

LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council
Held at Llanvaches Church Hall on
Tuesday 15th September 2015 at 7PM

Present

Chairman:- Cllr Liz Williams

Councillors:- K James, P Lawrence

Ward Councillor:-

In attendance:- Lucy Allen (Clerk)

Public Attendance:- 1

2623 APOLOGIES FOR ABSENCE

Cllr Challenger, Cllr Morgan

2624 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None

2625 MINUTES

Cllr Lawrence proposed that the minutes of the ordinary meeting of Council on Wednesday, 15th July 2015 be accepted as a true record. This was seconded by Cllr James and agreed unanimously, the minutes were signed as a true record of the meeting.

2626 MATTERS ARISING FROM MINUTES

None.

2627 FINANCIAL MATTERS

a. Payment of Accounts

i.	Clerks salary August 2015 by standing order	£182.27
ii.	Clerks salary September 2015 by standing order	£182.27
ii.	Combined Playground Services	£ 90.00
iii.	Vision ICT	£ 300.00
	TOTAL	£754.54

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

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for July and August 2015 was confirmed.

c. 2nd Quarter Budget Review

Members considered the budget report for period ending 30th September 2015 which had been circulated with the agenda.

RESOLVED:-

To accept the budget report for the period ending 30th September 2015.

d. External Audit

The Clerk reported that External Auditor had completed their audit work for the Annual Return 2014/2015 and that apart for the matter reported below, on the basis of their review and in their opinion the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Matter reported:- The Annual Return was returned to enable the Council to correct an error in Section 1. Transfers of money between the Council's bank accounts were erroneously included within Boxes 3 (other receipts) and 6 (other payments) overstating both boxes. In future the Council should ensure it follows proper practice for Community Councils and excludes transfers between bank accounts from Section 1.

2628 COUNCIL MANAGEMENT MATTERS

a. Councillor Vacancy

Members noted that there is a Councillor vacancy following the resignation of Colin Carlson and that the statutory Notice of Vacancy would be advertised on the notice boards and on the website.

b. Website

Members were advised that the new Community Council website has been updated with the minutes dating back to 2010 and that all documents required to satisfy current legislation had now been uploaded.

RESOLVED:-

To launch the website immediately and to place posters on the notice boards as well as in the Community First magazine to advise residents of the web address. Uploading of historic minutes to be an ongoing project once the website is live.

c. The Queen's 90th Birthday Street Party

Members considered correspondence received from the Llanvaches Residents Social Group in respect of the Queen's 90th birthday street party to be held on 11th June 2016. Members noted that LRSG are requesting a meeting to discuss ideas of what could be done at the event and are also seeking a funding contribution from the Community Council.

RESOLVED:-

To invite members of the Llanvaches Residents Social Group to the next meeting of Council on Tuesday, 20th October 2015 to present their proposals to celebrate the Queens 90th Birthday Street Party due to be held on 11th June 2016.

2629 PLAYING FIELD MATTERS

a. Annual Play Equipment Inspection

Members considered the annual play equipment inspection report which had been circulated with the agenda and noted that the following recommendations for repair had been advised by the inspector (these risks are within the low/medium risk to carry out the inspectors recommendations):-

Cradle Swings

Rising of the seats to a minimum of 350mm

Replace tab end shackles with button end or countersunk fixings

Replace missing caps from the underside of the seats

Sort out surface ground around the posts to prevent tripping points

Replace pink plastic strap on small swing

Flat Seat Swing

Ensure that the swing is secure in the ground

Slide

Repair all areas of paintwork which has rusted / worn away exposing the metal underneath
Reinstate the surface under the slide which has eroded exposing rubble and concrete

Zip Wire

Repair / replace the spring buffer

Adjustment of the cable stop position to ensure the minimum distance of 2m is maintained

Replacement of the missing end caps

Ensure the seat is a minimum of 400mm above ground level when loaded with 130kg

Picnic Bench

Additional bracing required to prevent collapse

Bench Seat

Securely fix the bench to the ground

Members were advised that the zip wire is not able to be lifted to within the recommended height of 400mm above ground level when loaded with 130kg and the Clerk sought to contact the original contractors who installed the zip wire for further advise.

RESOLVED:-

To carry out the repairs to the play equipment, picnic benches and seats as advised by the inspector in the Annual Inspection Report.

b. Play Equipment Quotation

Members considered the quotation received for the repairs to the play equipment, benches and picnic tables, as advised on the annual inspection, at a total cost of £475 + VAT. A member requested that the bench in the football field be added for repair.

RESOLVED:-

To authorise the repairs to the play equipment, benches and picnic tables, as advised on the annual inspection, and to add the repair of the bench in the football field at a total cost of £505 + VAT (*Local Government (Misc. Provisions) 1976, s19*). Proposed by Cllr Williams, seconded by Cllr James and agreed unanimously.

c. Weekly Inspection Report

No further matters to report following the annual inspection, however concerns were raised as there is some weed growth in the new pathway into the park. The Clerk to contact the contractor to advise.

d. Football Field -

Members considered the purchase of 4 heavy duty “U” pegs to hold down the football net at a total cost of £12.45 (including delivery).

RESOLVED:-

Not to purchase the heavy duty “U” pegs to hold down the football net but to investigate the possibility of purchasing new football posts in the future subject to budgetary provision and an extension to the existing lease.

e. Play Park

Members were advised that the play equipment was in the process of being installed and was due to be completed by the end of the week.

2630 PUBLIC PARTICIPATION

A member of the public advised that there is a lot of moss growth on the pathways around Castle Rise and Wentwood Drive and that in some places the pathway was very uneven. The Clerk advised that she would contact Newport City Council to advise of the hazard.

A member of the public was concerned that the Christmas tree installed by the Community Council in 2014 was not looking particularly healthy. A member advised that they would contact the contractor who supplied the tree to ask for advice.

2631 MATTERS OF LOCAL INTEREST OR CONCERN

None.

2632 CORRESPONDENCE LIST

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

2633 PLANNING MATTERS

None.

2634 FURTHER COMMENTS FOR FUTURE CONSIDERATION

None.

2635 DATE OF NEXT MEETING

The next ordinary meeting of Llanvaches Community Council will take place on Tuesday, 20th October 2015 at 7.00pm in the Church Hall, Llanvaches.

The meeting closed at 8.15pm.

Signed CHAIRMAN

Date.....