



Llangybi Fawr Community Council Meeting Minutes

Monday 3rd June 2024

Llangybi Village Hall at 7pm

COED Y PAEN Cllr Graham Rogers 07775 644527
LLANDEGVETH Chair Lorna Savidge 07809292564
LLANHENNOCK Cllr Neil Statham 07792371624
TREDUNNOCK TBC
CLERK Kate Burdge 07450229019

LLANGYBI Cllr Peter Marshall 07415892161
 Cllr Andy Hunt 07976 721650
 Cllr Caroline Watts 07779503052
LLANGATTOCK N.C. Vice Ieuan Williams 07790285572

Present: Chair Savidge, Cllr Watts, Cllr Hunt, Cllr Williams, Cllr Marshall, Cllr Rogers, C.Cllr Bromfield, Clerk Burdge

Apologies: Cllr Statham

Declarations of interest: None

Members of the public present: Debra Davies, Owen Pearson, James Pearson

Minutes of the last meeting: Chair Savidge asked for a spelling mistake to be corrected from Usk Pollards to Usk Bollards on point 126 of 13th May 2024 Minutes. Clerk corrected at meeting.
 Proposed by Cllr Rogers; Seconded by Cllr Marshall

Local Matters Arising:

132/156: Neighbourhood Watch Speed Watch: C.Cllr. Bromfield discussed the need for volunteers to come forward in order for data to be collected to help slow the traffic through the ward. C.Cllr Bromfield stated only one volunteer came forward in the last year to take part in the Neighbourhood Watch Speed Watch. The corporation Go Safe associated with Gwent Police would carry out the training, educating residents how to use Speed Guns and the safety requirements for the volunteers to collect this data. The information collected would be extremely valuable to Monmouthshire County Council (MCC) and may help to enforce slow traffic calming measures to be implemented. This scheme could be act as a continuous deterrent to drivers therefore further advertisement for residents to volunteer was needed on the social media pages, website and noticeboards. Furthermore, C.Cllr Bromfield clarified that traffic monitoring strips were set to be installed in Llangybi within the next couple of weeks between the 3rd and 10th June. These strips will count the volume of traffic and the speeds vehicles are travelling. This temporary traffic survey will provide accurate data in the Llangybi Fawr Ward in the hopes permanent traffic calming measures will be considered by MCC. Cllrs discussed the potential calming measures that could be added. Cllr Hunt highlighted speed bumps may not be suitable for agricultural vehicles and could become quite noisy to residents. C.Cllr Bromfield suggested a zebra crossing tends to slow traffic and may help reduce the speed in which cars are travelling prior to the crossing. MCC will make a data led decision based on what results are collected from the traffic survey.

133/156: Llangybi Volunteer Footpath: Chair Savidge invited James Pearson to speak on behalf of the Llangybi Volunteer Footpath group. James expressed great disappointment in regards to the support provided from MCC as 18 months had passed since the first meeting where the collective group had offered their services to help maintain footpaths and argued very limited response had been received. Debra Davies voiced similar frustrations to MCC via email in the prior months and unfortunately no further progress was made. Chair Savidge mentioned a brief encounter with a MCC countryside officer in the previous days who was working with volunteers from Pontypool on an isolated path in Llandegfedd. Chair Savidge indicated this path is infrequently used and felt the effort of work carried out was unbeneficial and as a result will be overgrown again quickly. All Cllrs emphasised the need for MCC to take advantage of this group of volunteers to help maintain local footpaths and the need to provide the materials to enable repairs to take place. Clerk had previously sent emails from MCC Countryside asking users to provide details on individually closed footbridges within the Llangybi Fawr ward. James Pearson agreed with Cllrs these closed footbridges were unclear to identify from the map location provided. Furthermore, C.C. Bromfield will request meeting with MCC Countryside and the Llangybi Footpath Volunteer Group; all Cllrs agreed this was a missed opportunity within the community. Clerk had received email prior to the meeting from MCC implying this should be a community led approach to the countryside. Debra Davies suggested creating a list identifying key areas that required intervention from overgrowth and create a community led approach to footpath maintenance. Owen Pearson also highlighted the duty of landowners to repair broken styles and maintain overgrowth on local public footpaths should be further implemented. Owen explained landowners often try to dissuade users perhaps with lack

of maintenance or even placing animal enclosures within the footpath boundaries and Councils should have further enforcement to prevent this from occurring. The question was asked do Community Councils have the power to enforce landowners to maintain local footpaths? C.Cllr. Bromfield shared letters can be sent to private landowners to enforce the responsibility of their role in maintaining footpaths including the repairs to broken styles. Cllr Williams explained it to be imposing; as a private landowner the repairs incurred from broken styles and maintenance of public footpaths can be extremely costly and provide no benefit to landowners. C.Cllr Bromfield communicated MCC can pay towards the cost of repairs. Cllrs empathised with local landowners and their responsibility to maintaining footpaths on their properties. It was discussed if private landowners were even aware of this financial help from MCC. Clerk to email C.Cllr Bromfield with areas in need of repair and setup meeting with MCC Countryside.

Planning:

134/156: DM/2024/00368: Parc Farm, Parc Road: This application had already been presented in previous meeting in April 2024, Point 81; comments had been sent to MCC Planning Department. Cllrs highlighted the response from the Community Council had not been displayed on the Planning Portal. The extra documents submitted from consultees raised concerns of surface water drainage. Cllrs specified the concerns of visibility of the swimming pool and tennis court needed to be softened with perhaps hedging. Cllrs all agreed no further comments needed to be added to original response but this needs to be seen within the application on the Planning Portal. Clerk to chase MCC Planning.

135/156: DM/2024/00588 Llandegfedd Visitor Centre: This application had already been presented in the previous meeting in May 2024; point 109. Many concerns were raised in regards to this planning application. Cllrs reviewed the updated location documents and still struggled to identify the intended location for the roundhouse. The intended purpose was now understood to be a part of an educational programme. Cllrs highlighted the consideration of this as a SSSI area and provisions needed to be in place to protect the ecological value. Therefore, the views of this application remained the same to community council's previous response and so OBJECT to the application.

Correspondence:

136/156: Rachel Bundy, Internal Audit: Clerk announced the internal auditor had approved the council annual return and had submitted her findings within the documentation. The internal auditor, Rachel Bundy had circulated that the cost of her services would need to increase the following year if Council decided to use her as an internal auditor. The price would increase to £500 as it is a very time of year for Rachel to carry out this work; therefore, it needs to be financially beneficial as it is a time consuming service. Cllrs discussed the price increase and decided it would be useful to compare prices with other internal auditors. Clerk to liaise with website manager whom also clerks for Whitecastle Community Council in order to ensure the Council's due diligence has been carried out in consideration to its standing orders policy.

137/156: Les Taylor Website Homepage: Clerk had received an email from LFCC website manager which was distributed prior to the meeting suggesting subscribing to Parish Online. The map displayed on the website is downloaded from their records and website manager acknowledged if this should have accreditation to its producer. The cost of the subscription is £280 per year according to its website. Cllrs were all in agreement this service was unnecessary and may be limited to what it could provide for LFCC therefore it was decided to decline the idea. Clerk to communicate to Les Taylor that LFCC were not interested in subscribing to Parish Online.

Policy updates and Reports: None

138/156: Police Reports: The police report was circulated for May prior to the meeting. Cllrs discussed the recent spate of burglaries in the area. The Police report noted free smart water packs were being given to those whom had suffered as a result of these burglaries. Cllr Hunt proposed if signage could be provided by Gwent Police to help deter thefts in the local area. Clerk to contact Lisa Muir to see if Smart Water signage could be implemented in the ward.

139/156: Standing Orders Policy and LFCC Contracts held Policy: All reports were previously circulated prior to the meeting with edits previously highlighted in red changed to black; Cllrs decided the struck areas were to remain within the OVW Model. These were approved by all at the meeting and will be placed on the website.

Updates & Any Other Information:

140/156: Independent Remuneration for Councillor Allowances: Cllr Rogers highlighted the key areas of the email previously circulated explaining Clerk would need to send a letter to all Cllrs to confirm they all work from home on a regular basis in order to meet the requirements of the Independent Remuneration to avoid tax incursions on councillor allowances. Next Cllrs would need to respond in writing to the clerk to confirm that Cllrs were eligible for

the Councillor Allowance of £156 per year and would not be subject to tax in consideration to the Independent Remuneration. Cllr Hunt explained his allowance would be taxable as he claims expenses from his home work office. Clerk to create formal declaration as part of the duty of councillors.

141/156: Llanhennock Lodge Nursing Home: Prior to the meeting Clerk had received an email of concern regarding the Llanhennock Cheshire Nursing Home advertising 34 rooms available for single or couples to rent to act as guardians within the vacant building. However, resident raised concerns this number would increase footfall and traffic by perhaps up to 70 cars if all were to have ownership and this may lead to chaos within the small village. The nursing home had ceased operations in the previous months and no change of use application had been submitted. C.Cllr. Bromfield confirmed there was an enforcement case now in place and trading standards were investigating the alleged change of use without MCC permission. Cllrs questioned the long term plan for the establishment as it had previously closed due to insufficient care conditions. The property hosted 6 kitchens with 35 bedrooms, consequently the advertisement was suggested to be a proviso for a Housing Multiple Occupancy (HMO) under guardians of the building. C.Cllr Bromfield to check update on the status of the enforcement investigation.

142/156: Rich Hill Farm Flytipping Waste: In the previous May meeting (point 128) reports were received in relation to continuous dumping green and commercial waste with huge fires then set alight to remove all manners of this waste. Cllrs expressed distress in the the risk of air and water pollution entering the Llangybi Fawr ward and the potential affects to residents, nature and local businesses. Cllrs described the field in its current state is completely unusable for an agricultural purpose, with concerns raised on the implications to the freshwater stream that runs adjacent to the field boundary. Cllrs discussed the business associated as waste operators for civil waste disposal so feared the waste may have come from offices and have unknown byproducts that will be exhuming into the atmosphere. C.Cllr Bromfield mentioned Environmental Health had visited on previous occasions to discuss prior complaints. This property holds an active planning application to extend the retainment of an unauthorised track. This means the current enforcement investigation will be paused and considered separately with MCC Planning department. C.Cllr Bromfield invited Cllrs to speak at committee meeting on 15th July 2024. Cllr Williams volunteered on behalf of the Community Council. Cllr Marshall would seek out previous complaints recorded with MCC within the last 6 years of waste disposal concerns and find photographic evidence of this apprehensive activity.

143/156: Llangybi Park Tiny Forest Planting Application:

Cllr Hunt explained the application for the Tiny Forest Project had received further queries but these had been effectively responded to by Cllr Hunt. Cllr Hunt was extremely hopeful with the positive response received from National Lottery and would discover if the application had been successful within the month of July.

144/156: Llangybi Playground Project: Cllr Hunt mentioned a landscape consultant Mike Haire had attended a site visit to Llangybi Park and would produce a drawing to show all potential possible biodiversity improvements. Mike Haire had suggested the change of layout of play equipment within the park; this meant the two pieces of LFCC play equipment would be placed on the other side of the hedgerow to create a clear line of sight for parents and create a potentially vibrant biodiversity area. Previously MCC had agreed to refurbish these pieces of equipment in situ. MCC now later confirmed play equipment could be relocated within the MCC Play area within the scheduled playground project refurbishment proposed to commence in June 2024. All Cllrs unanimously agreed to move the two pieces of play equipment to the other side of the hedgerow. The restoration of this park hoped to become an ideal destination for all children within the surrounding villages and wards as is one of few green spaces available. C.Cllr Bromfield gave thanks to Cllr Hunt for his hard work to renew this eco friendly park and looked forward to the scheduled refurbishment. Cllr Hunt emphasised the need for volunteers to help maintain the park in years to come and hoped the Llangybi Volunteer Footpath Group would be an asset to his future conservation.

145/156: Smart Water: Clerk explained that the petty cash held was unable to be deposited at HSBC Bank for the smart water funds collected as a banking card was needed to deposit cash or cheques and the Community Council did not possess one for its banking account. Clerk designated two options for the deposit of the cash; one being a deposit card and the other a debit card for the Council's banking account. Clerk produced the HSBC Business Deposit Card Application Form at the meeting and explained the other would need to be printed in store but the bank was currently closed for emergency repairs. It was agreed to sign the Deposit Card application form in order for funds to be deposited as soon as possible and when the bank was reopened Clerk would bring printed forms to next meeting. Chair Savidge and Cllr Williams signed the Deposit Card Application form. Clerk to send off signed application Form.

146/156: Housing Development on Ton Road: C.Cllr Bromfield had received concerns from local residents that the candidate site had been granted planning permission for the development of 30 plus houses on Ton Road, Llangybi. C.Cllr Bromfield confirmed this to be untrue and believed the site had not yet been sold. C.Cllr Bromfield explained a working partnership with David James to produce a survey to establish the need for affordable housing within the ward had been drafted. This survey aimed to learn and establish the need for affordable housing within the area. The options for the housing development would determine if a 60/40% split or 100% affordable housing would be more beneficial to be built. The houses available would only be eligible to Llangybi Fawr or Llanbadoc residents

therefore the survey needs to be delivered out to local residents in order to determine a balanced outlook. Cllrs questioned the definition of affordable and established this would be under the developer's digression. Cllr Rogers indicated survey could be reached out to the majority of Coed-y-Paen residents. Chair Savidge explained Llandegfedd residents had an emailing system but would prefer to not engage this for the survey due to GDPR and just use the social media pages and noticeboards to establish need for affordability properties within the ward.

147/156: Uneven road surface on Usk Road: In previous May 2024 meeting Cllrs had expressed serious concerns of this dangerous section of road (Point 122). Clerk had received response from MCC to detail the repair of the road surface would take place anytime up to the end of July. Traffic Management Plans were being developed in order for the repairs to be carried out. Clerk mentioned extra signage had been placed on the verges and overgrowth cut back to ensure clear sign visibility to users. Cllrs voiced frustration for local residents and hoped the work would be carried out as soon as possible. Clerk to send Road Works report when date had been announced for the repair of the Usk Road surface.

148/156: Fly tipping waste on Whitehouse Lane, Llangattock: Cllr Williams explained the additional commercial and domestic waste previously reported at May meeting (Point 124) with discarded polystyrene sheets had been collected by MCC. But this layby was a hotspot for flytipping waste and queried if cameras may be introduced to help prevent this site being used so commonly. Additional flytipping site was identified adjacent to Green Meadow Golf Course. Cllrs indicated the cost of these cameras may be too expensive to be implemented.

149/156: Llandowlais Farm Enforcement: Cllrs stated more equipment had arrived at the site creating further concerns for increased activity at the site. Clerk revealed MCC Enforcement were conducting investigations and any further activity should be reported directly. Cllrs agreed to share any updates and report to MCC including any photographic evidence.

150/156: Event Tent for LFCC: Prior to the meeting Cllr Williams shared news that Cwrt Perrot Farm was up for sale. This was the proposed storage site for LFCC event tent, therefore with this development it was questioned whether this would be a suitable choice going forward. The event tent suggested would accommodate 30 people therefore storage facility space would need to be substantial as well as dry and rodent proof. Cllrs all agreed to delay the purchase of the event tent until a secure storage facility could be ascertained.

151/156: Llanybi Neighbourhood Watch: Clerk to displayed presentation provided by Gwent Police in how to join or create a Neighbourhood watch scheme within individual local areas. Cllr Hunt proposed if CCTV cameras could be used at each end of Ton Road to monitor the traffic. Cllrs questioned the cost to MCC and deemed this may be too expensive. But all Cllrs agreed to invite Gwent Police to Council Meeting in order to ascertain requirements for a Neighbourhood Watch scheme. Clerk to liaise with Gwent Police to attend meeting in September or October when more Cllrs are available to attend.

152/156: Kennett Grange Road sign: Cllr Watts had been approached by residents to ask if the damaged sign could be removed as well as the steel post frame work which previously incorporated the damaged sign. Clerk to ask MCC.

Finances:

153/156: HSBC Mandates: Clerk requested to change the corresponding address in order to receive the bank statements for the Community Council. Clerk provided the Change of Address Application form to council in order to update the correspondence address to the home address of the Clerk. Chair Savidge and Cllr Rogers signed the bank mandate. Clerk to send back to HSBC.

154/156: Internal audit: Clerk had previous circulated all documents associated with the Internal Audit for the Council to read prior to the meeting. Cllrs studied all documents and Cllr Rogers proposed and Cllr Marshall seconded but all unanimously approved the Annual Return. Clerk to publish audit notice before the 16th June in all noticeboards for minimum of 14 days. The public will be able to inspect the Council's annual return and supporting documents for total of 20 days from 1st July to 26th July 2024.

155/156: Raise cheques: the following cheques were raised:

- a) Clerk Burdge Salary for May £390.72 (proposed by Cllr Watts Seconded by Cllr Marshall)
- b) Website Manager Salary for May £48.00 (proposed by Cllr Watts , Seconded by Cllr Marshall);
- c) dog waste collection for June £172.80 ((proposed by Cllr Watts; seconded by Cllr Marshall)
- d) M. Davies hedge maintenance £50.00 (proposed by Cllr Watts; seconded by Cllr Marshall)
- e) Rachel Bundy Internal Audit fee £262.50 (proposed by Cllr Watts, Seconded by Cllr Marshall).

156/156: Bank Reconciliation: Cllr Rogers agreed and signed with the accounts prepared in advance of meeting.

Meeting closed at 9pm

Date of Next Meeting : Monday 1st July 2024 in Llanhennock Village Hall at 7pm.

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