

## SHIRENEWTON COMMUNITY COUNCIL

Minutes of the Council meeting held at Shirenewton Recreation Hall and online  
on **Monday 3<sup>rd</sup> Aug 2026** at 7.00pm.

**Councillors:** P. Butterworth (Chair) I Martin, G Todd, H Berry, G Mitchell, B Duffield,

**Also in attendance:** J McLagan Clerk, Cllr Louise Brown.

1. **Minute 5355 – To Receive Apologies for Absence:** Cllr S Todd.
2. **Minute 5356 –** To confirm the minutes of Shirenewton Community Council meeting held 6<sup>th</sup> July 2026 as a true record. The Minutes were approved and signed.
3. **Minute 5357 – Public Participation** None
4. **Minute 5358 – To disclose personal and pecuniary interests –** Cllr G Todd expressed an interested in Grant Applications and did not vote.
5. **Minute 5359 –** 1 x Planning matters were reviewed.

**DM/2026/00881** Little Folly Bluebell Road Earlswood NP16 6AU - Demolition of existing wooden 50M square open barn and replacement single storey ancillary annex of same footprint used for ancillary residential use.

Little Folley is a residence along Bluebell Road as it skirts Wentwood Forest. It is a substantial plot with a house and outbuildings. The barn (or rather, a single storey glorified timber shed with a monopitch roof) this application relates to sits away from the house and just inside the hedging along the road. It faces away from the road for views to the forest. Currently the barn appears to be used as a store for garden machinery.

The application is to replace the shed with a modern single storey annex containing a studio lounge, bedroom and shower room with a toilet, with a veranda to the front and left-hand side. There is no kitchen. No service connections are shown, nor the construction materials save as to mention timber cladding, grey windows, flat rubber membrane roof, and a brickwork plinth. The applicant states that the annex is of the same footprint as the barn but there are no measurements given for the barn other than 50m sq. The annex is approximately 10.5m x 6.5m (68sqm including the veranda).

Footpath 380/181/1 appears to be accessed through a gate in a hedge behind the existing barn but its route is not shown on the site plan. If correct, the proximity of the annex to the hedge may compromise the footpath entrance.

Planning policy H6 supplementary guidance provides for annexes as follows:

*Occasionally, an annex may be sought in order to provide additional ancillary accommodation ie. for a relative or carer. Whilst it is accepted that an annex by definition may require some independence from the main dwelling, a functional link between the two must be identified and maintained. The annex must be in the same ownership as the main dwelling and share facilities such as; (but not limited to) utility services, access, parking and a garden area. The Council must be satisfied that the annex accommodation cannot exist without reliance on the main dwelling. An annex should be incorporated within/ physically attached to the main dwelling.*

*As a consequence the annex must fully comply with the criteria of Policy H6, be modest and subordinate to the existing dwelling whilst respecting the existing form/materials. Cross reference must be made with Section 3 of this SPG to ensure there is compliance with the size limits of extensions to rural dwellings. In certain circumstances it is recognised that an extension to provide an annex may not be practical. In such cases, particular consideration will be given to the size of the detached annex to ensure it is modest in size, subordinate to and does not detract from the character and appearance of*

*the main dwelling. Where a detached annex is the only practical option it must be sited in close proximity to the main dwelling and located within the existing residential curtilage.*

*The applicant must demonstrate the reasoning as to why the proposed annex cannot be built in the form of an extension to the main dwelling and the Council must be satisfied that the annex accommodation cannot exist without a functional reliance on the main dwelling. A planning condition will be applied to ensure the annex remains as an ancillary element to the main dwelling. In addition to this the physical relationship between the annex and main dwelling must be such that there is no possibility of the annex being used as an independent dwelling at a later date.*

Councillors will note that the applicant has given no explanation of the need for or the siting of the annex nor what services it shares with the house and how it is accessed but nevertheless may be prepared to accept that the annex is not adjoined to the house nor is required to house a relative. The design takes no account of the character and tradition of the landscape.

### **Recommendation:** Objection

Clarification of the following is sought:

- a) the measurements of the existing barn to demonstrate that the annex does not exceed the original footprint,
- b) of services and access shared with the house.
- c) of the timber cladding colours – request for muted colours.
- d) the route of footpath 380/181/1.

SCC reserves the right to make additional comments when these further details are provided.

If MCC is minded to grant approval, SCC request that a planning condition be applied to ensure the annex remains as an ancillary element to the main dwelling Little Folly.

Cllrs voted unanimously to object **Action:** Clerk to notify planning.

## **Replacement Local Development Plan (RLDP)– Notification of Examination**

**Hearing Sessions** – Members noted that the hearing sessions for the Examination of the RLDP are scheduled to take place in September and October 2026. **Action** Clerk to arrange timetable once Cllrs confirm availability.

### **6. Minute 5360 – Finance:** To approve a list of expenditure as detailed

#### **EXPENDITURE AND INVOICES – Aug 2026**

##### **Expenditure -**

Clerk's salary/allowances.

July 2026 £989.60

Clerk's Pension (Council 15.8% & Clerk's contribution)

July 2026 £253.98 includes £20 clerks AVC to Stand'd Life

HMRC Employers NI Contribution

July 2026 £219.86

##### **Payments**

| <b>Payee</b> | <b>Reason for expenditure</b> | <b>Amount £</b> | <b>Vat £</b> | <b>Total £</b> |
|--------------|-------------------------------|-----------------|--------------|----------------|
| Clerk        | Monthly Microsoft 365         | 8.51            | 1.70         | 10.21          |
| Clerk        | Monthly Google storage        | 1.33            | 0.26         | £1.59          |
| Clerk        | July Expenses                 | 44.46           |              | 44.46          |

|                                   |                           |          |       |        |
|-----------------------------------|---------------------------|----------|-------|--------|
| Merlin Environmental Services Ltd | Aug Collections – Invoice | 132.60   | 26.52 | 159.12 |
| Chepstow Accountancy Services Ltd | Inv July payroll          | 30.00    |       | 30.00  |
| Audit Wales                       | Inv 015586                | 150.32   |       | 150.32 |
| Distinct IT,                      | New email set up          | 25.00    | 5.00  | 30.00  |
| Bank Charges                      | June 26                   | 4.25     |       | 4.25   |
| To fulfil Expenditure             |                           | 1,900.00 |       |        |

### Breakdown of Clerk's expenses July

Mileage = 98.8@45p per mile (Meeting, Field visit & noticeboards)  
£44.46

**Total = £44.46**

The above liabilities were read and approved for payment,

**Balances: -**

**Bank Account £2,760.96**

**Savings account £81,637.64**

**Holding bank account £708.55**

**Clock (holding) account £6,213.19**

### Items for Discussion:

7. **Minute 5361 – Memorial Clock repair** – Ongoing no new updates.
8. **Minute 5362 – Earlswood field rental** – Field has now been cut, potential grazier has discussed the fencing on the field. Cllrs **resolved** to go ahead with quote. **Action** Clerk to respond.
9. **Minute 5363 – Traffic events, (speeding etc)** – No Traffic incidents were noted. Not heard back from MCC regarding recent walk-through regarding road safety and horse signs. Next Multi Agency meeting will be held beginning of September. **Action:** Cllr G Todd to chase MCC.
10. **Minute 5364 – No Parking signs** – 3 x signs have arrived, Clerk to arrange onsite meeting with builder and Chair. **Action** Clerk
11. **Minute 5365 – Grant Applications** – Cllrs read the applications and final figures were approved. **Action** Clerk to arrange payments.

#### Grant Applications 2026/2027 £2,500

| Organisation                   | Amount Requested | Project Total | Project details                                                           | Amount £ Granted |
|--------------------------------|------------------|---------------|---------------------------------------------------------------------------|------------------|
| Shirenewton WI                 | £60              | £480          | Towards costs of speakers                                                 | £60              |
| Shirenewton Church             | £1,000           | £3,000        | Towards maintenance of churchyard and grounds                             | £1,000           |
| Shirenewton Church             | £100             |               | Towards Christmas tree                                                    | £100             |
| Shirenewton LCC                | £500             | £5000         | Towards print costs & production of parish Magazine.                      | £500             |
| Shamble                        | £100             | £400          | Towards printing of promotional materials, posters, maps & high viz vests | £100             |
| Earlswood Hall                 | £500             | £2000         | Towards replacement of Solar Panels                                       | £500             |
| Shirenewton Historical Society | £500             | £1000         | Towards Laptop                                                            | £250             |
| <b>Totals</b>                  | <b>£2,760.00</b> |               |                                                                           | <b>£2,510.00</b> |

12. **Minute 5366 – Audit** – Clerk confirmed Full Audit has been Completed and submitted.
13. **Minute 5367 – Survey** Cllr S Todd will update at next months meeting.
14. **Minute 5368 – Security measures on the Rec Association Field.** Cllrs discussed possible & potential problems and solutions and will consider helping with a project with more effective options, SCC would require more detail. **Action** Cllr PB to feed back to Rec Ass committee.

### Items for Information

**15. Minute 5369** - To receive reports from County Councillor & Clerk.

## **COUNTY COUNCILLOR REPORT AUGUST 2026**

County Councillor Brown advised:

*Note that all the Monmouthshire County Council (MCC) meetings below can be found and watched on you tube by pressing Your Council at the top of the Monmouthshire County Council website and then press meeting Calendar and adjusting the date and pressing the relevant meeting.*

### **People Committee 14<sup>th</sup> of July 2026**

The People committee received a report on a Homelessness Update. On 31<sup>st</sup> March 2026, open cases had fallen to 370 from 658 at the start of 2023/4 meaning the team is able to focus more on individual applicants. The total applicants at the end of 2025/6 were 3412 with 468 in Band 1 and 188 Homeless in Band 1. Unfortunately, the average time homeless households spend in Band 1 before they are accommodated has increased. The average for 2025/6 was 20.06 months which was an increase of 10.96 months from the start of the year. The reason for this is because there are a disproportionate number of single people waiting for permanent housing and a disproportionate number have higher needs. Further information can be found in the report itself.

### **County Council 16<sup>th</sup> of July 2026**

The County Council considered a report on the Greater Gwent Pension Fund investments following a council motion on this subject noting the finding that there were no direct holdings in individual defence contractors, arms manufacturers or military companies that have been identified within that portfolio.

There were a number of motions to council including one on asking the Welsh Government to review the revenue funding formula so that it fairly reflects the realities of serving largely rural populations. There was also a motion approved on large scale ground mounted solar farms which asked for the Welsh Government for changes in policy to have a rooftops before fields approach. There was a motion asking for a review of the weed management policy of the Council, which was defeated, mainly on the grounds that the word herbicide was used but it was pointed out that the motion was just asking for a review in view of the weeds on paths and roadsides. The full wording of the motion can be found under the general agenda items for this meeting.

There were questions on unauthorised encampments, on High Beech roundabout and a number of other questions were raised.

Full details of the motions and questions can be found for this meeting by following the Note instructions in italics at the start of this County Councillor report.

The High Beech roundabout proposals included active travel links, enhanced public transport opportunities and changes to the roundabout entry and exit arrangements. The next stage would be a public consultation exercise but there was absolutely no clear indication of when that would happen.

### **Democratic Services Committee 20<sup>th</sup> of July 2026**

The Council has started using some new software for meetings instead of teams and there was a discussion of the pros and cons of this software. Teams is still used for Scrutiny meetings. I expressed concern that both teams and zoom were well known and the change may act as a barrier to public participation in meetings, even if training is offered.

There was also a report on South Wales Fire Authority remuneration.

### **Public Services Scrutiny Committee 27<sup>th</sup> of July 2026**

The Committee considered a report on the Best Start in Life Update which covered the Flying start childcare provision and the aspiration to extend that, but this is dependent on Welsh Government funding. Should funding continue, future aspirations include:

- Universal access for all eligible two-year-olds
- Expansion of the full entitlement of 20 hours childcare per week for 48 weeks per year.
- Extension of eligibility to children from nine months of age to 4 years of age.

Whilst childcare provision is expanding across the county, protecting childcare provision within Core Flying start areas will remain a priority. Children attending the four local authority-led Flying Start settings are more likely to be living in communities with higher levels of disadvantage and are more likely to require the additional developmental family or wellbeing support.

### **Place Scrutiny Committee 30<sup>th</sup> of July 2026**

The Committee received a petition on the Prohibition of driving except for access for Goldwire Lane, Monmouth.

There was also a long report on the Local Flood Risk Management Strategy with 5 appendices. Of interest to the local area is the identification of Mounton Brook SFRA (Strategic Flood Risk Area) Flood Action plan as a flood risk area (pages 85 to 92 of the Flood Action Plan). The main settlements in this area include Itton, Shirenewton, Mynyddbach, Pwllmeyric and Mathern. Western edges of St Arvans and Chepstow also fall within the SFRA boundary.

The Mounton Brook flows in a southerly direction along the spine of the SFRA and becomes a designated main river south of the A48 at Pwllmeyric. The brook then continues in a southerly direction where it outfalls into the Severn Estuary.

**Clerks report** as circulated and taken as read.

**16. Minute 5370 - Police report** – No August report received at time of meeting.

**17. Minute 5371 - Meetings attended** Cllrs recently attending the meeting regarding the Village Survey.

**18. Minute 5372 - AOB and ward reports –**

|                           |                      |
|---------------------------|----------------------|
| <b>Cllr I Martin –</b>    | No issues to report  |
| <b>Cllr G Todd –</b>      | No Issues to report. |
| <b>Cllr Butterworth -</b> | No Issues to report. |
| <b>Cllr S Todd –</b>      | Not present          |
| <b>Cllr G Mitchel -</b>   | No Issues to report  |
| <b>Cllr H Berry -</b>     | No issues to report  |
| <b>Cllr B Duffield -</b>  | No issues to report. |

**19. Minute 5373 - Correspondence** - As circulated and taken as read.

**20. Minute 5374 - To agree the date of the next monthly meeting**

Councillors agreed the date of the next meeting on **Monday 7<sup>th</sup> September 2026 at 7.00pm** by public meeting in Shirenewton Recreation Hall or remotely via Google meet.

**There being no further business the meeting closed at 8.34 pm.**