

Llangybi Community Council Meeting Minutes
held at Llanhenock Village Hall on Monday 12th July 2022 at 7pm

COED Y PAEN: Chairman Graham Rogers - 07775 644527 **LLANDEGVETH:** Cllr Lorna Savidge - 07809292564
LLANGATTOCK N.C. : Cllr Ieuan Williams- 07790285572 **LLANHENOCK:** Cllr Patrick Williams- 07825099773
LLANGYBI : Cllr Caroline Watts- 07779 503052; Cllr Andy Hunt- 07976 721650; Cllr Peter Marshall- 07415 892161
TREDUNNOCK: Cllr Olenka Dean - 07535 592211 **CLERK:** Debra Davies - 07966 622085

Present: Cllr Dean, Cllr Rogers, Cllr Savidge, Cllr P.Williams, Cllr I.Williams and Clerk Davies
Apologies: Cllr Marshall, Cllr Watts, Cllr Hunt
Declarations of interest: None
Members of the public present: Mr Peter Dale
Minutes of the last meeting: Proposed by: Cllr I Williams Seconded: Cllr Rogers

52/22 Co-option of Cllrs: Cllr Patrick Williams was co-opted onto the council to represent Llanhenock ward.

53/22 Vote of Confidence in Chairman: Chairman temporarily appointed Cllr I.Williams as vice chairman for the meeting in the absence of Cllr Marshall. He then left the room to allow Cllrs to discuss his suitability as chairman. All made very positive comments in favour and were very happy with him in post; they felt he had handled difficult situations with tact and diplomacy and had good experience in the role; new members were grateful for the opportunity to have their say today. Chairman returned to room and announced that he does not wish to stand for a full term, but will stand down at a later date.

54/22 Declaration of office forms: these were signed by Cllrs P.Williams, Savidge and I. Williams (Cllr Hunt to complete next meeting)

Matters Arising :

55/22 Highways issues and action log updates:

Newbridge bridge- Cadw have said they are not responsible for maintenance of listed buildings; they suggested contacting the heritage officer at MCC, which clerk has done.

Knotweed: Clerk reported that the knotweed by Garnbrook Cottage Llanhenock is now on the job list with MCC.

Hedgehog Signs: These are now finally in place

56/22 Councillors allowance: Reminder to cllrs to let clerk know if they don't wish to receive their allowance.

57/22 Signatories for bank: Cllrs all signed the new mandate form for the HSBC bank in order to be signatories. PMN: all need to go in to HSBC in Cwmbran to prove their identity.

58/22 Policies and documents for website: Clerk had prepared the new Publication policy, services and contracts documents; these were duly approved by all, although Cllr Savidge pointed out that an extra bench should be listed for Llandegfedd on the "Services" document. They will be uploaded to the website.

59/22 New Logo: Cllr Savidge has created a new logo of six trees on a hill with the wards labelled as shadows of each tree; she was congratulated for her efforts and the logo was approved by all. Clerk will write the history of the story behind the logo to go on website. It represents the copse on the hill at Clawdd Y Parc visible from all 6 wards.

60/22 Website update: Clerk gave a list of updated documents and policies that have now been uploaded and corrections that have been made. Still further text to add to several pages; Cllr Rogers agreed to write the achievements for Llangybi's wards to date and church details for Coed Y Paen; clerk to add details for pubs and B&B and some walks in Llanhenock with a map; a volunteer is needed from Llangybi ward to add to the biodiversity policy. The defibrillator policy has been updated; discussion took place regarding defibrillators in the old Llangybi wards and who was responsible for their upkeep; Cllr Rogers clarified that we are responsible for maintaining them and they are all registered with the ambulance service, who replace batteries and pads. Cllr Savidge reported that posts on the Llandegfedd Facebook page were commenting on needing defib training; this needs to be arranged post covid. Peter Dale added that the defib in Llandegfedd (in the phone box) had new pads and batteries in June 2020; batteries should last 3 years and pads expire this year; Cllr Savidge requested a laminated defib poster – clerk to action. Cllr Rogers checks the defib in Coed Y Paen regularly (it is on the church wall); he also requested a poster. One of the Llangybi Cllrs needs to take responsibility for checking their defib (which is on the village hall wall)-clerk to speak to them.

61/22 Noticeboards: Cllr Dean had found one quote for a new board in Tredunnoch, she will find two others. May need to wait until next year's budget. Cllr Savidge to look into moving the board from Cider Mill Barn (which is not being used) to Llandegfedd. Cllr P.Williams suggested MCC may order noticeboards; he will look for a contact number.

Correspondence:

62/22 Garden Project Grant: Clerk will pass this information on to the Llangybi Cllrs, who may be interested in it for their project outside the old Post Office.

63/22 OVW Guidance documents: Chairman went through the main points in the Good Cllr Guide. It was noted that remote access to meetings is compulsory; wifi is still not an option in either hall currently (Cllr P.Williams said that Country Connect have been to Llanhennock hall but signals are not good, so they have not progressed with this yet). Public will need to access by mobile phone link if they need to attend. Chairman recommended new Cllrs to read through the documents from OVW. Cllr Savidge asked whether this could replace the need for online training. Clerk to ask OVW.

Reports:

64/22 Enforcements: One noted for our wards.

65/22 Police report: Report was displayed on screen (this had been circulated to Cllrs new email addresses, but seem to have gone into spam folders – clerks email still delivered as Alan Browne, she will speak to Andrew to resolve).Incidents of burglary duly noted.

66/22 Dog Waste Red Card meeting: Cllr Hunt had attended and minutes were noted; chairman clarified that two bins will be placed in Llandegfedd once the new contracts have been issued in September.

Finance/Policies:

67/22 VAT refund: Llanhennock CC had never claimed this; clerk to do so retrospectively for last three years as it was decided that the overtime for the clerk would be covered by the refund. Cllr I. Williams pointed out that new software is now required to claim VAT refunds, which might be expensive; he will investigate.

68/22 Quarterly Bank Reconciliation: Accounts were accurately reconciled with balance in bank of £18,809.42 . Chair recommended that, in future,one councillor should be responsible for checking the accounts in more detail prior to the meeting; Cllr P.Williams volunteered.

69/22 Quarterly budget review: This not possible this year as no budget was prepared; the precept was set by Welsh Gov. as this was a new council. Chairman suggested he looks at projected known payments for the rest of the year to make sure we don't overspend.

70/22 Raise cheques: Chairman and Councillors reviewed and approved paperwork for the following cheques to be raised: (Cllr Rogers signed all cheques, Cllr Watts to sign tomorrow): Councillors approved following cheques :

*Insurance £379.57 (proposed by Cllr P. Williams, seconded by Cllr I.Williams);

*HMRC £74.60 proposed by Cllr P. Williams, seconded by Cllr Dean);

*Clerk salary £285.10 (proposed by Cllr Rogers, seconded by Cllr P.Williams);

*Accts fees £27.22 (proposed by Cllr I. Williams, seconded by Cllr Dean);

*Jubilee costs reimbursed to- Mon. Hog Roasts £750 (proposed by Cllr Rogers, seconded by Cllr I. Williams),

to Alan Thomas £232.50 (proposed by Cllr P. Williams, seconded by Cllr Dean),

for toilet hire £288 (proposed by Cllr P. Williams, seconded by Cllr Dean),

to Mark Baird £19.95 (proposed by Cllr P. Williams, seconded by Cllr Dean),

and to Martin Kunz £20.94 (proposed by Cllr P. Williams, seconded by Cllr Dean);

*auditor fee £294 (proposed by Cllr Rogers, seconded by Cllr Savidge);

*Dog waste collection for June and July £312 (proposed by Cllr P. Williams, seconded by Cllr Savidge);

*Website fees £650 (proposed by Cllr Savidge, seconded by Cllr Dean)

71/22 Internal audit/ approval of Annual Report: The internal audit for the old Llangybi CC has now been completed by Catherine Williams and her findings were shared. The spreadsheet of the accounts, the Annual Return and internal auditor report was displayed on the screen; the Chairman read out the reason for the variances compared to last year's Annual Return which were accepted. The Annual Return was duly approved by all (proposed by Cllr Savidge, seconded by Cllr P.Williams), and was dated and signed by the Chairman.

72/22 Risk Assessment Approval: Discussion of the amended Risk Report for the new council to be deferred to the next meeting

73/22 Insurance renewal and refund: Renewal charge was accepted as £379.57 and a refund of £103.04 has been received from the cancelled Llanhennock policy.

Planning:

74/22 Cwrt Ffynon, Llangybi DM/2022/00884 and 00892: No objection was raised for this extension nor for the solar panels to the roof.

75/22 High Winds, Tredunnoch DM/2022/00852: No objections raised to the extensions and alterations planned to this property.

76/22 Forest House Parc Rd Llangybi DM/2021/01932: Highways have already queried this proposed gateway, LCC to reserve judgement until the amendments are issued.

Local Matters:

77/22 Broken footbridge , Castle Mill, Llanhennock : A resident had already logged this issue with MCC a couple of years ago. Clerk has emailed Jayne Jones at MCC and the job should be completed hopefully by end of July.

78/22 Broken kissing gate, Ivybridge, Llanhennock: MCC have told clerk that land owner is responsible for repairs of this nature, but a percentage of the costs can be claimed from MCC (usually in the form of materials). Clerk to speak to landowner

Any Other Business:

79/22 Grit boxes broken: Cllr Savidge reported 2 broken in Llandegfedd; Cllr Rogers reported one in Coed Y Paen. Clerk to report to MCC.

80/22 Stolen bin: Cllr P.Williams reported bin stolen from Millennium bench. Clerk had looked online for best value metal bin at £20.95; LCC agreed to replace it.

81/22 Hedgerow at junction: Peter Dale reported hedgerows too high at crossroads on Tre Herbert lane; Cllr I.Williams will arrange to get them cut.

82/22 New 20mph law: Will discuss at next meeting.

83/22 Training dates: July dates had been circulated; Cllr Savidge asked for advice on best course to choose. Clerk will check with OVW

Date of Next Meeting: Monday 1st August 2022 at Llangybi Village Hall