

**TRELLECH UNITED COMMUNITY COUNCIL  
MINUTES OF MEETING**

**held at Whitebrook Village Hall on Monday 19 June 2017 at 7pm**

<b>Councillor</b>	<b>Village</b>	<b>Attendance</b>
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
Rosemary Decker-Thomas	The Narth	Present (from item 17132)
Larry Stoter	The Narth	Present
John Baldwin	Penallt	Present (from item 17132)
Tessa Murray	Penallt	Present
Christopher Edwards	Trellech	Present
Alan Poulter	Trellech	Present
Iain Stokes	Whitebrook	Present
County Cllr Debby Blakebrough	MCC	Not present

**Clerk:** Ann Davison

Councillor Stoter passed to the clerk his completed form of declaration of acceptance of office, which the clerk countersigned, prior to commencement of the meeting.

**PUBLIC MEETING:** T Murray addressed the meeting in a personal capacity about planning application 2017/00584. She described the proposed development as an opportunistic development, not meeting any local housing need. The application is from the same developer as the adjacent housing site, and if allowed the developer should be required to make a contribution towards further affordable housing. The site has similar drainage issues to the adjacent LDP site, plus surplus water from the LDP site will drain onto it. It would constitute overdevelopment and remove a green space from the village.

17128 **APOLOGIES FOR ABSENCE:** none

17129 **DECLARATION OF INTERESTS:** Cllr Murray planning application 2017/00584 (left the room during its discussion)

17130 **PC Chris Butt - OFF-ROAD BIKES**

Introduced himself as the new ward manager for the Monmouth area, managing a team of CPSOs.

Off-road bikes have been repeatedly identified by residents as a significant problem, but police efforts to "catch" riders have failed to solve the issue. He therefore favoured a new approach - recognising that the majority are not rogue riders, but need education on where they are allowed to ride - green lanes are permitted but not bridleways or footpaths. He proposed following the example of S Yorks police who have been working closely with the Trail Riders Federation. TRF has a strict code of conduct for its members and runs training sessions for riders. TRF would come on site and work alongside NRW, the Woodland Trust and the police. The aim would be to encourage riders to join the TRF, so that they will effectively police themselves. NRW and the Woodland Trust are awaiting approval from senior management to join the scheme.

Councillors welcomed this initiative and wished it well.

17131 **CO-OPTION TO VACANCIES IN THE NARTH AND PENALLT WARDS**

**It was resolved** to co-opt John Baldwin to the vacancy in the Penallt ward and Rosemary Decker-Thomas to The Narth ward. Both councillors signed a form of declaration of acceptance of office, countersigned by the clerk, and joined the meeting.

17132 **REPORT FROM COUNTY COUNCILLOR DEBBY BLAKEBROUGH:** none

17133 **TO APPROVE THE MINUTES OF THE MEETING HELD ON 15 May**  
The minutes for 15 May were agreed and signed as a true record.

17134 **MATTERS ARISING FROM THE MINUTES OF 15 May**

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

Martin Jones of Superfast Cymru will attend the TUCC meeting in July. Speedwatch will be invited to the August meeting, which will be held in Trellech.

Clerk

**Item 17080, 17027: streetlight working group**

A meeting is proposed for 10 July, probably at 2pm at County Hall

**Item 17106: representation on external bodies**

John Baldwin continues to serve on the Babington Meadow Committee.

The Penallt Education Foundation confirmed that it has the requisite number of trustees; however only three of them have been formally appointed by TUCC. **It was resolved** that Charlotte Rowell be appointed by TUCC, in addition to Bryn Boycott, Richard Hartley and Doreen Warmington-Gardner for a period of four years.

Clarification was still needed over whether John Roberts is currently a TUCC nominee to the Babington Educational Trust.

Clerk

**Item 17120: Himalayan Balsam on Penallt Common**

Gwent Wildlife Trust had planned to bring in a group of volunteers to weed out the Himalayan Balsam; however, when Andy Karran checked the site in early June there were only a small number of plants, which he hand-weeded himself. He will keep an eye on the site over the next month. The clerk was asked to write and thank him on behalf of the council.

Clerk

17135 **PLANNING APPLICATIONS**

- 00581, Llanishen, Quarry Cottage, Erection of a detached double garage, conversion of existing barn into ancillary living accommodation, retention of existing retaining wall and relocation of access gate. No recommendation - but a number of queries for MCC Planning. The application concerns work which has either been completed or is currently being undertaken, without permission having been granted. TUCC has no problem with the garage or access gate, but query whether conversion of the barn qualifies under MCC policies (it is/was a metal-framed building of which only the roof and framework existed). The application asserts that pre-application advice was sought in March, and was given verbally, but has not yet been confirmed in writing. It also states that there are no trees on the site and that none will be cut down - google photos however clearly show trees were present, and have been removed. The application omits all of the substantial work done on the main dwelling, which is now in occupation - much renovation, and perhaps extension or complete reconstruction have been carried out, which might have required planning permission.
- 00584, Penallt, 1 Croes Faen, erection of 2 new detached dwellings with detached garages with associated access, landscaping and drainage works. Recommend approval, but site drainage capacity to be carefully assessed
- 00663, Trellech, The Firs, Warren's Road, single storey rear extension. Recommend approval, but with a proviso that the approval for a 2nd storey addition, granted for 2014/01149 be withdrawn.

Clerk

17136 **FURTHER PLANNING APPLICATIONS RECEIVED**

- 00524, Trellech Grange, Llan y Nant Farm, restoration and conversion of stone barn. The barn which is the subject of this application appeared to be the same barn as in application 2016/01098 (which was refused), but under a specific provision to allow accommodation for agricultural workers. TUCC views on the structural conversion remain unchanged. If MCC is minded to approve the application then the agricultural tie should apply in perpetuity.

Clerk

17137 **PLANNING DECISIONS**

- 00485, Llanishen, Land adj Sycamore, detached bungalow and garage. Approved
- 00144, Penallt, Lime Kiln Farm, proposed demolition of existing farmhouse and replacement with new dwelling. Approved
- 00406, Penallt, Barn 2, Whitehouse Farm, Hay store 30ft x 60ft x 15ft to the eaves. Agricultural notification. Acceptable
- 00374, Llanishen, Pond Barn, double garage. Approved
- 00322, The Narth, Beaufort House, School Lane, proposed double garage. Approved

17138 **FURTHER PLANNING DECISIONS**

- 2016/00415, Llanishen, outline planning consent for 8 dwellings on allocated housing site adj B4293 and Church Rd. Approved

17139 **ACCOUNTS FOR PAYMENT**

Current bank balance (less uncashed cheques): £38,260.43

It was noted that the fixed-rate deposit at Co-op Bank of £10,112.19 had matured on 9 June. Since the bank no longer offers fixed-rate deposits, options were given of transferring the balance to the current account (with zero interest) or receiving a cheque for the amount. The default position was that the bank would transfer the balance to a new Business Select Instant Access Account in the council's name with an interest rate of 0.03%. Written confirmation has been received that this occurred.

The comparison between the 2017/18 budget and expenditure to date was noted.

The bank statement and invoices for payment had been scrutinised and verified by Cllr Pullan.

The following accounts were presented and payment agreed.

500517	Llandogo PCC, churchyard maintenance	£450
500518	CPRW membership renewal	£20
500519	Clerk, printer cartridges	£43.41
500520	One Voice Wales, councillor induction training x 2	£40

Clerk

17140 **TUCC BANK ACCOUNT**

The application for an account at Unity Trust is made online; the completed form will be emailed to the clerk, including a sheet for each signatory to sign. All those councillors not included in the most recent application form to Co-op Bank in 2016 were asked to supply the clerk with the following information: their full name, address for the past three years, date of birth, nationality. It was confirmed that the council does not require internet banking at this time.

CE, LP, AP, LS, IS

**It was resolved** to authorise the clerk to tick the boxes to agree to the "resolution and declaration" at the end of the application form for Unity Trust. These read as follows:

*Financial Services Compensation Screen (FSCS)*

*I have read and understood the FSCS information sheet*

*Your resolution*

*We wish to open an account with Unity Trust Bank plc ('Unity') and have read the account opening Terms and Conditions.*

*We accept Unity's Terms and Conditions and appoint them as our Bankers.*

*We acknowledge that Unity's Terms and Conditions may vary from time to time and we agree to be bound by them.*

*We will provide Unity with instructions and changes in line with the mandate.*

*Unity should rely on this Mandate until we send future amends.  
We will send Unity a copy of the Memorandum and Articles of Association, a copy of the Company's Rules, our Trust Deeds or our registration documents. We will inform Unity of any changes to these in writing.  
We will also notify Unity in writing of any change in Directors/Trustees/Officers and membership. Our committee members/Trustees acknowledge that they shall be jointly and severally liable for any liabilities.*

*Your telephone and internet banking declaration  
We agree to use the Telephone Banking Service to authorise transfers between our Unity Trust Bank accounts and to request balance and other general account information.  
We agree to use the Internet Banking Service in accordance with the Terms and Conditions. The individuals named on this application form will be our authorised Telephone Banking and Internet Banking service users.  
The Trustees acknowledge that they will be jointly and severally liable for any of the Trust's liabilities.  
Responsibility for all transactions performed on our internet banking service lies with the final authorising user.*

*Your declaration  
We acknowledge your right not to grant or to suspend operation of this account until we have given Unity Trust Bank any requested documentation or information.  
We authorise the bank to make any enquiries that it considers necessary to confirm the details in this form. The information we have provided is true to the best of our knowledge.  
We confirm that we have read the Terms and Conditions for the bank's accounts and agree to and acknowledge that we will be bound by them.*

Clerk

17141 **MAINTENANCE GRANTS FOR BABINGTON MEADOW**

The Babington Meadow Committee has re-assessed the work needed and obtained a range of quotations. The Committee is confident that a quote of £850/year is justified. The TUCC budget for 2017/18 allowed £600 for maintenance of the Meadow (compared to previous £450).  
**It was resolved** that TUCC would provide a grant of £600 towards maintenance of the Meadow.

It was noted that in future years there may also be a need to pay for winter maintenance work. A volunteer team cut back brambles and cleaned the play equipment last winter, but this cannot be guaranteed in future. The Finance Group will bear this in mind when considering next year's budget.

17142 **FUNDING FOR VILLAGE HALLS**

**It was resolved** that TUCC will reimburse each of the seven village halls for the amount they have to pay in business rates in this financial year, since MCC is still charging rates to village halls. This amount was included within the budget for 2017/18.

It was clarified that TUCC now has three funding streams for village halls: reimbursement of business rates charged, up to £500 towards running costs and up to £1000 for capital projects. (see minutes 17012 and 17043).

A letter should be sent to the village hall treasurers laying out details of these three funding streams.

Clerk

17143 **LOCAL RESOLUTION PROTOCOL**

**It was resolved** to adopt the protocol issued by One Voice Wales. The protocol is to avoid the referral of some complaints to the Ombudsman. These are specifically:

- minor complaints from Members about Members
- minor complaints from Officers about Members
- Members alleged to have not shown respect and consideration for others, either verbally or in writing.

17144 **PARKING SIGNS ON PENTWYN GREEN**

It was noted that existing signs are old and difficult to read. Four new signs are needed: three to simply say "no parking" and the fourth to say: "TUCC: No parking. This is a registered village green. Driving and parking of motor vehicles on the green are offences liable to prosecution". Signs should be durable and visible. The clerk was asked to obtain quotations.

Clerk

17145 **OWNERSHIP OF NEW CAR PARK AT TRELLECH SCHOOL**

Trellech school governors have raised the possibility that TUCC take on ownership of the new car park, which was provided through S106 funding from the new housing development. The car park lies outside the school boundary. Next agenda

Clerk

17146 **CATBROOK FOOTBALL FIELD:** Nothing to report

17147 **BABINGTON MEADOW:** Nothing to report

17148 **OTHER REPORTS**

- Notice board at Broadstone: Mike Camp has replaced the old board free of charge. The clerk was asked to write to thank him

Clerk

17149 **CORRESPONDENCE**

The following correspondence was received and noted:

MCC, S Beer, proposed workshop on street lighting issues, 10 July, 1pm

MCC, Central Monmouthshire Area Committee, 21 June, agenda

MCC, H Clatworthy, Energy Days planned for June

MCC, M Lewis, response on rights of way at Prices Bridge

MCC, P Matthews, acknowledgement of letter about Prices Bridge

MCC, S Parkinson, minutes of dog fouling meeting, 25 May

MCC, Planning, consultation on draft supplementary planning guidance on Policies H4 and T2: (i) sustainable tourism accommodation and (ii) rural conversions to a residential or tourism use

MCC, R Tranter, reply to query on code of conduct and declaration of interests

MCC, R Tranter, Q&As from training session on code of conduct

PC C Butt, request to attend TUCC meeting

Babington Meadow Group, request for grants towards maintenance

J Baldwin, application to be co-opted to vacancy for Penallt ward

Co-op Bank, fixed rate deposit maturing 9 June

CPRW, Members' bulletin, June 2017

Cruse Bereavement Care, appeal for funds

R Decker-Thomas, application to be co-opted to vacancy for The Narth ward

P Flower, application to be co-opted to vacancy for The Narth ward

GWT, A Karran, Himalayan Balsam at Penallt Common

One Voice Wales, area committee meeting, Usk, 13 July

Open Spaces Society, bulletin and notice of AGM

Public Services Ombudsman for Wales, copy of complaint against TUCC councillor

J Rundle, request for maintenance grant for Llandogo churchyard

17150 **ITEMS FOR THE PRESS/NEXT AGENDA**

- Prices Bridge
- Trellech School car park
- Parking signs for Pentwyn Green

17151 **DATE OF THE NEXT MEETING:** Monday, 17 July 2017 at The Hall, Llanishen

The meeting closed at 21.30