



**(iii) Village Plan** – Cllr Williams had explained at the previous meeting that a comprehensive plan outlining details of responsibilities within the village was needed. Cllr Williams would like to keep this on future Agendas while she carried out further research.

**ACTION LW**

**(iv) Internal Auditor Report on 2013-14 Accounts** – Mrs Sandra Hancock (Internal Auditor for Llanvaches Community Council) was invited to give her report on the 2013-2014 Accounts. Whilst the Accounts all balanced there were some minor points she recommended take place for the 2014-2015 financial reporting. **(i)** Cashbook to show day to day transactions with a separate record of Payments/Receipts to provide any additional information required by Council **(ii)** a separate column in cashbook be used to record VAT **(iii)** RFO to monitor and review bank interest rates **(v)** Council advised to check with ICO as to whether LCC should be registered as a Data User. A full written Internal Audit Report was distributed to all Councillors.

Liz, this was not a recommendation on report so should be separate item. Where do you suggest

As part of their decision it was decided that the hours of the Clerk, and the times that Councillors could reasonably contact the Clerk should be reviewed. The Chairman and the Clerk will review these and report back to the Council.

**ACTION LW/LJ**

**(v)** Proposed by Cllr Challenger to accept all the Internal Auditor's recommendations, in particular ensuring that the cashbook was 'laid out to published standards', seconded by Cllr Morgan and agreed unanimously.

#### **2449 FINANCIAL MATTERS**

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

	<b>£</b>
1 Clerks Salary June 2014 (by Standing Order)	144.00
2. Tax Due: re Clerks salary June 2014	36.00
3. Clerks Expenses (Chepstow Garden Centre – Plants For village green	54.05
4. GSL (Internal Auditor Fee)	87.40
<b>TOTAL</b>	<b>£321.45</b>

Cllr Challenger proposed that the above payments be approved. Cllr Morgan seconded the Motion and it was agreed unanimously.

##### **(ii) Cash Book Report**

The Clerk reported that opening balance 2 June 2014 was £17,856.49 and again reminded Council that £10,388.00 of this was for Play Equipment. Payments up to 2 Jun of £1128.89 and receipts of £1,195.00, this gave an overall cash flow of £66.11

**(iii) 2014/2015 Precept and Concurrent Grant Update** – The Clerk reported that the second Precept instalment had been received from NCC and would show in next month's receipts

**(iv) Final Accounts 2013-14** – To be presented at July meeting.

**(v) Agree Annual Return** – Mrs Hancock referred to the distributed copy of the Annual Return that Councillors had received. She referred to Item 12 *Total fixed assets and long-term assets* and could not balance the amount shown for last year against the Asset Register for this year. The Clerk would contact Cllr Rex to clarify before the Annual Return can be submitted to Mazars.

**ACTION LJ**

#### **2450 PLAYING FIELD MATTERS**

**(i) Weekly Inspection Report** – The Clerk said there was nothing to report

**(ii) Playground Equipment** – Cllr Williams gave a presentation to Council. (Presentation attached) Cllr Williams said a village survey was carried out in July 2013 with a response rate of 21%. The survey highlighted that people wanted a climbing frame with ropes and a path around the play field so that the field could be used more in the winter by those who need wheelchair access, children with scooters, push chairs etc. Flower beds were also mentioned. Resident Mrs Penny Lawrence asked was it possible for a new piece of equipment for the children, to be installed before the end of the year. Cllr Williams asked

was a quick fix needed or do we look at the longer term. Cllr Williams said she would prefer to try and obtain match funding for the £10,000 Council already had which would give more appeal for the long term. Before the end of the presentation, Cllr Williams said that any help from volunteers to obtain quotations and write applications would be very much appreciated. Cllr James asked if a quote could be obtained for a climbing frame and rope. Cllr Challenger asked that this now become an Agenda Item for at every meeting. It was agreed that if match funding had not been obtained by the end of the calendar year, then the money would then be spent. Cllr Williams said she was meeting with a contractor on Friday and would report back.

**ACTION LW**

#### **2451 MATTERS OF LOCAL INTEREST OR CONCERN**

**(i) Theft of Defibrillator :** The Clerk reported that the defibrillator had been stolen from Llanvaches Village Green on Tuesday 10 June 2014. She had reported the theft to Gwent Police and had been issued with a Crime Number. The Clerk had been liaising with Mr Peter Richards who had suggested that the theft be reported to the Argus. He had today (17 June) managed to secure another defibrillator, free of charge, for Llanvaches and had installed it on village green. The Clerk suggested that a letter of thanks be sent to Mr Richards thanking him for his help and support with providing a replacement defibrillator.

**ACTION LJ**

**(ii) Grass Cutting – Review and Update :** The Clerk updated Council on the ground maintenance contract and said she had met with two officials from Newport City Council on 9th June to express concerns that had been received by both residents and Councillors on the poor maintenance with the grass cutting especially the borders of long grass that had been left and now encroached to approximately 12ft out to the playfield . She also wanted to ensure that the playfield field was cut for the forthcoming 'Big Lunch' . Cllr Challenger said we had a contract with NCC for ground maintenance and were paying for both the cutting of the playing field and borders. There was a definitive scope of work detailed in this contract. Cllr James agreed that the margins needed to be cut as the grass was too long. Cllr Challenger said that within the Health and Safety Act relating to play fields, it clearly states *that wild flowers, nettles or any plant that attracts bees should not be encouraged*. Cllr Williams said for the remainder of this year and contract with NCC, borders would be strimmed.

The complaints of dog fouling still remain and this item will be placed on July Agenda for discussion. Cllr Williams asked if Ward Cllr Ray Mogford would enquire if Newport City Council would supply and empty a bin

**ACTION RM**

#### **2452 CORRESPONDENCE LIST**

Nothing raised

#### **2453 PUBLIC PARTICIPATION**

- (i) Garage at Rear of White Lodge:** Resident Mrs Ann Bailey said she was very upset upon receiving a visit from Newport Planning regarding a letter they had received from 'CONCERNED RESIDENTS OF LLANVACHES' claiming that she did not have planning permission for a garage built at the rear of her property. She said that she had contacted Mr Paul Marshall of NCC next day regarding this matter and told him that the garage had been built around 16 years ago, and she had full planning consent from NCC to build the garage and had all the relevant paperwork. NCC were taking no action and the matter was now closed. She said that she wanted to voice her concerns on how spiteful fellow residents could be and does not intend to pursue the matter further. Cllr Williams said that under the Freedom of Information Act, Mrs Bailey could ask to see the letter which NCC would be obliged to show her and would have to give a good reason under the Act not to reveal the names of the writers.
- (ii) Mr Richard Gill (Director of a business in area)** introduced himself to meeting. He has been experiencing problems with people moving signage advertising his business near the A48 and of numerous complaints made to NCC by a resident of Llanvaches. A person had telephoned his office to say they were speaking on behalf of Llanvaches Community Council complaining of the sign obstructing the highway. Noise nuisance had also been reported to NCC and he

felt that he was being victimised. Cllr Williams said no one from LCC had contacted him and this kind of behaviour was a matter of concern.

- (iii) **Safety at Rock & Fountain Junction** : Cllr Williams said that there had been problems in the past with visibility hindered by signs at the Rock & Fountain/A48 as this had led to accidents. As long as the signs do not obstruct visibility then they have been allowed.
- (iv) **Safety Risk Pike Road** : Resident Mr Clive Bevan said that there was a safety risk when turning right into Pike Road from St Brides Road. Cllr Williams said that the Police had told Council the signs on the A48 at that junction were advisory and not enforceable. Cllr Challenger said the Rock & Fountain had parked their car by the junction on the land outside the pub. This does not interfere with visibility when accessing onto A48.
- (v) **Fence at Rear of Church Hall/Amenity Land** : Resident Mr Clive Bevan asked whether the three residents at the back of the Church had been contacted by LCC regarding the erection of a fence by Ward Cllr Mogford at the rear of his property. Cllr Williams replied No and that LCC had no further concerns on this matter.
- (vi) **Quarrying** : Resident Mr Clive Bevan raised his concerns on the quarrying that took place last year by Mr Brian Stevens down at the Christmas Tree farm. Ward Cllr Mogford responded by saying that the owner is required to make a living off his land. He flattened the ground to grow Christmas Trees which are planted on a seven year cycle.
- (vii) **Bins on Tabernacle Road** : Resident Mr Clive Bevan raised the issue with bins on Tabernacle Road which was designated as highway. Ward Cllr Mogford had reported back that NCC have no issues on this matter and the matter is now closed.

#### **2454 PLANNING MATTERS**

##### **Recent Applications –**

- 14/0401 Gilgal Cottage, Gilfach, Llanvaches : Demolition of porch and trailer shed and erection of single storey extension to front and detached garage** – Cllr Morgan reported that the NCC Ecologist had suggested some restrictions in relation to removal of the old wood store. To protect any potential nesting birds, the store should not be removed until August, they also asked for a bat survey to be carried out. LCC have no issues on this application
- 14/0513 Whitebrook Farm, Whitebrook Lane, Llanvaches : Construction of a Manege with all Weather Surface** – LCC has no objection

#### **2455 ANY OTHER BUSINESS**

Nothing raised

#### **2456 DATE OF NEXT MEETING :**

Cllr Williams said that she was unable to Chair the next planned meeting of LCC on 15 July and asked Councillors if 16 July was acceptable. It was agreed that the next meeting would be held on Wednesday 16 July 2014 at 7.00 p.m.

The Meeting closed at 9.00 pm