

LLANVACHES COMMUNITY COUNCIL

Minutes of the **Annual** Meeting of Llanvaches Community Council held via Zoom remote meetings on Tuesday, 28th May 2024 at 7pm

Present:

Chair: Cllr C Wynn
Councillors: K James, D Kew, I Norrie
City Councillor: 0
In Attendance: Mrs Lucy Allen (Clerk)
Public Attendance: 0

3862 Election of Chairman

Nominations were sought.

Resolved:

That Cllr Caroline Wynn be elected as Chair for the year 2024-2025. Proposed by Cllr Norrie, seconded by Cllr James and agreed unanimously.

3863 Installation Chairman

Cllr Caroline Wynn to sign the Declaration of Acceptance of Office at the next available opportunity.

3864 Apologies for absence

None.

3865 Declarations of interest in items on the agenda

None.

3866 Minutes

Cllr Norrie proposed that the minutes of the Ordinary meeting of Council on Tuesday, 16th April 2024 be accepted as a true record, seconded by Cllr James and agreed unanimously. The minutes will be signed at the next available opportunity.

3867 Matters arising from the minutes

None.

3868 Financial Matters

a. Annual Insurance Renewal

Members considered renewal of the annual insurance at a cost of £616.84 for 2024/25.

Resolved:

To approve the renewal quotation received for the annual insurance at a cost of £616.85 for 2024/25 (*LGA 1972, s111*). Proposed by Cllr Wynn, seconded by Cllr Norrie and agreed unanimously.

b. Glebelands Football Field

Members considered the lease payment for 23/24 and 24/25 at a cost of £300 for the lease of Glebelands Football Field.

Resolved:

To approve the payment for the lease of Glebelands Football Field for 23/24 and 24/25 at a total cost of £300.00 (*LG 1976 (MP) s, 19*). Proposed by Cllr Wynn, seconded by Cllr James and agreed unanimously.

c. Payment of Accounts

| Payee | Description | Cheque Number | Amount |
|----------------------|----------------------------|----------------------|------------------|
| L Allen | Clerks Salary – April | Standing Order | £268.62 |
| Zoom | Hybrid meeting March | PAYPAL BACS | £15.59 |
| Gallagher | Annual Insurance | 001093 | £616.84 |
| One Voice Wales | Annual Membership | 001094 | £69.00 |
| Newport City Council | Grounds Maint Q4 | 001095 | £508.50 |
| Cooke & Arkwright | Glebeland Rent 23/24&24/25 | 001096 | £300.00 |
| Total | | | £1,778.55 |

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

d. Cash Book and Bank Reconciliation

- i. The adoption of the receipts and payments for May 2024.
- ii. The adoption of the bank reconciliation for May 2024.

e. Independent Remuneration Panel for Wales

Members considered the recommendations in the report for payments to Members of Community and Town Councils and noted the mandatory payments for Determination 6 - Payment for extra costs of working from home and Determination 43 - Care of dependents.

Resolved:

Members resolved to adopt Determinations 46 (travel expenses) and 47 (reimbursement of subsistence expenses).

Members resolved not to adopt Determinations 4 (senior role), 7 (financial loss compensation), 49 (attendance allowance), 50 (payment to Chair), 51 (payment to deputy Chair) and 7(Overnight stays). Proposed by Cllr Wynn, seconded by Cllr James and agreed unanimously.

f. Zip line repairs

Members considered the quotation received for the repairs to the zip line following the Annual Inspection at a cost of £445.00 plus VAT.

Resolved:

To approve the quotation for the repairs to the zip line at a cost of £445.00 plus VAT subject to confirmation of guarantee and life expectancy of the repair. (*LG (MP) 1976, s19*). Proposed by Cllr Wynn, seconded by Cllr Kew and agreed unanimously.

- ii. The adoption of the bank reconciliation and cash book for April 2023 was confirmed.

3869 Council Management Matters

a. Outstanding queries from previous meetings

Members considered the list of outstanding queries awaiting completion following Community Council meetings and noted:

Min Ref 3640 - Council Management Matters b. Trees in Glebelands Field

Update: quote received of £900 for removal of ash tree near road – hold until required.

April Update: Members noted that the top branch which has been overhanging the telephone cable has broken off and it was agreed to review the tree once in full leaf.

Min Ref 3643 – Public Participation

ii. Uneven pavement in Castle Rise is dangerous.

Update: 23.11.23 - NCC inspector attended, advised that it did not meet intervention level but that the area will be monitored.

Action: keep on file and chase periodically

Min Ref 3657 - Council Management Matters, c. Warning signage re

heavy/wide/long vehicles on Gilfach Lane.

Update 25.7.23 – NCC response - location is on the traffic sign maintenance list and remains a location for considering future work. Unfortunately, other areas have been deemed of a higher safety critical status.

Action: keep on file and chase periodically

Min Ref 3674 - Public Participation

Wentwood Drive: path surface is in a bad state of repair and the resin coating has eroded.

Action: see action under 3643 above

3837 Playing Field Matters

3) A number of bricks on left hand side of playing field near boundary hedge in children's playing field are still in Children's Play Area. The bricks should be removed for Health and Safety reasons. A pipe (maybe a water pipe) is also next to the bricks.

May Update: Welsh Water attended and advised that the pipe was dead, ie. not connected, and have cut it back to about 4 or 5 inches below ground level – there is no charge.

3853 Playing Field Matters

a. Fortnightly Inspection Report

2) Only one grass cut in April 2023 - one grass cut by NCC due to Llanvaches Community Council in 2024.

May update - complete

7) Request NCC to cut the grass shorter - after the first cut of the year on 11 April 2024 the grass is still quite long.

May update - complete

3854 Public Participation

Concern was raised over Three Cornered Garlic which is growing on the side of Tabernacle Lane and is an invasive species. Council advised that this can be raised through Newport City Council and for the Clerk to contact City Councillor Ray Mogford as he had commented on social media that he would take the matter forward.

May update – response received, non-invasive therefore tolerated in hedgerows action complete

b. Schedule of Meetings

To adopt the Schedule of Meetings for the civic year 2024 – 2025.

c. Code of conduct

Received a copy of the Councils adopted Code of Conduct.

d. Financial Regulations

Members reviewed the Financial Regulations.

Resolved:

To accept the Financial Regulations without amendment.

e. Newport City Council – Community Council Liaison meetings

Members considered nomination of a representative to attend Newport City Council's Community Councillor Liaison meetings either in person or online. Meetings are held quarterly.

Resolved:

For Councillors to attend on a rota basis with Cllr Wynn attending the next meeting in July.

3870 Ward Member Report

Not present.

3871 Playing Field Matters

a. Fortnightly Inspection Report

Playing Field

- 1) Birchfield hedge border 'Right of Way' into the Children's playing field the gap now closed with a piece of wood.
- 2) A number of bricks on left hand side of playing field near boundary hedge in children's playing field. The bricks should be removed for Health and Safety reasons.
- 3) Zip Wire is quite low to the ground when a child sits on the seat - medium risk. Lucy has obtained a quote to modify retention cable to meet EN/176 regulations.
- 4) Children's Play Area: two swing seats the rubber has split on both sides - monitor.
- 5) A number of items on swing chains are getting rusty - monitor.
- 6) Wooden Climbing Frame: wood splitting - monitor.
- 7) Path in children's playing field has weeds and grass growing in it: NCC 2024 Maintenance Sheet states: April 2024: edge footpath, May 2024: Spray Herbicide footpath. These tasks have not been completed as the footpath is getting overgrown with grass and weeds.

It was also noted that there are a number of holes in the playing field which may cause a trip hazard.

Resolved:

Cllr Norrie will fill in the holes.

Sports Football Field

All the trees are starting to come into leaf.

3872 Public Participation

No members of the public were present.

3873 Matters of local interest or concern

Concerns raised by a resident regarding the Scotts Pine on village green.

Resolved:

For the Clerk to contact the Tree Officer at Newport City Council to advise of concerns.

3874 Correspondence List

Received and considered correspondence set out in the schedule.

3875 Planning Matters

a. Revised Local Development Plan

Nothing to report.

b. Newport City Council – Local Flood Risk Management consultation

Members noted that Newport City Council want to hear the views of the Risk Management Authorities, neighbouring local authorities and consultees on draft Local Flood Risk Management Strategy – closing date 3.7.24.

3876 Further comments for future consideration - items for next meeting

Members noted the non-attendance of Councillors at meetings.

3877 Date of next meeting

Confirmed that the next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 18th June 2023 at 7.00pm via Zoom.

3878 Exclusion of Press and Public

Resolved:

To exclusion of the press and public for the discussion of **Item 3879 Playing Field** owing to the confidential and sensitive nature, this is in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

3879 Playing Field

Members noted the response from the resident regarding the Right of Access from the playing field through their grounds.

Resolved:

To refer the matter to One Voice Wales for further advice.

The meeting closed at 7.55pm

SignedCHAIR

Date.....