

**TRELLECH UNITED COMMUNITY COUNCIL  
MINUTES OF MEETING  
held at the Pelham Hall, Penallt and via Zoom on Monday 20 June 2022 at 7 pm**

<b>Village</b>	<b>Councillor</b>	<b>Attendance</b>
Catbrook	Guy Bowden	Present
Catbrook	Leanne Wakerley	Present
Llanishen	Martin Blakebrough	Not present
Llanishen	George Weston	Present
The Narth	Sue Milsom	(from item 22108)
The Narth		
Penallt	David May	Present (Zoom)
Penallt	Nikki Scarr	Present
Penallt	Stuart Geddes	Present
Trellech Grange	Ed Webb	(from item 22108)
Trellech Town	Rosemary Decker-Thomas	Present
Trellech Town	Alan Poulter (Chair)	Present
Trellech Town		
Whitebrook	Richard Price	(from item 22108)
MCC	County Cllr Jayne McKenna	Present
MCC	County Cllr Richard John	(Zoom from item 22117)

**Clerk:** Ann Davison

**PUBLIC MEETING:** none

**22106. DECLARATIONS OF ACCEPTANCE OF OFFICE**

The following councillor signed a declaration of acceptance of office in the presence of the Clerk: David May .

**22107. APOLOGIES FOR ABSENCE:** Cllr M Blakebrough: in his absence Cllr Alan Poulter , the Vice Chair, took the chair for the meeting

**22108. CO-OPTION**

**It was resolved** to co-opt the following: Richard Price to represent Whitebrook ward, Sue Milsom to represent The Narth ward and Ed Webb to represent Trellech Grange ward. These three new councillors each signed a declaration of acceptance of office and joined the meeting.

Two vacancies still remained, for The Narth and Trellech Town. These would be re-advertised.

**Clerk**

**22109. DECLARATIONS OF INTEREST:** item 22116, Jubilee grant to Pelham Hall, councillors Milsom and Scarr. Cllr May did not need to declare an interest as he is TUCC representative to the hall committee.

**22110. MINUTES OF THE MEETING HELD ON 23 May:** agreed as a true record and signed by the chair.

**22111. MATTERS ARISING FROM PREVIOUS MINUTES**

**Item 22091: Bank signatories**

The relevant form was signed by the two new members of the Finance Group, and by three existing signatories.

#### **Item 22034: Zoom equipment**

The TUCC meeting in March had been blended, successfully using a Jabra Speak 510 microphone loaned to the council. This item cost £77.49 on Amazon. Councillors felt that a webcam would make a 'blended' meeting more successful, and Cllr May was asked to cost a suitable item. The council would then make a decision over purchase of equipment.

DM

#### **22112. PLANNING APPLICATIONS**

- 00771, Trellech Town, Far Hill Cottage, two temporary timber cabins on wheels. Recommend refusal, on the grounds that the structures were not truly "temporary". Access to the field would be altered (gate moved further from the road, with the addition of a parking area, waste disposal area and bike storage). No signage had been specified, but would be a requirement for this isolated site. The structures themselves would not be mobile, as the site was on sloping ground. Some excavation would be needed, and the posts supporting the roof and terrace were shown as sunk into the ground. Pipes to the sewage treatment plant would be required, as well as electricity and water supplies. The grasscrete specified for access tracks was also a permanent feature. The cabins would therefore constitute new buildings in the open countryside. Furthermore, the parking area should be further away from the road and screened by planting.
- 00772, Penallt, Clarence House, pv panels on detached garage. Recommend approval

Clerk

#### **22113. FURTHER PLANNING APPLICATIONS RECEIVED**

- 00766, Penallt, Plash Cottage, reconstruction of existing outbuilding & minor works. Recommend approval
- 00788, Penallt, Lower Meend Barn, Lydart, single storey plant room for heat pump, pv etc. Recommend approval

Clerk

#### **22114. MCC PLANNING DECISIONS**

- 2021/00661, Penallt, The Farm, Lydart, existing grazing land to secure dog walking paddock with associated off-road parking. Approved
- 2021/00729, Llanishen, The Granary, Llanvair Farm, double garage and log store. Approved
- 2022/00522, The Narth, Sunnyside, re-render and replacement windows. Approved
- 2022/00549, Penallt, Hazelwood House, alterations and extension. Approved

#### **22115. FURTHER MCC PLANNING DECISIONS**

- 00565, Trellech, Red House, single storey rear extension. Approved
- 00849, Catbrook, Badgers Drift, Parkhouse, proposed machinery store. Acceptable

#### **22116. FURTHER GRANTS TOWARDS PLATINUM JUBILEE CELEBRATIONS**

Following the decision at the March TUCC meeting (min 22057) to offer £500 to village hall committees, two further applications had been received from Llanishen and Penallt. **It was resolved** to make grants accordingly.

Clerk

#### **22117. ACCOUNTS FOR PAYMENT**

Current bank balance: £48,452.73

The comparison between the 2022/23 budget and expenditure to date was noted.

The following accounts were presented and payment agreed. Cllrs Poulter and Decker-Thomas were nominated to complete online authorisations for these payments.

BACS/139	Merlin Waste (£154.92 + £30.98 VAT)	£185.90
BACS/140	Clerk, salary	£487.02
BACS/141	HMRC PAYE (June)	£50.40
BACS/142	Playworks (Katherine Watkins), salary admin	£20
BACS/143	Trellech Grange PCC, churchyard grant	£500
BACS/144	R Scarr, Penallt footpath group tools (min 22056)	£204.90
BACS/145	Pelham Hall, jubilee celebrations	£470.43
BACS/146	Llanishen Hall, jubilee celebrations	£472.82
BACS/147	A Davison, reimburse Planning Aid Wales training sessions	£70

Clerk, AP, RD-T

**22118. ADDITIONAL PENALLT DOG WASTE BIN**

**It was resolved** to defer a decision on this to the next meeting, as the exact location and land ownership needed to be checked. Cllr Price agreed to check the land registry, for a location that would be forwarded to him by Cllr May.

RP

**22119. ALLOCATION OF RESERVES FOLLOWING BOUNDARY CHANGES**

The Finance Group had met and suggested a method for dividing reserves between TUCC and the Llandogo ward that was now a part of the Wye Valley Community Council. Three sums were deducted from the reserves at 31 March 2022: £5,000 promised to the Wye Valley Project, £600 owed to MCC for the Catbrook Football Field lease, and £1102 paid in May 2022 for the new notice board in Llandogo. The remaining reserves were divided equally per household (£36.45), as were those of the former Tintern Community Council (£42.91). 215 Llandogo households had been transferred to the Wye Valley CC, whilst 39 Trellech Grange households had been transferred from Tintern CC to Trellech United CC. The net transfer of reserves would then be £6164.

This calculation had been forwarded to Wye Valley Community Council, which would consider it at its meeting on 28 June. The Finance Group had also asked the Wye Valley CC to assume responsibility for the promised sum of £2,500 towards a replacement boiler for the Millennium Hall (minute 21231).

These figures were approved in principle, subject to agreement by the Wye Valley CC.

**22120. BUDGET REVIEW:** Deferred to the July meeting.

Clerk

**22121. BROADSTONE BUS SHELTER**

County Councillor McKenna had observed that the bus shelter at Broadstone appeared structurally unsound. Richard Cook at MCC had arranged for safety barriers to be erected around the shelter, and a contractor to assess its safety. Deferred to the next agenda.

Clerk

**22122. TUCC GOVERNOR TO TRELLECH SCHOOL**

John Gooding had resigned his position as TUCC governor at Trellech School. The next meeting would be held on 9 July. **It was resolved** that Cllr Nikki Scarr should be appointed to represent TUCC.

Clerk

**22123. GRASS CUTTING AT CATBROOK VILLAGE GREEN**

Mr Hoskins had declined Tucc's offer of a £5 increase per cut (see minute 22092). David Cox at MCC had quoted as follows: 14 cut and fly visits (cut materials left on site) @ £36.18 per visit. He had also suggested two hedge maintenance visits a year. **It was resolved** that no hedge cutting was required, and seven cuts (April to October) were adequate. MCC should be asked to include this in their schedule. In the longer term the biodiversity group would consider whether local residents would be amenable to a regime with less grass cutting, to allow wildflowers to grow.

Clerk

**22124. MEETING VENUES FOR 2022-23**

Catbrook Hall did not have wifi but The Narth did (required for a Zoom link to be on offer). The venues for meetings had therefore been confirmed as follows:

18 July	Llanishen, The Hall
15 August	Trellech, Babington Centre
19 Sep	Trellech, Babington Centre
17 Oct	The Narth, Village Hall
21 Nov	Penallt, Pelham Hall
12 December	Llanishen, The Hall
16 January	Llanishen, The Hall
20 February	The Narth, Village Hall
20 March	Trellech, Babington Centre

**22125. REPLACEMENT CLERK**

It was reported that nine people had requested details of the post; two had applied, with a third application expected. **It was resolved** that all applicants should be invited to interview (including any late applicants).

All councillors were invited to take part in interviews of the candidates, to be held at a special meeting of the council on 4 July, at Pelham Hall at 7pm. The clerk was also asked to be present, in order to answer any queries from candidates about the post, and to minute any decision.

If required (if insufficient councillors were present on 4 July to constitute a quorum) a Zoom meeting could then be held on Tuesday, 5 July at 7pm to confirm an appointment. Neither of these meetings would be open to the public, as staffing matters were confidential.

The clerk was asked to find out if the SLCC provided a list of standard questions to be posed to candidates.

All cllrs, clerk

**22126. COUNCILLOR TRAINING**

It was noted that there was a new requirement under the Local Government and Elections (Wales) Act 2021 to produce a Training Strategy by September 2022. The clerk would compile a register of training already undertaken by councillors.

Since the last meeting new councillors had attended the following sessions:

Induction for new councillors (One Voice Wales): Stuart Geddes and Leanne Wakerley  
Code of Conduct (One Voice Wales): Leanne Wakerley  
Introduction to Planning (Planning Aid Wales): Nikki Scarr and Leanne Wakerley

Clerk

**22127. BABINGTON MEADOW**

The treasurer had forwarded the annual report and accounts for the year 2020-21, and the clerk had updated the record on the Charities Commission website.

**22128. ANY OTHER REPORTS**

- It was suggested that it would be useful to hear from the candidates at the recent County Council elections on what issues had been raised with them during the campaign by local residents. This will be on the agenda for the July meeting.
- A message had been received by the clerk via the website, requesting that undergrowth at the site of St Anne's Well/The Virtuous Well in Trellech be tidied up. Cllr Poulter explained that although the well was an Ancient Monument with a public footpath allowing access, the site was privately owned and the current owner had refused all offers to either buy or maintain the area around the well. MCC Countryside Service and Cadw had been involved. The clerk was asked to write to both the Countryside Service and Cadw to ask if they could intervene on behalf of TUCC and local residents.

Clerk

Clerk

## 22129. CORRESPONDENCE

The following correspondence was received and noted:

MCC, T Humber, emergency road closure, Birches Rd, Penallt, 24-26 May

MCC, S Parkinson, agenda for Dog Fouling meeting, 16 June

MCC, J Pinell, emergency contacts directory update

MCC, R Ray, notice of diversion of bridleway 118, Whitelye

MCC, R Ray, notice of diversion of footpath 144, Parkhouse

BMBO, notice of cycle orienteering event, Trellech Grange, 25 & 26 June

Catbrook VH, Rose Stevens, no wi-fi at the hall as yet

Charities Commission, request for annual return for Penallt Recreation Ground

CPRW, members e-bulletin

J Gooding, resignation as TUCC-appointed governor of Trellech School

Gwent Police, We Don't Buy Crime campaign

A Henstridge, application for jubilee grant for Pelham Hall

J Hoskins, refusal of £5 increase in grass cutting for Catbrook Village Green

J McKenna, ref safety of Broadstone bus shelter

S Milsom, expression of interest in co-option to TUCC

NRW, invitation to workshop on forestry and land management in Wye woodlands, 9 June

NRW, youtube recording of 9 June workshop, FAQs, etc

NRW, community drop-in opportunities, Devauden, 15 June; The Narth VH, 16 June, 2-7pm

One Voice Wales, training offered in June

One Voice Wales, 2002 edition of Good Councillors' Guide

One Voice Wales, The finance and governance toolkit for community and town councils

One Voice Wales, request to nominate representative before Monmouth/Newport area meeting, 7 July

C Ophelia, request to cut back undergrowth at St Anne's well

PCSO C Watkins, May police report

L Parker, ref invoice for Llandogo notice board, and promise for Millennium Hall boiler

Penallt Footpath Group, R Scarr, invoices for equipment

R Price, expression of interest in co-option to Whitebrook ward

R Robertson, annual report and accounts for Babington Meadow Committee

E Webb, expression of interest in co-option to Trellech Grange ward

G Weston, application for grant for Jubilee celebrations, Llanishen Hall

Welsh Government, The Local Government and Elections (Wales) Act 2021: Statutory Guidance for Community and Town Councils

WVCC, L Greatorex-Davies, on division of reserves

**22130. ITEMS FOR THE PRESS/NEXT AGENDA:** none in addition to those noted above

**22131. DATE OF THE NEXT MEETING:**

Monday, 4 July at 7pm, at Pelham Hall, Penallt, private meeting to interview candidates for the position of clerk

Monday, 18 July 2022 at 7pm at The Hall, Llanishen, with possibility to join by Zoom

The meeting closed at 21:22