

# GOETRE FAWR COMMUNITY COUNCIL

## MINUTES OF THE MEETING HELD AT LITTLE MILL VILLAGE HALL ON MONDAY 27<sup>th</sup> FEBRUARY 2017

**Present:** Community Councillors, Roger Howells, Owen Dodd, Rose Thayers, John Kostanjevec, Syd Welford, Robert French, Roger Ogden

**In Attendance:** Clerk – Jonathan Lazenby

**Apologies:** Community Councillors Colin Deakins & Roger Price, County Councillor Bryan Jones

		<b>ACTION</b>
1	<p><u>Meeting started at 7.30pm</u>  <b>Chairman's Remarks</b>            Chairman, Robert French welcomed everyone to the meeting</p>	
2	<p><b>Approval of Minutes of the Previous Meeting</b>            The following amendments were noted:            Items 1 and 8.2 - References to Mr Ping should read Mr Pring            Item 3.6 – Councillor Dodd could not recall using the word 'mistake' and felt the word 'unwise' was more appropriate            Item 10 – Councillor Weldon should read Councillor Welford            Item 11.2 - Councillor Dodds should read Councillor Dodd            Item 12 – Date of next meeting should read Monday 27th February            Minutes Proposed by Councillor Welford. Seconded by Councillor Dodd</p>	
3	<p><b>Matters Arising</b></p> <ol style="list-style-type: none"> <li>1. Trees Opposite Glan-y-Nant. Clerk has asked for the original decision to be reviewed. Martyn Evans has passed the requested works to the Area Engineer to evaluate. Clerk e-mailed Andrew Welsh 13/02/17 – no response as yet</li> <li>2. The hedges on Croes-y-pant Lane have now been cut by Mr Tucker</li> <li>3. Lease on former Jack &amp; Jill's. Clerk e-mailed Mr Keyse at MCC on 31/01/17 – no response as yet. Councillor Howells advised a meeting to discuss the future of J&amp;Js had been arranged but had had to be postponed. However he felt that the issue was progressing and that the mood was more positive. The date of separation of J&amp;Js from the old school building was queried, but no-one present at the meeting was able to confirm. Clerk to investigate the deed box to see if any light can be shed on the history of the former J&amp;Js building</li> <li>4. Public conveniences storage cupboard lock – previous Clerk advises no action taken as he believed may only be a problem with Clerk's set of keys. Clerk has left a voicemail with Sarah Fodden to check she has no problems.</li> <li>5. Proposal to remove Community Council representatives from school governing bodies - Councillor Dodd has responded to the on-line questionnaire to signify we did not agree with the proposals</li> <li>6. Litter Pick – Mrs Barnfield has suggested we turn into a community event with 'litter coffees' available for £1 to encourage participation.</li> <li>7. Clerk confirmed Information Commissioner's fee (£35) was paid 17/05/16 – and was listed under public conveniences (site of CCTV camera). Clerk will add an additional line for CCTV at end of current financial year</li> <li>8. Clerk confirmed payment of £95.46 should have been under waste and not graveyards – now corrected.</li> <li>9. Untaxed Corsa car in Goytre Car park. Investigations have uncovered that there are four 'abandoned' cars – traced to an owner in Goytre, who had promised to move them. However as at 27/02 the cars were still present. MCC have advised they will now issue fines and it is presumed will remove the cars.</li> <li>10. Street light numbers – Councillor Dodd has not yet had an opportunity to visit the area to obtain the numbers</li> <li>11. Provision of key to Goytre Conveniences to Richard at Goytre Arms. Councillor Dodd agreed that he would visit the pub to advise Richard of our decision</li> <li>12. Defibrillator Pads - Clerk confirmed that these had been replaced following the use of the unit at Goytre Village Hall.</li> </ol>	Clerk



	<p><u>May Elections</u></p> <p>1. The Clerk advised the meeting of the following key dates:</p> <ul style="list-style-type: none"> <li>• Notice of Election – latest date 27<sup>th</sup> March – most likely 20<sup>th</sup> / 21<sup>st</sup> March</li> <li>• Close of nomination is 4pm on 4<sup>th</sup> April - an absolute deadline</li> <li>• Deadline for electors to register to vote is 13<sup>th</sup> April</li> <li>• Polling Day is 4<sup>th</sup> May</li> <li>• Deadline for candidates to submit expenses is 2<sup>nd</sup> June – <u>even if nil</u></li> <li>• Councils retire on 4<sup>th</sup> Day after election – 8<sup>th</sup> May</li> <li>• AGM is to be held between 8<sup>th</sup> and 22<sup>nd</sup> May (GFCC scheduled for 15<sup>th</sup> May)</li> </ul> <p>Clerk advised it had been suggested by MCC that a formal process for co-opting be included in our standing orders in time for the May elections. Council agreed that Clerk should draft a proposal for distribution prior to the next council meeting for formal consideration / approval as appropriate.</p> <p><u>Independent Remuneration Panel for Wales</u></p> <p>1. Has reviewed the level of payments available to councillors on the basis that maintaining the democratic values of local government cannot be cost-free. Have proposed a number of determinations – Comm. and Town Councils can adopt any or all. They are:</p> <p>#44 – Authority to make payment to a max of £150 to members for costs incurred in carrying out their duties (telephone / consumables etc)</p> <p>#45 – Authority to make payment to max £500 each to up to 3 members in recognition of specific responsibilities</p> <p>#46 – Authority to provide a civic allowance to the mayor / chair of the council</p> <p>#47 – Authority to provide a civic allowance to the deputy mayor / deputy chair of the council</p> <p>#48 – Authority to make payments in respect of travel costs – actual costs of public transport or agreed HMRC mileage allowances</p> <p>#49 – Authority to reimburse costs of overnight stays based on agreed rates and against receipted claims</p> <p>#50 – Authority to pay financial loss compensation for attending approved duties – (£34 half day / £68 full day)</p> <p>#51 – Authority to reimburse necessary (receipted) costs for care of dependent children/adults to facilitate attendance at official duties etc. – max £403 per month</p> <p>Clerk to forward full report to enable councillors to fully consider in readiness for formal consideration and vote at March council meeting</p>	<p>Clerk</p> <p>Clerk</p>
6	<p><b>Communications</b></p> <p>1. MCC have now agreed a formal verge sponsorship policy to provide additional income. Overall Councillors felt that sponsorship signs often detracted from the look of the area and did not wish to promote to local businesses</p>	
7	<p><b>Review of Accounts</b></p> <ul style="list-style-type: none"> <li>• The Clerk confirmed that the Finance Committee, specifically Councillor Price, had reviewed and verified the cashflow for the months of Oct/Nov/Dec 2016 to the Building Society passbook.</li> <li>• Monmouthshire B.S. has advised that the rate of interest on our account will reduce from 0.25% to 0.1% from 1<sup>st</sup> March.</li> <li>• It was agreed to renew the MCC maintenance contract for the little Mill open space at £377.12 plus VAT (367.92 plus VAT 2016/17). Proposed by Councillor French, and seconded by Councillor Kostanjevec</li> <li>• It was agreed to renew the membership of One Voice Wales for 2017/2018 at a cost of £306 (£297 2016/17) Proposed by Councillor Ogden, and seconded by Councillor Welford</li> <li>• Thomas Waste have advised a small increase of £1 per 'lift' of their wheeled containers</li> <li>• Clerk is investigating the possibility of on-line Banking using Unity Trust and will forward received documentation to councillors to consider further. However it is not proposed to 'sign up' until after the election at the earliest to avoid the need to change signatories, depending on the make-up of the council post-election.</li> </ul>	<p>Clerk</p>

	<p>Payments to be made:</p> <ol style="list-style-type: none"> <li>1. One Voice Wales. (Local Govt. Finance for Clerk) £35.00</li> <li>2. Thomas Waste Management £ 57.60</li> <li>3. Merlin Waste Dog Bins £47.46</li> <li>4. Wales Audit Office (external audit) £168.45</li> <li>5. Salary - Clerk £520.00</li> <li>6. Salary - Cleaner £250.00</li> <li>7. Viking stationery £41.98</li> <li>8. British Gas (electricity) £22.70</li> <li>9. Travel Expenses - Clerk £45.45</li> <li>10. One Voice Wales (Adv. Local Govt. Fin for Clerk) £35.00</li> <li>11. SLCC Enterprises Ltd (Training Seminar for Clerk) £41.40</li> </ol>	
8	<p><b>Finance Committee</b></p> <p>Clerk referred to the minutes of the Finance Committee meeting on 23<sup>rd</sup> January. The following key points were flagged from the minutes / risk assessment:</p> <ul style="list-style-type: none"> <li>• Beverley &amp; Williams cannot act as internal auditors as they undertake 'operational activities' (salaries) for the Council – they have also indicated they do not wish to undertake the audit work for us. Clerk is to investigate payment of salaries via MCC which might also provide PAYE facilities. Clerk also to look for new auditors</li> <li>• Clerk to add former Clerk Ian Blacker as provider of Business Continuity in case of emergency where current clerk is 'indisposed'</li> <li>• Council does not provide holiday pay to two current employees in accordance with statutory provisions (see next agenda item)</li> <li>• No issues were raised by council members on the minutes / risk assessment</li> </ul>	<p>Clerk</p> <p>Clerk</p>
9	<p><b>Community Council Staff – Review of salary and terms &amp; conditions</b></p> <p>Clerk outlined that the following discussion, and implications thereof, would potentially also impact on his own 'contract'.</p> <p>There was a legal requirement to provide holiday pay to all employees with the Clerk outlining the example that would apply to the Council's cleaner. After some discussion it was felt that more time was required to consider the implications and a request was made that example figures should be provided to councillors in advance of the next meeting where a decision would be made.</p> <p>Councillors also asked to defer any decision on a salary review to the same meeting to enable both issues to be considered together.</p>	<p>Clerk</p>
10	<p><b>Planning Applications</b></p> <p><b>1. BBNPA 17/14426</b> Land off Old Abergavenny Road, Abergavenny NP7 9EL To fell 4 trees (within section A44 of the TPO) within 2 metres of a mains gas pipeline. No Objections</p> <p><b>2. For information only - DC/2016/01447</b> Retention of a fence: 1 Fairfield, Penperlleni, Monmouthshire, NP4 OAP. No papers had been previously received from MCC for Councillors to review. However MCC have advised planning has been refused on the grounds of highway safety. Although Councillor Howells felt the fence did obstruct the view of the corner, the remaining councillors expressed surprise and disappointment at the decision and asked the Clerk to convey this to the planning authorities</p> <p><b>3. Pre-planning notification – Clarke Telecom</b> Proposed base station installation at Little Mill telephone exchange – Berthon Rd Councillor Deakins has objected to the proposed siting. Clerk has contacted CT to ask if mast could be re-located to bottom of sports field to merge with tree line. CT responded immediately prior to the meeting to advise that this site has been considered, but that height of the trees would require a much more substantial mast and as such had been discounted and they would proceed with their initial proposal</p> <p><b>4. DC/2016/01247</b> - Two storey rear extension and detached garage Glendower, 66 Newtown Road, Penperlleni, Goytre, NP4 0AZ. For information only – no papers were received and as a result this was not previously considered by council. However MCC have now advised that the development has been approved.</p> <p><b>Paperless review of Planning applications</b> Options considered:</p> <p>I. Project plans onto screen at the meeting – it was felt this would be too</p>	<p>Clerk</p> <p>Clerk</p>

	<p>cumbersome and time consuming</p> <p>II. Establish a separate planning committee – This was not felt to be particularly desirable and may prove difficult to provide requisite local knowledge</p> <p>III. Agree to pay for paper copies at £17.00 per application (likely to cost the council circa £500 per annum based on past 5 years). This was rejected as the cost would then fall on the community rather than the applicant, and most applications were not contentious and would not justify the additional cost.</p> <p>IV. All councillors to review on-line via the MCC site and then to bring their views to the meeting. Where the application was complex / or otherwise merited more detailed scrutiny, the clerk would be requested to obtain the papers for the following Council meeting</p> <p>After due consideration the meeting agreed to trial the fourth option.</p>	
11	<p><b>Donations</b></p> <p>1. Gwent Young Farmers – clerk requested to check what payments (if any) had been made previously and advise for the next meeting</p> <p>2. Abergavenny Eisteddfod – again clerk asked to establish if payments had been made in previous years</p> <p>3. Defibrillators: Costings have been obtained from three suppliers:</p> <ul style="list-style-type: none"> <li>- Primary care supplies - £1249 + VAT. However this does not include replacement pads – circa £200 over 5/6 years</li> <li>- IPAD - £1366 + VAT although will require adaptor for the pads at extra cost</li> <li>- Zoll AED £1450 + VAT. This unit was the preferred option of Dave Lewis (first responder) as it uses NHS/Ambulance service pads. If supplied by the charity Cariad it covers 7 years’ service / training / pads</li> </ul> <p>It was agreed the Zoll option was the most comprehensive and cost effective. The Cariad Charity has also provided a grant form to apply for max £5000 towards the cost and it was agreed the Clerk should prepare a draft application for three units plus cabinets and circulate for comment prior to formal approval at next meeting. Proposed sites would be:</p> <ul style="list-style-type: none"> <li>- Star Inn (the priority in case our application was scaled back)</li> <li>- Goytre Wharf (keen to install with 2,000 to 4,000 visitors on a busy day)</li> <li>- Secret Garden Nursery – not yet approached, but similarly experiencing large numbers of visitors, especially in Spring / Summer</li> </ul> <p>4. Goytre AFC – have asked for an unspecified amount to support the building of their new stands, for which planning approval now received and costed at £57,738. The FAW have provided grant monies of £42,600 leaving a shortfall of £15,138. The council carefully considered their request, but felt that the council’s funds were fully earmarked / committed at this stage to enable financial support. Clerk to advise of decision.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
12	<p><b>Advertising</b></p> <p>Usk and Raglan diary contributions</p> <p>No submissions were required before the next council meeting</p>	
13	<p><b>Maintenance</b></p> <p>1. Road sign cleaning – Clerk asked to investigate progress and chase as required</p> <p>2. Pentre Lane has a number of pot-holes</p> <p>3. Signs on the park fence are beginning to re-appear again. At this stage councillors are asked to keep an eye on the situation to make sure it is not ‘abused’ by profit making organisations and does not begin to look untidy</p> <p>4. The issue of cars driving the wrong way down School Lane was raised again. Clerk will investigate if anything can be done – e.g. whether a ‘barrier’ system can be installed</p> <p>The meeting closed at 9.55pm</p>	<p>Clerk</p> <p>Clerk</p>
14	<p><b>Date of Next Meeting</b></p> <p>Monday 27<sup>th</sup> March 2017 at Goytre Community Centre</p>	All

Chairman: .....

Date: .....