

**Llangybi Community Council Meeting Minutes**  
**held at Llangybi Village Hall on Monday 6<sup>th</sup> June 2022 at 7pm**

**COED Y PAEN:** Cllr Graham Rogers 07775 644527

**LLANGATTOCK NIGH CAERLEON :** TBC

**LLANHENNOCK:** TBC

**TREDUNNOCK:** Cllr Olenka Dean 07535 592211

**LLANDEGVETH:**

**LLANGYBI :** Cllr Caroline Watts 07779 503052  
and Cllr Peter Marshall 07415 892161

**CLERK:** Debra Davies 07966 622085

**Present:** Cllr Watts, Cllr Rogers, Cllr Marshall and Clerk Davies  
**Apologies:** Cllr Dean  
**Declarations of interest:** Chairman Rogers wrt Chairman's allowance  
**Members of the public present:** Mr Etheridge, Mr Dale, Mr I.Williams, Mrs Savidge, Mr P.Williams, Katie and Warren Colwell and their two children.  
**Minutes of the last meeting:** Proposed by: Cllr Marshall Seconded: Cllr Watts

**27/22 Co-option of Cllrs:** Cllr Lorna Savidge, Cllr Andy Hunt and Cllr Ieuan Williams, as the only nominees, were duly co-opted to represent Llandegfedd and Llangattock NC wards respectively.

**Correspondence:**

**28/22 One Planet Development:** Visitors Katie and Warren Colwell had asked to introduce their family to council regarding their forthcoming planning application on 8.5 acres of open land off Ton Lane. This involves a Welsh Gov initiative to allow building on open countryside using reduced carbon footprint, living off grid, creating their own solar energy, growing 65% of their own food, creating a land-based flower growing business; their dwelling will be a caravan type, carbon neutral in construction, low energy in manufacture. Cllrs asked a few questions regarding their plans. Application will be presented formally soon.

**Matters Arising :**

**29/22 Highways issues and action log updates:**

**Newbridge bridge-** C.Cllr Bromfield had spoken to Steve Baldwin for an update on this issue and he had forwarded photographs from a site visit, saying he was not concerned with the structure of the bridge and it was a low priority, so work would not be started within this financial year; but it has been added to his works programme.

**Overgrown trees at Llangybi Park:** MCC have closed this request stating they " *have no duty to prune overhanging branches .....The owner or occupier of adjacent land does have a common law right to cut back overhanging branches to their boundary line... ensure that the long-term health and structural integrity of trees is not compromised*". Clerk has forwarded the reply to the complainant.

**Jubilee Bench:** Llangybi Forge has emailed to say that there will be no charge to galvanise the bench. Cllrs all agreed to go ahead with the order. Clerk to action.

**Strimming junctions:** The verges and hedges at the Llanhennock junctions with the Usk road have already been strimmed now by MCC, although the Croes Llwrach one has not been cut back sufficiently. Clerk to action.

**30/22 Advice from OVW and MCC re. voting:** Both OVW and MCC had confirmed that there was no compulsion to elect a vice chairman, as discussed in the last meeting. Chairman Rogers reported that he was not wholly comfortable with the election process last meeting with only half of the full council in post. He proposed that he would ask for a vote of confidence in him as chair at the next full meeting of 8 councillors. Vice Chairman Marshall however was happy that the original vote was quorate and did not wish to do the same.

**31/22 Signatories for bank:** Clerk has spoken to HSBC who will post a form for extra signatories to be added; to be completed next meeting.

**Reports:**

**32/22 Queens Jubilee celebrations feedback:** Cllrs Watts, Rogers, Savidge and Williams all gave positive reports about the success of the various celebrations in the villages held over the weekend. Reports will be compiled along with some photos for the new website.

### Finance/Policies:

**33/22 Balance in accounts/ interest to add:** A bank statement has not yet been received this month, although clerk calculates the balance in the HSBC account should be £19,214.62 . Clerk transferred £5907.86 from the Llanhennock building society account, which included an extra £2.73 interest since the last Llanhennock CC transaction.

**34/22 Raise cheques:** Chairman and Councillors reviewed and approved paperwork for the following cheques to be raised: (Cllr Rogers and Cllr Watts both signed all cheques): Clerk's salary for 4<sup>th</sup> -31<sup>st</sup> May £213.37 ( proposed by Cllr Watts; seconded by Cllr Marshall); Internal Auditors fee to Rachel Bundy £120 ( proposed by Cllr Marshall, seconded by Cllr Watts); Accountants fees for setting up new PAYE scheme for the clerk £30 ( proposed by Cllr Watts , seconded by Cllr Marshall); Clerks expenses for printer ink £29.30 (proposed by Cllr Watts, seconded by Cllr Marshall); Llangybi Jubilee costs £767.15, which included a karaoke machine which will also be used by the village hall for future events (proposed by Cllr Marshall, seconded by Cllr Rogers); Llanhennock Jubilee costs for some of the catering items £324.19 ( proposed by Cllr Marshall , seconded by Cllr Rogers). Further Jubilee receipts will be submitted at the next meeting for other costs at the Llanhennock event and for the Llandegfedd and Coed Y Paen events, once they have been collated.

**35/22 Chairmans allowance:** Historically the Chairman of Llangybi CC has claimed £30 per quarter towards his costs; no claims have ever been made from Llanhennock CC. Chairman Rogers pointed out that the Independent Remuneration Panel annually sets new rules for the payment of allowances to Cllrs, and currently thy mandate that all councils must award each Cllr £150 p.a. unless they notify the clerk in writing that they do not wish to receive it. All payments to Cllrs must be published on noticeboards and websites and the Panel must also be informed. Payments should be made early in the year, but given our current circumstances, Chairman Rogers suggested September as a convenient date and asked that anyone who wished to decline their payment do so to the clerk before then. The Chairman declared that he would not be claiming any allowance personally.

**36/22 Internal audit:** The internal audit for the old Llanhennock CC has now been completed by Rachel Bundy and her findings were shared. All paperwork sent to the auditor was displayed on the screen, including the spreadsheet of the accounts, the Annual Return, the reason for the variances compared to last year's Annual Return, the asset register, bank reconciliation (all documents had also been circulated by email prior to the meeting). The Annual Return was duly approved by all (proposed by Cllr Marshall, seconded by Cllr Rogers), and was dated and signed by the Chairman. The internal audit for the Old Llangybi CC's Annual Return has not yet been completed. Clerk has requested an extension from Wales Audit.

**37/22 Risk Assessment:** The Risk Report had not been approved by the old Llanhennock CC; clerk had updated it and all agreed and approved the changes. Chairman signed and dated the document. The clerk has also written an updated Risk Report for the new Llangybi CC, but it was decided to consider and approve this at the next meeting.

**38/22 Asset Register:** This document was updated for the new merged council.

**39/22 Publication policy:** The Clerk had suggested some edits to a template received from OVW, which was discussed and approved by all. It will be added to the policy pages of the new website.

**40/22 Insurance renewal:** The expected renewal quote has not yet been received from Zurich. Clerk to chase up.

### Planning:

**41/22 Pant Dyfn, Gatlas Lane DM/2022/00750:** This application was discussed and no objections were found, although Cllr Williams pointed out that this property has been extended several times and was initially a small cottage.

**42/22 Llandegfedd Water Sports Centre DM/2020/00763 and Llandegfedd Visitor Centre DM/2020/00762:** Cllr Rogers explained the history of this long-standing application and the objections to it. These applications were for a change of use to allow the respective buildings to be used for "meetings, functions and events and to extend the opening hours approved". The Council agreed that the original objections (on the grounds of disturbance to wildlife and residents, noise, light disturbance, traffic impact, safety and the destruction of the site as a place of tranquillity and calm) still stand despite the surveys that have been completed. Chairman Rogers will write up a report to send to planning department outlining the council's objections.

### Local Matters:

**43/22 New Logo:** Several suggestions and ideas were considered. Cllr Savidge will draw up a draft logo and bring it to the next meeting.

**44/22 Website update:** The pages of the old Llangybi website were displayed and it was decided that the page of "Walks" and of "History" should be transferred to the new website. The website can evolve as other walks and historical photos from Llanhennock area can be added. Clerk to liaise with Andrew Dale on the layout of the new website.

**Any Other Business:**

**45/22 Unauthorised building work:** Cllr Williams said he had been told reports of excavation machinery on Pentopyn Farm and that residents were concerned that building work was being undertaken without the necessary permission. Clerk to check with MCC.

**46/22 Noticeboard:** Cllr Savidge reported that the noticeboard in Llandegfedd is not fit for purpose. She offered to rub it down and re-varnish it and replace the perspex, if LCC would reimburse her for the cost of the materials. This was agreed by all.

**47/22 Potholes:** Cllr Rogers reported that the potholes on Parc Rd below Spindletree Cottage were getting worse; clerk to report to MCC

**48/22 Drains and broken posts:** Mr Peter Dale wished to point out that the drains on Ton Road need clearing; this was reported to MCC (# 8443275) in January 2021. He also commented that the damage to fencing and pillars near Brook Cottage still has not been repaired since being reported in Sept 2020( #7216569). Clerk to chase up.

**49/22 Fly tipping:** Mr Royston Etheridge reported black bags of rubbish had been dumped in the lay-by near the Greenmeadow Golf Club. Clerk to report to MCC.

**50/22 Noticeboards and Vacancies:** Mr Jim Young asked whether there were applicants for the Llanhennock vacancy and was anyone responsible for the noticeboards in Llanhennock and Tredunnoch; the latter being in need of new glass. His points were clarified and noted.

**51/22 Minutes:** Cllr Savidge asked for clarification on timings of putting up draft or approved minutes. It was decided that draft minutes would be circulated to all Cllrs once they had been checked by the Chair; but a summary version only was to be printed for noticeboards to save space. The full draft minutes should be online within a week and clerk to ask Andrew if they could be labelled as DRAFT until approved. Clerk clarified that there had been no summary minutes for the May meeting because the website was not yet live.

**Date of Next Meeting:** Monday 11<sup>th</sup> July 2022 7pm at Llanhennock Village Hall