

# LLANVACHES COMMUNITY COUNCIL

## **MINUTES OF MEETING HELD AT LLANVACHES CHURCH HALL TUESDAY 26 NOVEMBER 2013**

Present Councillors Clive Bevan  
Liz Williams  
Tony Rex

Public Attendance 3

### **2365 APOLOGIES FOR ABSENCE**

Cllrs Kay James, Lyndon Jones

### **2366 DECLARATION OF INTERESTS**

None declared

### **2367 MINUTES OF COMMUNITY COUNCIL MEETING (15 October 2013)**

Cllr Williams proposal that the minutes be accepted as a true record was seconded by Cllr Rex and agreed unanimously.

### **2368 MATTERS ARISING FROM MINUTES**

There were no 'Matters Arising'. All items were covered on the Agenda.

### **2369 PUBLIC PARTICIPATION**

Nothing was raised

### **2370 MATTERS OF LOCAL INTEREST OR CONCERN**

**(i) Community Defibrillator :** Mr Peter Richards gave data on the Defibrillator Project :-

- a) Training - 42 people attended Training. An additional session is planned for January.
- b) The defibrillator and case have been delivered and are ready for installation. The alarm on the case can be switched off to avoid nuisance. Cllr Bevan will arrange installation.
- c) Llanvaches Community Council will formally adopt the defibrillator and insure it.
- d) The defibrillator has a 7 year warranty and the batteries and pads should last 5 years if not used. The replacement cost of the batteries and pads would be approximately £150.
- e) Council will budget £150 for pads and batteries and £50 for maintenance each year.
- f) A nominated Cllr must be responsible for a weekly check – person to be decided.
- g) Annual Inspection by a professional is required. At present the Welsh Ambulance Service will inspect the machine annually but, in future, an alternative is likely to be needed. Mr Richards will guide Council in the choice.

**(ii) Christmas Lunch/Party :** The Clerk reported that due to time and date constraints, a Christmas lunch for pensioners would not be arranged this year. It was suggested that a lunch could possibly be planned for January/February.

**(iii) Jubilee Tree :** The Clerk stated that the tree had been delivered to Newport City Council and she would contact them to arrange a planting date.

**(iv) Road Flooding :** Cllr Rex reported that Mr Richard Lloyd, who had been instrumental in advice and help with flooding in the area, was leaving NCC. Cllr Rex will speak to Mr Lloyd to try to gain an introduction to his successor.

**v) Risk Assessment-Playing Field :** Cllr Bevan sought Cllrs' views on fencing off the play equipment area within the Recreation Field. Cllr Rex remarked that there is no pressure from our Insurance Company nor from our Annual Inspection Officer, for this type of action, so, why fence it?

Cllr Rex added the comment that there were a number of gates into private property, around the playing field. The Lease states that the field must have a continuous stock proof fence surrounding it - and the insurers follow this information. He suggested that discussions are held with NCC Estates and Aon to find out whether they accept the gates without any risk to LCC.

Cllr Bevan requested an update on the Byelaw issue. Cllr Rex said that the Clerk had been asked (19 Sept) to obtain details of what Council must do to edit/replace existing formal Byelaws and to report on the comparison between the formal Byelaws and those displayed in the playing field. The Clerk is working on the topic.

Cllr Bevan also raised the question of right of access to the playing field and stated that during the Summer Fete, there had been a number of cars damaged when turning into playing field entrance track from the main road. Cllr Bevan reminded Council that any issue on footpaths and emergency right of way is an LCC responsibility and should be further discussed. Cllr Rex said that Council had agreed (24 April 2012) to allow the Birchfield Right of Way issue to become dormant whilst the then current attitudes from RoSPA etc were not pressing as hard for a second exit/entrance. Cllr Rex added that with a different Council it might be the time to review dormancy. He said that further action depended on the Chairman who stated that the playing field access should be discussed and have an outcome that is based on current facts.

**(vi) Playing Field Margins :** Due to the high potential cost of wild flower seeds, it had been suggested at the previous meeting that a specified area be allocated for planting rather than the whole perimeter. Cllr Williams said she had been in contact with NCC about a possible path around the field and would contact them again to ask for advice on the best place to plant an area of wild flowers.

### **2371 PLANNING MATTERS**

**13/0991 Ty Bach Upper Millbrook Farm – Resubmission following Appeal :** Not yet determined.

**12/1080 Wentwood Lodge - Expansion of existing Dog Breeding and Training Facilities including Retail Sales and Provision of a permanent Managers/Staff Dwelling, Visitor Accommodation, Reception, Admin and Dog Viewing Facilities and Associated Car Park :** Cllr Rex said that an appeal against refusal of application was due to take place next month.

**13/1156 Land to the north of Wentwood Reservoir – Prior approval for erection of Agricultural Building for Storage of Fodder :** Cllr Rex said that NCC said that planning approval was not needed for this.

Cllr Bevan wished to inform Council that it would be the 14/15 December before all the stages of the LDP Response to LDP Alternative Candidate Sites are gone through by NCC.

### **2372 CORRESPONDENCE LIST**

There were no comments about the circulated Correspondence Lists.

### **2383 FINANCIAL MATTERS**

#### **(i) Payment of Accounts – Payments Due and Payments Confirmed**

The Clerk presented the following items for payment

1.	Clerks Salary November 2013 (by Standing Order)	143.10
2.	Tax Due: re Clerks salary November 2013	35.80
3.	Mazars – Audit Fee	86.00
4.	Clerks Expenses (Refuse Bags for Playing Field Litter Bins)	3.25
5.	O.V.W. (copy of Governance & Account ability Guide	22.00
6.	O.V.W. (Purchase of Model Standing Orders)	25.00
7.	H.M.R.C. (Late Submission Fine)	100.00
8.	St.Dubritius Church (Ground Maintenance Grant)	100.00
9.	Bethany Chapel (Ground Maintenance Grant)	100.00
10.	Tabernacle Church (Ground Maintenance Grant)	100.00

**TOTAL            £815.15**

The Clerk said that the HMRC Late Submission Fine had been reduced on appeal from £300 to £100 as listed. However, confirmation was needed by HMRC that we would accept this revised amount. It was proposed by Cllr Rex and seconded by Cllr Williams that a letter be sent to HMRC agreeing to this revision.

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

**(ii) Website Grant :** The Clerk said that the £500 Website Grant had been received from the NCC. Council and NCC have already agreed the grant would be spent on buying a laptop and Office 2013 software. Cllr Bevan proposed, and Cllr Rex seconded, the motion that the Clerk should purchase the items up to a maximum of £500 ex VAT. Cllr Williams agreed.

**(iii) Cash Book Update :** The Clerk reported that Council spent £481.95 in October and received £814.49 which gave an overall cash flow balance of £2,037.12 for the year to date. The closing balances at 1 November 2013 totalled £18,641.99

### **2363 ANY OTHER BUSINESS**

Cllr Rex reminded Council that the 'deadline' for Precept/Concurrent figures to be submitted to NCC is 14 January. The Final Draft Budget must therefore be approved by Council at the meeting on 21 January. A Draft Budget will be prepared for the December meeting.

**2364 DATE OF NEXT MEETING** : 17 December 2013

The meeting closed at 9.00 pm.