

# GOETRE FAWR COMMUNITY COUNCIL

## MINUTES OF THE MEETING HELD AT GOYTRE COMMUNITY CENTRE ON MONDAY 27<sup>th</sup> MARCH 2017

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

**In Attendance:** Clerk – Jonathan Lazenby, County Councillor Bryan Jones

**Apologies:** None received

		<b>ACTION</b>
1	<p><u>Meeting suspended at 7.32pm</u></p> <p>1. Lucy and Dean Rands, residents of Little Mill, addressed the meeting concerning the speeding problems in the village. Mrs Rands had organised a survey with 'Highways' just before Christmas, and the results had been worse than expected. Mrs Rands presented a graph showing the speeding volumes, but commented that Highways did not feel they were excessive. However they felt that the siting of the tests (near the bus stop and pub where cars tend to slow), and the timings (weekends), meant that the worst of the speeding had not been represented. Over the past few weeks 'Go Safe' have visited and classified the road as a 'red zone'. Mrs Rands commented that there had been no real improvement even though Go Safe had 'booked' a number of drivers.</p> <p>Mr and Mrs Rands proposed a number of possible improvements: A village entrance sign with 'Please drive carefully' and countdown/rumble strips including red tarmac and the speed limit painted on the road. County Councillor Jones had spoken with Graham Kinsella, Traffic &amp; Road Safety manager who had quoted £2900 to supply and erect a DFS 700 sign (this displays the speed of the approaching car). This would include data collection (but not registration numbers), and would cost between £500 - £6000 to install (likely on a lamp post with existing electrical supply, so hopefully nearer to £500). Ongoing maintenance was £500 pa. A proper permanent speed camera was unlikely – no such unit had been installed by MCC for a number of years. Mrs Rands also raised the number of school buses and the danger posed to children as they crossed the road.</p> <p>County Councillor Jones said he would speak to Paul Keeble from Highways to see what could be done, particularly with regard to the red tarmacking. Budgets were currently spent, although the new financial year may bring new funding. A contribution from the Community Council (CC) may help to encourage MCC spend. He suggested the CC send a letter to Councillor Simon Howarth, Chair of the speeding group. Mrs Rands said she had already written to Mr Howarth and would copy the letter to the Clerk. Mrs Rands also advised that she was working on getting the 'Speed watch' group back up and running. The Chair thanked Mr &amp; Mrs Rands for their contribution to the meeting.</p> <p>2. Dave Melmoth - Goytre AFC addressed the meeting to personally request the CC provide funding for the building of the new stand. Since the last meeting the original shortfall of £16k had been reduced to £9k with a £5k contribution from the sponsors and £2k from the club. He had spoken to MCC who would consider lending the money if they could show ability to repay – however on average they made only £1k - £2k per year which mainly went back into the club. They had spoken to Sport Wales, but their grant money came from the Big Lottery, which had already provided the FAW funding. Mr Melmoth thought the development would be a tremendous legacy for the village, and they needed the development to take place so the ground could meet the standards to enable the club to remain in the current division.</p> <p>When asked Mr Melmoth advised that on average some 60/70 people attended home matches. Councillor Deakins asked about the Junior football set up in the village, and Councillor Howells said that previously the club had refused to have</p>	Clerk

	<p>anything to do with the youth team. Mr Melmoth confirmed that the pitch / facility could be made available for junior teams within the village, provided there was demand and sufficient people to run it.</p> <p>Mr Melmoth asked if the CC could look into the possibility of a 'brown sign' to signpost the Club. County Councillor Jones said that he would put Mr Melmoth in touch with those responsible for providing the signage.</p> <p>The Chair thanked Mr Melmoth for presenting to the meeting.</p> <p><u>Meeting resumed at 8.22pm</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>  Proposed by Councillor Howells. Seconded by Councillor French</p>	
3	<p><b>Matters Arising</b></p> <ol style="list-style-type: none"> <li>1. Trees opposite Glan-y-Nant – the clerk has chased by e-mail again (22/03/17) but has received no response as yet.</li> <li>2. Clerk has investigated the deed box but has not found any documents relating to the old Jack and Jill's building. Councillor Howells said that his wife has met with someone from MCC following which he felt that his previous optimism had not been well placed. However County Councillor Jones said that he would raise the issue to see if MCC would consider 'donating' the building to the Community Council.</li> <li>3. Public Conveniences storage cupboard. Sarah Fodden has confirmed she has no problem with the lock and the Clerk has checked his keys which opened the cupboard without problem, so no further action proposed.</li> <li>4. Goytre car Park – abandoned cars. In total some 5/6 cars have been dumped – several of which were untaxed. All have now been removed, one by MCC. Clerk confirmed that CCTV would be made available tomorrow for him to check the vehicle(s) involved and possibly the individuals responsible which would enable him to liaise with MCC who have now instigated twice weekly patrols</li> <li>5. Goytre Conveniences – Councillor Dodd advised that he had visited the Goytre Arms to speak to Richard, but he was not present on the day.</li> <li>6. Goytre Community Centre – work now scheduled for Easter. Clerk to confirm the exact date and liaise with GASC</li> <li>7. Public Conveniences – tree roots. Work undertaken on Sat 25<sup>th</sup> March at no cost to Community Council. However it was pointed out that the problem on the path to the phone box has not been addressed. Clerk to review and speak to Amanda Perrin.</li> <li>8. Dog Fouling - 4 x dog bins ordered, together with dog fouling signs. The bins will be located at the top of Newtown Road, by the kissing gate/wood entrance near to St Peter's church, and bridges 65 and 68. The two previously ordered bins (for Little Mill Village Hall and the footpath crossing the railway line on Newtown road) were now also ready for installation.</li> <li>9. Litter Bins - 4 x bins ordered – for bridges 65, 68 and the car pull-in near bridge 72, plus the top of Newtown Road. Sue Parkinson (SP) from MCC waste team advised the Spar has previously declined a bin due to the problem of residents dumping household waste in it. Clerk and SP to see if a letter box style bin becomes available and then to approach Spar again with suggestion of installing on a trial basis</li> <li>10. On-line banking – due to high volume of reports sent during last month Clerk has delayed sending papers for review – will reschedule for a later meeting</li> <li>11. Planning application DC/2016/01447 1 Fairfield Penperlleni – agreement has now been reached between the owner and the council regarding a reduction in the fence height.</li> <li>12. Road sign cleaning – County Councillor Jones said that he would look into what progress made to date.</li> <li>13. Preventative measures to stop cars driving wrong way down School Lane – Clerk had written to the council who could not install 'one way only' toothed apparatus as they were not approved for public highways. Similarly it was not legally possible to add additional no entry signs to the right of the exit from Folly View. The installation of road cables to identify the flow of traffic/ times/volumes would not be supported. However the case has been raised with Graham Kinsella (ref 024363), and our concerns passed to the Police.</li> </ol>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

4	<p><b>Reports</b></p> <p><u>Monmouthshire County Council</u></p> <p>1. The gutters on the main A4042 main road between the layby and the end of Croes-y-pant Lane have now been cleared. Councillor Dodd raised the poor condition of the fence around the park at the top of Newtown road which is being bent down by children climbing over it. County Councillor Jones said that he would follow this up.</p> <p><u>Little Mill Village Hall</u></p> <p>1. The hall is paying for the annex to be re-decorated, with the blue trusses being painted white. Using funding from the big lottery they are ordering an outdoor table tennis table and have also purchased a large marquee.</p> <p><u>Goytre Village Hall</u></p> <p>1. Would like yellow lines to be painted on the road by the entrance to provide a wider splay, particularly for exiting cars where vans parked on the road block the view. It is not possible to install a mirror on the opposite fence as the land belongs to Network Rail. They are also considering 'lowering' the ceiling in the hall and installing new lighting, so may look for funding in future.</p> <p><u>Goytre School</u></p> <p>1. Next meeting is scheduled for this Wednesday 29<sup>th</sup>. 2. The school have paid the invoices for the hire of the Community Centre.</p> <p><u>Goytre Community Centre</u></p> <p>1. Brickcraft Ltd advised of their successful tender and work will be undertaken through the Easter holidays. Clerk will liaise direct to confirm the start date.</p> <p><u>Goytre After School Club</u></p> <p>1. The club is doing well with a good number of children attending</p> <p><u>Goytre Scout Hut.</u></p> <p>1. The decision on the extension has been deferred until September. However it will need funding support as the cost is likely to be between £50k and £60k</p> <p><u>Public Conveniences</u></p> <p>1. No further issues other than those raised under matters arising</p>	Clerk
5	<p><b>Other Reports</b></p> <p><u>GAVO – Third Monmouthshire Third Sector Network Event</u></p> <p>Attended by Councillor Ogden and the Clerk, the main 'lesson' is that when an issue affects the village the most positive responses are often achieved by getting the community more involved</p>	
6	<p><b>Communications</b></p> <p>1. An invite has been received from Abergavenny Town Council (ATC) to join them at the Tourist Information Centre on Sat 15<sup>th</sup> April at 10.30am. The morning will include a brief talk from Sir Trefor Morris CBE. ATC are looking for 2-3 members from each council, although there is no limit on numbers. It was suggested that Councillor Price may be interested and the Clerk is to forward the invite to him.</p> <p>2. E-mail received from Kate Sullivan, PhD researcher at Cardiff University looking at how a move to a low carbon energy system is impacting on people in the Brecon Beacons National Park. She would like to make contact with local community groups and / or individuals to discuss. It was agreed the Clerk would forward the e-mail to councillor Dodd to discuss with the school, although it would not be possible to include in the Governors' meeting this Wednesday.</p> <p>3. E-mail received from Lite Ltd advertising festive lighting. It was agreed to send to Councillors Ogden &amp; Deakins to consider whether either of the village halls would be interested</p>	Clerk  Clerk  Clerk

7	<p><b>Independent Remuneration Panel for Wales</b></p> <p>1. The Clerk had previously distributed the Annual report for 2017/18 which included a number of recommendations for the remuneration of Community &amp; Town Councils. This included eight 'determinations', any or all of which could be adopted, but once adopted must be applied equally to all members. It was felt that this item should be discussed and voted on at the AGM, and a decision was therefore deferred until the AGM to be held on 15<sup>th</sup> May.</p>	Clerk																										
8	<p><b>Community Council Staff – Review of salary and terms &amp; conditions</b></p> <p>At this point the Clerk left the room and the item was 'chaired' by Councillor Dodd.</p> <p>The meeting reviewed the salary and holiday (leave) entitlements of the cleaner and Clerk. Indicative figures had been provided to Councillor Dodd as the basis for the discussion in Council. The figures had been checked by Councillor Dodd who had also arranged for the calculations to be independently verified.</p> <p>The following was agreed in council:</p> <p><b>Council Cleaner:</b> A 2% pay rise, taking annual salary to £3060 per annum. A total of 48 hours leave to be provided each year (inclusive of the 8 bank holidays). The Clerk to arrange for holiday cover as required.</p> <p><b>Clerk:</b> A 2% pay rise, and an increase in contract to 581 hours per annum (to include 77 hours leave each year inclusive of the 8 bank holidays). New salary to be £9168 per annum.</p> <p>Both proposals were to be implemented from 1<sup>st</sup> March 2017.</p> <p>Proposed by Councillor Kostanjevec and seconded by Councillor Ogden.</p> <p>At this point the Clerk was invited to re-join the meeting and Councillor Dodd gave a brief précis of the outcome of the discussion. Clerk will advise the new rates to Beverley &amp; Williams who manage the Council's payroll.</p>	Clerk          Clerk																										
9	<p><b>Review of Accounts</b></p> <p>The latest cashflow account was presented to the meeting and received without comment.</p> <p><b>Payments to be made this month:</b></p> <table border="0"> <tr><td>1. Thomas Waste Management</td><td>£45.60</td></tr> <tr><td>2. Merlin Waste Dog Bins</td><td>£47.46</td></tr> <tr><td>3. Dwr Cymru Welsh Water Goytre Toilets</td><td>£308.88</td></tr> <tr><td>4. Society of Local Council Clerks (Practitioners guide)</td><td>£23.00</td></tr> <tr><td>5. British Gas (electricity)</td><td>£20.00</td></tr> <tr><td>6. Salary - Clerk</td><td>£520.00</td></tr> <tr><td>7. Salary - Cleaner</td><td>£250.00</td></tr> <tr><td>8. HMRC</td><td>£490.40</td></tr> <tr><td>9. Travel Expenses - Clerk</td><td>£14.40</td></tr> <tr><td>10. Spanglefish</td><td>£29.95</td></tr> <tr><td>11. Beverley &amp; Williams</td><td>£104.71</td></tr> <tr><td>12. Ink Point UK Ltd</td><td>£13.98</td></tr> <tr><td>13. M247</td><td>£35.99</td></tr> </table> <p><b>Budget 2017/18</b></p> <p>The Clerk presented the proposed budget for 2017/18 which was accepted with the following amendments:</p> <ul style="list-style-type: none"> <li>• Waste collection increased from £1750 to £2150 to include the purchase of the additional dog waste bins @£400</li> <li>• Graveyards increased from £1800 to £2000 based on an increase of £50 from £450 to £500 per graveyard</li> <li>• £500 to be provided for repairs to the facias and soffit boards of the bus shelter</li> <li>• The Clerk outlined that the reserves held should broadly equate to the annual precept – but they currently stood at c£50k as anticipated potential donations of £15k for repairs to the Jack &amp; Jill's building (still an ongoing issue), and a contribution to the multi-use area had not yet materialised. The budgeted outgoings for 2017/18 should restore the reserves to their 'optimal' level.</li> </ul>	1. Thomas Waste Management	£45.60	2. Merlin Waste Dog Bins	£47.46	3. Dwr Cymru Welsh Water Goytre Toilets	£308.88	4. Society of Local Council Clerks (Practitioners guide)	£23.00	5. British Gas (electricity)	£20.00	6. Salary - Clerk	£520.00	7. Salary - Cleaner	£250.00	8. HMRC	£490.40	9. Travel Expenses - Clerk	£14.40	10. Spanglefish	£29.95	11. Beverley & Williams	£104.71	12. Ink Point UK Ltd	£13.98	13. M247	£35.99	
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	<p><b>Planned Budget</b></p> <table> <tr> <td>Precept</td> <td>£28,500.00</td> </tr> <tr> <td>Rent - Olde Pounce Shop</td> <td>£5,400.00</td> </tr> <tr> <td>Donations/Grants</td> <td>£4,350.00</td> </tr> <tr> <td>Interest</td> <td>£50.00</td> </tr> <tr> <td>VAT Refund</td> <td>£900.00</td> </tr> <tr> <td><b>Total Income</b></td> <td><b>£39,200.00</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Clerk</td> <td>£7,335.00</td> </tr> <tr> <td>Toilet Cleaning</td> <td>£3,463.00</td> </tr> <tr> <td>HMRC</td> <td>£1,834.00</td> </tr> <tr> <td>Postage/Expenses</td> <td>£80.00</td> </tr> <tr> <td>Stationery</td> <td>£120.00</td> </tr> <tr> <td>Hall Fees</td> <td>£100.00</td> </tr> <tr> <td>Insurance</td> <td>£1,000.00</td> </tr> <tr> <td>Audit/Professional Fees</td> <td>£500.00</td> </tr> <tr> <td>Chairman's Honorarium</td> <td>£425.00</td> </tr> <tr> <td>Elections</td> <td>£750.00</td> </tr> <tr> <td>Councillor's / Clerk's Expenses</td> <td>£500.00</td> </tr> <tr> <td>Repairs/Renewals</td> <td>£1,500.00</td> </tr> <tr> <td>Donations</td> <td>£25,000.00</td> </tr> <tr> <td>Community Centre</td> <td>£10,000.00</td> </tr> <tr> <td>Recreation Parks</td> <td>£500.00</td> </tr> <tr> <td>Public Conveniences</td> <td>£1,500.00</td> </tr> <tr> <td>Waste Collection</td> <td>£2,150.00</td> </tr> <tr> <td>Graveyards</td> <td>£2,000.00</td> </tr> <tr> <td>Bus Shelters</td> <td>£500.00</td> </tr> <tr> <td>Communications (web sites)</td> <td>£200.00</td> </tr> <tr> <td>One Voice Wales/SLCC/Training</td> <td>£500.00</td> </tr> <tr> <td><b>Total Expenditure</b></td> <td><b>£59,957.00</b></td> </tr> </table> <p>The budget was proposed by Councillor Dodd and seconded by Councillor Kostanjevec.</p> <p><b>Internal Audit</b></p> <p>The Clerk advised the need to appoint a new internal auditor as Beverley &amp; Williams could not undertake due to their 'operational involvement' with the council (undertaking payroll), and had indicated that they did not wish to undertake again. The Clerk has therefore sought a number of alternatives which were:</p> <ul style="list-style-type: none"> <li>• Abergavenny Town Council recommendation – Stuart Bees who declined as he already undertakes a number of audits for local councils</li> <li>• Usk Town Council recommendation – John Evans – did not wish to undertake any further audit work outside of Usk</li> <li>• Pontypool Town Council recommendation – Lyn Llewellyn – has capacity, but is based in Ammanford. Charges £50 per hour, plus travel. Anticipated 6 hours work, so £300 plus travel</li> <li>• Helena Fox – based on discussions with Paul Egan from One Voice Wales (OVW). Helena is currently Clerk &amp; RFO for Pentrych CC (so Cardiff based) and has held similar role since 2006. Is chairman of Glamorgan SLCC branch, is CiLCA qualified, and delivers (amongst others) local government finance training for OVW. Estimates 1 day's work at £100 per day.</li> </ul> <p>Helena Fox's appointment proposed by Councillor Dodd and seconded by Councillor French</p>	Precept	£28,500.00	Rent - Olde Pounce Shop	£5,400.00	Donations/Grants	£4,350.00	Interest	£50.00	VAT Refund	£900.00	<b>Total Income</b>	<b>£39,200.00</b>	 		Clerk	£7,335.00	Toilet Cleaning	£3,463.00	HMRC	£1,834.00	Postage/Expenses	£80.00	Stationery	£120.00	Hall Fees	£100.00	Insurance	£1,000.00	Audit/Professional Fees	£500.00	Chairman's Honorarium	£425.00	Elections	£750.00	Councillor's / Clerk's Expenses	£500.00	Repairs/Renewals	£1,500.00	Donations	£25,000.00	Community Centre	£10,000.00	Recreation Parks	£500.00	Public Conveniences	£1,500.00	Waste Collection	£2,150.00	Graveyards	£2,000.00	Bus Shelters	£500.00	Communications (web sites)	£200.00	One Voice Wales/SLCC/Training	£500.00	<b>Total Expenditure</b>	<b>£59,957.00</b>	
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10	<p><b>Co-option of councillors – inclusion of process in standing orders</b></p> <p>1. As recommended by John Pearson, Local Democracy Manager at MCC, the Clerk has prepared a formal process for the 'casual' co-option of councillors to be included in the Council's standing orders. The Clerk had forwarded to John Pearson and One Voice Wales who were both happy with the content. A copy had been circulated prior to the meeting, and no further questions were raised.</p>	Clerk																																																										

	It was proposed to include the content in the standing orders by Councillor Deakins and seconded by Councillor Thayers. Passed unanimously.	
11	<p><b>Community Council Web site</b></p> <p>The Clerk advised that the new web site was now up and running and was being loaded with previous minutes. Links had also been added for GASC and the school, and the Clerk asked council members to advise of any other links they thought appropriate. The old site is to be retained for archive purposes, and Councillor Howells is to add a link so that all traffic is immediately re-directed to the new site (unfortunately we are unable to re-assign the 'Goytre.gov.uk' address to the new site).</p>	
12	<p><b>May Elections</b></p> <ol style="list-style-type: none"> <li>1. The Clerk reminded everyone that the nominations process was now open and that any nomination forms must be delivered no later than 4pm on 4<sup>th</sup> April which was an absolute deadline.</li> <li>2. Councillors were reminded that any subscribers (the proposer &amp; seconder) must be registered in the ward in which the candidate was seeking election</li> </ol>	
13	<p><b>Planning Applications</b> <b>DC/2017/00193</b></p> <p>Removal of conditions 2,11,12,13 and 23 from previous application DC/2013/01001 - development of 40 dwellings and associated works. Land south of School Lane, Penperlleni, Monmouthshire Councillors continued to raise concerns regarding the potential impact on traffic on School Lane, but 'No Objections' were raised regarding the substance of the changes which were the subject of the application</p> <p><b>DC/2017/00195</b></p> <p>Variation of conditions 2 (Approved Plans) and 21 (Ecology) of planning consent DC/2014/00468. Land South of Usk Road, Penperlleni As above Councillors had raised concerns regarding the potential impact on traffic, but again 'No Objections' were raised to the substance of the changes which were the subject of the application</p> <p><b>DC/2016/01079</b></p> <p>Renewal of application DC/2014/00569. Proposed temporary storage of plant and siting of 2 x no. steel containers on a permanent basis. Nightingale Grove, Llan Lane, Penperlleni, Goytre, NP15 1QD. No Objections.</p>	Clerk
14	<p><b>Donations</b></p> <ol style="list-style-type: none"> <li>1. Defibrillators – It was agreed the Council should apply for a grant of £4350 for the supply of three defibrillators, plus external cabinets, to be installed at the Star Inn, Goytre Wharf and The Secret Garden. Council was comfortable that the installation costs be met by each of the sites. Clerk to submit on this basis. Proposed by Councillor French and seconded by Councillor Deakins</li> <li>2. An open request for donations from Wales Air Ambulance has been received to support the upgrading of their existing fleet of three helicopters (longer range / night flight capability and on-board high speed internet) and the purchase of a fourth aircraft dedicated to children / babies. To do this £6.5m must be raised each year. Council suggested a donation of £500. Proposed by Councillor Howells and seconded by Councillor Dodd</li> <li>3. Chairman's charities (Ty Hafan &amp; St David's Hospice Care). Council suggested a donation of £100 which was proposed by Councillor Kostanjevec and seconded by Councillor Deakins</li> <li>4. Abergavenny Eisteddfod – Clerk confirmed that a previous donation of £300 was made in made July '15. After discussion it was decided to check whether the school would be attending this year, and if so, to consider whether a donation direct to the school, to cover transport and any other attendance costs may be more appropriate. Councillor Dodd to check with the school.</li> <li>5. Gwent Young Farmers – it was agreed that a donation of £100 be made. Proposed by Councillor Deakins and seconded by Councillor Kostanjevec</li> <li>6. Goytre AFC. After full discussion and a review of the proposed budgets and likely financial commitments, it was agreed that a donation of £3k be made towards the cost of the stands. This was on the proviso and confirmation that the remaining funding (£6k) had been raised to enable the project to proceed, and that the Club provided a commitment to supporting a Youth team at the ground. Proposed by Councillor Welford and seconded by Councillor Ogden</li> </ol>	Clerk Clerk Clerk Clerk Clerk

15	<p><b>Advertising</b>          Usk and Raglan diary contributions          Councillor Welford advised that he would be preparing &amp; submitting articles on:</p> <ol style="list-style-type: none"> <li>1. The provision of the extra dog bins</li> <li>2. The grant proposal to obtaining funding for the purchase of the defibrillators</li> <li>3. The donation to Wales Air Ambulance</li> </ol>	
16	<p><b>Maintenance</b></p> <ol style="list-style-type: none"> <li>1. The pot holes on Pentre and Croes-y-pant Lane were again mentioned and the Clerk confirmed that County Councillor Jones was following these up with a view to their completion by the end of this week.</li> </ol> <p>The meeting closed at 10.30 pm</p>	
17	<p><b>Date of Next Meeting</b>          Monday 24<sup>th</sup> April 2017 at Little Mill Village Hall</p>	All

Chairman: .....

Date: .....