Cllr Rex – Closed](#)

2212 (v) Christmas Festivities : Agreed earlier

[ACTION 01/10 : Clerk - Closed](#)

2212 (vii) Jubilee Tree : Cllr Challenger proposed that the tree recommended by the Garden Centre be planted. Cllr Bishop said he had talked to NCC and they would be willing to let us buy a tree at cost price and they would also plant it for us.

[ACTION 01/11 : Clerk - Ongoing](#)

2214 (i) Tax Rebate, Current Situation Report : Cllr Rex said he had a letter on computer

[ACTION 01/12 : Cllr Rex – Ongoing](#)

2214 (iv) Grass Cutting : Final charges for 2012/13 to be obtained

[ACTION 01/13 : Clerk – Ongoing](#)

2214 (v) Budget 2012-13 : Response given by Cllr Rex

[ACTION 01/14 : Clerk - Closed](#)

2215 (i) Planning Training : The Clerk brought Councillors up to date on the planning training and it was decided to close this action for the present time.

[ACTION 01/15 : Clerk - Closed](#)

2216 (ii) Involvement of Village Youth : Cllr Bevan reported that the lower branches of the Ash Tree on the village green had been cut by NCC. He suggested that another task that could be undertaken by the children was removing ivy from the walls in front of the church.

[ACTION 02/01 : Cllr Bevan](#)

2223 PUBLIC PARTICIPATION

Cllr Challenger opened the meeting to members of the public but no matters were raised.

2224 COUNCIL MANAGEMENT MATTERS

(i) Deputy Chairman Role : Cllr Bevan proposed that Cllr Challenger should have short term help with the abnormally high workload by nominating Cllr Rex as Deputy Chairman. Cllr Challenger said that Cllr Rex had historical knowledge of LCC business and mentoring has not been an easy task. Cllr Williams commented that she felt there would be '*too many chiefs*'. Cllr Rex said that Deputy Chairman was just a title, there was no authority attached and it did not change the Vice Chairman role in any way. He added that the sole aim was to take some of the workload from the Chairman by allowing him to delegate work without lengthy explanations each time. Cllr Morgan observed that a support role was unnecessary because all Cllrs were helping with the workload. Cllr Bishop said Cllr Rex could still pass on his knowledge without the formal change. After more debate, Cllr Bevan reiterated the proposal that the temporary role of Deputy Chairman be established and filled by Cllr Rex. Cllr Rex said that he expected the task to cease by the end of April and in agreeing to take the role, seconded the motion. Further debate took place and a vote was called for. Three Cllrs voted for and three against the proposal. The Chairman gave his casting vote in favour of the motion. Cllrs Williams, Morgan and Bishop questioned the validity of the vote. First on the grounds that Cllr Rex had seconded the motion and voted in favour of himself taking the role. Cllr Rex stated that this action was allowed and normal - quoting rules relating to outgoing Chairman using their vote and casting vote in favour of themselves and reminding Council that the Vice Chairman, Cllr Morgan, had proposed herself for the role at the AGM. The three Cllrs opposing the decision then claimed that there was a conflict of interest. The Chairman observed that as there was no cash involved there could not be a financial interest issue and residents could not be prejudiced by having tasks completed earlier. He therefore ruled that there was no conflict to consider and Cllr Rex would take the temporary role.

(ii) Conversion of Model Standing Orders : It was confirmed that Cllr Williams offered to take over the responsibility from Cllr Rex converting the OVW Model Standing Orders to be LCC specific. A 'DRAFT' of the Standing Orders would be produced for consideration and approval by full council.

[ACTION 02/02: Cllr Williams](#)

(iii) Standard Procedures : Cllr Challenger said that Cllr Williams will update the Standard Procedures alongside the conversion of Model Standing Orders. As above, producing 'DRAFTS' for consideration and approval by full council.

ACTION 02/03 : Cllr Williams

2225 MATTERS OF LOCAL INTEREST OR CONCERN

(i) Jubilee Tree : Cllr Bishop said that as it was claimed Mr Don Fisk owned the Green we needed to obtain his permission to plant a tree. Cllr Rex said that the freehold ownership is with Mr Fisk but Highways dictate what can be placed on the area. Cllr Bishop repeated that NCC would be willing to let us buy a tree at cost price and perhaps include planting.

ACTION 02/04 : Clerk to confirm and obtain costs.

(ii) Land Ownership : Cllr Challenger said there were some parcels of land within the village where ownership needs to be clarified. The land at the front of South View for instance is owned by Newport City Homes although only one house is owned by them. The remaining five houses have no formal right to use the car park. Cllr Bevan observed that ownership of these various plots of land need to be resolved. A map showing the areas in question had been obtained from the LDP and Cllr Morgan was asked to circulate it.

ACTION 02/05 : Cllr Morgan

(iii) Trackway behind South View Llan

vaches : Cllr Rex reported that the fly-tipped material has been cleared by NCC who has accepted the cost of the operation.

(iv) Street Signage : Cllr Challenger noted that a resident had contacted NCC direct regarding signage for Tabernacle Road and Ward Cllr Mogford had supported the resident's request without reference to the Community Council. Cllr Rex said that there was a lot of history of debate about signage in the village. Cllr Williams stated that LCC had contacted NCC some 8-9 years ago asking for provision of village boundary signs and, within the village, street signs. She added that discussion dragged on for many months and eventually boundary signs were offered but then LCC could not decide where they should be placed. More months were added to the timescale until NCC withdrew the offer as part of a cost cutting exercise. Cllr Rex pointed out that in the 2002 discussions referenced by Cllr Williams regarding the street sign proposal, had been withdrawn quickly due to residents' opposition. He added that the street sign topic had been discussed many times and the results had always been that most residents believed that road signs would urbanise the village – at one Village Meeting in the 1970s 62 residents opposed signs! Cllr Bishop suggested that LCC write to NCC and get an update on their plans. Cllr Challenger said that we needed to establish whether signs were wanted. Cllr Bishop suggested that a letter be sent to residents asking for their views on signs - Cllr Bevan thought Community First could be a good tool of communication. Cllr Challenger will draft the letter to be delivered to all residents inviting them to meet and discuss street signage.

ACTION 02/06 : Cllr Challenger

2226 PLAYING FIELD MATTERS

(i) Inspection Report : As reported earlier, the litter bin problem has been resolved.

(ii) Grass Cutting – Update : The Clerk explained that NCC stated we were in credit on payments. Cllr Challenger said the level of service we were receiving was disappointing. Cllr Bishop questioned why we would have NCC re-tender for 2013 after the poor service and suggested that we contact three other suppliers to tender. The Clerk said that suppliers were not keen to produce detailed responses, but Council would seek quotes in January.

ACTION 02/07 : Clerk

(iii) Equipment Committee Report : Cllr Bishop said that he had met with the Clerk for an update and background details about play equipment and since had had talks with Ms Jenny Judd (NCC) who would be willing to provide assistance on any planned development of the existing playing field. Cllr Bishop questioned whether we needed to replace the Climbing Frame and spend large amounts of money on play equipment. Cllr Rex said that the money available had been raised over several years of high Precept, with the stated aim of replacing the Climbing Frame and that children had spent time and effort raising money for play equipment. Cllr Rex reminded Council that open meetings had been held to discuss and plan the refurbishing of the Playing Field and, as a result, children had a great expectation that money was going to be spent on new equipment. Cllrs Challenger and Morgan said that the playing field was not fully utilised and this now provided us with an opportunity to reassess the way forward. Cllr Williams observed that because of the size of the field, we might consider a Tennis Court and a Sensory Garden. Cllr Bishop recommended that adult (and disabled) fitness equipment be considered and disabled access to the field improved. Cllr Bishop suggested that he lead a Working Party (including residents) to outline views on development of village facilities in a wide sense. Cllr Morgan emphasized that we need to manage the expectations of the children. Cllr Bevan said that by the February meeting we ought to have a 'What is Required' report and then we can plan on how to

match perceived needs with facilities and finance available. Cllr Challenger agreed the Clerk and Cllr Bishop continue to work forward. Cllr Bevan proposed and Cllr Morgan seconded the motion that LCC accept Cllr Bishop's recommendation. It was agreed by acclaim.

2227 PLANNING MATTERS

(i) 12/0827 Brook Farm – Update : In answer to a question, Cllr Rex said that it was usual practice to repeat items on the Agenda List until they were determined.

(ii) 12/0920 Woodside Cottage Farm, Mynydd Alltir-Fach Lane, Llanvaches – Accepted with conditions preventing separate occupation of the new premises.

(iii) 12/1016 Stable & Tack Room Block near Shepherd's Cottage – Cllr Challenger pointed out that the existing plans gave no details of the Tack Room, the base on which the stables would be built, plans for handling surface water from the roof or wash-out water from the stables. Concerns about contaminated water run-off were expressed. It was agreed that Cllr Rex would respond to NCC on this application.

(iv) 12/1070 Ty Bach Millbrook Lane, Llanvaches – Living Room Extension and new bedroom : Council agreed (subject to no privacy issues) there would be no objection.

(v) 12/0656 House adjacent to Gwent Lea : Cllr Rex said that the item was awaiting determination on landscaping matters, linkage to the main sewer has been accepted by Welsh Water and consequently NCC will have to agree.

(vi) Barn Conversion nr Hillside Cottage – Still ongoing

(vii) Pike Road – Item closed

Cllr Challenger stated that Cllr Rex would lead on Planning Matters until a new Planning Sub-Committee Chairman is elected.

2228 FINANCIAL MATTERS

(i) Payment of Accounts – Payments Due and Payments Confirmed.

The Clerk presented the following items for payment

1.	Clerks Salary November 2012 (by Standing Order)	143.10
2.	Tax Due: re Clerks salary November 2012	35.77
3.	Clerks Salary December 2012 (by Standing Order)	143.10
4.	Tax Due : re Clerks salary December 2012	35.77
5.	Clerk's Expenses (Ink Cartridges)	34.97
	(Compost & Bulbs for Village Green)	28.93

TOTAL £421.64

Cllr Morgan proposed that the above payments be approved, Cllr Williams seconded the motion and it was agreed unanimously.

(ii) Grant for Christmas Event : Cllr Challenger said that Council had now received a draft budget from the Events Team suggesting that a grant of about £130 would suffice. Cllr Rex proposed that LCC grant up to £150 towards the forthcoming Christmas Event. This was seconded by Cllr Williams and agreed unanimously.

(iii) Other Financial Matters on the Agenda : Cllr Challenger proposed that the other financial matters be held over and a meeting be called for 15 January to discuss

- Performance to Date v Budget 2012-2013
- Concurrent Grant Request 2013-2014
- Precept to be Levied 2013-14
- First Draft of 2013-14 Budget

The proposal was seconded by Cllr Williams and agreed unanimously.

2229 CORRESPONDENCE

Cllr Morgan said that we currently have a Village Website and asked whether we need a Community Council website instead. The question remained unanswered.

2230 ANY OTHER BUSINESS

Cllr Bevan suggested that when draft minutes are received, we use 'track changes'. He also suggested that the Public Participation limit of 10 minutes be removed and be replaced by inviting participation throughout the meeting. No conclusions were reached.

2231 DATE OF NEXT MEETING

Tuesday 15 January 2013

The meeting closed at 10.10 p.m.