

LLANVACHES COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of Llanvaches Community Council held online via Zoom on
Tuesday, 21st October 2025 at 7pm

Present:

Chair: Cllr C Wynn

Councillors: C Bevan, K James, D Kew, I Norrie, E Sutton

In Attendance: Mrs Lucy James (Clerk)

Public Attendance: 2

4081 Apologies for absence

None.

4082 Declarations of interest in items on the agenda

None.

4083 Minutes

Cllr Wynn proposed that the minutes of the Ordinary meeting of Council on Tuesday, 16th September 2025 be accepted as a true record, seconded by Cllr Norrie and agreed unanimously. The minutes will be signed at the next available opportunity.

4084 Matters arising from the minutes

None.

4085 Financial Matters

a. Payment of Accounts

Payee	Description	Cheque Number	Amount
Clerk	Clerks Salary – August (LGA 1972, s112)	Standing Order	£291.72
Zoom	Hybrid meeting - August (LGA 1972, s111)	PAYPAL BACS	£16.79
Llanvaches PCC	Church Hall Hire 26.9.25 (LGA 1972, s111)	001127	£24.00
Newport CC	Grounds Maintenance Q2 (LG, (MP), s19)	001128	£628.31
K Morgan	Village Green Planting (LGA 1972, s144)	001129	£44.97
Total			£1,005.79

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 September 2025.
- ii. The adoption of bank reconciliation for September 2025.

c. Christmas Tree

Members considered the quotation received for the installation of a Christmas tree on the village green at a cost of £120.00.

Resolved:

To approve the quotation received for the installation of a Christmas tree on the Village Green at a cost of £120.00. It was further agreed that Cllr James would install the lights and will need to purchase batteries. Proposed by Cllr Wynn, seconded by Cllr Norrie and agreed unanimously (*LGA 1972, s145*).

4086 Council Management Matters

a. Outstanding queries from previous meetings

Members reviewed the list of outstanding queries awaiting completion noting that the walk around the village to discuss outstanding issues with the Ward Councillors needs to be rearranged.

Resolved:

- i. To send the outstanding queries list to the Ward Councillors asking that items are chased where necessary and request that they suggest a few dates for a site visit.
- ii. To make progress on updating the Financial Regulations and Standing Orders.
- iii. To forward the measurements for the log climber to the manufacturer.
- iv. To contact Newport City Council to see if they can assist with the Bylaw signage.

b. Democracy and Boundary Commission Wales – Draft Annual Remuneration Report

Members noted that the Draft Annual Remuneration Report 2026/27 has been published and is open for consultation until 18 November 2025. The Commission welcomes feedback from all stakeholders to inform the final determinations, which it intends to publish by the end of the year.

c. Newport City Council – Active Travel Consultation

Members considered a response to [Newport City Council survey regarding its update of the Active Travel Active Travel Network Map](#) – closing date 17.11.25.

Resolved:

To encourage residents to complete the survey by linking the document in the minutes (above) and publishing it on the website. Cllr Wynn to contact the owner of the village What's App page and Facebook asking it to be advertised.

d. Local Government Policy Division

Members received the Written Statement: Update on actions to support the role, governance and accountability of the community and town council sector from the Cabinet Secretary for Housing and Local Government.

e. Newport City Council - Notification of Consultation: Community Boundaries and Electoral Arrangements Review

Members noted that Newport City Council is undertaking a comprehensive review of community boundaries and electoral arrangements across the principal council area, in line with the requirements of the Local Government (Democracy) (Wales) Act 2013 - closing date 23.11.25.

4087 Ward Member Report

Not present – apologies received. Cllr Wynn to contact Cllr Routley and ask them to attend next month's meeting.

4088 Playing Field Matters

a. Fortnightly Inspection Report

- i. Members received the fortnightly inspection report as follows:

Childrens Playing Field

- Old e-mail address on sign
- One of the trees appears to have died
- There are a lot of moles hills in the park at present.
- Grass has not been cut for a few weeks.
- Hedges have all been cut and appear satisfactory
- All play equipment appears safe and serviceable.
- Bench and picnic tables all appear OK.
- The wooden base to the plaque of the children names that planted the trees has rotted.

Resolved:

- i. Contact Newport City Council regarding the decayed tree.
- ii. Ask Newport City Council to undertake a grass cut when spraying the foot path in November as per the contract.

Playing field

- Hedges have been cut
- Grass has not been cut for a few weeks
- Very few mole hills
- Gate post rotten
- Damage to fence
- Incorrect e-mail on sign

- ii. Members considered the quotation received to make good the trampled wire fence and replacement/making good to gate receiver post in the football field at a cost of £380.00.

Resolved:

To clarify with the contractor whether the quote includes replacement of 3-4 wooden posts supporting the wire fence.

- iii. Members considered the report detailing sample signage and costs to advice of uneven ground in the playing field.

Resolved:

To purchase a sign at a cost of £10.89 plus VAT (*LG 1976 (MP), s19*).

- iv. Members noted that Newport City Council have confirmed that there are 3 grass cuts outstanding and that they will finish the hedge work in the near future.

4089 Public Participation

- i. Bus shelter near the Rock and Fountain is unsightly – raise with Ward Councillors.
- ii. Noted that Ward Councillors do not attend the meeting and will be writing to express disappointment.

4090 Matters of local interest or concern

None.

4091 Correspondence List

Members received and considered the correspondence set out in the schedule.

4092 Planning Matters

a. Revised Local Development Plan

No update but noted that Monmouthshire County Council RLDP is out for consultation.

b. Planning applications on weekly planning list – no consultation request received

Application No. 25/0469

Type: Lawful Development

Site: Hawthorn House Whitebrook Lane Llanvaches Newport NP26 3BA

Proposal Lawful development certificate for the proposed conversion of domestic garage into ancillary living accommodation including the erection of a small extension to form a bathroom.

Members noted that this application has been refused by Newport City Council.

4093 Further comments for future consideration

4094 Date of next meeting

Confirmed that the next Ordinary meeting of Llanvaches Community Council will be on Tuesday, 18th November 2025 at 7.00pm via Zoom.

The meeting closed at 8.20pm

SignedCHAIR

Date.....