

## SHIRENEWTON COMMUNITY COUNCIL

Minutes of the Council meeting held on Monday 6 March 2017 at 7.30 pm  
at Shirenewton Recreation Hall.

### **Present:**

#### **Councillors:**

Mr P Harris (Chair) Mr I Martin Mr M Lenza Mrs B Price Mrs M Davies.

### **Also in attendance:**

One member of the public  
County Councillor G Down  
PCSO A Jones  
Mrs H Counsell (Clerk to the Council)

The Chair welcomed all to the meeting and thanked them for their attendance.

### **1. Public participation.**

There was no public participation.

### **2. Apologies for absence.**

Cllrs R Kopp, I Moore, B Moore and K Morton.

### **3. Monthly police report.**

The report was circulated prior to the meeting and PCSO A Jones attended. There was no crime to report this month, but off road bikes had been reported in Wentwood on two occasions. The Clerk reported on a 'Gwent Now' notification of countywide police patrols overnight on 5-6.3.17 resulting in two vehicles being seized in the Wentwood Forest area and three males from the Newport/Cardiff area arrested for traffic offences. There had been two calls to Brookacre during the month.

**Remarks from the Chair:** the Chair reminded members of their responsibilities under the Code of Conduct, in particular that they represent the Council as a body. Any personal representation to outside organisations should be as an individual only, unless agreed beforehand at a Council meeting.

### **Minute: 3496: To disclose personal and pecuniary interests in any item of listed business.**

There were none.

### **Minute 3497: To consider planning matters.**

No planning applications were received this month.

Council further discussed whether to continue to receive paper copies of planning applications in view of annual charges now being made (likely cost of £578 pa for average of 34 application per year at a cost of £17.00 each). Although still concerned at the inability to view larger sized plans and drawings clearly online, members agreed to the Chair's proposal of a six month trial of no paper copies of planning applications. To be reviewed September 2017.

**Minute 3498 - Minutes of the last meeting** – minutes of the meeting held on 6 February 2017 were approved and duly signed by the Chair.

## Minute 3499 – Finance - to approve items listed for payment

### Expenditure (by Standing Order)

Clerk's salary/allowances -	February 2017	£520.34
Clerk's Pension (Council & Clerk's contribution) -	February 2017	£157.91

### Items for payment

Payee	Reason for expenditure	Amount £	Cheque No.
L Saysell	Defibrillator donation (agreed Feb 2017)	260.00	101346
Clerk	February expenses & JSM Computing – pc repair	50.70 30.00	101347
GoDaddy.com	Website hosting 2017/18	90.57 + £9 fee	Bank transfer
SLCC Enterprises Ltd	Regional Training Seminar (Clerk) 15.3.17	82.80	101348
Mon CC	Repairs to play equipment – (quote accepted Nov 2016)	1004.40	101349

Council resolved to make all payments as listed.

Council noted the following points:

- 1) Application has been made for a 50% bursary for the above SLCC Training Seminar.
- 2) The signing of three bank standing order forms to amend the Clerk's salary and on costs from 1<sup>st</sup> April 2017 (as agreed at meeting of 4<sup>th</sup> December 2016, Minute No: 4368).

### **Minute 3500: To confirm appointment of Internal Auditor for 2016/17 audit.**

Council confirmed the continuing appointment of Mr P Brabon ACIB of Newton Lodge, Shirenewton as Internal Auditor for 2016/17.

### **Minute 3501: To agree the promotion of grants available from 2017/18 budget.**

Council agreed to advertise the availability of £1,700 to local organisations upon completion of an application form available from the Clerk. Closing date 30.6.17. Applications to be considered at the July 2017 meeting.

### **Minute 3502: To arrange a review of Standing Orders.**

Council agreed to a review of Standing Orders being undertaken by Cllr M Davies and the Clerk. Amendments to be circulated and agreed by members prior to adoption.

### **Minute 3503: Progress on Community Benefit agreement.**

The Clerk reported that contact had been made with the purchaser of the Rhewl Farm Solar Park, this being Profond, a Swiss Pension Fund. Council agreed that in conjunction with Mathern CC and following the Clerk checking details of the contract, that an invoice be issued to the company to claim the first payment of community benefit.

### **Minute 3504: To discuss arranging 2 coffee mornings in 2017 to engage with residents (as part of three year forecast - community consultation).**

Permission had been given by the Village Market organisers to hold the first coffee morning on Saturday 15 April, but County Councillor Down reminded the Council that it would be at a time during the election that the Council would be stood down, therefore the date was re-arranged to Saturday 20 May, 10am – 12 noon (again subject to permission). Councillors discussed producing a display of the Council's work and ideas for a questionnaire, the results of which would be reported back to the June meeting. The coffee morning to be discussed further at next meeting.

**Minute 3505 - To consider the National Training Programme for T&CC's in Wales.**

The Chair explained the importance of Code of Conduct and planning training, he further requested that Councillors consider the training sessions they would be interested in and contact the Clerk with any sessions they wish to attend. The point was raised about Councillors specialising in specific areas rather than all attending the same training sessions. Training will be discussed again at the June meeting after the results of the May elections are known.

**Minute 3506 - To receive the Clerk's Report**

- **Amended planning application DC/2017/00082, wall at 23 Clearview** – Refused Decision Notice issued 22.2.17, Enforcement Notice issued 23.2.17. Possible encroachment reported to Highways on 28.2.17.
- **Trees overhanging Funeral Path** – checked pathway on 22.2.17, work completed.
- **Road repairs at West End** – 17.1.17, Clerk reported poor road surface to P Keeble who confirmed a Highways Engineer inspection. Additional report made 25.1.17.
- **Website Hosting** - Bank transfer of \$110 (£90.57 + £9.00 bank charge) made on 15.2.17 to continue GoDaddy hosting for a further 12 months (as agreed at February meeting). The Chair has contacted HSBC bank to set up an ongoing annual payment arrangement.
- **Dog Waste Bags in telephone kiosk** – bags are checked/supplied each week, but it would appear that recently bags have been taken in bulk.
- **Grass cutting for the 2017 season** – confirmation received from N Leaworthy, Mon CC on 22.2.17 that the cutting season will start from 13<sup>th</sup> March and 16 cuts will take place on a 10 working day rota. Mon CC's work schedule has been discussed and agreed with the Chair of the Recreation Association, Clerk to be advised of final arrangements.
- **Request for Helicopter on Recreation field on 27.5.17** – it was agreed that this request be dealt with by the Recreation Association. Information passed to the Chair with the advice that a risk assessment is made to ensure public safety and that insurance requirements are fully met.
- **Joint meeting between the MoD, Caerwent CC and Shirenewton** – rearranged to Friday 28<sup>th</sup> April at 10am for a 10.30 start, at the MoD offices, Caerwent. to be followed by a tour of the site.
- **Candidate's nomination packs for 2017 election** – have been distributed to Councillors.
- **Financial Regulations action plan** – a backed up copy of the external hard drive of the Council pc was passed to the Chair for safe keeping off-site.

- **Highways issues response from P Keeble – ref 023595 (response 19.12.16)**

Cracks in 'cobblestones' - This has been raised with the project team since the surfacing will be under the maintenance period. The project engineer will be following up any necessary repairs.

VAS signage, Crick Road - The batteries have been replaced in the solar unit at this location, so it should be working correctly. The street lighting engineer will investigate further.

School Hill, Mynyddbach, disintegrating - This is a maintenance issue and has been referred to the highway maintenance engineer.

### **Dumping of Waste at Ridge House Stables and obstruction on F/paths 119/120.**

- Mr M Hand, Head of Planning has advised that Mon CC is considering options put forward by Counsel.

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### **Minute 3507: Items of Local Concern**

- It was reported that parents have been enquiring about replacement of play equipment and other play/fitness equipment in the community. To be an agenda item at the April meeting.
- The deterioration of the road at School Hill, Mynyddbach was raised again and the Clerk advised that a Highways Maintenance Engineer is to make an inspection.
- The poor condition of the wall surrounding the Tredegar Arms car park was reported to be pursued further when the upcoming lease renewal is finalised. C Cllr Down to check with R Tranter, Legal Department, Mon CC whether Highways has an interest in this wall as it is alongside the highway.

### **Minute 3508: To receive correspondence as listed.**

Council noted receipt of the following correspondence and agreed that items for consultation be posted on the Council website:

1. Anonymous letter dated 20.1.17 received on 13.2.17 referring to the minutes of the Council meeting dated 3 October 2016, regarding the retaining wall at Clearview – no further action required.
2. Letter from the Teenage Cancer Trust, UHW, Cardiff advising of their work and requesting a donation.

### **One Voice Wales**

- Secondary Consultation Period of Boundary Commission Review 2018 on Parliamentary Constituencies in Wales (closing 27.3.17).

### **Welsh Government Consultation**

- White Paper, Reforming Local Government: Resilient and Renewed
- School Workforce Data Collection
- National Development Framework for Wales
- Draft circular for the planning of gypsy, traveller and show people sites
- Changing the name of the National Assembly
- Options for implementing the Additional Learning Needs and Educational Tribunal (Wales) Bill

### **Minute 3509: To present short reports from meetings attended.**

There were none.

**Minute 3510: Date of next meeting** – this was confirmed as Monday 3 April 2017 at 7.30pm at Shirenewton Recreation Hall.

There being no further business the meeting closed at 8.50 pm.