

TRELLECH UNITED COMMUNITY COUNCIL
MINUTES OF MEETING
held at Pelham Hall, Penallt on Monday 16 May 2016 at 7pm

Councillor	Village	Attendance
John Gooding	Catbrook	Present
Michael Mason	Catbrook	Not present
Bob Dagger (Chair)	Llandogo	Present
Ashley Thomas	Llandogo	Present
Martin Blakebrough	Llanishen	Present
George Weston	Llanishen	Present
Steve Coppell	The Narth	Present
Rosemary Decker-Thomas	The Narth	Not present
John Baldwin	Penallt	Present
Tessa Murray	Penallt	Present
Alan Poulter	Trellech	Present
Ed Rogers	Trellech	Not present
Iain Stokes	Whitebrook	Present
County Cllr Debby Blakebrough	MCC	Not present

Clerk: Ann Davison

PUBLIC MEETING: None

16105 CHAIR FOR 2016-17

Councillor Dagger was unanimously elected as chairman for 2016-17

16106 VICE CHAIR FOR 2016-17

Councillor Murray was unanimously elected as vice chairman for 2016-17

16107 WYE VALLEY WOODLANDS PROJECT

Andrew Nixon explained that Gwent Wildlife Trust, in partnership with the Woodland Trust, Wye Valley AONB, Natural Resources Wales and the Deer Initiative, has obtained funding for conservation of the woodland in the Wye Valley. The project will run through to the end of December 2017. It will focus on lime and ash woodland, beech forest and yew woodlands. It will include thinning and creation of coppice coupes in a number of locations, including Wyndcliff and Prisk Wood. There will be programmes to control invasive non-native species, such as cherry laurel at Cleddon Shoots and Himalayan Balsam in the Graig Wood SSSI. Deer management will also be improved. There will be a programme of interpretation and education activities and advice and support to woodland owners.

16108 APOLOGIES FOR ABSENCE: Cllrs Decker-Thomas, Mason and Rogers, Cty Cllr Blakebrough

16109 DECLARATION OF INTERESTS

Item 16090: Cllr Coppell, planning application 00369

The clerk drew councillors' attention to current advice from One Voice Wales about the requirements concerning a register of members' interests, following changes in Welsh legislation.

- a) Councillors are required to declare a personal and, if appropriate, prejudicial interest in relation to pertinent matters when they are present at meetings.
- b) When Councillors disclose a personal interest for the first time, they must give written confirmation of the interest to the Proper Officer [clerk], before or immediately after the close of the meeting. The clerk has appropriate forms available at each meeting.

Although not a requirement of the code, it is good practice for the Proper Officer to record these declarations in the minutes of the meeting, as currently practised by TUCC.

- c) The clerk should record interests disclosed at meetings for the first time in the register of interests required under section 81 of the Local Government Act 2000. This responsibility now lies with the clerk, as opposed to the Monitoring Officer at MCC. The register must be available for public inspection at all reasonable hours and, following commencement of the 2013 Act, must be made available on the council's website.

d) The register should be updated as soon as reasonably practicable after each and every meeting when new interests are disclosed.

Clerk

16110 **CHAIR'S REPORT FOR 2016-17**

The chairman's report was received and noted

16111 **FINANCE ADVISORY GROUP**

The following councillors were appointed to the finance advisory group for 2016-17: Councillors Dagger, Gooding, Murray and Poulter

16112 **REPRESENTATION ON EXTERNAL BODIES**

Current appointments were confirmed, as on the appended list.

A representative to the Citizens Advice Bureau Trustees is no longer required, as there is only one representative for the whole of North Monmouthshire under the new county-wide administration.

It was noted that Doreen Warmington-Gardner had resigned as representative to the Whitebrook Village Hall committee, and Iain Stokes was appointed in her place.

It was resolved to re-appoint the current trustees to Catbrook Educational Trust for a further four years. It was noted that Jonathan Badham wished to resign from Trellech Consolidated Charities; appointment of a replacement will be on the next agenda.

Clerk

16113 **MEMBERSHIP OF OTHER BODIES**

It was resolved to confirm TUCC membership of: One Voice Wales, the Council for the Protection of Rural Wales and the Open Spaces Society, as well as the clerk's membership of the Society of Local Council Clerks. It was noted that the cost of the clerk's subscription to the SLCC will no longer be shared with Mitchel Troy Community Council, as she has now resigned as clerk to that council.

16114 **ACCOUNTS AND ANNUAL RETURN FOR 2015-16 AND INTERNAL AUDITOR'S REPORT**

The summary accounts and the internal auditor's report were received and noted, and are appended to these minutes.

It was noted that the comparison between budget and actual expenditure, on page 2 of the summary accounts, showed that all items were at or within the budget; the only exception being MCC grass cutting, where payment for two years had fallen within one financial year.

The Annual Return was signed by the chair.

Copies of the Notice of Appointment of Date for the exercise of electors' rights, specifying the right to examine documents between 6 June and 1 July, were distributed for display on council notice boards.

16115 **ANNUAL GOVERNANCE STATEMENT FOR 2015-16**

The council considered in detail the extended Annual Governance Statement and agreed with all statements.

It was noted that the budget had been monitored on two occasions: December 2015 and May 2016. It would be good practice to compare actual expenditure to the budget more frequently, and this could be included in the monthly statement of accounts presented to the council.

It was noted that there had not been a formal minute to appoint the internal auditor for 2015/16, although his reports had been thoroughly scrutinised by the Finance Group in March 2016, and his re-appointment for 2016/17 formally minuted at the council meeting on 21 March 2016. Graham Boulton had acted as internal auditor for TUCC since 2004, and no formal letter of appointment was on file.

Minutes 16061 and 16062 were read out and approved at the meeting, in order that a copy signed by the chair could be forwarded to the auditor with the Annual Return. The chair also certified the various other documents required by the external auditor.

16116 **MEETING DATES AND VENUES FOR 2016-17**

The appended list was approved. This information will be added to the website. Councillors will book village halls.

Clerk, all councillors

16117 **TO RECEIVE REPORT FROM COUNTY COUNCILLOR BLAKEBROUGH:** None

16118 **TO APPROVE THE MINUTES OF THE MEETING HELD ON 18 April**
The minutes for 18 April were agreed and signed as a true record.

16119 **MATTERS ARISING FROM THE MINUTES OF 18 April**
Item 15240 etc: Bigsweir bus shelter

It was noted that the bus shelter is currently being reconstructed by MCC.

Item 16092: Defibrillators

Cllr Weston will coordinate installation by T Brown's of Monmouth. The former BT kiosk at New Mills needs a back board to be installed, and written permission is awaited from BT to use the electrical supply in the former telephone kiosks in Penallt and New Mills.

Signs have now arrived from BHF. The clerk was asked to order two more sets, for the defibrillators previously installed in Llandogo and Catbrook. It was noted that a charitable contribution to BHF is suggested.

Clerk

Item 16085, 16040, etc: Signatories to bank account

Further queries have been raised by the Co-op, and proofs of identification requested for two councillors. The clerk now has all the necessary documents, and they will be sent by first class post on 17 May.

Clerk

Item 16095: Replacement trees for Five Trees, Lydart

MCC has quoted £725 to supply and plant container-grown trees. This will be on the next agenda.

Clerk

Item 16101: Roadside litter collections

Nigel Leaworthy at MCC had explained that there is no set schedule for litter picking on rural roads. On main roads like the A466 they try to coincide with verge cutting, as it is necessary to control the traffic while working, with "stop/go" boards.

16120 **TO CONSIDER PLANNING APPLICATIONS:**

- 00369, The Narth, Misfa, Clearview, single storey extension, demolition of existing conservatory, retention of velux window to west elevation. Recommend approval
- 00370, Trellech, Beacon Lodge Farmhouse, retain planings roadway & parking/turning space for domestic use. Recommend approval
- 00415, Llanishen, Outline planning consent for 8 dwellings on allocated housing site adjacent B4293, Church Rd. Councillors felt that 8 dwellings would represent overdevelopment of the site, which in the LDP is allocated for "around 5 houses", (the original wording being a "maximum" of 5). Drainage - councillors believe that the site is not on mains sewerage, and no space is available on the plan for a treatment plant. The outline plan shows buildings right to the northern boundary of the site, which would necessitate removal of the hedge between the site and open countryside. The hedge along the lane in Llanishen would also need to be removed. The result would be very urban and not in keeping with the village, despite the fact that it lies within the AONB. MCC has a duty to enhance the environment within the AONB. There are considerable concerns about the amount of extra traffic and traffic manoeuvres on a single track lane. It was also noted that there is no footway on this narrow lane, nor any provision in the plan to provide a footway, despite the fact that the development could be expected to bring more families with children, and the lane is the pedestrian access route to the school bus. Recommend refusal.

Clerk

16121 **FURTHER PLANNING APPLICATIONS RECEIVED**

- 00485, Llanishen, Land adjacent to Sycamore, detached bungalow and garage
- 00508, The Narth, Larch Cottage, Pen y Fan, 3-bay oak framed garage

The clerk was asked to request extensions on the consultation period, as these had only been logged with TUCC on 16th May.

Clerk

16122 **PLANNING DECISIONS**

- 00197, Penallt, Graces Cottage, Tregagle, extension to existing cottage, ref 2007/00734. Approved
- 00339, Trellech, NRW Forestry at Wet Meadow, road. Acceptable
- 00340, Catbrook, NRW Forestry at Coed Beddick, upgrade to existing road. Acceptable
- 00362, Llandogo, Bargain Wood, NRW forestry at Whitestone, alteration of existing road. Acceptable

16123 **FURTHER PLANNING DECISIONS:** None

16124 **ACCOUNTS FOR PAYMENT**

Current bank balance (less uncashed cheques): £14,743.31

The comparison between the 2016/17 budget and expenditure to date was noted.

The following accounts were presented and payment agreed:

500458	MCC, contribution to Llandogo playground fence (mins 16012, 16034)	£925
500459	Babington Centre hire, NHS meeting, 11 April	£18
500460	Catbrook village hall hire, 18 April	£20
500461	G Boulton, internal audit	£60
500462	CPRW membership	£20

Clerk

16125 **FIXED RATE DEPOSIT ACCOUNT**

The £10,000 fixed-rate deposit matures on 10 June. **It was resolved** to renew the deposit for 12 months, with interest being added to the principal amount.

Clerk

16126 **PROBLEMS OF DOG WASTE**

Cllr Weston attended a meeting of the MCC: "Give dog fouling the red card", and presented a list of supplies at discounted prices. The price charged for bins was not clear however. This will be on the next agenda.

Clerk

16127 **WASTE BINS FOR PENALLT**

Penallt councillors reported that although there had been a request for bins, there appeared to be no strong support from the village. **It was resolved** not to pursue this.

16128 **MAINTENANCE OF CATBROOK VILLAGE GREEN**

Cllr Gooding had, with some difficulty, obtained a quote for cutting the grass on Catbrook Village Green. Jonathan Hoskins has offered to carry this out, at £50 for the first cut, and £38 for monthly cuts thereafter through the season to October. **It was resolved** to accept this offer.

Clerk

16129 **CATBROOK FOOTBALL FIELD:** Nothing to report

16130 **BABINGTON MEADOW**

Posters for the production of A Midsummer Night's Dream and Penallt art festival were distributed.

16131 **OTHER REPORTS**

- Trellech school: Cllr Gooding reported that the Estyn inspection from 2015 had been very complimentary. The school was rated 1 for standards, A for leadership and teaching, and overall green (ie. expected to help and to advise other schools). It is a Pioneer School, participating in the development of a new Welsh curriculum. All years are full except for J3 and there is a waiting list for Reception in September 2016.

16132 **CORRESPONDENCE**

The following correspondence was received and noted:

MCC, J Keech, TPO application to fell Scots pine tree in Llanishen churchyard

MCC, N Leaworthy, schedule for litter picking on roadsides

MCC, N Leaworthy, cost for replacement trees at Five Trees

MCC, D McCarty, Attendance at Rural Forum meetings

MCC, D McCarty, Rural Forum agenda, 26 May, Raglan School
MCC, H Owen, Give Dog Fouling the Red Card, minutes of meeting, 19 April
MCC, M Watkins, Bigsweir bus shelter scheduled for rebuilding
N Alderton (student at Cardiff Uni), FOI request on budget allocation for Queen's birthday celebrations
A Bevan UHB, J Hayman, Minor injury units, critical care services and services for women and children, information bulletins
British Heart Foundation, adhesive stickers to advertise defibrillators
Co-operative Bank, request for further information before changing account signatories
CPRW, membership renewal form
Gwent Wildlife Trust, A Nixon, Wye Valley Woodlands Project
J Hoskins, quote for cutting grass at Catbrook Village Green
D James, bidding open for new affordable housing in Trellech
Older People's Commissioner for Wales, Spring 2016 newsletter
Open Spaces Society, "Ten Years Left to Find Our Way" campaign
Planning Aid Wales, training, Newport, 16 May
Planning Aid Wales, Wales Planning Conference, 9th June, Cardiff
Public Services Ombudsman for Wales, Ombudsman's Casebook, issue 24
Wales Consumer Council for Water, opportunity for local consumer advocate
D Warmington-Gardner, correspondence on TUCC roles on outside bodies
G Weston, report from MCC meeting on dog fouling
G Weston, correspondence with David James re exception site in Llanishen
WAG, Future Generations Commissioner for Wales, consultation meeting SE Wales, 4 July

16133 **ITEMS FOR THE PRESS/NEXT AGENDA**

- Speeding through Trellech village
- New Mills notice board needs new pin board
- Whitebrook Village Hall has requested a donation for celebrating the Queen's birthday

Clerk

16134 **DATE OF THE NEXT MEETING:** Monday, 20 June 2016 at Whitebrook Village Hall

The meeting closed at 21.03