

SHIRENEWTON COMMUNITY COUNCIL

Minutes of the Annual Council meeting held by remote attendance on Monday
10 May 2021 at 7.00pm.

Present:

Councillors:

Mr P Butterworth, Mr I Martin, Mrs J McKenna, Mr K Dunn, Mrs E Chapman,
Mr A Williamson, Mrs L Brown, Ms E Nigogosian, Mrs H Adams, Mrs E Wixcey

Also in attendance:

Mrs H Counsell (Clerk to the Council)

The Chair welcomed all to the Annual Meeting. He apologised for having to hold the second Annual Meeting by remote attendance because of the continuing Covid-19 pandemic, he thanked all present for their attendance.

2. **Apologies for absence:** There were none.
3. **Vote of thanks to outgoing Chair** – C Cllr Brown gave the vote of thanks.
4. **Outgoing Chair's Report for 2020/21**

Due to Covid-19 this present Community Council period has run for 8 months from September 2020 to May 2021 when our annual meeting is normally held, this will give the Community Council a 12 month period before the Councillor elections are held in May 2022.

I would like to thank the Community Council Clerk and my fellow Councillors for all the time and work they have put in over the past 8 months. The lockdowns and restrictions put in place because of the Covid-19 virus have continued to be a testing time for the Community Council during which we were fortunate to have a functioning Community Council by holding virtual meetings using Microsoft Teams. During this period there have been a few Community Councillor changes, we had the resignation of a Councillor for personal reasons and the co-option of 3 new Councillors. The Community Council now has a full complement of 10 Councillors.

During this Council period the following activities were carried out: -

1. The petition for the "20 is Plenty" road safety campaign was started along with putting up banners and posters around the villages of Shirenewton and Mynyddbach. The Community Council also judged and provided the prizes for the road safety competition run by Shirenewton Primary School.
2. The Community Council website was given a refresh to ensure where possible it adheres to the Web Content Accessibility Guidelines (WCAG).
3. A contractor who has experience in installing hard paths in public park areas has visited the Recreation Field to survey the area for the provision of a benchmark quote for a path around the field.

Over the period of this Community Council we received 13 planning applications for consideration. The ultimate decision on a planning application is made by Monmouthshire County Council however, we can make a recommendation after

taking into account our local knowledge, the information presented to us in the application and the views of local residents presented at our meetings. The Community Council recommended Approval for 8 applications, Monmouthshire County Council approved 10 applications and have 3 applications undecided.

During this period among the numerous activities the Community Council has carried out there have been twenty incidents reported to MyMon for multiple issues ranging from rusted signposts and blocked footpaths to numerous pot holes.

Looking forward and planning activities by the Community Council is continuing to be difficult at present but hopefully the easing of restrictions put in place because of the Covid-19 virus will continue during Spring 2021 so the Community Council will be able to hold meetings with Councillors and members of the public attending in person in the not too distant future.

Minute 4110 - Election of Chair for 2021/22

The Clerk requested nominations for the post of Chair - Councillor P Butterworth was nominated by Cllr L Brown, seconded by Cllr I Martin and unanimously elected as Chair until the next Annual Meeting. He thanked Councillors for their confidence in him and accepted the nomination, he then took the chair. Cllr Butterworth to sign the Chair's Declaration of Office.

Minute 4111 - Election of Vice Chair for 2021/22

Cllr Jayne McKenna was nominated as Vice Chair by Cllr Wixcey, seconded by Cllr Williamson, and unanimously elected.

Minute 4112: Matters arising from the minutes of the 2020 Annual Meeting.

The minutes had been agreed as a true record at the meeting held in October 2020, at which there were no matters arising and the minutes were duly signed by the Chair.

Minute 4113: Appointment of Representatives for 2021/22

One Voice Wales Area Meetings (2) – Cllr J McKenna (one vacancy)

Shirenewton Recreation Association (2) – Cllrs P Butterworth and E Wixcey

Planning applications – Cllrs I Martin, P Butterworth, plus a ward Councillor.

Mon CC Cluster Meetings (2) – Cllrs I Martin and K Dunn

CADW joint meetings – all available Councillors

MoD joint meetings- all available Councillors

Lower Wye Area Committee (2) - Cllrs I Martin and K Dunn

Footpaths Officer (1) - Cllr E Chapman

Project Officers – hard path around Recreation Field – Cllrs Butterworth, Chapman and Williamson

Environment Officer – Cllr A Williamson

Minute 4114: To note approval of the annual Financial Investment Strategy as contained in Financial Regulations (Accounting and Audit).

Council approved the Financial Investment Strategy (External audit requirement).

Minute 4115: To note approval of the Annual Governance Statement.

Council approved the Annual Governance Statement (External audit requirement).

Minute 4116: To approve the quarterly financial report (Jan – March 2021) and adoption of the Statement of Accounts for 2019/20.

- as the financial accounts were still with the Internal Auditor, Council was unable to proceed with this item. It will be considered at the next meeting on 7 June 2021.

Minute 4117: To review payments made by Standing Order.

Council resolved to continue with the current payments made by Standing Order, also to continue with the two bank accounts currently held at HSBC, Chepstow Branch at present, but to change to online banking when bank staff are holding face to face meetings with customers.

Minute 4118: To approve the following Standing Orders, Financial Regulations and policies, all documents reviewed May 2021 and available on the Council website.

Standing Orders
Financial Regulations
Financial Risk Assessment
Complaints Procedure
Publication of Documents
Data Audit Schedule
Equality & Diversity
Health & Safety
Information and Data Protection
Local Resolution Protocol
Retention and Disposal of Documents
Removable Media
Social Media

Minute 4119: To approve the Asset Register (reviewed May 2021 and available on the Council website). The Asset Register was approved by Council.

Minute 4120: To review Councillor remuneration for 2021/2022.

This item was deferred to the June 2021 meeting or the first face to face meeting.

There being no further business the meeting closed at 7.35 pm.