

SHIRENEWTON COMMUNITY COUNCIL

Minutes of the Council meeting held on Monday 3 October 2016 at 7.30 pm
at Shirenewton Recreation Hall.

Present:

Councillors:

Mr P Harris (Chair) Ms B Moore Mr R Kopp Mr K Morton Mrs L Prosser
Mr M Lenza Mr I Martin

Also in attendance:

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

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

1. Public participation.

The member of the public raised the issue of the height of the retaining wall currently being built at Clearview. The Chair advised that this had already come to the attention of the Council, it had been reported and a Planning Enforcement Officer is to make a site visit to check that the wall is being built as approved.

2. Apologies for absence.

Cllr I Moore.

3. The monthly police report.

The police report was distributed prior to the meeting, and PCSO A Jones attended. During the month there had been one report of an abandoned vehicle in Wentwood and two of off-road biking in Wentwood which had been brought to the attention of the Natural Resources Wales Community Support Officer who is monitoring these incidents. PCSO Jones raised awareness of several burglaries in local villages and asked residents to be vigilant. There had been no calls to Brookacre during the month.

Councillors completed Your Voice questionnaires and returned them to Cllr B Moore.

4. To consider any applications to fill co-opted vacancies

There were none. Vacancies continue to be advertised in the monthly Parish Magazine and on the website.

Minute 3433 - To disclose personal and pecuniary interests in any item of listed business.

There were none.

Minute 3434 - to consider planning applications received.

1. DC/2014/01185 Reserved matters application for 7 dwellings and associated works on land adjoining Clearview, Shirenewton
Granted outline permission under application DC/2009/01061, including details to discharge condition 1 (Reserved Matters) and condition 4 (Boundary Treatments).
Council made no comment on the discharge of conditions (Vote: Unanimous)
2. DC/2016/01104 'Oslo' Mynyddbach Discharge of condition 12 (drainage) from previous application DC/2015/00431 in regards to foul and surface drainage.
Council made no comment on the discharge of conditions (Vote: Unanimous)

3. Council discussed further information received from S Pritchard, Footpaths Officer, Mon CC on the proposed path order at 119 - Ridge House Stables and was minded not to approve the proposal in view of the following points:

The RoW for both routes (119 and 120) is used to move race horses to and from the stables, to a horse exercising ring, and the holding ring for the gallops at the entrance to the drive. This is likely to cause nuisance to the public using RoW 119 therefore is an offence under the Highways Act 1980. Animals likely to cause a nuisance should not be kept in a field with a RoW (there has been an objection from a neighbour), this is again an offence under the Highways Act 1980.

Council questioned whether there was a change of use made in around 2002, from agricultural to equestrian racing stables, and if so, were the RoW's taken into consideration? These issues should have been resolved at that time. (The Mon CC Planning website does not hold applications that old). The existing RoW 119 could be diverted around the obstructing building if fenced both sides with membrane laid and the footpath stoned. This would overcome the objection from the Ramblers Association.

Council also pointed out that the gallops at this location cross RoW 110 at two points and pose a threat to public safety. Was this considered when/if planning consent was given? (Vote: Unanimous) Clerk to respond to S Pritchard.

Minute 3435 - Minutes of the last meeting – minutes of the meeting held on 5 September 2016 were approved and duly signed by the Chair.

Minute 3436 – Finance - to approve items listed for payment

Expenditure (by Standing Order)

Clerk's salary/allowances - September 2016 £520.34
 Clerk's Pension (Council & Clerk's contribution) - September 2016 £157.91

Items for payment

Payee	Reason for expenditure	Amount £	Cheque No.
Clerk	September expenses	42.25	101328
Mon CC	Annual inspection of play equipment	92.40	101329
	Cancelled		101330
SAMFAL	Annual membership	15.00	101331
Cllr K Morton	Wye Valley AONB study tour	15.00	101332

Council resolved to make all payments as listed.

Minute 3437: 2015/16 Annual Return - Council approved and accepted the 2015/16 Annual Return received from external auditors. Council received the issues arising from the report and approved an action plan as presented by the Clerk.

Council further noted that the Notice of Conclusion of the Audit had been displayed on community noticeboards from 14.9.16, giving notice of the availability of the accounts for inspection by local electors.

Minute 3438: Risk Assessment and Management Procedures.

Council considered and adopted a review of these procedures.

Minute 3439: Financial Regulations

Council approved and adopted revised Financial Regulations and also approved an action plan for putting in place additional tasks required under the new regulations.

- The Clerk passed to the Chair for safe keeping a sealed envelope containing the password to the Council pc.
- The Clerk passed to the Chair an updated external hard drive of the Council pc. Future backup to be made on a monthly basis and stored off-site by the Chair.

Minute 3440: Clerk's appraisal.

The Clerk's appraisal had been held by the Chair on 31.8.16. Council considered and approved the following points arising from the appraisal:

- 1) Clerk to be added to the bank mandate to allow her to deal with issues with the bank, this does not involve her signing cheques;
- 2) Clerk to contact Mon CC Payroll Dept. to arrange payment of salary/pension/tax by the department at a cost of £18 per quarter.

Minute 3441: Play Equipment Inspection.

Council received the annual play inspection report but as costings for remedial work had not been received, this item to be discussed at next meeting.

Minute 3442: Community Benefit agreement.

The Clerk had researched and circulated information on community benefit payments to both Councils. As the current offer appeared to be ungenerous Council requested that the Clerk contact ReneSola to discuss extending the offer.

Minute 3443: Grass cutting options for the 2017/18 season.

In view of the number of complaints received regarding the cutting of the recreation field, Council agreed to make the following proposal to the Recreation Association –

1. That because the field is a community asset for all residents, the Council continues to fund the current 14 cuts per season. Council was conscious that this would be the most cost effective, being able to have the VAT element of the cost refunded.
2. That if additional cuts are required for the football pitch, these to be at the cost of the Recreation Association as the football clubs pay a fee to use the pitch.
3. That a member of the Recreation Association arranges a timetable of cuts with Mon CC for the season, then liaises with Mon CC through the season over the number and timing of cuts. It seemed more sensible for them to deal with Mon CC direct, rather than via the Clerk.

Minute 3444 - To receive the Clerk's Report

- **Best Kept Village Competition 2016** – Presentation Evening on Friday 7 October from 6pm at Chepstow Garden Centre. Cllrs B Moore and L Prosser to attend.
- **VAS signage repair/replacement** – no further progress. Clerk contacted Graham Kinsella, Mon CC on 11.9.16, responded on 12.9 to say the battery had failed and contractor was awaiting a delivery. Faulty school sign passed back to P Keeble.
- **Assets** – Wood treatment has been purchased and left with K McCorriston on 18.8.16 so Youth Offending work group to start 31.8.16. Clerk checking insurance cover in place. Risk Assessment form to be signed and returned. No work taken place as yet.

Clerk chased up progress on 28.9.16.

- **Enlarged gateway**, Newchurch West – Enforcement case no: E16/170
- **'Dinwood' wildlife pond** – Guy Delamere, Enforcement, Mon CC is monitoring progress. Clerk requested update on 11.9.16, responded 12.9 on 'to do' list, any possibility of flooding should be remit of NRW. C Cllr P Murphy (Caerwent) has contacted GD suggesting, if he feels it appropriate, he refer to NRW to take another look.
- **Damaged litter bins at Rec car park** – Mon CC has replaced bins and re-attached to concrete bases at a cost of £320, T Hopkins Ltd agreed to cost, invoice to be sent direct to them for payment.
- **Remembrance Sunday** – Sunday 13 November 2016. Chair to lay wreath. Clerk to check clearance of footpath with YOT work group and/or request costing from the Haines Bros.
- **Joint meeting between MoD and Shirenewton/Caerwent CC's** – Monday 21.11.16 at Caerwent Village Hall from 6pm. Curry supper included.
- **Hedge cutting at Earlswood** – following an enquiry from a resident of Bluebell Lane, the Clerk contacted Mon CC on 21.9.16 to ask when cutting will take place. Reminder sent 28.9.16
- **Height of retaining wall at 23 Clearview** – Enforcement asked to check whether built as approved on 28.9.16.
- **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. The password for the Council pc was passed to the Chair in a sealed envelope.

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

Council finalised appeal response to the Planning Inspectorate at August meeting, result likely in October.

Proposal for diversion of footpaths considered at Sept meeting, approved proposal for 120, but suggested re-routing 119. (See Minute 3434 above, point 3).

Monthly update from Planning Officer – no progress.

Issues being pursued by County Councillor Down:

Progress on community speed watch initiative.

Enforcement cases: New – None.

Closed: Land adjacent Trenewydd – Alleged not built as approved - no breach.

Minute 3445 - To receive items of local concern (information only)

- Trees overhanging the funeral path – Clerk to check ownership of property (absentee landlord).
- Defibrillators in the community – the Co-ordinator for Chepstow and Caldicot had offered to attend a Council meeting but Council was advised that Mr Moles of the Huntsman Hotel had fund raising and arrangements well advanced with the British Heart Foundation for 4 defibrillators in the community.

Minute 3446 - To receive items of correspondence.

Council noted receipt of the following correspondence:

1. Letter from the Boundary Commission regarding the Initial Proposals for the 2018 review of parliamentary constituencies in Wales. Representations to be made by 5 December 2016.
2. Copy e-mail received from Mr P Shuttleworth, Caerwent addressed to Mr P Davies, DTSO, MoD Caerwent, regarding noise and activity at the Caerwent Training Area. (Circulated 19.9.16).

Welsh Government Consultation

- Consultations have changed.
- The use of Agency Workers during strike action in Welsh public services.
- Air Quality and Noise Management in Wales.
- Initial Teacher Education accreditation.
- Consultation discussion on the Land Transaction Tax and Anti-avoidance of Devolved Taxes (Wales) Bill.

Minute 3447 - To present short reports from meetings attended.

- Chepstow Cluster meeting held on 14.9.16 attended by Cllr B Moore and the Clerk. Notes of meeting circulated 21.9.16.
- Wye Valley AONB Study Tour held on 23.9.16 attended by Cllr Morton. A very useful and interesting day which Cllr Morton fully recommended to other members.

Minute 3448 - Date of next meeting: Monday 7 November 2016 at 7.30pm at Shirenewton Recreation Hall

There being no further business the meeting closed at 9.25 pm.