

**MINUTES OF CAERWENT COMMUNITY COUNCIL**  
**THURSDAY 9<sup>TH</sup> SEPTEMBER 2021**

Present: Via Remote Attendance

Councillors:

P Murphy (Chair)

P Dalton

K Evans

G Foxall

K Haddow

M John

In attendance: G Kinsella, Traffic & Road Safety Manager, MCC

L McKeon, Clerk to the Council

1 member of the public

**M3866 APOLOGIES**

Councillor B Counsell – Council accepted his apologies due to illness.

Councillor M Beattie

Councillor AM Spooner

Councillor K Swift

**M3867 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor P Murphy	All planning applications	Member of MCC Planning Committee
Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor P Dalton	Caerwent Football Club	Coach

**M3868 CHAIR'S ANNOUNCEMENTS**

There were no announcements.

**M3869 MINUTES OF MEETING HELD 8<sup>th</sup> JULY 2021**

**To note that these had been agreed remotely for accuracy and posted on the Council website**

Council noted

**M3870 PUBLIC PARTICIPATION**

A resident was in attendance and wished to query the reasons for not resuming physical Community Council meetings. He also wanted to ascertain the process employed by Councillors when considering planning applications. He was particularly interested in this process with regards to the planning application 2021/00738 Land North West of Holly Lodge, Five Lanes.

The resident queried why this application was not refused in its entirety due to it being in open countryside with no other real development there, when there were so many conditions submitted by the Community Council. He was concerned that people who care for horses in the area where they do not live contribute two visits per day on a single track lane. The resident informed the meeting that there are five equestrian sites on this lane and that is enough in his opinion.

He was informed that there are a lot of similar activities along that lane and the use of that area for equestrian use has been well established. The addition of conditions was to ensure that inappropriate buildings were eventually removed.

Councillor Evans informed the resident that this Council cannot discuss the application again or the technicalities of it. The decision was made and recommendations sent in to MCC. He explained the process of decisions regarding planning applications, whereby they are circulated to all Councillors and predominantly the Councillors of the area then have the ability to make enquiries with the residents to gauge opinion and these are taken back to the next Council meeting. The applications are discussed within the Council by all members and any objections or issues are raised. Consensus, and a vote taken if necessary on the decision, supplemented sometimes with suggestions/conditions which might be applicable to make it a more agreeable application. He advised that this Council's decision is a recommendation, the final decision lies with MCC.

Councillor Evans addressed the matter of resuming physical meetings. He explained that this Council is in a position where we have to comply with the law which currently says that if we hold a physical meeting we must provide video conferencing facilities to allow members of the public to attend that meeting. This Council does not have a base or an office we work from, we use public buildings which do not have those facilities at the moment. To hold a public meeting without those facilities would be illegal so we have to hold virtual meetings until some solution comes forward. The Welsh Government are in discussion with a number of organisations to look at the complexities of this and One Voice Wales are challenging it. The cost of the equipment is expensive and the vast amount of small community councils cannot comply with this regulation. The agenda has on the bottom of it details of the link to access a meeting.

**M3871 GRAHAM KINSELLA, TRAFFIC & ROAD SAFETY MANAGER, MCC**  
**To explain the upcoming 20 mph pilot trial taking place in Caerwent**

The Chair welcomed Graham to the meeting who explained via presentation that in 2019 the First Minister announced a default speed limit of 20 mph for all residential roads in Wales. A task force was put together which produced a report and in 2020 this was passed by the Welsh Government. This will mean that across Wales in all urban environments the intention is to drop the speed limit to 20 mph by April 2023. Local authorities were asked if they would be involved with a pilot project and eight pilots were identified in Wales with two in Monmouthshire - Abergavenny/Llanfoist and the Severnside area including Caerwent.

The reason for lowering the speed is to reduce the impact/severity of casualties, improve air quality, increase of encouraging alternative travel modes, residents feeling more comfortable using the highways, increase in walking/cycling/scooting etc, feeds into active travel agenda, more welcoming space for all users of the highway.

There will be gateway features, supplemented by appropriate signage. Buffer speed limits will be introduced in some areas to bring speed down incrementally, eg 60/40/20. Loops had been put in recently to understand what the current speeds are. Air quality monitoring will take place in some pilot areas.

Communications will go out soon from Welsh Government public relations via social media/radio/tv. Meetings will take place with all Town and Community Councils shortly, we are the first to request this. Consultation should go out October/November and dependant on any objections the pilot scheme should be up and running January 2022.

Temporary speed monitoring in the form of a silver box on the side of the road will take place within the pilot area to gauge how effective the new limit is. There will then be adequate time to work on any issues discovered before the 2023 national rollout. This will be data collection rather than enforcement. There will however be enforcement regimes carried out by GoSafe so we may see an increase in their vehicles.

All current 30 mph signage will be removed, Crick A48 will go down to 40 mph.

He will bear in mind Llanvair Discoed and Caerwent Brook for the pilot scheme but it is unlikely they will meet the residential criteria.

The cost is currently £3-400K – they are expecting to see a reduction in casualties, collision rates reducing, more active people with the benefits that this brings, environment and community benefits, people feeling safer and more inclined to walk to their local post office or school for example. Unquantifiable in terms of monetary value, but overall for the health and wellbeing of everyone of significant benefit

On other issues he agreed to let us have the results of the recent speed monitoring, he will chase the issue of the HGV signs, the SID sign on the Roman Road which has not worked for a long time and signage for the lane to Llanvair Discoed to deter HGV lorries from using it.

### **M3872 POLICE REPORT**

#### **To note**

No police report had been received.

The Chairman reported very poor parking on Ash Tree Road which could lead to emergency vehicles not being able to access the area. The Clerk will report this to the police again.

### **M3873 PLANNING**

#### **To note planning application recommendations made during August.**

#### **2021/01200 Lingfield, Five Lanes**

#### **Proposed granny annex and car port**

This Council recommends **Refusal**

Councillors have reported that the information for this application is very confusing regarding the provided plans. There is no indication on the block plan supplied of the proposed development or any existing buildings on site, yet looking at Google maps there are additional buildings showing on the property.

We initially refuse on the grounds that information is confusing and limited so as to be unable to make an informed appraisal.

We have studied the 'existing elevation' and 'elevation' (presumably meaning 'proposed elevations') drawings plus the 'existing plans' and 'proposed plans' for this application (DM/2021/01200) trying to tie this to what has been approved under appeal already. It is impossible to correlate the elevation and plan drawings on DM/2021/01200 (they seem to relate to totally different parts of the property - some relate to the house and others outbuildings) and to identify on these the granny annex and proposed car port as new elements. The drawings, as submitted, are simply not sufficiently clear to make a factual evaluation.

As such the recommendation is that the application as submitted is refused/returned and that drawings need to be re-submitted on both plan and elevation bases (existing and proposed) which show like against like very clearly - making equally clear what they are now requesting and, ideally, two sets of drawings (if this is possible in planning rules) showing what has been approved [under appeal] and what is being applied for.

**2021/01224 Land at Upper Shirefield Cottage, Five Lanes**

**Proposed toilet accommodation at stabling**

This Council recommends **Approval** with conditions:

No commercial/livery/public riding tuition on the site, given the width restrictions of the lane and potential increase in traffic this would entail.

**2021/00685 Penylan Farm, St Brides Netherwent**

**Retrospective application for the retention of silage clamp to north eastern boundary of farmyard**

This Council recommends **Approval**

**2021/01298 17 Eastgate Crescent, Caerwent**

**Demolition of rear single storey annexe and construction of single storey front porch and two storey side and rear extension containing living/dining room, utility room and family room at with two bedrooms and two en suites at first floor level**

This Council recommends **Approval**

**2021/00794 1 Brooklyn Cottages, Crick Road, Crick**

**Construction of a wooden open porch to front elevation of existing home.**

**Returning historic porch structure to an outside store room with the blocking up of door and window and addition of new doorway.**

This Council recommends **Approval**

**2021/01214 Coach House, Manor Farm, Crick**

**Extension to enlarge an existing small utility room.**

This Council recommends **Approval**

Council noted the above.

**To consider planning applications:**

**Pre-application information received from WHP Telecoms regarding**

**Ifton Quarry, Dewstow Road.**

**Proposed upgrade to the existing telecommunications apparatus**

Council noted.

**2021/01212 Trelawney, School Court, Llanvair Discoed**

**Change of use from agricultural land to garden. Land recently purchased from the Council at the rear of Trelawney. Existing boundaries to remain as is, i.e. wall to boundary with Giggleswick, stock fences to neighbouring farmers fields.**

This Council recommends **Approval**

**2021/01304 Penylan Farm, St Brides Road, St Brides Netherwent**

**Excavation of dirty water pond adjacent to existing**

Agreed to defer a decision until the queries raised by Landscape Officer at MCC have been addressed.

**2021/00938 16 Merton Green, Caerwent**

**Convert garage into area for pleasure/leisure/work. To include bi-fold doors to garden side of garage, mezzanine floor area and roof window**

This Council recommends **Approval**

**2021/01170 Elms Farm, Caerwent**

**Extension to existing double garage, and change of use from garage to annexe occupied by family of the main household**

This Council recommends **Approval** subject to clarification that it does not exceed the threshold allowed by MCC re the floor area.

**To consider any planning applications received following despatch of the agenda.**

There were no other planning applications

**To note monthly enforcement list from MCC**

Council noted.

**M3874 COMMUNITY SURVEY**

**To receive any verbal report from the Working Group**

Councillor Evans reported that he had received comments from Councillor Spooner. Councillors Swift and Dalton will liaise with him and the Chair requested that progress be made by the next meeting.

**M3875 DEFIBRILLATOR – COACH & HORSES PUBLIC HOUSE**

**To approve purchasing an outside unlocked cabinet for £454 plus VAT plus replacement pads at £115 plus VAT.**

Council approved.

The Landlord had given his permission for it to be moved to outside and will let Councillor Haddow know the exact location. The Clerk will liaise with the electrician regarding a quote for the works.

**M3876 TO RECEIVE REPORTS**

**CLERK'S REPORT**

**Caerwent Toilets**

Ceiling painting now completed.

**Caerwent Community Centre – new flooring**

Grant application successful. Flooring will be installed during September. Hall back open in October hopefully. Announcement from Committee posted on our Facebook page.

**Future Face to Face Council meetings**

We cannot legally hold these until we have the equipment required in order for Councillors or public to access online. OVW in discussion with Welsh Government regarding these hybrid meetings. Community Councils are hopeful that some funding will be available from WG.

Estimate of equipment required and costs: camera, screen, microphone and fixings, approximately £4000.

### **Play Area additional Play Area Inspections**

Shaun Roderick now sending weekly inspections.

Arranging for him to receive training re inspections via MCC.

### **Council Policies**

Updated and posted on website.

Councillor Dalton will look at the Risk Assessment document.

### **Play Area – Cadoc Close, Caerwent**

This area is MCC owned. No play equipment in it at all now. A couple of residents put forward a suggestion to turn it into a mini-nature space with planters to be used by residents, a picnic table/bench, some wildflower planting around the edges and a small nature area (hedgehog house and log pile) in the lower section of the site.

Referred them to Nigel Leaworthy and they are now in discussions with MCC about this.

### **Training Courses**

Councillor Spooner attended Code of Conduct 25<sup>th</sup> August.

Councillors Dalton, John and Spooner attended Responding to Planning Applications 8<sup>th</sup> September.

Councillor Swift attending Keep Wales Tidy webinar 18<sup>th</sup> September.

### **Overhanging Branches – Toilets**

Councillor Beattie had offered to cut these branches which are overhanging from neighbouring land (leaving the cut pieces on the land). Councillor Haddow has received permission from the landowner. Councillor Beattie will be looking at this.

### **Dog Waste Bin, Cadw Barns**

Reports of general waste regularly appearing in the vicinity of the dog waste bin at the Cadw Barns site. The Chair has made some enquiries with MCC about having a general waste bin also installed in this area due to the fact that it is a visitor site. The Chair will request in the newsletter that residents refrain from using dog waste bins for general waste as has happened at the Barns and The Tump. The general waste is being left on the ground as it can not be taken by the dog waste contractor.

### **Phone Box**

A Playing Fields representative had visited the site at Highmoor Hill. Reported that it is still connected to the electricity mains but also whilst there was informed by a resident that they had adopted it five years ago and wanted it kept there. (This Council adopted the box 10 years ago – Councillor Beattie will be making some enquiries about this adoption status).

### **Paws on Patrol Scheme**

No response from new Sergeant despite reminders. Have now contacted the Community Support Officer – a scheme is currently being drawn up and she has sent our details to the Officer concerned.

Also received positive replies from the Community & Partnership Development Team at MCC and they will get back to us about how they might be able to help. They also sent our request to Gwent Association of Voluntary Organisations and the Bridges Centre.

### **Football Club**

Clerk liaising with Councillor Evans regarding arranging a meeting at the Village Hall in order for Council to look at the proposed drawings from the Club.

### **Recycling Proposal for Caerwent Playing Fields**

No replies from MCC despite reminders. Passed to our Chairman to enquire if he can progress this query. He advised that this department is extremely low staffed currently.

### **Footpaths Identification and Monitoring**

Information on footpaths and training sent to Councillors Swift and Spooner. Councillor Swift had made contact with ex Councillor Paul Lewis about assisting the group and also the Project Officer from the Paths to Wellbeing Project to ask for any help or advice they might be able to offer.

### **Christmas Lights on Tree at crossroads in Caerwent**

Confirmed with our contractor that they provide our lighting this year again (we are on year 3 of a 3 year agreement (£700 + vat)).

### **Refund on Rates Payments at Toilets**

Received £663.76 from MCC for payments made during 2020-21. We no longer have to pay rates for this building.

### **SOCIAL MEDIA REPORT**

Information exchange mainly  
Attempted business posting much improved

### **PLAY AREAS INSPECTION REPORT**

Report of beam rotting at Caerwent. Clerk will request quote.  
Seesaw still delayed in Europe.  
Post for Llanfair Discoed on order.  
Safety surface repaired at Caerwent.

### **CAERWENT MEADOWS REPORT**

Council noted.

### **M3877 FINANCE**

#### **To note balances/payments made August 2021**

	as per NALC scales
Clerk's Salary, Allowances, mileage (26)	
Inland Revenue	£199.13
Torfaen Pension Fund	(employee) £53.27
	(employer) £197.10
British Gas (toilets)	£27.55
SKG Property Services (toilets painting)	£150.00
Planning Aid Wales (training x 3)	£90.00
Aardvarc Cleaning	£236.00
S Roderick (maintenance)	£57.68
S Roderick (maintenance )	£54.63
Merlin Waste	£406.25
Llanvair Landscapes (mowing & fencing)	£2040.00
S Roderick (weekly play area inspections x 4)	£51.25
Community Centre (annual donation)	£2000.00
S Roderick (maintenance)	£58.93

#### **To consider balances/payments and approval as per finance schedule dated September 2021**

Balances as at 31<sup>ST</sup> August:

Community Account	£22,473.89
Moneymaster Account	£12,122.75

Petty Cash

£250.03

Clerk's Salary, Allowances, Overtime, Mileage (10)	as per NALC scales
Inland Revenue	£200.13
Torfaen Pension Fund	(employee) £58.59
	(employer) £197.10
Aardvarc Cleaning	£326.00
MCC (play area repairs)	£174.00
Merlin Waste	£325.00
Caerwent website renewal	£20.54
Llanvair Discoed website renewal	£20.54
One Voice Wales (training x 1)	£30.00
S Roderick	£51.52
S Roderick	£25.76

Annual Donations:

Caerwent Playing Fields Association	£1500.00
Community Newsletter	£500.00
Crick Wildlife & Environment Project	£200.00
Caerwent Meadows	£200.00
Mons County Citizens Advice Bureau	£2500.00
Caerwent Junior Football Club	£500.00

Churchyard maintenance:

Caerwent Parish Church	£280.00
Caerwent Parish Church (floodlighting)	£150.00
Caerwent Baptist Chapel	£240.00
Llanfair Church	£240.00
St Brides Church	£240.00
Llanvaches Utd Reformed Church	£80.00

Council approved payment.

**To consider quarterly budget figures for 2021/22**

Council noted.

**M3878 CORRESPONDENCE**

One Voice Wales – Wales Remembers publication  
One Voice Wales – Living Trails Newsletter  
One Voice Wales – asbestos questionnaire  
Living Levels Newsletter  
MoD – notice of noisy activity  
MCC – Public Spaces Protection Order on Dog Controls

**M3879 REPRESENTATIVES REPORTS**

**To note any verbal reports**

There were no representative reports

**M3880 HIGHWAYS/RIGHTS OF WAY**

**Councillors to report any issues**

Councillor Swift had sent in some queries:

Manor Farm – issue of run-off water coming down from the road to Shirenewton causing flooding issues. The Chair advised that there is a channel that goes straight



into the stream and also storm drains on the road by the depot. It was agreed to request more information from Councillor Swift.

Parked cars at Crick Garage – hinders the way through when walking but is also causing visibility issues when trying to pull out in a car from Old Shirenewton Road. Query if MCC would consider putting bollards or painted lines to stop cars parking there. This is also an issue with the school bus transport with 14 pick up/drop offs each school day and parents parking on the verge. One westbound school bus stops on the carriageway outside the Nursing Home and the children then cross three lanes to reach their parents. Agreed that this should be reported to the police but the Chair also requested that Councillors Haddow and Dalton send him information on the issues of the school transport.

Thank you received from resident at The Folly to thank us for arranging with MCC to have the dead branches removed from a tree outside his property.

A resident in Crick set up a ‘Crick Cares’ food collection and the items were split between the Caldicot and Chepstow food banks. Agreed to send a thank you.

Councillor Dalton reported that the block work on the Roman Road near the Barns has dipped and requires repair.

Councillor John reported that the Cadw fence bordering the south wall in Caerwent has deteriorated in a number of places.

Councillor Evans reported that the hedge at eastgate near the bus stop has encroached onto the stile and that area is now blocked/impassable.

Councillor Haddow reported that a temporary diversion sign at the end of Shirenewton Road is causing visibility issues.

### **Highways Updates**

4 St Tathan’s Place hedgerow encroaching. Notice served.

1 St Tathan’s Place vegetation will be cut back and moss removed.

Wall at crossroads – reported to Cadw that this requires repair.

### **M3881 ITEMS FOR NEXT MEETING**

Remembrance Service

Metal Poppies to be fixed permanently to War Memorial

Plaques to be installed at War Memorial where capsules are buried

Crick village signs

Asbestos policy

Steps Cottage

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