

# LLANVACHES COMMUNITY COUNCIL

Draft Minutes of the Ordinary Meeting of Llanvaches Community Council  
Held at Llanvaches Church Hall on  
**Tuesday 28<sup>th</sup> April 2016 at 7PM**

## Present

Chairman:- Cllr Liz Williams

Councillors:- P Challenger, K James,  
P Lawrence, L Morgan

Ward Councillor:-

In attendance:- Lucy Allen (Clerk)

Public Attendance:- 2

## 2704 APOLOGIES FOR ABSENCE

## 2705 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None.

## 2706 MINUTES

Cllr Williams proposed that the minutes of the ordinary meeting of Council on Tuesday, 15<sup>th</sup> March 2016 be accepted as a true record. This was seconded by Cllr Lawrence and agreed unanimously, the minutes were signed as a true record of the meeting.

## 2707 MATTERS ARISING FROM MINUTES

None.

## 2708 FINANCIAL MATTERS

### a. Membership of One Voice Wales

Members considered renewal of the membership to One Voice Wales 2015-2016 at an annual cost of £47.

### RESOLVED

Cllr Morgan proposed that the Community Council renew their membership with One Voice Wales for the financial year 2016-2017 at an annual cost of £47, seconded by Cllr Challenger and agreed unanimously (*LGA 1972, s111*).

### b. Payment of Accounts

i.	Clerks salary March 2016 by standing order	£182.27
	Newport City Council (Q4 2015/16)	£279.36
	Cardiac Science - defibrillator	£220.20
	One Voice Wales - annual membership	£ 47.00
	<b>TOTAL</b>	<b>£728.83</b>

A Member raised a query in relation to the recent tree cutting in the playing field and questioned why the large Prunas which overhangs a residents garden had been not been

reduced in height. The Clerk agreed to contact the contractor to clarify and therefore payment of this invoice was withheld until clarification had been received.  
Cllr Morgan proposed that the above payments be approved, which was seconded by Cllr James and agreed unanimously.

**c. Cash Book and Bank Reconciliation**

The adoption and reconciliation of the Community Council's bank accounts for March 2016 was confirmed.

**2709 COUNCIL MANAGEMENT MATTERS**

**a. Asset Register**

Members considered the asset register detailing all physical assets owned by the Community Council and the depreciation policy to be adopted on fixed assets, particularly the play equipment.

**RESOLVED:-**

To accept the asset register and agree a 5 year straight line basis for the annual amount of depreciation on play equipment. Proposed by Cllr Challenger, seconded by Cllr Morgan and agreed unanimously.

**2710 PLAYING FIELD MATTERS**

**a. Weekly Inspection Report**

It was noted that the small gate into the playing field was not closing properly and a resident agreed to adjust the spring that ensures the gate closes.

The pathway has some weed growth and a resident agreed that they will weed spray on behalf of the Community Council

It was further noted that the bench in the football field was not secure to the ground and that a bench in the playing field was rotting and it may need replacing in the near future.

**2711 PUBLIC PARTICIPATION**

A resident advised that the bin in the football field has yet to be removed and questioned if a refuse bin could be obtained for use by the church hall. At present they do not have access to a bin and the rubbish is being taken home.

The Clerk agreed to contact the Ward Councillor for the area to request a bin and to find out the cost to purchase a new one.

**2712 MATTERS OF LOCAL INTEREST OR CONCERN**

**a. Defibrillator**

Members noted that the battery and pads have been installed in the defibrillator with an expected life span of 2 years before replacement.

**2713 CORRESPONDENCE LIST**

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

**2714 PLANNING MATTERS**

Members were advised that Newport City Council list all new planning applications under the ward of Langstone despite various emails between a Member and the Council. The Clerk will contact the Council advising that the issue is still persisting.

Members were concerned to note that a gate has been put in the fence which backs onto the football field and that under the terms of the lease the Community Council have to "maintain

all fences". The Clerk to write to the resident to ask if they sought permission from the land owner and, if so, to request sight of the confirmation.

**2715 FURTHER COMMENTS FOR FUTURE CONSIDERATION**

None.

**2716 DATE OF NEXT MEETING**

The Annual meeting of Llanvaches Community Council will take place on Thursday, 19<sup>th</sup> May 2016 at 7.00pm in the Church Hall, Llanvaches.

**2717 TO EXCLUDE THE PRESS AND PUBLIC OWING TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS:-**

- 2718 ANNUAL INSURANCE RENEWAL**
- 2719 INTERNAL AUDITOR QUOTATIONS**

**2718 ANNUAL INSURANCE RENEWAL**

Members considered the confidential report detailing three quotations for insurance in relation to the Community Council, and further considered whether to enter into a three year agreement.

**RESOLVED:-**

To accept the renewal quotation from Aon Insurance at a premium of £467.60 for the year commencing 1<sup>st</sup> June 2016 but not to enter into a three year Long Term Agreement. Members were advised that this premium may increase slightly due to the increase in insurance required for the playground surfaces. Proposed by Cllr Morgan, seconded by Cllr Williams and agreed unanimously.

**2719 INTERNAL AUDITOR**

Members considered the confidential report detailing three quotations for appointment of an internal auditor for the financial year ending 31<sup>st</sup> March 2016.

**RESOLVED:-**

To accept the quotation from Ms S Bushell FILCM and confirm the appointment as the internal auditor to audit the accounts for the year ending 31st March 2016 at a cost of £75.00. Proposed by Cllr Challenger, seconded by Cllr Williams and agreed unanimously (*Accounts and Audit (Wales) Regulation 2014*).

The meeting closed at 7.45pm.

**Signed .....** **CHAIRMAN** **Date.....**