

**MINUTES OF ANNUAL GENERAL MEETING OF  
CAERWENT COMMUNITY COUNCIL HELD ON THURSDAY 8<sup>TH</sup> MAY 2014**

Present:	B Counsell (Chairman)	P Murphy
	K Evans	K Stock
	K Haddow	K Swift
	P Lewis	R Trayler-Smith

In Attendance: L McKeon, Clerk to the Council  
4 Members of the Public

**M4062 APOLOGIES**

Received from Councillors Cousins and Vosloo.

**M4063 WELCOME NEW COUNCILLOR**

The new Councillor for the Caerwent ward, Kingsley Stock, was welcomed onto the Council. Councillor Stock signed the Declaration of Acceptance of Office.

**M4064 ELECTION OF CHAIR**

Councillor Counsell was nominated by Councillor Murphy, seconded by Councillor Lewis. There being no other nominations Councillor Counsell was duly elected Chair. He signed the Declaration of Acceptance of Office.

**M4065 ELECTION OF VICE CHAIR**

Councillor Evans was nominated by Councillor Lewis, seconded by Councillor Murphy. There being no other nominations Councillor Evans was duly elected Vice Chair.

**M4066 APPOINTMENT OF REPRESENTATIVES**

Council appointed to the following bodies:

Caerwent Community Centre	Councillor P Murphy
Caerwent Playing Fields	Councillors Cousins/Stock
Neighbourhood Watch	Councillors Evans/Stock
Footpaths Sub-Committee	Councillors Evans/Lewis/Cousins/ Counsell
Mons County CAB	Councillor Counsell
Rogiet School	Councillor Haddow
Caerwent Historic Trust	Councillors Evans/Lewis
Cadw/Shirenewton CC Joint Cttee	Councillors Counsell/Stock
Toilets Working Group	Councillors Murphy/Counsell/Evans/ Vosloo/Swift/Haddow
Emergency Contacts	Councillors Evans/Cousins/Murphy
Finance Sub-Committee	Councillors Counsell/Evans/Cousins/ Lewis/Murphy/Stock/Swift/Trayler- Smith
Assets Management Wkng Grp	Councillors Haddow/Evans/Counsell/

Murphy

FOI Requests Working Group

Councillors Evans/Haddow

#### **M4067 CHAIR'S ANNOUNCEMENTS**

There were no announcements.

#### **M4068 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Caerwent Historic Trust	Councillor Evans	Committee Member
Caerwent PFA	Councillor Stock	Committee Member
Monmouth County CAB	Councillor Counsell	Committee Member
Caerwent Community Centre	Councillor Murphy	Trustee
Planning Application 2013/00624	Councillor Lewis	Owner/Applicant

#### **M4069 PUBLIC PARTICIPATION**

Mr Edwards raised again the issue of asbestos in the Caerwent Community Centre building. The Chairman advised that a survey is carried out annually, arranged by the Committee and we are happy that it is managed effectively. It was agreed however that we contact the Health & Safety Executive to seek their advice.

Mr B Williams proposed that draft council minutes be put onto our website. He felt that it would be helpful for villagers to have access to these before the actual meeting. He was informed that this issue is on our agenda and will be discussed later on in the meeting.

Councillor Murphy had been alerted by a member of the public to comments on a social media network site questioning his role regarding the Section 106 funding decision. He informed the meeting that he had made it very clear on numerous occasions that he does sit on the Section 106 Working Group but has not attended any meetings when Merton Green has been discussed. He has always declared an interest as a Committee Member of the Caerwent Community Centre. If there have been any queries relating to any buildings in our area he has addressed these as he considers that this is his remit and feels that he would not be doing his job efficiently if he did not. He confirmed that he will not be part of the decision making process.

#### **M4070 CONFIRMATION OF MINUTES OF ORDINARY MEETING HELD 12<sup>TH</sup> APRIL 2014**

These were agreed with the following amendments:

p.2 M4045 first para should read:

“We advised Mr Shelley that the building has been in community use since 1938/39 .....”

p.3 M4059 second para should read:

“Carrow Hill – ruts on side of road, edge collapsed (100 yds from crossroads at Carrow Hill)”

#### **M4071 MONTHLY POLICE REPORT**

There were no police present but the Clerk had received a report which was read out.

#### **M4072 PLANNING**

##### **2014/00348 Crick Nursing Home**

Proposed Alteration to Existing Car Park Layout, Widening of Existing Vehicular Access

***This Council recommends Approval***

##### **2013/00624 Cobbler’s Pitch, Highmoor Hill**

***Council noted Appeal lodged with Planning Inspectorate***

#### **M4073 PROVISION OF ALLOTMENTS**

Council considered using part of Trewen Play Area as an allotment site. Councillor Swift put a proposal that the bottom half of the area be considered. It was agreed that we would have to consider planning restrictions, sewage works and resident consultation. It was agreed that Councillor Swift initially contact City Farms to gauge if the proposal is feasible.

#### **M4074 COUNCIL POLICIES**

Council considered drawing up a Health & Safety and an Equal Opportunities Policy. Agreed to seek advice.

#### **M4075 WEBSITE CONTENT**

Council considered placing further information on our website. Agreed to progress this.

A discussion took place regarding placing the draft minutes on the website. Agreed to seek advice.

#### **M4076 TIME TEAM FIELD**

Members of the Community Council had met with Sergeant Walshe, MoD, regarding Operation Nightingale, which assists with the rehabilitation and recovery of military personnel injured in Afghanistan. The Council has recently taken over the lease of the Time Team field in Caerwent village and welcomed proposals for archaeological works by Operation Nightingale. Sgt Walshe confirmed that they would be interested in this, especially as Caerwent is considered to be the best preserved Roman town in Britain.

Sgt Walshe believed that there is a high class Roman villa in the field. The Council outlined the vision of a Jardin de Ville and Sgt Walshe felt that this would work very well alongside any archaeological digs. He suggested flowers/herbs from the Roman period. He further suggested that a research proposal be put to Cadw and

that schools/the Caerleon site and Cardiff University also be involved. He advised that there must be an academic element and suggested that a Heritage Lottery Grant may be appropriate. Councillor Murphy advised that a meeting with MCC and Operation Nightingale will be arranged at Beachley in approximately a month.

Council considered the final preparations for the seeding of the poppies. Councillors Swift/Haddow/Murphy and Trayler-Smith agreed to prepare the site.

Agreed that the Chairman be delegated to contact and arrange for a contractor to remove the weeds.

#### **M4077 GRASSCUTTING PLAY AREAS**

Council considered a cut and collect service for the Trewen and Llanfair Discoed Play Areas. Awaiting quotes.

#### **M4078 SERVICE LEVEL AGREEMENTS**

Progress was considered. It was previously decided to await the outcome of the status of the Caerwent Playing Fields and to complete SLAs for the three groups (Caerwent Community Centre, Caerwent Playing Fields and Crick Wildlife Group) at the same time. Agreed to seek standard SLAs and keep this on the agenda.

#### **M4079 TO RECEIVE REPORTS**

Clerk's Report (written)

Report on meeting held with MoD (oral). Council commended the Chair on his previous efforts regarding the circular walk.

Report on Assets Management Working Group (oral)

#### **M4080 FINANCE**

Council approved and agreed payment as per finance schedule dated 8 2014.

Council considered using the Chair's annual allowance for a yearly poetry/writing competition for children with book tokens as prizes. Councillor Evans proposed that this year the focus be on the WWI commemoration. Agreed that we contact One Voice Wales to obtain a ruling.

Council considered and agreed a grant request of £50 from Gwent Association of Voluntary Organisations towards their presentation evening "Monmouthshire Volunteer Awards".

#### **M4081 CORRESPONDENCE**

One Voice Wales Area Committee Minutes  
MCC Charter Liaison Minutes

County Councillor J Crook re Dog Fouling Pilot Scheme. Posters had been received which had been placed in our noticeboards. Councillor Murphy advised that he will be allocated 3,000 free dog bags for our community. Agreed that he ask the Post Office if they could hand these out.

#### **M4082 HIGHWAYS/RIGHTS OF WAY**

Councillor Murphy reported that the rare shrill carder bee has been identified in the Five Lanes area. MCC will leave cutting in some parts until July for specific reasons of habitat connectivity. They will however cut the A48 Cas Troggy junction due to poor visibility.

Signs covered by vegetation in the village – the Clerk understood that Cadw have been served a notice to cut hedges.

Merrils Cottage – large potholes still present. Councillor Murphy informed the meeting that the usual contractor was no longer in business, hence the delay in some repairs.

#### **M4083 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES**

There were no reports.

#### **M4084 ITEMS FOR NEXT MEETING**

Service Level Agreements.

Welcome to Caerwent Community booklet.

#### **M4085 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES**

There were no reports.

Chairman ..... Date .....