



Llangybi Fawr Community Council

Meeting Minutes

Monday 8th April 2024

Llangybi Village Hall at 7pm

COED Y PAEN Cllr Graham Rogers
LLANDEGVETH Chair Lorna Savidge
LLANHENNOCK Cllr Neil Statham
TREDUNNOCK TBC
CLERK Kate Burdge 07450229019

07775 644527
07809292564
07792371624

LLANGYBI

Cllr Peter Marshall
Cllr Andy Hunt
Cllr Caroline Watts
Vice Ieuan Williams

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LLANGATTOCK N.C.

Present: Chair Savidge, Cllr Watts, Cllr Hunt, Cllr Williams, Cllr Statham, Cllr Rogers, Clerk Burdge

Apologies: C.Cllr Bromfield, Cllr Marshall

Declarations of interest: Chair Savidge in regards to Les Taylor and Website Management

Members of the public present: None

Minutes of the last meeting: Proposed by Cllr Statham; Seconded by Cllr Hunt

Local Matters for discussion:

75/101: Llangybi Park Disability Play Equipment: Cllr Hunt confirmed MCC are happy to clean and repaint community council own play equipment and happy to provide and install 3 extra pieces of play equipment already pre-selected to Llangybi Park. The intense rainfall over the past few weeks has delayed start. However, it is believed when there is a break in the weather, work is expected to begin on the improvement of play equipment and area around this. Cllr Hunt questioned if the accessibility could be improved with the addition of pathways from the one section of the park to the other. The ground clearance work agreed in previous meeting to be completed by Jason Griffiths is yet to commence but assumed this would also be due to the poor weather conditions in the prior weeks. All ground and play equipment enhancements to the park are expected to commence in the coming weeks when hopefully the weather conditions improve.

76/101: Llangybi Woodland Area: Chr Savidge explained the proposal of the development of a small woodland previously cited by Cllr Hunt to an area of Llangybi Park owned by LFCC (size of small tennis court). This section of the park is described to be waterlogged and has limited usage in current condition. Chr Savidge stated each project could be funded between £10-£40,000 and the application deadline was fast approaching on the 8th May 2024. The Tiny Forest Funding Scheme would purchase all trees and give 50% of the funding upfront and the other 50% afterwards. Chr Savidge explained before funding of the project could be received, land ownership would need to be proven. Cllr Rogers to check deed ownership paperwork from purchase of the land in previous years. Cllr Hunt explained there is an upcoming webinar to help with the application submission; it is hoped residents of Llangybi Volunteer Group may be able to attend. In addition, Cllr Hunt has been in communication with a representative of National Forest who has advised this woodland proposal has strong potential to provide an appropriate solution to the waterlogged area of Llangybi Park. Furthermore, Cllr Hunt anticipated this would be a great community initiative with residents of the local community to help plant trees. The woodland would need to be maintained whilst trees become established; then further biodiversity could be amplified with integration of bug hotels and dormouse habitats. Cllr Statham queried would planning permission need to be obtained? Also, Cllr Williams indicated the purchase of trees tolerant to wet conditions would be important; then inquired who would manage the maintenance from bramble clearance and/or if trees needed to be felled in the future? Cllr Hunt to speak to representative from National Forest with all Cllrs queries. All Cllrs agreed in principle to submit application for the Tiny Forest Funding Scheme; and if successful Cllrs have reserved the right to pull out if not satisfied with the project prior to funding being received. On a separate note, Cllr Hunt has articulated that the planting of hedging plants around the boundary of the allotment previously suggested would not qualify for funding and would need to be submitted as a separate project. Cllr Hunt is to explore and submit application to create woodland area in Llangybi Park owned by LFCC under the Tiny Forest Funding Scheme.

77/101: Llangybi Defibrillator Replacement Pads: Prior to the meeting Clerk received two quotes for the replacement of the defibrillator pads in Llangybi village. One quote was based on an Adult and Paediatric combined set whilst the other was only Adult replacement pads. Chair Savidge searched the Make and model (Zoll) to generate price of replacement pads in order for comparison to be identified. Cllrs questioned if different make/model of replacement pads are compatible to different units. Cllrs stated replacement pads have a 5 year shelf life. Chair Savidge shared a

website link to explore in order to gain better clarification. Clerk to seek further advice from charitable groups in relation to the possibility of purchasing more cost effective replacement pads.

78/101: Hosting New Website Manager: Chr Savidge explained the final quote initially expected from previous meeting was now unavailable and that they wished to decline the role of website manager due to personal reasons. Therefore, Cllrs had the opportunity to examine previous quotes obtained from Eyelid Promotions, Funi Tech and Les Taylor. Clerk displayed three quotes explaining costings and what individual website management would be able to offer. Chair Savidge explained Les Taylor already creates website content for Whitecastle Community Council (local Monmouthshire ward). Chair Savidge highlighted for consideration that Les Taylor would prefer to be a paid employee of LFCC. Clerk is to ask accountants on the extra charges that may result to add another employee to the accounting payroll and disclose to the group. Chair Savidge declared interest to Les Taylor and did not continue in the discussion for the decision to appoint new website management. Cllr Statham proposed and Cllr Hunt seconded but all Cllrs were in agreement to appoint Les Taylor to become the new website manager and be added to the payroll.

Planning:

79/101: DM/2024/00281 Little Pen Y Banc Farm Bungalow, Pentopyn: no objections were raised for the erection of two single-storey side and rear extensions to the existing bungalow.

80/101: DM/2024/00357 Sta Undertaker Development, Llandegfedd: no objections were raised for this application for consent under Section 37 of the Electricity Act 1989 for a proposal to install or keep installed an electric line above ground.

81/101: DM/2024/00368 Parc Farm, Llangybi: There were some concerns given by Cllrs in regards to the visual impact of the introduction of a swimming pool and tennis court. Cllrs advised it seems to be towards top of a pitch with views and therefore would be highly visible and might be seen from some distance, especially from the residents of the lower village. Therefore, could the landscaping be sympathetically pleasing to the view, perhaps boundary hedging? Clerk to send comments to MCC in regards to the application of the installation of a swimming pool on the higher level and formalising the lower level to create tennis court.

82/101: DM/2023/01181 Forest House, Coed y Paen: no objections were raised for this application for the demolition of existing building and creation of new house.

Correspondence:

83/101: Merlin Environmental Services Contract: Prior to the meeting the renewal service contract was received for the dog waste collection provided by Merlin Environmental service. Cllr Hunt questioned the price increase from 2023 to the upcoming year. Cllrs considered the idea of introducing dual purpose bins in the local vicinity whereby Monmouthshire County Council could collect. Chair Savidge mentioned Devauden Community Council has recently curtailed its contract with Merlin and their former dog waste bins were available. Cllrs discussed replacement of Llangybi bins with dual purpose ones but this proposal would require further exploration and budgeting and therefore it was agreed the service provided by Merlin Environmental was a necessity to ensure the cleanliness of Llangybi Fawr continued. Cllr Watts proposed and Cllr Statham seconded. Clerk to send signed agreement to Merlin Environmental Services.

84/101: One Voice Wales Subscription: Clerk received annual notification that the subscription for OVW was up for renewal. Upon receiving the membership form, clerk circulated to all Cllrs before meeting. Cllrs discussed the advantages of being a member of OVW to include the training opportunities, provisions of policy templates and a useful resource for any queries that may arise. In addition, Cllrs mentioned every council is affiliated within the Monmouthshire region. Cllr Rogers proposed and Cllr Watts seconded to renew annual subscription.

Policy updates and Reports:

85/101: Audit Information 2024; Community Code of Conduct 2024; Equality/Diversity Policy Report; Complaints Procedure Report 2024: All reports were previously circulated prior to the meeting. These were reviewed and accepted at the meeting and will be placed on the website.

86/101: Police Report: Police report for April was circulated prior to the meeting.

Updates & Any Other Information:

87/101: Area Committee Meeting April 2024: Cllr Rogers agreed to attend the local areas meeting on Thursday 18th April and will cast vote on behalf of Llangybi Fawr Community Council.

88/101: Wales Audit: Clerk communicated that the documents for the audit of the council had been received. The dates for completion to the internal auditor were recommended to be finalised by the end of May 2024 before being sent to the external auditor the following month.

89/101: OVW Training Courses: Clerk had previously circulated remote training sessions taking place in March, April, May and June 2024 costing £40 per session. Clerk asked whether it was appropriate to attend the Local Government

Finance course to help advance council accounting knowledge. All Cllrs unanimously agreed that clerk to attend course.

90/101: Smart Water: Prior to the meeting Cllrs had distributed and aided registration with residents who collected at the village hall. Cllr Rogers, Chair Savidge and Cllr Statham arranged to distribute smart water pens to their respective villages and allocate to those whom had previously requested but unable to attend collection point.

91/101: Llangybi Park brambles: Clerk asked if the work had been carried out on the ground clearance agreed at previous meeting and all Cllrs agreed the poor weather conditions may have delayed this task being completed.

92/101: Event tent for Llandegfedd: Chair Savidge confirmed that local farmer agreed to store the new event tent when purchased. Cllr Williams quizzed the potential situation if tent was damaged in storage and whom would be responsible for the charges to amend. Chair Savidge explained the current event tent was stored in a large waterproof box with a sealed lid.

93/101: Potholes in Llandegfedd: Chair Savidge explained the potholes when driving into the village had been partially repaired however a large pothole was yet to be resolved. Clerk to chase MCC highways.

94/101: Pothole in Llangattock: Cllr Williams described the complex issue presented on Candwr Road whereby a sinkhole is present and water is rising through the tarmac. Cllr Williams defined significant repair was needed. Clerk to chase MCC highways.

95/101: Potholes along Coed-y-Paen turnoff from Trehernert Road: Although a nearby pothole on the Treherbert Rd had been filled, Cllr Rogers said there were still numerous potholes requiring attention along this stretch

96/101: Blocked drains Llanhennock hill: Clerk shared update on the progress made with MCC to discover if the existing culverts were blocked outside Tower House. MCC have investigated and made findings that show there is a blockage of the culvert in local garden and MCC plan to contact property owner to discuss a solution.

97/101: Uneven road surface on Usk Road: Cllr Watts recognised MCC had placed temporary 20mph speed limit signs to alert drivers on the stretch of road with the poor road surface. However, concerns were raised when this road surface would be resolved. Clerk to chase MCC highways.

98/101: Potholes on Parc Road and Ton Road, Llangybi: Clerk communicated that the pothole on Ton Road had been filled in, but the series of potholes along Parc road were yet to be resolved. Clerk to chase MCC highways.

Finances:

99/101: HSBC Mandate: Chair Savidge explained the bank mandate previously signed was declined by HSBC and the form would need to be completed again with the former Clerk Davies to sign as secretary. Clerk brought a replacement bank mandate form to meeting and this was finalised by all appropriate Cllrs.

100/101: Raise cheques: the following cheques were raised:

- a) Clerk Burdge Salary for March £390.72 (proposed by Cllr Statham; Seconded by Cllr Watts)
- b) dog waste collection for April £216.00 (proposed by Cllr Statham , Seconded by Cllr Watts);
- c) Accountant fees £89.33 (proposed by Cllr Statham; seconded by Cllr Watts)
- d) HMRC PAYE £134.60 (proposed by Cllr Statham; seconded by Cllr Watts)
- e) DeterTech UK Ltd for smart water £1007.00 (proposed by Cllr Statham, Seconded by Cllr Watts);
- f) One Voice Wales subscription £250.00 (proposed by Cllr Statham, Seconded by Cllr Watts).

101/101: Bank Reconciliation: Cllr Rogers agreed and signed with the accounts prepared in advance of meeting.

Meeting closed at 8.50pm

Date of Next Meeting : Monday 13th May 2024 in Llanhennock Village Hall at 7pm. This will also be the AGM

102/101: Discount Rate for Residents of the Council: Cllr Statham expressed gratitude for the £1000 donation towards the renovation works of Llanhennock Hall and extended the discounted rate to all residents of the council for future hire of the village hall.

All members of the public are welcome to attend meetings. If remote access is required, notify clerk in advance to arrange this.

If any members of the public require to see these minutes in Welsh please contact the clerk: k.burdge@llangybi.org