

## **MINUTES OF CAERWENT COMMUNITY COUNCIL HELD 10<sup>TH</sup> NOVEMBER 2016**

Present: K Haddow (Chair)  
B Counsell  
G Cousins  
P Murphy

In attendance: L McKeon, Clerk to the Council  
Marie Bartlett, Finance Manager, Resources, MCC

### **M4486 APOLOGIES**

Received from Councillors Evans, Lewis, Swift and Trayler Smith

### **M4487 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor P Murphy	All planning applications	Member MCC Planning Cttee

### **M4488 CHAIR'S ANNOUNCEMENTS**

The Chair reported that sadly there had been a fatality on the A48 at the weekend of a local man. Council's condolences and thoughts were with the family.

The Chair wished to add onto the agenda the proposal to remove a tree in the churchyard of St Stephen & St Tathan in Caerwent.

Councillor Saville was in attendance to tender his resignation due to work/family commitments. Council thanked him for his contribution and wished him well. (He left the meeting).

### **M4489 PUBLIC PARTICIPATION**

There was no public participation.

### **M4490 CONFIRMATION OF MINUTES OF ORDINARY MEETING HELD 13<sup>TH</sup> OCTOBER 2016**

These were agreed as a true record.

### **M4491 MONTHLY POLICE REPORT**

Pcso Norville was saddened to hear of the recent fatal accident in our area. He advised that this is currently being dealt with by Road Traffic Officers.

He reported on thefts from the Civic Amenity Site, although since CCTV had been installed here recently crime in this area has been dramatically reduced.

He has been surveying the local community regarding their police issues. 100 residents had participated as far.

The Clerk reminded him of the request for a No Cold Calling Zone on Lawrence Crescent – he agreed to visit the gentleman who had requested this.

He confirmed that he would be attending our Remembrance Service and will carry out the road closures.

Councillor Cousins reported inappropriate parking on Ash Tree Road and parking spaces being used up with building materials. Councillor Murphy had already taken this up with Barratts. There were also abandoned cars – PcsO Norville advised that this be reported on 101.

Councillor Murphy reported a suspicious red van in the Llanfair area. PcsO Norville will follow this up.

PcsO Norville advised that he will still arrange for the Speedwatch meetings but the winter months are inadvisable due to volunteers' safety. Will hopefully now arrange in the Spring.

#### **M4492 VISITING SPEAKER**

The Chair welcomed Marie Bartlett, Finance Manager, Resources, from MCC.

Marie Bartlett explained that MCC are experiencing financial difficulties with an austerity agenda. Local government funding has been cut, there have been staff reductions and teams under extreme pressure, they have increased fees/charges, closed some sites, changed opening hours and limited capital investment is available. MCC have identified key priorities – education and social services but other services will see a 35% reduction and be under funded by £700,000 by 2020.

MCC are therefore exploring different ways of delivering their services for Leisure, Youth Services, Countryside Services, Tourism and Museums. There are four options:

1. Do nothing
2. Transform the services 'in house'
3. Move the services into an alternative delivery model (ADM)
4. Outsource the services to a third party

The ADM proposal would be run by a not for profit trust and is currently the preference. There would be freedom to market and trade its services, access to funding/tax efficiencies currently outside the scope of MCC, ability to streamline the service and take out bureaucracy. This has worked very successfully in Torfaen. MCC are currently producing a five year business plan and will be reporting back to full Council next year. They are currently consulting with the community and have so far engaged with 1,200 people who use the services. There will be public workshops before any decision is taken.

#### **M4493 PLANNING**

##### **2016/01120 Land North of Castlewood, Llanvair Discoed**

Construction of New Gateway Access

Approved

**To consider any planning applications received after despatch of agenda.**

There were no other planning applications.

A letter had been received from MCC indicating that hard copies of plans would no longer be sent out to Community Councils due to the cost of postage. Council agreed that this was acceptable but that if they were difficult to read online we would then request a hard copy.

Notification had been received from MCC re a tree removal in the churchyard of St Stephen and St Tathan in Caerwent. Reasons given were that the tree has a significant lean, it is close to recent burial plots which is a cause for concern should the tree be uprooted in high winds and the ground around the tree has raised recently. Agreed with MCC Tree Officer that this be removed and request that two/three saplings be planted.

#### **M4494 PROVISION OF DEFIBRILLATOR**

##### **To note progress**

The Chair advised that the bracket had been purchased and the defibrillator had now been installed inside the Coach & Horses public house. Signs will go up and spare batteries need to be ordered. A training session will be held on 17<sup>th</sup> November and The Lions will be in attendance.

The Chair will contact the landlady of The Woodlands Tavern in Llanfair Discoed regarding the provision of a defibrillator at this location.

#### **M4495 REMEMBRANCE SERVICE – SUNDAY 13<sup>TH</sup> NOVEMBER**

##### **To note arrangements made**

Clerk had delivered all wreaths.

Councillors Counsell and Murphy will read parts of the service.

The Clerk had been in contact with Gwent Music who had suggested a pupil aged 15 from Chepstow Comprehensive School to carry out the bugler role. He plays with the greater Gwent Brass Band and the North Gwent Big Band.

#### **M4496 MoD MEETING WITH LOCAL GROUPS – MONDAY 21<sup>ST</sup> NOVEMBER**

##### **To note arrangements made**

The Clerk confirmed that the meeting will take place at 6.00 p.m. with the Supper for voluntary groups at 7.00 p.m. All invites had been sent.

Agreed that the issue of any radio mast installations be discussed with the MoD.

#### **M4497 TO RECEIVE REPORTS**

#### **CLERK'S REPORT**

##### **Dates for Diaries**

Remembrance Service – Sunday 13<sup>th</sup> November 11.00 a.m.

CPR Training – Thursday 17<sup>th</sup> November, Village Hall, 6.30 p.m.

MoD Meeting/Supper – Monday 21<sup>st</sup> November, Village Hall, 6.00 p.m.

Living Levels Partnership Thursday 8<sup>th</sup> December, Village Hall, 2.00 p.m. – 6.00 p.m.

### **Community Asset Transfer**

With the Legal Department at MCC now.

### **St Brides Flooding**

Welsh Water will update further by 15 December.

### **Strip of Land to Rear of 40 Merton Green**

All organisations still in discussion.

### **Noticeboards**

CWEP still to decide on which boards they wish to take ownership of. They will however in the meantime prepare a quote for the removal of the remaining boards. Councillor Cousins requested a list of the boards to be removed as he may be able to remove some.

### **Assets Inspections**

Clerk compiling reports.

### **Phone Box Consultation**

In spite of still being in the consultation period the phone box outside the Post Office has been removed. Clerk reported this to Planning who have contacted BT.

### **Play Area Inspections Query**

Inspector's reply: "Process for cleaning surfacing - heavy soiling of surfacing is pressure washed then pile is brushed (mechanically) with rotary wire and nylon mixed brush to bring up the pile in surfacing then kiln dried sand is applied to surfacing to maintain the pile. Light soiling/moss- rotary brushed, kiln dried sand applied and in shaded areas a moss treatment is used to subdue moss growth."

Agreed to have the safety surfaces cleaned as per previous quote.

### **Locked Gated Road, Trewen**

Reported to County Farms who will endeavour to get this unlocked.

### **Social Media Report**

204 members.

Information sharing mainly.

Food waste bins issue dealt with by Councillor Murphy. Radio mast comments – dealt with by Councillor Murphy.

### **CPFA Project Report**

Received the Certificate of Practical Completion from the Architect. We are now in the defects liability period which means that we have until 25<sup>th</sup> January to raise any issues with the builder for him to make good. It will be at this point that we pay the outstanding 2.5% of the contract.

Agreed to recognise the hard work of Neil Williams regarding managing the contract in the newsletter.

### **Community Centre Project Report**

They are now looking into funding re sound proofing.

Agreed to recognise the hard work of the Community Centre Committee in the newsletter.

### **M4498 CORRESPONDENCE**

The Ombudsman's Casebook

### **M4499 FINANCE**

To consider balances/payment and approval as per finance schedule dated November 2016

Balances as at 31<sup>st</sup> October:

Moneymaster Account	£39,387.32
Community Account	£ 4,247.48
Petty Cash	£ 40.58

Received VAT refund of £3,344 re Village Hall.

1. Clerk's Salary	as per NALC scales
2. Inland Revenue	£48.60
3. Torfaen Pension Fund	£172.85
4. Zoll Medical Uk Ltd (bracket – defibrillator)	£183.20
5. CPFA Xmas Parties	£400.00
6. Caerwent Church Xmas lunch	£100.00
7. Merlin Waste (dog bins emptying)	£135.60
8. Best Kept Village sign	£42.00
9. Maison Design	£3,600.00
10. Waters Construction (Village Hall works)	£15,455.46
11. Training Course	£32.37

Letter received from MCC requesting financial assistance for the Tourist Information Centres. Agreed to discuss this at our Precept meeting.

### **M4500 HIGHWAYS/RIGHTS OF WAY**

**To report any highways/rights of way issues**

Pothole on Five Lanes at Ty Melys now sunk.

Ruts on Carrow Hill. Now needs stone to consolidate due to tractors/trailers damage. Some reflectors have also disappeared.

St Brides Road near church – two flood signs still in situ.

Lamp post lights at Ash Tree Road/Dinham Road still not working correctly due to timing issue. Clerk to contact Barratts.

Grass cutting at front of 5 Ash Tree Road is required. Now left so long between cuts that the grass is clumping. Clerk to contact MHA/MCC.

Request from resident for an extra grass cut at Laburnum Steps and outside noticeboard in Llanfair Discoed. Agreed not to request this as other areas would take priority, ie A48 junctions.

#### **M4501 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES**

There were no reports.

#### **M4502 ITEMS FOR NEXT MEETING**

Councillors to advise the Clerk.

#### **M4503 TO CONSIDER THE EXCLUSION OF THE PRESS AND PUBLIC DURING THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED**

This was agreed.

#### **M4504 COUNCILLOR VACANCY (CAERWENT WARD)** **To consider any applications received**

The Clerk advised that there had been two expressions of interest for the Caerwent ward vacancy. Agreed to arrange interviews.

Regarding our Llanfair Discoed vacancy the Clerk will start the procedure re filling the vacancy by informing MCC.

Chair ..... Date .....