

**MINUTES OF ANNUAL GENERAL MEETING OF
CAERWENT COMMUNITY COUNCIL HELD 11TH MAY 2017**

Present: P Murphy (Chair)
B Counsell
B Dawson
K Evans
S George
K Haddow
P Lewis
K Swift

In attendance: L McKeon, Clerk to the Council
11 members of the public

M4570 APOLOGIES

Received from Councillor Cousins

M4571 DECLARATIONS OF ACCEPTANCE OF OFFICE

All Councillors present signed their Declarations of Acceptance of Office.

M4572 APPOINTMENT OF CHAIR

In line with the Council's standing orders Councillor Murphy was appointed as Chair. He signed the Declaration of Acceptance of Office.

M4573 ELECTION OF VICE CHAIR

Councillor Haddow nominated Councillor Evans, seconded by Councillor Dawson. There being no further nominations Councillor Evans was appointed as Vice Chair.

M4574 WELCOME NEW COUNCILLOR

The Chair welcomed Councillor Simon George onto the Council as representative for the St Brides Ward and looked forward to working with him.

M4575 APPOINTMENT OF REPRESENTATIVES

Council appointed to the following bodies:

Finance Committee	Councillors Evans/Murphy/ Cousins/Lewis/Swift/ Counsell/Haddow
Caerwent Community Centre	Councillor Murphy
Caerwent Playing Fields Association	Councillor Haddow
Neighbourhood Watch	Councillors Evans/Dawson
Footpaths Sub-Committee	Councillors Lewis/Dawson/ Cousins/Counsell

Mons County Citizens Advice Bureaux	Councillor Counsell
Rogiet School	Resident rep – (J Burdon) tbc - Councillor George will make enquiries at the school.
Caerwent Historic Trust	Councillors Evans/Lewis
Cadw/Shirenewton Joint Cttee	Councillors Counsell
Emergency Contacts	Councillors Evans/Cousins/ Murphy
Toilets Working Group	Councillors Murphy/ Counsell/ Evans/Swift/Haddow
FOI Requests Working Group	Councillors Evans/Haddow
Social Media Working Group	Councillors Haddow/Evans
Asset Transfer Working Group	Councillors Evans/ Haddow/ Murphy/ Cousins/Counsell
Dog Fouling Working Group	Councillors Cousins
Cluster Working Group	Councillors Murphy/Counsell
One Voice Wales	Councillor Dawson
Crick Wildlife & Environment Project	Councillor George

M4576 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor P Murphy	All planning applications	Member of MCC Planning Committee
Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor K Haddow	Planning Application 2017/0434	Owner
Councillor K Swift	Crick Wildlife Field	Member of CWEP

M4577 CHAIR'S ANNOUNCEMENTS

There were no announcements.

M4578 15 MINUTES PUBLIC PARTICIPATION

A member of the Crick Wildlife & Environment Project queried the latest situation regarding the field they lease regarding the concern of discharge of water into the brook. The Chair advised that he had been in touch with Environmental Health and they have the issue in hand.

A concern was raised regarding the speed of traffic and the size of vehicles on Sandy Lane. The Chair reported that he had been in meetings with the Directors of Barrier Services where they had stated that they cannot change the vehicles but they will do their utmost

to take care. They have strict rules and monitors on their vehicles. The Chair will follow this up. A query was raised as to whether a monitoring strip could be placed to judge the speed. The meeting was advised that these strips are being placed in our area currently and will indeed appear on this road shortly.

The owner of part of the quarry was in attendance regarding planning application 2016/00784 Caerwent Quarry, Dewstow, as he wished to allay residents' fears which had been expressed. He advised that there will not be any traffic into Caerwent – all traffic will be from and back to Caldicot. Traffic counts have been taken and he will be restricted to a number of vehicles per day, perhaps ten. The waste will be subsoil and topsoil which will meet the criteria of Natural Resources Wales who have visited the site, and they are happy to go ahead with the licences. A topical survey has been carried out and the tonnage is very much estimated - if they can reuse the material and put this in the lower parts of the quarry the tonnage will come down significantly.

He advised that there is a Design and Access Statement for everybody to read. Dewstow Golf Club has now been shut down - the study was completed whilst it was open so there will therefore be less traffic.

The owner/applicant advised that he only owns part of the quarry. The application is in respect of a section of the quarry accessed at the top of Dewstow Road, it does not extend to Sandy Lane and the entrance by Swallow Barn is in other ownership. They are two entirely different operations. At no time will he be using Sandy Lane as he does not own that entrance.

The Chair advised that a site meeting had been held this week with the Planning Officer and stated that there would be no tipping activities whatsoever allowed if this application is indeed granted. The applicant has given his assurance that this will not happen. Further information has been requested by MCC from the applicant including details on access arrangements at the bottom of the quarry. Currently there is a ramp but this is not sufficient to take vehicles down.

The owner advised that the material will be topsoil and subsoil from construction sites prior to construction and he must conform to the regulations of Natural Resources Wales. The work will be within working hours and a Dust Expression system will be put in place. 80,000 tonnes are an estimate and Planning have suggested that existing soil there be pushed in so there will be less. This will cut down on vehicle movements and disruption to residents on that lane.

A resident queried why there has been no enforcement re the other owner of the quarry who is regularly tipping. The Chair advised that Enforcement Department are now looking into this.

The Chair recommended that Planning issues be brought forward on the agenda so that the members of the public are aware of the decision. This was agreed.

M4579 PLANNING

2016/00784 Caerwent Quarry, Dewstow

The tipping of approximately 80,000 tonnes of inert waste to raise the ground levels between 1 metre and 5 metres on 2.78 hectares of land within Caerwent Quarry and afterwards to use the land for the grazing of horses and the erection of a stable block.

Councillor Lewis has become concerned about activity at the quarry for many years and indeed this Council has reported this to Planning Enforcement on a number of occasions. Building rubble has been dumped at the top of the quarry and he is concerned as to what will eventually be put into the quarry. The proposed traffic route from Caldicot is not a particularly good road with a chicane at the top of Brockwells and the traffic is very fast. The entrance is dangerous and he fears for cyclists, motorbikes and walkers. The owner was asked to comment on this – he advised that the entrance will be manned for visibility, he will be strict and enforce the regulations. He was asked if any other contractor will be allowed to take soil in – his response was that only if they are on hire to him. No materials will be put in the quarry unless it is agreed by NRW.

Councillor Counsell queried what guarantee will be given that topsoil will be put in. The owner advised that they will do a section at a time, as agreed with the Planning Officer, and grass seed as they go. The owner was asked who will be checking the lorries – a Wamitab will be there on site. The Chair advised that the ultimate sanction if the permission is not adhered to is that it will have to be removed by the applicant at their expense.

Councillor Dawson enquired about traffic movement monitoring - Highways will be commenting on this in regard to the traffic management plan. They are also consultees of the planning applications.

Councillor Counsell moved that this Council defer a decision pending the further information requested from MCC so that this Council can make a decision with accurate and relevant information, seconded by Councillor Dawson. This was agreed. The Chair had asked that this application go to full Committee with a site meeting. Councillor Counsell also requested that volumes be given rather than tonnage.

2017/00491 The Blossoms, Crick

New pre-cast concrete garage

This Council recommends Approval

2017/00469 Crick Nursing Home

Erection of a pre-fabricated timber single storey building to provide additional office accommodation for existing staff.

This Council recommends Approval

2017/00434 Westgate Barn, Caerwent

Link between existing garage and kitchen of barn

This Council recommends Approval

2017/00506

Within woodland known as Wern Brake, Junction of Trosty/Usk Lane

To construct a small “Woodland Workshop” within Parry Wood. The workshop forms one part of a project to establish an educational organisation focussed on teaching sustainable land practices in South East Wales

This Council recommends Refusal

Over development of the site – inappropriate for the size of the site.

Any planning applications received after despatch of agenda

There were no further planning applications.

M4580 CONFIRMATION OF MINUTES OF MEETING HELD 13th APRIL 2017

These were agreed as a true record.

M4581 ANNUAL REVIEW OF COUNCIL POLICIES:

Model Code of Conduct

Standing Orders

Risk Management & Procedures Policy

Complaints Policy

Unacceptable Actions of Individuals Policy

Retention of Documents Policy

FOI Publication Scheme

These were agreed.

M4582 ANNUAL REVIEW OF INSURANCE COVER

This was agreed. Clerk to check CPFA insurance re events, ie stall holders having their own liability.

M4583 WELSH LANGUAGE SCHEME

To consider the adoption of this scheme

Agreed that, as this is not currently a statutory requirement, we do not adopt. We would however support anyone who requested information in Welsh.

M4584 MONTHLY POLICE REPORT

No police present or report received.

M4585 TO CONSIDER, FOLLOWING CONSULTATION, THE INCLUSION OF THE WELSH ANTHEM AT OUR REMEMBRANCE SERVICE

Numerous comments from the public had been received for and against. Council agreed not to include the Welsh anthem as they felt the current national anthem used covers all.

M4586 TO NOTE CPFA RESPONSE RE REQUEST FROM RESIDENT REGARDING GOAL POSTS RELOCATION

Council were pleased to note that the goal posts will be taken down very shortly at the end of the season and the positioning will be reviewed at the start of next season. Agreed to recommend that the pitch be turned 90 degrees and that the posts are not near the play equipment.

M4587 TO CONSIDER PAINTING GOAL POSTS AT LLANFAIR DISCOED PLAY AREA

Agreed to paint goal posts. CWEP will provide a quote for said works.

M4588 TO CONSIDER PROPOSAL REGARDING COLLAPSED DRAIN IN COMMUNITY FIELD RUN BY THE CRICK WILDLIFE & ENVIRONMENT PROJECT

MCC have been approached (as land owners) by the home owners insurance company seeking consent for access to the land to carry out repair and improvements works to the drainage system. This Council agreed not to approve these works due to possible

inappropriate discharge going into an SSSI. They also believe that there is plenty of room to put the necessary treatment plant on the home owner's property.

M4589 TO CONSIDER THE PROVISION OF A DOG WASTE BIN FOR THE VILLAGE OF CRICK AT A COST OF £90 FOR BIN PLUS £3.39 EMPTYING EACH WEEK

Council approved.

M4590 TO RECEIVE REPORTS

CLERK'S REPORT

Dates for Diaries

Code of Conduct Training – Tuesday 23rd May, Caldicot Town Council, 6.00 p.m.
(Councillor George will be attending)

New Councillor Induction Training – Thursday 25th May, The Sessions House Usk, 6.30 p.m. (Councillor George will be attending)

Planning Training - Monday 12th June, 4:30 p.m. – 7:45 p.m., Council Chamber, County Hall, The Rhadyr, Usk (Councillors George and Dawson will be attending)

MoD Meeting/Supper – Thursday 30th November, 6.00 p.m. (Shirenewton)

St Brides Flooding

No further progress. Welsh Water will be updating us again on 17th May.

Noticeboard – Carrow Hill

Clerk and Councillor Lewis had informed the residents that a decision will be required or the board could be removed. Residents had confirmed that they want to take ownership. Agreed that the £1 must be received by 31st May or the board will be removed.

Poor Wood – Commoners Rights

This was discussed at our recent meeting with the MoD and Major Mahony promised a response within two weeks.

Reply received from Mr Pullen-Jones, Estates Surveyor MoD stating that unfortunately due to an administrative error a certified copy of the sale transfer between Cadw and SSD was not recorded on their system. He had approached Cadw's solicitors about two years ago asking for a copy but they did not reply. He will chase them again and ask for a copy for their records.

The sale to CADW that completed on 30th March 2007 would have passed on any conditions/rights etc. contained within the original purchase deed of the land, so if the commoners rights were identified in the original purchase deed that right would have been passed to CADW as the new owners.

The Clerk reported another response from Cadw stating that this information is in the public domain. Agreed to check with the Land Registry.

Transfer of Village Hall

Clerk informed Solicitor of Chair of CPFAs contact details.

Solicitor contacted us to enquire about a plan marked accurately to show the area of land which is to be a subject of the lease. The Chair agreed to check with MCC.

Councillor Evans had been contacted by a company called Shared Access who identify sites where they can improve the mobile network coverage locally by installing telecoms apparatus in return for a lump sum. Agreed to invite them to one of our meetings.

Xmas Lights

Clerk will provide for next meeting the new criteria set out by the Street Lighting Manager.

Japanese Knotweed

Cadw sent a plan that shows the area(s) that they are aware of and are treating in Caerwent village. They are not certain of the source of the problem, but are using best efforts to eradicate any growth in the areas that they control. Where they have seen evidence of the weed in neighbouring gardens/fields they have alerted the occupiers so they too can take appropriate action.

Time Team Field Wall

The Principal Surveyor of MCC had visited the site and noticed that some of render between the stones has fallen away (particularly nearer the top of the driveway) and that the vegetation was getting a bit wild there also.

His initial thoughts are that the wall is a shared boundary between MCC as the freeholder of the Time team field and Mr & Mrs Baker as the freeholders of the driveway. He will however have to get this double checked by Legal as both deeds are silent on the matter so need to get their view on it.

Annual Audit

Our accounts for 2016/17 currently with the internal auditor and the Clerk will be meeting with him soon.

Themes for 2017/18 – auditors will look at the effectiveness of internal audit and will focus on the adequacy of work undertaken. Also they will examine how smaller bodies manage their reserves and balances for the public benefit.

Toilets/War Memorial Repairs

Not able currently to contact contractor due to illness.

Upper Seven Acres Wood

Planning Department have written to applicant's agent and have requested a response by 12th May.

Llanfair Discoed – Councillor Vacancy

Notices gone up re vacancy.

SOCIAL MEDIA REPORT

266 members

Numerous comments regarding recycling and the quarry application. Clerk to invite Recycling Manager to one of our meetings.

PLAY AREA INSPECTION REPORT

No issues to report.

REPORT ON MEETING HELD WITH MOD

Council noted minutes.

M4591 AGREED TO EXTEND STANDING ORDERS FOR 30 MINUTES

M4592 CORRESPONDENCE

MCC – community hubs to offer new drivers free online tests

Monmouthshire Meadows News

Best Kept Village Competition 2017 – Councillor Murphy has put forward the village of Llanfair Discoed

M4593 FINANCE

To consider balances/payment and approval as per finance schedule dated May 2017. Council agreed:

Balances as at 30th April:

Moneymaster Account	£15,865.67
Community Account	£16,836.73
Petty Cash	£203.20

Clerk's Salary, Overtime & Allowances

as per NALC scales

Inland Revenue	£62.20
Torfaen Pension Fund	(employee) £50.65
	(employer) £184.21
Merlin Waste (dog bins)	£169.50
Insurance	£1,242.45
One Voice Wales subscription	£261.00
Aardvarc Cleaning	£210.00
Llanvair Landscapes	£1380.00
Clerks & Councils Direct subscription	£60.00

To consider letter from Wales Audit Office - audit fees and other matters relating to the 2015-16 and the new audit approach.

Council noted.

To consider purchasing plants for £150 for Llanfair Discoed village re Best Kept Village Competition

Council agreed.

To consider releasing the Caerwent Community Centre annual grant of £2,000 earlier than usual if required.

Council agreed.

M4594 HIGHWAYS/RIGHTS OF WAY

To report any highways/rights of way issues

Cycle path to Crick on the A48, vegetation encroaching on path.

Cycle path to Five Lanes, requires weed killer, weeds coming up through path, also brambles. (From Cas Troggy to Tip.)

Caerwent Brook – litter on both sides of road, Dewstow Road.

St Brides Road – Salisbury Cottage, ground falling into the brook (health and safety issue)

Footpath from Northgate to cul de sac, near Gladper, permanently damp, possibly sewage.

Roman Road east, hedging at top of junction covering sign. Visibility quite poor.

Check previous Crick issues.

Footpath on Canon Lane estate – possibility of residents requesting it be closed off. Councillor Dawson suggested a crime opportunity report. He will let the Chair know of any progress on this and it can then be considered by MCC.

Trewen (west) bus shelter – rubbish dumped.

M4595 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

Historic Trust will be holding a walk to the reservoir this Saturday morning. In June there will be a tour of the Medieval Village at Gray Hill.

CWEP have installed the fence. They will soon be judged for a community green flag for their wooded area.

M4596 ITEMS FOR NEXT MEETING

Councillors to inform Clerk of any matters.

Chairman Date

