

TRELLECH UNITED COMMUNITY COUNCIL
MINUTES OF MEETING
held at the Pelham Hall, Penallt on Monday 15 May 2017 at 7pm

Councillor	Village	Attendance
John Gooding	Catbrook	Present
Andy Pullan	Catbrook	Present
Bob Dagger (Chair)	Llandogo	Present
Lynne Parker	Llandogo	Present
Martin Blakebrough	Llanishen	Present
George Weston	Llanishen	Present
vacant	The Narth	n/a
Larry Stoter	The Narth	Not present
vacant	Penallt	n/a
Tessa Murray	Penallt	Present
Chris Edwards	Trellech	Present
Alan Poulter	Trellech	Present
Iain Stokes	Whitebrook	Present
County Cllr Debby Blakebrough	MCC	Present

Clerk: Ann Davison

PUBLIC MEETING: None

17096 **CHAIR**

Cllr Dagger was elected as chair for 2017-2018

17097 **VICE CHAIR**

Cllr Murray was elected vice chair for 2017-2018

17098 **DECLARATIONS OF ACCEPTANCE OF OFFICE**

All councillors present at the meeting passed to the clerk completed forms of declarations of acceptance of office, which the clerk countersigned.

17099 **APOLOGIES FOR ABSENCE:** Cllr Larry Stoter

17100 **DECLARATION OF INTERESTS:** Cllr John Gooding - item 17119, complaint from Mrs S Peacock. Cllr Gooding took no part in the discussion of this item other than to answer questions from other councillors.

Clerk

17101 **CHAIR'S REPORT FOR 2016-2017**

The chair's report for the past year was read to the council, and a copy is appended to the minutes.

17102 **STANDING ORDERS AND FINANCIAL REGULATIONS**

Both documents were reviewed and approved, but **it was resolved** to make one amendment to Financial Regulation 6.3, to alter the number of signatories required on cheques or orders of payment from three to two members of council.

Clerk

17103 **TUCC TWITTER ACCOUNT**

Former councillor Mike Mason had been responsible for maintaining the TUCC Twitter account. **It was resolved** that Cllr Dagger should take over this role as soon as the log-in details were obtained from Mr Mason.

BD

17104 **FINANCE ADVISORY GROUP**

Cllrs Dagger, Gooding, Murray and Poulter were appointed to the Finance Advisory Group for 2017-18.

17105 **APPOINTMENT OF INTERNAL AUDITOR**

It was resolved that Graham Boulton be appointed as internal auditor for a further three years. The clerk was asked to send the letter of appointment circulated to councillors.

Clerk

17106 **REPRESENTATION ON EXTERNAL BODIES**

It was resolved that the appointment of Rosemary and Dermot Decker-Thomas to the Babington Educational Foundation be confirmed for a further four years, to May 2021, and Nora Roberts and Christopher Edwards to November 2021. The clerk was asked to confirm whether or not John Roberts is a Tucc nominee, or whether Tucc needs to find an additional trustee.

Clerk

John Baldwin should be asked if he is willing to continue on the Babington Meadow Committee.

Clerk

It was noted that Tucc appointments to the Penallt Educational Foundation needed to be renewed. The clerk was asked to check if the three current appointees were willing to continue to September 2020. There also appeared to be one vacancy for a Tucc trustee.

Clerk

It was resolved that the appointment of Alan Poulter as trustee to the Trellech Consolidated Charities be renewed until March 2020.

Other appointments on the attached list were reviewed and approved.

17107 **TUCC MEMBERSHIP OF OTHER BODIES**

It was resolved that Tucc should continue its membership of One Voice Wales, the Council for the Protection of Rural Wales and the Open Spaces Society. The council will also continue to cover the clerk's membership of the Society of Local Council Clerks.

17108 **MEETING DATES AND VENUES FOR 2017-18**

The following dates and venues were approved:

19 June	Whitebrook Village Hall
17 July	Llanishen, The Hall
21 August	Trellech, Babington Centre
18 Sep	Trellech, Babington Centre
16 Oct	Llandogo, Millennium Hall
20 Nov	Penallt, Pelham Hall
11 December	Llanishen Hall
15 January	Catbrook, Memorial Hall
19 February	Llandogo, Millennium Hall
19 March	Trellech, Babington Centre
16 April	Catbrook, Memorial Hall

17109 **REPORT FROM COUNTY COUNCILLOR DEBBY BLAKEBROUGH**

- The new MCC cabinet and council leader would be appointed on 16 May.
- Mobile phone mast in Llandogo. The meeting with local councillors, planners and AONB had been postponed, but should happen soon. The current Permitted Development height for masts in Wales is 15 metres and the proposed mast is 21 metres.
- Make Trellech Safe. MCC has engaged successfully with local residents, and work on road safety measures should be complete within a few weeks. There will be a 20 mph limit through the village, with signs on the road surface. The flashing speed lights will also be functional.
- The 65 bus service is likely to be cut significantly: the last bus from Monmouth leaving at 4.45pm instead of 5.30pm and the last bus leaving Chepstow at 3.30pm instead of 5.15pm. This will mean that it is impossible for school children to stay for after-school activities, or for adults to return home from work by bus. County Cllr Blakebrough has written to Roger Hoggins and Richard Cope at MCC, asking for an explanation and an impact assessment. Councillors asked the clerk to write to Roger Hoggins, copied to the leader of the council.
- Rate rebate for village halls. Although this campaign was unsuccessful for the 2017/18 financial year, a fresh attempt will be made for 2018/19.

Clerk

17110 **TO APPROVE THE MINUTES OF THE MEETING HELD ON 24 April**

The minutes for 24 April were agreed and signed as a true record.

17111 **MATTERS ARISING FROM THE MINUTES OF 24 April**

Item 17078/17092: invitations to TUCC meetings for Superfast Cymru and Speedwatch

These invitations will now be issued, with one for June and one for July.

Clerk

Item 17093: training sessions for councillors

Cllrs Pullan and Parker would attend training on the Code of Conduct on 23/24 May (free of charge); Cllrs Edwards and Pullan would attend the new councillor induction training on 25 May, provided by One Voice Wales (£40 per person, but with a 50% bursary available); and Cllrs Edwards, Parker and Stokes would attend a training session provided by Planning Aid Wales on 12 June (free of charge).

Item 17094: co-option to vacant councillor positions

Vacancies have been advertised for The Narth and Penallt, with a closing date of 10 June for expressions of interest. Candidates will be invited to the TUC meeting on 19 June.

17112 **PLANNING APPLICATIONS**

- 00459, Penallt, Trelleck Hill Farm, change detached garage external wall finish from boards to stone. Recommend approval

Clerk

17113 **FURTHER PLANNING APPLICATIONS RECEIVED**

- 2016/01141, Penallt, Whitehouse Farm, change of use from agricultural to residential curtilage. Recommend approval subject to implementation of the landscaping and site improvement plan

Clerk

17114 **PLANNING DECISIONS**

- 2013/00724, Catbrook, Ninewells Farm, Retrospective application for deposition of spoil from the site of a building erected on the farm on a field of Ninewells Farm, and reinstatement of a footpath. Approved
- 2016/01206, Penallt, Upper Llanant Farm, Pentwyn Lane. Construction of new garden storage building, including change of use of woodland. Refused
- 2016/01407, Land to SW of Penallt: discharge of conditions 6 & 12 (ecological construction & management statement), re 2015/00606. Approved
- 2017/00246, Trellech, Henllys, Catbrook Rd, change conservatory roof to wooden shingles to create a garden room. Approved
- 00227, The Narth, Old Narth Farm, replacement garage, log store and shed. Approved
- 00286, The Narth, Moor Cottage, Pen y Fan, single storey extension between garage and existing dwelling. Approved

17115 **FURTHER PLANNING DECISIONS**

- 2016/01488, The Narth, Petersbrooke, Pen y Fan, external storage building. Approved
- 00276, Penallt, Redbrook Fisheries, retrospective for replacement fishermen's hut on banks of River Wye. Approved
- 00387, Catbrook, School House, French doors from back living room + 2 car garage in existing drive. Approved

17116 **ACCOUNTS FOR PAYMENT**

Current bank balance (less uncashed cheques): £39,260.43

It was resolved that in future months the bank statement and invoices for payment would be scrutinised and verified by Cllr Pullan.

The following accounts were presented and payment agreed. Further to minute 17085, it was noted that copies of estimates and invoices for work at The Narth village hall have now been received by the clerk.

500516	The Narth Village Hall (minute 17085)	£1000
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The clerk was asked to bring to the attention of all new councillors the provisions approved in minute 17063 for claiming expenses.

Clerk

17117 TUCC BANK ACCOUNT

The clerk reported that despite attempts over 12 months, it had proved impossible to update the signatories on the bank account held with the Co-operative Bank, and communication was extremely difficult with the bank. Following the recent election there are just five approved signatories amongst current councillors: Cllrs Dagger, Blakebrough, Gooding, Murray, Weston. It has been the practice that all TUCC councillors are accredited as signatories to the bank account, and **it was resolved** that this should continue. It was also noted that the Co-operative Bank no longer offers a fixed-rate deposit account. Their Instant Access account currently offers 0.03%

Unity Trust Bank now specialises in offering accounts to community and parish councils, and has acquired a good reputation in the sector. They charge £6/quarter for a current account. A linked savings account offers 0.05% (variable rate, instant access). They also have a facility for dual authorisation of online payments, although councillors agreed that a cheque book would be easier to operate for the small number of payments by TUCC.

It was resolved that the TUCC bank account should be switched to Unity Trust, after the fixed deposit account at Co-op has matured on 9 June. All TUCC councillors (including any co-opted at the next meeting on 19 June) should be included as signatories.

17118 FIXED-RATE DEPOSIT ACCOUNT

This item was covered by agenda item 17117.

17119 COMPLAINT FROM MEMBER OF THE PUBLIC

The clerk reported that in accordance with advice received from One Voice Wales since the agenda had been published, the complainant had been referred to the Ombudsman. The model Local Resolution Protocol clearly stated that all complaints instigated by a member of the public should be dealt with by the Public Services Ombudsman for Wales, and not by the council.

The complaint was also against an individual councillor, who had acted on his own initiative without the matter having been discussed by the council, rather than against the council as such. The clerk was asked to write to Mrs Peacock to clarify that Cllr Gooding had not written on behalf of the council, as the matter had not been discussed at a meeting.

Clerk

Councillors were reminded not to identify themselves as a councillor in such circumstances unless it were essential, and to make very clear that they were not speaking on behalf of the council.

17120 CONTROL OF HIMALAYAN BALSAM ON PENALLT COMMON

The clerk was asked to enquire whether Gwent Wildlife Trust had a volunteer working party that might be able to help with clearing the weed.

Clerk

17121 PARKING ON PENTWYN GREEN

There is a continuing problem of cars parked on the Green and damaging the grass. Existing "no parking" signs are old and damaged.

The clerk was asked to gather information and prices on replacement signs.

The clerk was also asked to send a letter to the pub landlord, asking him to put a sign on the notice board just inside the pub door, politely asking customers not to park on the Green.

Clerk

17122 CATBROOK FOOTBALL FIELD: Nothing to report

17123 BABINGTON MEADOW: Nothing to report

17124 OTHER REPORTS

- It was noted that John Hall had now rebuilt the stone wall by Pentwyn Green and cut back the vegetation. The clerk was asked to write and thank him for his efforts.

Clerk

- MCC Planning. It was queried whether there is an agreed Service Level for informing community councillors about site visits. A recent notice had been sent out on Saturday afternoon of a bank holiday weekend for the following Wednesday morning, with the report only sent out on Tuesday afternoon. The clerk was asked to bring this to the attention of Mark Hand.

Clerk

17125 **CORRESPONDENCE**

The following correspondence was received and noted:

MCC, R Hoggins to other MCC officers, to arrange a workshop on street lighting issues
 MCC, D Jones, opportunity to enter for C4 Village of the Year
 MCC, R Keble, request for updated info on defibrillators
 MCC, S Parkinson, dog fouling action day, 22 June, Monmouth; meeting 25 May
 MCC, R Tranter, reappointment of Llangybi community councillor to Standards Committee

A Bevan Community Health Council, newsletter
 Community Energy Wales, quarterly newsletter
 CPRW, Members' bulletin, April 2017
 GAVO, spring funding newsletter
 GAVO, Gwent Best Kept Village competition entry details
 G Hurley, re standing for co-option in October
 One Voice Wales, model Local Resolution Protocol
 One Voice Wales bulletin
 Open Spaces Society, new opportunity to register "lost" commons in Wales
 A Poulter, fault in defibrillator case in Trellech
 J Roberts, update for Trellech Village Hall entry on TUCC website
 WAG, Expert panel on Welsh Assembly electoral reform, consultation
 S A Wright, confirmation of permission for dog waste bin by Llandogo school boundary to A466

17126 **ITEMS FOR THE PRESS/NEXT AGENDA**

- Co-options for The Narth and Penallt.
- Complaints policy/local resolution protocol
- Funding for village halls, including rates

17127 **DATE OF THE NEXT MEETING:** Monday, 19 June 2017 at Whitebrook Village Hall

The meeting closed at 21.07