



**Llangybi Fawr Community Council**  
**Meeting Minutes**  
**Monday 3<sup>rd</sup> April 2023**  
**Llangybi Village Hall at 7pm**

**COED Y PAEN** Chair Graham Rogers 07775 644527  
**LLANDEGVETH** Cllr Lorna Savidge 07809292564  
**LLANHENNOCK** Cllr Neil Statham 07792371624  
**TREDUNNOCK** TBC

**LLANGYBI**

Vice Peter Marshall 07415892161  
Cllr Andy Hunt 07976 721650  
Cllr Caroline Watts 07779503052  
Cllr Ieuan Williams 07790285572

**LLANGATTOCK N.C.**

**CLERK** Debra Davies 07966 622085

**Present:** Cllr Watts, Cllr Rogers, Cllr Marshall, , Cllr Savidge, Cllr Statham,  
Cllr I. Williams, C. Cllr Bromfield and Clerk Davies

**Apologies:** Cllr Hunt

**Declarations of interest:** Cllr Watts

**Members of the public present:** Ray Taylor, Michelle Hewison, Richard Underwood, Chris Underwood,  
John Love, Carl Touhig

**Minutes of the last meeting:** Proposed by: Cllr Marshall Seconded: Cllr Watts

**Comments from members of public:**

Chairman invited the members of the public to speak before the meeting agenda began:

**77/23 John Love:** Mr Love looks after the well at St Cybi's and has reported that it is in need of some routine maintenance. He requested a donation of £60 from LFCC for materials to do the work ( paint, new stones/chipped bark); he will submit receipts. This was approved by all.

**78/23 Carl Touhig:** Mr Touhig is Head of Highways, Grounds and Cleansing, Waste Management at MCC and joined our meeting to give some updates on current work being done in our wards. He also explained about the lack of funds available currently and how they prioritise jobs. Clerk gave him a list of the outstanding issues in our actionlog, including many blocked drains, potholes etc. These were discussed and details explained. Mr Touhig reported that:

- their vactor machine will be clearing all the drains in our wards over the next few weeks;
- a machine would be sent to scrape away the detritus along Usk road to clear the kerbs;
- potholes will be filled with a cold tarmac fix rather than proper resurfacing methods due to lack of money;
- the green lane near Cwrt Perrot will be re-opened, but he is looking to close it to vehicular traffic (Cllr Savidge reported that volunteers have started to clear it; however, Cllr Williams pointed out that hedgerows cannot be cut back now until October due to nesting birds)
- there would be an inspection of the culvert near Garnbrook cottage Llanhennock to see whether vegetation can be cut back ( there would not be funds for any major structural work to be done there)
- the streetlight in Coed Y Paen would be fixed

Cllr Savidge also reported that the crossroad signs are missing either side of the crossroads that lead to Llandegfedd village.

The Chairman thanked Mr Touhig for attending and updating the council.

**Matters Arising:**

**79/23 New Dog Bins and contract:** The two new litter bins have been installed in Llandegfedd. The new contract with Merlin has been signed and returned. Cllr Savidge attended the Dog Fouling meeting and will forward the notes from that meeting once received.

**80/23 Defibrillator:** The cabinet for the defibrillator has arrived at Llanhennock hall. Cllr Marshall has instructed an electrician to install it and then Phil Hill will liaise with Cllr Statham to deliver the machine.

**81/23 Footbridge:** The footbridge over Sor Brook ( which was reported broken last month) has already been repaired by MCC.

**Correspondence:**

**82/23 Coronation Event bid:** A bid has now been received for the Llangybi Village Coronation celebration of £1050, which was approved.

**83/23 Thankyou letter:** Llangybi Church had sent a letter of thanks for the donation from LFCC

### **Reports:**

**84/23 Police Report :** The report for march will be circulated by email when it has been received.

**85/23 Enforcements:** The lists will be circulated once received later this month.

### **Finance/Policies:**

**86/23\_Raise cheques:** Chairman and Councillors reviewed and approved paperwork for the following cheques to be raised and signed:

a) clerk's salary for Feb £337.96 (proposed by Cllr Watts, Seconded by Cllr Savidge );

b) dog waste collection for April £168 (proposed by Cllr Watts; Seconded by Cllr Statham);

c) OVW training fees £17.50 (proposed by Cllr Watts; Seconded by Cllr Marshall);

d) HMRC £102.60 (proposed by Cllr Savidge; Seconded by Cllr Statham);

e) MCC for new litter bins in Llandegfedd £442.74 (proposed by Cllr Savidge; Seconded by Cllr Marshall);

f) Beverley and Williams Accountants fees £89.39 (proposed by Cllr Marshall; Seconded by Cllr Statham);

**87/23 Risk Report:** This edited policy had been circulated prior to meeting and was duly approved by all and will be uploaded to website.

**88/23 Bank Transfers:** It was agreed by all that the clerk should be given permission to apply for a telephone banking service from HSBC in order to facilitate bank transfers for the LFCC. The clerk had completed the bank forms to make her a signatory; these were signed by the chairman and herself. Chairman suggested that in order to comply with financial rules the clerk should present each monthly bank statement at meetings so that transactions could be verified; in addition, when payments are proposed and seconded, that all instructions to pay by bank transfer should be included in the minutes. Chairman and one other signatory needed to sign the bank forms for this telephone banking to be set up. Clerk to take the signed forms to the bank and will include a note of this change in the financial regulations policy, which can be checked and approved at the next meeting.

**89/23 Bank Reconciliation:** Clerk had prepared the accounts for the year end and circulated before the meeting. The accounts were reconciled with the bank statement and signed by the chairman.

**90/23 Annual Return/ Internal audit:** The clerk has received the Annual return forms from Wales Audit, but is still awaiting a response as to her queries regarding the calculations of variances etc since we are a new council. The internal auditor Mrs Rachel Bundy has sent her letter of engagement, which the chairman signed. Clerk to forward the prepared accounts and annual return to Rachel asap.

### **Planning**

**91/23 Shaftesbury Bungalow DM/2023/00278:** Cllrs reiterated the same concerns as the Highways dept regarding the parking allocation.

**92/23 Pen Y Parc DM/2023/00396:** There were no objections to this application, except that the window openings appeared to be larger than the existing openings, which is contrary to normal barn conversions.

**93/23 New House DM/2023/00415:** Cllr Watts left the room as she declared an interest in this application as their neighbour. Cllrs agreed with the findings and advice of the Society for the Protection of Ancient Buildings, which had already been submitted to MCC.

**94/23 The Garth DM/2023/00482:** No objections were raised against this application.

**95/23 4 Kennet Grange DM/2023/00281:** No objections were raised against this application.

### **Local Matters:**

**96/23 Horseriders roadsigns:** Cllr Savidge reported that local horse-riders who use the Tre Herbert Road have requested road signs warning that there are horse-riders, in order to try and slow drivers down. She suggested these should be near Greenmeadow Golf Club and also by the lane to Walnut Tree Farm and Whitehouse Lane.

### **Any Other Business:**

**97/23 Fly tipping:** Large amount of rubbish dumped on Glen Usk road reported by clerk

**98/23 OVW area meeting:** Cllr Rogers to attend 20/4/2023 at Sessions House Usk

**Meeting closed 8.30 pm**

**Date of Next Meeting and AGM:** Tuesday 2<sup>nd</sup> May 2023 in Llanhennock Village Hall at 7pm

**Note:** Change of day due to Bank Holidays

If any members of the public require to see these minutes in Welsh please contact the clerk: [d.davies@llangybi.org](mailto:d.davies@llangybi.org)