LLANVACHES COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of Llanvaches Community Council held in the Church Hall, Llanvaches on Tuesday, 16th June 2026 at 7pm

Present:

Chair:	Cllr C Bevan
Councillors:	C Addis, S Legge, J Wood
City Councillor:	0
In Attendance:	Mrs Lucy James (Clerk)
Public Attendance:	3

4167 Apologies for absence

None.

4168 Declarations of interest in items on the agenda

None.

4169 Co-option

Members noted that one application had been received for co-option.

Resolved:

To co-opt Cliff Addis to the office of Councillor for Llanvaches Community Council. Proposed by Cllr Legge, seconded by Cllr Wood and agreed unanimously.

4070 Minutes

Cllr Legg proposed that the minutes of the Annual meeting of Council on Tuesday, 19th May 2026 be accepted as a true record, seconded by Cllr Bevan and agreed unanimously.

The minutes will be signed following the meeting.

4071 Matters arising from the minutes

None.

4072 Financial Matters

a. Payment of Accounts

Payee	Description	Cheque Number	Amount
Clerk	Clerks Salary – June (LGA 1972, s112)	Standing Order	£291.72
Zoom	Hybrid meeting – June (LGA 1972, s111)	PAYPAL BACS	£16.79
Parish&T Audit	Internal Audit (A/C & Audit Wales Regs)	001144	£175.00
Gallagher	Annual Insurance (LGA 1972, s111)	001145	£630.17
Total			**£1098.68**

Cllr Legge proposed that the above payments be approved, seconded by Cllr Bevan and agreed unanimously.

b. Cash Book and Bank Reconciliation

i. The adoption of the receipts and payments for May 2026.

ii. The adoption of the bank reconciliation for May 2026. Members queries two cheques outstanding on the bank reconciliation and were advised that they were payable to Audit Wales and had been lost. Cheques have been re-issued.

c. Internal Audit 2025/2026

Members considered the report from the Internal Auditor in respect of the Council's accounts for the year ending 31st March 2026.

Resolved:

To accept the Internal Audit report for the year ending 31st March 2026.

d. Annual Governance Statement

Members completed the Annual Governance Statement / Checklist for the Financial Year end. Members discussed raising the profile of the work of the Council and developing a vision with the community as a priority piece of work going forward.

e. Year End Accounts and Annual Return

i) Members considered the Year End accounts and Annual Return for the year ending 31st March 2026.

ii) To sign the Year End Accounts and Annual Return for the year ending 31st March 2026.

Resolved:

The Year End Accounts and Annual Return for the year ending 31st March 2026 were approved and the Chair was authorised to sign and date the Annual Return.

f. Llanvaches Residents Social Group (LRSG)

Members noted that 5 responses have been received from previous members of LRSG expressing their wishes that the funds are given to the church for the maintenance of the hall and community events. Members discussed at length releasing the funds held by the Community Council.

Resolved:

That the funds be released to the Church Hall subject to:

a) Sight of the constitution of the outgoing LRSG;

b) Details of the bank account into which the funds are to be transferred, confirming that payment will be made directly into an account held in the name of the Church Hall and that the Church Hall is formally constituted as a Trust, Charity, or other similar legal entity.

4173 Council Management Matters

a. Outstanding queries from previous meetings

Members considered the list of outstanding queries awaiting completion, appended to the minutes, following Community Council meetings noting the following:

Log Climber – replacement logs, action with Cllr Bevan

Decayed Tree – chase again with NCC

Rock & Fountain bus stop – noted that Ward Councillor Mogford had chased the replacement of this item but had not received a response.

Gate post & Fence – not to proceed with the repair of the fence but to ask the contractor to repair the gate post only.

60mph Tabernacle Lane – Ward Councillor Mogford updated the meeting and advised that despite lobbying there are no plans to make changes to any of the roads. Members discussed the signage on the entrance to Tabernacle Lane and whether a "Beware of pedestrians / horse" could be installed. Cllr Mogford agreed to take forward the legality of the suggested signage and investigate if the road markings could be repainted.

b. Corporate Governance - Review of Internal Control Procedures
In compliance with the Accounts and Audit (Wales) Regulations 2014 to undertake a review of the Council's systems of internal control. The recommended approach to the review is set out in the Clerk's report.

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 2024/2025
In compliance with the Accounts and Audit (Wales) Regulations 2014 to undertake a review of the effectiveness of the Council's internal audit arrangements. The recommended approach to the review is set out in the Clerk's report.

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.

d. Defibrillator
Members considered further correspondence from the resident who has requested that the Community Council take over guardianship of the unit.

Resolved:
To approve taking over guardianship of the defibrillator and log it onto The Circuit.
Proposed by Cllr Legg, seconded by Cllr Bevan and agreed unanimously.

e. Retention Policy
Resolved:
i. To approve the Retention Policy.

ii. Members noted the documents currently being held in the archive boxes and that the Clerk was in discussion with the Church to see if they could be stored in the hall.

f. Clerk handover
Members considered arrangements for the handover of documents from the Clerk on the 1st July 2026.

Resolved:
For the Clerk to meet with members of the Council and undertake a handover.

4174 Ward Member Report
Cllr Mogford reported on the following:

<u>In person meeting:</u> appreciates that the new members of the Council wish to meet in person and will attend it available.

<u>Planning Application:</u> the application is being considered by the Planning Committee at NCC who are minded to approve the application.

Ward Boundary: advised that the ward boundaries for the village are available on the NCC website and requested that they be printed and placed on the noticeboard.

Agenda order: requested that the Council consider moving Public Participation and Ward Councillor report nearer the start of the meetings. The Council noted that this would involve a change to the current Standing Orders which dictate the order of business.

4175 Playing Field Matters

a. Fortnightly Inspection Report

Members received the fortnightly inspection report and noted the following:

Football Field
Wooden post next to entrance gate split and loose – post needs replacing.

Playing Field
Overall Field Surface and pathway - Well cut, some bare patches that could do with reseeding. Review pathway next inspection based on a subsequent resident's comment.

4176 Public Participation

A resident raised the issue regarding a dilapidated wall between the road and farmers field. It was noted that both Newport City Councillors and Community Councilors had attempted to contact the owner however, despite best efforts, there had been no success and unable to apply enforcement as it is privately owned.

4177 Matters of local interest or concern

Thanks were expressed to former Councillor Kay James for her huge amount of work in the village as a Community Councillor and she will be a loss to the Council.

4178 Correspondence List

Received and considered correspondence set out in the schedule, no issues were raised.

4179 Planning Matters

a. Revised Local Development Plan (RLDP)

Members were advised that the next stage of the RLDP has been delayed. It was noted that there is a proposal for the village of Llanvaches to have its status changed to rural therefore making development outside the village boundary more difficult.

b. Planning Applications

26/0197 – Penhow Film Studios, Old Turnpike Road, Llanvaches
Proposal: Change of Use to commercial dog walking field and associated works

Recommendation: Llanvaches Community Council recommends approval.

In addition it was requested that the following questions are asked of Newport City Council:
1. When did the land change to agricultural?
2. What safeguards are in place against future development?

4180 Further comments for future consideration

Review of standing orders in regards to the order of business on the agenda and time limits of meetings.

4181 Date of next meeting

Confirmed that the next Ordinary meeting of Llanvaches Community Council will take place on Tuesday, 15th July 2025 at 7.00pm in person only at the Church Hall, Llanvaches.

The meeting closed at 9.25pm Signed ……………………………………….CHAIR Date……………………