

LLANVACHES COMMUNITY COUNCIL

Minutes of the Annual Meeting of Llanvaches Community Council Held at via Zoom remote meetings on **Tuesday, 18th May 2021 at 7pm**

Present

Chairman:	Cllr Dan Boulton
Councillors:	C Bevan, K James, D Kew, C Wynn
Ward Councillor:	
In Attendance:	Mrs Lucy Allen (Clerk)
Public Attendance:	1

3431 Election of Chairman

Members considered the election of a Chairman.

Resolved:

That Cllr Dan Boulton be the Chairman for the year 2021 - 2022, proposed by Cllr Wynn, seconded by Cllr Kew and agreed unanimously.

3432 Installation of Chairman

Cllr Dan Boulton to sign the Declaration of Acceptance of Office of Chairman for the year 2021 – 2022 at the next available opportunity due to the Covid 19 pandemic.

3433 Apologies for absence

None.

3434 Declarations of interest in items on the agenda

None.

3435 Minutes

Cllr Kew proposed that the minutes of the ordinary meeting of Council on Tuesday, 20th April 2021 be accepted as a true record. This was seconded by Cllr Boulton and agreed unanimously. The Clerk to arrange for the minutes to be signed at a future date due to the Covid 19 pandemic.

3436 Matters arising from the minutes

None.

3437 FINANCIAL MATTERS

a. Payment of Accounts

Payee	Description	Cheque Number	Amount
Clerk Salary	May	Standing Order	£217.53
Came & Co	Annual Insurance	001016	£475.70
L Allen	Zoom April & May	001017	£28.78
TOTAL			£722.01

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

b. Cash Book and Bank Reconciliation

The adoption and reconciliation of the Community Council's bank accounts for April 2021 was confirmed.

c. Standing Orders

The meeting reviewed the Community Councils Standing Orders which had been circulated with the agenda.

Resolved:

To adopt the Standing Orders with no amendments.

d. Financial Regulations

The meeting reviewed the Community Councils Financial Regulations which had been circulated with the agenda.

Resolved:

To adopt the Financial Regulations with no amendments.

e. Code of Conduct

Members received the Community Councils Code of Conduct.

f. Internal Auditor

Members considered the quotation received and the appointment of the internal auditor to carry out the work for the year end March 2021.

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 2021 at a cost of £150.00 (*Accounts and Audit (Wales) Regulation 2014*).

g. Annual Insurance Renewal

Members noted that the annual insurance is due for renewal and considered whether the schedule still meets the needs of the Community Council.

Resolved:

To accept the renewal cost of £475.70 for the annual insurance and confirm that the cover still meets the needs of the Community Council. Proposed by Cllr Wynn, seconded by Cllr Kew and agreed unanimously (*LGA 1972, s111*).

h. Independent Remuneration Panel for Wales – Determination in respect of the Remuneration of Community and Town Councillors.

Members noted the determination of the Independent Remuneration Panel for Wales in respect of remuneration of Community and Town Councillors with Determination (41) and (42) being mandated to Councillors therefore not requiring an "opt in" process.

Determination (41) – All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to

carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

Determination (42) All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Members considered whether to implement Determinations (44),(45),(46),(47) and (48).

Resolved:

Not to implement determination (44), (45), (46), (47), and (48) of the Independent Remuneration Panel for Wales in respect of remuneration of Community and Town Councils, proposed by Cllr Wynn, seconded by Cllr Bevan and agreed unanimously:

Determination (44): Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination (45) Payment to members in respect of travel costs for attending approved duties outside the area of the council at either actual costs of travel by public transport or the HMRC mileage allowance.

Determination (46) Reimbursement of subsistence expenses for members attending approved duties of the council which includes an overnight stay at the maximum rates identified on the basis of receipted claims.

Determination (47) Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:

Up to £54.00 for each period not exceeding 4 hours.

Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours

Determination (48) Community and town councils can provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

3441 Schedule of Meetings

The meeting noted the schedule of meetings for the year 2021/2022 and for the website to be updated with the dates.

3442 Annual Risk Assessment

The meeting considered the annual risk assessment prepared by the Clerk.

Resolved:

To adopt the Annual Risk Assessment which is prepared in line with the Governance and Accountability for Local Councils in Wales - A Practitioners Guide (2011).

3443 COUNCIL MANAGEMENT MATTERS

a. Outstanding queries from previous meetings

Members considered the report and noted that the following:

Footbridge – the gate will be replaced as part of the works contract recently instructed.

Drains – the drains at Tabernacle Road had been cleared but to keep this on the report in case there are future issues.

Bollards – no update as yet therefore Clerk to chase Newport City Council.

Millbrook Lane road damage – no update as yet therefore Clerk to chase Newport City Council.

Football Field works – contractor instructed, awaiting start date.

b. Asset Register

Members considered the asset register.

Resolved:

To approve the asset register detailing all physical assets owned by the Community Council.

c. Future of Community First magazine

Members considered correspondence received from the publisher of the Community First magazine advising that from May 2022 they would be stepping down from the position and requesting that the local Community Councils consider taking over the publication.

Resolved:

That Cllr Wynn would approach the existing publisher to find out how it has been running and the work involved and report back to the next meeting.

d. Community Council Liaison meeting

Members consider attendance at the Community Council Liaison meeting organised by Newport City Council.

Resolved:

That should a Councillor wish to attend, to contact the Clerk for access details.

3444 Ward Member Report

No report available. Members raised concerns regarding the lack of progress on some outstanding issues.

3445 Playing Field Matters

a. Fortnightly Inspection Report

Members received the fortnightly inspection report and noted that the required number of grass cuts had not been carried out in March, April, or May. The Clerk to contact Newport City Council to request an update.

3446 Public Participation

Playing Field – it was noted that there were more children visiting the children's play area.

Village Green Planting – summer planting would be carried out over the next week once the weather was drier.

3447 Matters of local interest or concern

None.

3448 Correspondence List

The meeting received the correspondence list as set out in the schedule emailed to members prior to the meeting.

3449 Planning Matters

a. To consider the following Planning Applications:

Planning Application Number: 21/0473

Address: Fisheries Lodge, Whitebrook Lane, Llanvaches
Proposal: DEMOLITION OF EXISTING GARAGE AND
ERECTION OF PROPOSED TWO STOREY SIDE
EXTENSION INCLUDING DORMERS, SINGLE
STOREY REAR EXTENSION INCLUDING
BALCONY AND EXTENSION OF FRONT PORCH

Observation: Llanvaches Community submit no objections.

b. Newport City Council – Replacement Local Development Plan

Members considered setting up a Planning Subgroup to address several planning issues in the village in readiness for submission to the City Council as part of the RLDP.

Resolved:

To set up a subgroup consisting of Cllrs Bevan and Kew to address several planning issues in the village in relation to:

- Amenity land,
- Village Boundary
- Rights of access
- Flooding and sewage

This subgroup will engage with Newport City Council to gain support for the genuine concerns that the community have. The subgroup to report any recommendations back to the Community Council for decision prior to submission to Newport City Council.

3450 Further comments for future consideration

Road safety at the Rock and Fountain junction.

3451 Date of next meeting

The next ordinary meeting of Llanvaches Community Council will take place on Tuesday, 15th June 2021 at 7.00pm via Zoom.

The meeting closed at 8.40pm

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