

LLANVACHES COMMUNITY COUNCIL

MINUTES OF MEETING HELD AT LLANVACHES CHURCH HALL TUESDAY 21st OCTOBER 2014 at 7PM

Present

Chairman:-	Cllr Liz Williams
Councillors:-	Colin Carlson, Peter Challenger, Kay James, Penny Lawrence, Lesley Morgan
Ward Councillors:-	Ray Mogford
In attendance:-	Lucy Allen (Clerk)
Public Attendance:-	2

2486 APOLOGIES FOR ABSENCE
Cllr Tony Rex, Cllr David Atwell

2487 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA
Cllr Penny Lawrence declared an interest under the Code of Conduct in item under **Financial Matters:- 2489 (d) “Llanvaches Events Committee”**, and took no part in discussion of this item.

2488 MINUTES
Cllr Carlson proposed that the minutes be accepted as a true record. This was seconded by Cllr Morgan and agreed unanimously, the minutes were signed as a true record of the meeting.

2488 MATTERS ARISING FROM MINUTES
Item 2475 Matters Arising. Item 2462 (ii) Website. The Clerk advised members that there was no further funding from One Voice Wales in the near future to set up a Community Council Website.
Item 2475 Matters Arising. Item 2466 Public Participation. The Clerk advised that she had referred the matter of a 2nd defibrillator to Newport County Council to see if there was the possibility of any funding. The “Welsh Hearts” charity in Cardiff also donates defibrillators to communities and that this would be an agenda item at the next meeting of Council.
Item 2477 Financial Matters (v) Commemorative Plaque. Members noted that the plaque had arrived and that Cllr Williams would arrange to have it installed.
Item 2481 Public Participation. In relation to the Army Camps unusual activity eg: night manoeuvres, no response had as yet been received but the Clerk will continue to pursue.

2489 FINANCIAL MATTERS

a. Payment of Accounts

1. Clerk’s salary October 2014 by cheque	£180.00
2. Mazars External Audit work	£210.00
3. Newport City Council – quarterly grounds	£262.70
4. WM Garden Services Ltd – gate and zip repairs	£252.00

5. Hand Made Signs – reissue cheque	£ 70.00
TOTAL	£975.10

Cllr Morgan proposed that the above payments be approved, which was seconded by Cllr Challenger and agreed unanimously.

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council’s bank accounts for September 2014 was confirmed.

c. Quarterly Budget Review

Members considered the budget report for period ending 30th September 2014 which had been circulated with the agenda. The Clerk identified a number of unspent budget provisions which might appropriately be transferred to reserves.

RESOLVED:-

To note the budget monitoring report for the period ending 30th September 2014 and to agree to transfer the following unspent budget provisions totalling £1,000 to Playground Equipment Replacement in Earmarked reserves:-

3. Tax Penalties & Repayments	£410
5. Training	£140
18. General Maintenance	£200
19. Contingency	£250

A member of the meeting sought to vary the order of the business in order that they may consider the financial implications in relation to Replacement Play Equipment.

RESOLVED:-

That the next item of business be Item 2491 (b). Replacement Play Equipment

2491 PLAYING FIELD MATTERS

b. Replacement Play Equipment

Members were advised that a quotation had been received to supply and install the following:

180 sq/m of rubber mulch pathway from the kerbside to the play equipment	£6,615
Clamber Stack 4	£5,175
52sq/m of 40mm rubber mulch safety surface required for clamber stack	£2,277
Groupswing	£1,250
27 sq/m of 40mm rubber mulch safety surface required for group swing	£1,423
Total	£16,740

Individual costs for a gravel path:-

path of 155.62m	£2,900
increased to form loop around park	£4,522
increase to form approx. 10M loop around play equipment	£3,458

Individual costs for a rubber mulch path:-

increased to form loop around park	£10,321
increase to form approx. 10M loop around play equipment	£7,890

Members were further advised that a Lottery Bid funding application would be submitted before the end of the year for match funding.

During discussions of the quotation, a member was concerned that a gravel path would be extremely difficult to wheelchair users and may not be DDA compliant. The meeting was also reminded that the play area is for the whole community to have access to and not just the children.

Concerns were raised regarding the length of time that it was taking to have the new play equipment agreed and installed and, as many of the local children had been involved in fund raising for the new equipment, it would be nice for them to see the results.

RESOLVED:-

That the Lottery Bid application be submitted by the end of the year and that the Community Council transfer £1000 unspent budget provision into earmarked reserves for Play Equipment.

d. Llanvaches PCC

Members reconsidered correspondence received from Llanvaches PCC who are requesting financial assistance towards the substantial costs incurred in eliminating the dry rot problems discovered in the Church Hall porch and roof. A Member was concerned that there were other longstanding issues that the Community Council had committed to which needed to be resolved before any donations are made. Members were also mindful of the fact that Community Council already donates to the PCC by paying more than required for hire of the hall for meetings.

RESOLVED:-

To write to Llanvaches PCC to advise that the Community Council will consider a donation at the end of the financial year as the Council has various commitments which it needs to resolve first.

e. Llanvaches Events Committee.

Members reconsidered the request from the Events Committee to have a Christmas tree erected on the Green. The meeting was advised that a quotation had been sought for permanent tree at a cost of £35 for a 7/8ft tree. Discussions had yet to take place with Newport City Council with regards to installing the tree.

RESOLVED:-

That Llanvaches Community Council supply, erect and secure a Christmas Tree on the village green up to a maximum budget of £200, proposed by Cllr Williams, seconded by Cllr Carlson, motion carried. The Clerk to liaise with Newport City Council regarding authority to plant the tree and the costs involved. (*LGA 1972 s144*)

2490 COUNCIL MANAGEMENT MATTERS

a. Website

Members noted that under the Local Government (Democracy) (Wales) Act 2013 basic contact information for Councillors should be made available on the Llanvaches Community Website.

RESOLVED: -

To have a "Contact your Community Council" page on the Llanvaches Community website. Information will include names of the elected or co-opted Community Councillors and the Clerks, telephone number, postal address and email address. Anyone wishing to contact Councillors will be advised to do so via the Clerk.

b. Declarations Of Interest

Members noted correspondence received from One Voice Wales regarding a Register of Members Interests (and of Gifts / Hospitality) and noted that there may be a need in the future to publish this information on the council website.

c. Archive of old Minute books

Members considered whether to archive the old minute books of Llanvaches Community Council to Gwent Archives for safe keeping. Cllr Williams advised that she would scan the minutes in order that they can be held on a disc and kept locally before being archived.

RESOLVED:-

Cllr Carlson proposed that, following the scanning of the old minute books for Llanvaches Community Council, they be sent to Gwent Archives for safe keeping, seconded by Cllr Morgan and agreed unanimously.

2491 PLAYING FIELD MATTERS

a. Weekly Inspection Report

Members noted that the works to the self closing gate and inspection of the zip wire had taken place. In relation to the arrangements for the carrying out of the weekly inspection reports the meeting discussed what the requirements from a insurance liability were. It was confirmed that as long as at the time of the inspection the “equipment was in a reasonable state of repair” and that “every reasonable precaution” was taken then that would satisfy the Community Council’s insurance requirements.

RESOLVED:-

To draw up a rota for Community Councillors to carry out the weekly inspection reports, to also include the goal posts and the hedges on the football field.

2492 PUBLIC PARTICIPATION

A member of the public raised concerns regarding the parking at the Rock & Fountain and the safety of drivers being able to see to pull out onto the Chepstow Road. Cllr Williams advised that she would write to the proprietors, on behalf of the village residents, to request that consideration be given to drivers when parking vehicles at the premises.

2493 MATTERS OF LOCAL INTEREST OR CONCERN

a. Street Closures

The Clerk advised that Newport City Council were obliged to provide advanced traffic signs at least 1 week prior to any planned road closures with diversion routes signposted at the time of the closure.

b. Fire Hydrants

Members noted that there was some concern regarding the access to the fire hydrants within the village, following the recent fire and that there was conflicting information as to who was responsible for insuring access at all times.

RESOLVED:-

The Clerk to contact Welsh Water and the Fire Service to confirm who is responsible for the fire hydrants in Llanvaches.

2494 CORRESPONDENCE LIST

Members received and considered the correspondence set out in the schedule emailed to members prior to the meeting.

With consent of the Chairman, the Clerk reported the following late items of correspondence, received too late to be put on the agenda, for information:-

a) Resignation, effective immediately, from Cllr Tony Rex as Community Councillor for Llanvaches Community Council.

b)

The Chairman wished to thank Cllr Rex on behalf of the Council for the work and time that he had committed to the Community Council over the years.

b) Notification that the next Langstone ward meeting is on Tuesday, 11th November 2014 at 6.30pm in St Johns Hall, Penhow.

2495 PLANNING MATTERS

Members considered attendance at the “Community Planning” seminar hosted by Planning Aid Wales on Tuesday, 18th November 2014 at Chapter Arts Centre in Cardiff. Cost per delegate is £20.

RESOLVED:-

Cllr Morgan to attend the “Community Planning” seminar hosted by Planning Aid Wales in Tuesday, 18th November 2014 at Chapter Arts Centre, in Cardiff at a cost of £20 per delegate. Proposed by Cllr Williams, seconded by Cllr Carlson, agreed unanimously. (LGA 1972 s111)

Recent Applications

14/0864 Rock and Fountain Inn, Chepstow Road, Newport:

Change of use from Motel to Flats

OBSERVATION:- Llanvaches Community Council recommend approval subject to there being ample parking for residents within the proposed development to avoid the need for off road parking.

14/0513 Whitebrook Farm, Whitebrook Lane, Llanvaches:

Construction of a Manege with all Weather Surface - **APPROVED**

2496 FURTHER COMMENTS FOR FUTURE CONSIDERATION

A member requested that under future agenda item “Public Participation” that representations from the public remain anonymous.

The path by the post box in Wentwood Drive is becoming very slippery with the growth of algae, the Clerk advised that she would contact Newport CC to discuss the issue.

Members requested a copy of the winter gritting schedule from Newport CC.

Items for next meeting - Application for a 2nd defibrillator in Llanvaches.

Consideration to the draft budget for 2015/2016

To provide an update of the replacement / addition of waste bins

2497 DATE OF NEXT MEETING

The next meeting of Llanvaches Community Council would be held on Tuesday, 18th November 2014 at 7.00pm in the Church Hall, Llanvaches.

The Meeting closed at 8.55 pm

Signed.....CHAIRMAN

Date.....