

LLANVACHES COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of Llanvaches Community Council held via Zoom remote meetings on Tuesday, 18th June 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

3880 Apologies for absence

None.

3881 Declarations of interest in items on the agenda

None.

3882 Minutes

Cllr Wynn proposed that the minutes of the Ordinary meeting of Council on Tuesday, 28th May 2024 be accepted as a true record, seconded by Cllr Norrie and agreed unanimously. The minutes will be signed at the next available opportunity.

3883 Matters arising from the minutes

None.

3884 Financial Matters

a. 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
Total			£284.21

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

b. 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.

c. Internal Audit 2023/2024

Members considered the report from the Internal Auditor in respect of the Council's accounts for the year ending 31st March 2024

Resolved:

To accept the Internal Audit report for the year ending 31st March 2024 and to note the following recommendations:

- i. That a review of Financial Regulations following the recent publication by NALC of revised Financial Regulations.
- ii. Recommendation that Council includes the dates of the public notice in its minutes.

d. Annual Governance Statement

Members completed the Annual Governance Statement / Checklist for the Financial Year End (page 2 of the Annual Return).

e. Year End Accounts and Annual Return

i) Members considered the Year End accounts and Annual Return for the year ending 31st March 2024.

ii) To sign the Year End Accounts and Annual Return for the year ending 31st March 2024.

Resolved:

The Year End Accounts and Annual Return for the year ending 31st March 2024 were approved and the Chair was authorised to sign and date the Annual Return.

3885 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

3873 Matters of local interest or concern

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

June Update – emailed NCC

b. Corporate Governance - Review of Internal Control Procedures

In compliance with the Accounts and Audit (Wales) Regulations 2014 Members undertook a review of the Council's systems of internal control.

Resolved:

Having reviewed the Council's systems of internal control, the Members are satisfied that the Council's internal controls were:

- (a) operated during the year.
- (b) were relevant and appropriate for the Council; and,
- (c) were not too onerous or disproportionate

c. Corporate Governance - Review of Effectiveness of Internal Audit 2021/2022

In compliance with the Accounts and Audit (Wales) Regulations 2014 Members undertook a review of the effectiveness of the Council's internal audit arrangements.

Resolved:

Having reviewed the effectiveness of the Council's internal audit arrangements, Members are satisfied that the Council's internal audit arrangements meet the required standards and were effective.

3886 Ward Member Report

Not present.

3887 Playing Field Matters

a. Fortnightly Inspection Report

Children's Playing Field

- 1) Birchfield hedge border 'Right of Way' into the Children's playing field the gap is blocked with a section of wood fencing.
- 2) A number of bricks on left hand side of playing field near boundary hedge in children's playing field. Should be removed.
- 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/1176 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) The path in the children's playing field has lots of weeds and grass growing on it: NCC 2024 Maintenance Sheet states: April edge footpath, May Spray Herbicide footpath in May 2024. These tasks have not been completed as the footpath is getting overgrown with grass and weeds.

Sports/Football Field

All the Ash trees are in leaf.

Resolved:

To request a quote from Greenleif Landscapes to remove the bricks.

b. Zip line repairs

Members noted the comments from the contractor in response to questions raised by the Community Council:

- most annual play inspectors recommend that an aerial runway is serviced annually which includes a full inspection of the jockey, cable, brakes, seat, chains, supports fixings, and checking the ground clearance of the seat.

- On your runway, we will be tensioning the cable and checking the seat height to ensure it is set at the correct ground clearance.
- Over time the cable will stretch which makes it sag, lowers the seat, and makes the jockey runs slower. The more use that the runway gets, the quicker the cable will stretch. Therefore, it is not possible to offer a guarantee or predict the life expectancy of the cable or how quickly it will stretch, but we would recommend that a full service is carried out annually to the manufacturer's recommendations.

3888 Public Participation

No members of the public were present.

3889 Matters of local interest or concern

Road markings in the village are very worn

Resolved:

For the Clerk to contact Newport City Council requesting that they be reviewed.

3890 Correspondence List

Received and considered correspondence set out in the schedule.

3891 Planning Matters

a. Revised Local Development Plan

Nothing to report.

3892 Further comments for future consideration - *items for next meeting*

None.

3893 Date of next meeting

Confirmed that the next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 16th July 2024 at 7.00pm via Zoom.

3894 Exclusion of Press and Public

Resolved:

To exclusion of the press and public for the discussion of **Item 3895 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.

3895 Playing Field

Members noted that the right of access has been blocked by a larger piece of wood.

Resolved:

To contact the land owner to advise of the matter.

The meeting closed at 7.40pm

SignedCHAIR

Date.....