

## LLANVACHES COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of Llanvaches Community Council held via Zoom remote meetings  
on Tuesday, 16<sup>th</sup> July 2024 at 7pm

Present:

Chair: Cllr C Wynn

Councillors: C Bevan (7.25pm), K James, D Kew, I Norrie

City Councillor: 0

In Attendance: Mrs Lucy Allen (Clerk)

Public Attendance: 1

### 3896 Apologies for absence

Cllr D Kew.

### 3897 Declarations of interest in items on the agenda

None.

### 3898 Minutes

Cllr Wynn proposed that the minutes of the Ordinary meeting of Council on Tuesday, 18<sup>th</sup> June 2024 be accepted as a true record, seconded by Cllr James and agreed unanimously. The minutes will be signed at the next available opportunity.

### 3899 Matters arising from the minutes

None.

### 3900 Financial Matters

#### a. Payment of Accounts

Payee	Description	Cheque Number	Amount
L Allen	Clerks Salary – July	Standing Order	£268.62
Zoom	Hybrid meeting	PAYPAL BACS	£15.59
Audit Wales	Audit fee 22/23	001096	£472.00
P Russell	Internal Audie fee 23/34	001097	£165.00
Newport City Council	Grounds Maintenance	001098	£567.83
<b>Total</b>			<b>£1,489.04</b>

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

#### b. Cash Book and Bank Reconciliation

i. The adoption of the receipts and payments for June 2024 noting the repayment of VAT for the financial year 2023/24.

ii. The adoption of the bank reconciliation for June 2024.

#### c. 1<sup>st</sup> Quarter Budget Monitoring Report

Members considered the report 1<sup>st</sup> Quarter Budget Monitoring Report.

#### Resolved:

To approve the 1<sup>st</sup> Quarter Budget Monitoring Report to 30<sup>th</sup> June 2024.

#### d. Community Grant

Members discussed a community grant to Wentwood Scouts for hut refurbishments.

**Resolved:**

That a formal policy and application form be put in place prior to any community grants being approved.

**3901 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 and 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**

**3887 Playing Field Matters**

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

**July Update: 18.6 quote requested.**

**3889 Matters of local interest or concern**

Road markings in the village are very worn.

**July Update: 18.6 request raised via Contact Centre - Service request #20750895**

**b. Annual Risk Assessment**

Members considered the annual risk assessment.

**Resolved:**

To adopt the annual risk assessment noting the two medium risks (likelihood of event):

1. Risk to third party in the parks.
2. Loss of payroll data – this is regularly backed up to an external hard drive.

**Resolved:**

To commence fortnightly inspections on a rota basis, public liability insurance in place. The fortnightly inspections to be carried out on 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month and Cllr Wynn to do August and Cllr Norrie to do September.

**c. Annual Report**

Members considered the Annual Report for 2023-2024 as required by Section 52 of the Local Government and Elections (Wales) Act 2021.

**Resolved:**

To approve the Annual Report for 2023-2024 subject to slight amendment.

**d. Asset Register**

Members reviewed the Community Council's assets.

**Resolved:**

To approve the Community Council's asset register.

**e. Consultation**

Members noted the Welsh Government: Consultation on draft priorities for Culture 2024-2030.

**3902 Ward Member Report**

Not present – apologies received. Cllr Wynn to contact the members asking for their attendance at the next meeting in September.

**3903 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 wood fencing.
- 2) A number of bricks on left hand side of playing field near boundary hedge.
- 3) Zip Wire is quite low to the ground when a child sits on the seat - medium risk. Quote received and approved, awaiting works to be completed
- 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) Footpath in Children's Playing field has been sprayed to remove weeds and grass.
- 8) A number of molehills have emerged in the children's playing field.

Sports/Football Field

All the Ash trees are in leaf.

**Resolved:**

Chase quote from Greenleif Landscapes to remove the bricks.

**3904 Public Participation**

A member of the public was present but had connection issues.

The Clerk advised that an email had been received from the member of public and read out the contents which raised concerns regarding the 20mph signage installed in the village, the

cutting back of an ancient ash tree to accommodate the location of one sign and the state of the footpaths.

Members discussed the reasons behind the installation and noted that in areas with street lighting the default speed is 20mph. Parts of Llanvaches fall outside the area of street lighting and therefore repeater signs legally need to be installed. It was noted that residents are unhappy that one has been installed near to the ancient ash tree which has been cut back which may or may not have coincided with general maintenance of the tree.

**Resolved:**

Cllr Wynn to discuss the matter with the Ward Councillors when they are asked to attend the next meeting.

**3905 Matters of local interest or concern**

Chase an update from Newport City Council regarding the Scots Pine.

**3906 Correspondence List**

Received and considered correspondence set out in the schedule.

**3907 Planning Matters**

**a. Revised Local Development Plan**

Nothing to report.

**3908 Further comments for future consideration - *items for next meeting***

None.

**3909 Summer Recess**

Members considered delegating any urgent matters, which may arise over the Summer Recess, to the Clerk in consultation with the Chair and Councillors via email. This excludes financial matters.

**Resolved:**

To delegate any urgent matters, which may arise over the Summer Recess, to the Clerk in consultation with the Chair and Councillors via email. This excludes financial matters.

**3910 Date of next meeting**

Confirmed that the next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 17<sup>th</sup> September 2024 at 7.00pm via Zoom.

**3911 Exclusion of Press and Public**

**Resolved:**

To exclusion of the press and public for the discussion of **Item 3912 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.

**3912 Playing Field**

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

**Resolved:**

To take further legal advice from One Voice Wales.

The meeting closed at 8.00pm

Signed .....CHAIR

Date.....