

MINUTES OF CAERWENT COMMUNITY COUNCIL
HELD 10TH SEPTEMBER 2020

Present: Via Remote Attendance:
Councillors:
K Evans (Chair)
M Beattie
A Gittings
K Haddow
B Harris
P Murphy
A Phelps
K Swift

In attendance: L McKeon, Clerk to the Council

M4907 APOLOGIES

Councillor Counsell – Council approved his apologies during this Covid 19 period.

M4908 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor P Murphy	All planning applications	Member of MCC Planning Cttee
Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor A Phelps	Planning Application 2020/01139	Applicant
Councillor A Phelps	Planning Application 2020/01136	Related to Applicant

M4909 CHAIR'S ANNOUNCEMENTS

The Chair advised that the newsletter will probably be re-launched in October depending on Covid regulations at that time.

M4910 MINUTES OF MEETING HELD 11th JULY 2020

To note that these had been confirmed remotely.

M4911 ST BRIDES NETHERWENT COUNCILLOR VACANCY

To consider application received

Council considered the application from Councillor Beattie, current Councillor for Llanfair Discoed ward to transfer to the St Brides ward. The Clerk had ascertained from MCC that this was permitted. Council agreed to appoint Councillor Beattie as Councillor for the St Brides ward.

M4912 POLICE REPORT

No report received.

Councillor Swift reported a car break in at the east gate entrance to the MoD site.

M4913 PLANNING

To consider any planning applications received

2020/01096 Caerwent House, Caerwent

Form new vehicular entrance to site and close existing entrance

Council noted that there is to be no removal of trees apart from one which is diseased and that the pond beyond the entrance proposal has now gone. Suds approval will be required regarding drainage.

Council agreed that they are minded to recommend Approval but that Councillor Haddow will visit the adjacent neighbour to seek their views.

2020/01139 Dewstow Manor Farm (Agricultural Notification)

Agricultural Stock Fields Shelter

This Council recommends **Approval**

2020/01136 Dewstow Manor

Erection of a detached garage and the revision of the residential curtilage boundary

This Council recommends **Approval**

To consider any planning applications received after despatch of agenda

2020/01182 Ministry of Defence Training Area – New Access Control Building

This Council recommends **Approval**

To note planning applications considered during August:

2020/00855 -The Cwm, Llanfair Discoed

Proposed outbuilding for ancillary and incidental use to the main dwelling, and regularisation of mixed use combining private dwelling (C3) with charitable training/retreat centre (providing therapy/classes with associated short term residential) (C2)

This Council recommended **Approval**

To note Appeal sent to the Welsh Inspectorate regarding

2019/01948 Myrtle Cottage, Caerwent

Conversion and extension of a double garage under construction into a detached bungalow at the rear of Myrtle Cottage

M4914 EMBRACE NATURE CAERWENT

To consider Draft Sub-Licence

Council considered and agreed to the amendments suggested by the Embrace Nature Committee.

M4915 CAERWENT PLAYING FIELDS

To note that 15 loads of chippings had now been spread at the fields as agreed.

To consider approving that more be supplied.

Council agreed to order five more loads.

M4916 TREE SURVEY (CAERWENT PLAYING FIELDS)

To consider and make recommendations

Council agreed to request a quote for recommended works.

Council agreed to write to the owner of the tree (Ref T2) enquiring if any remedial works will be undertaken regarding the overhanging branches.

M4917 PHONE BOX, HIGHMOOR HILL

To consider recent consultation regarding future site and use

Council noted all comments received and agreed to contact all owners of lands suggested regarding possible permission to locate.

M4918 ANNUAL ASSETS INSPECTION

To consider report and make any recommendations

Council agreed to pass over the majority of jobs to our Handyman.

Clerk had requested a quote for a new bench on dualcarriageway on the A48 east.

Clerk to seek a quote for hedge trimming at the Llanfair Discoed Play Area.
Councillor Murphy will check the leylandii hedge report at the Trewen Play Area.

M4919 PLACE PLAN REQUEST FROM PORTSKEWETT COMMUNITY COUNCIL
To consider request in conjunction with information provided by Councillor Swift.

Councillor Swift advised that Planning Aid Wales can provide training in Place Plans at a cost of £600. This would currently amount to £200 for our Council. Council agreed, in order to investigate further whether a Place Plan is appropriate for us, that we partake in this training.

M4920 LLANVAIR DISCOED PLAY AREA
To consider quote of £96 to repair and clean safety surface
Council agreed.

M4921 TO RECEIVE REPORTS

CLERK'S REPORT

Caerwent Community Centre Lease

Received confirmation from Solicitor of registration at Land Registry.

Embrace Nature Caerwent

Presentation from ENC made to Community Council on 30th July.

Council wrote to Cadw to inform them of revised plan.

ENC had written to Cadw requesting progress on the grant application as they are keen to start work soon.

Site meeting held with ENC on 17th August to look at preparing a Condition Report to send to Cadw – Clerk had sent her notes to ENC, awaiting some photographs from them.

Seed scattering will take place shortly and residents will be invited to volunteer.

Complaint Received Regarding Hedgerow Removal/installation of gates in Field on Shirefield Lane

Applicant advertising on Facebook Marketplace “.....land for sale with potential planning to rebuild the remains of the old cottage, planning permission granted for a tractor shed and double driveway gates. Lots of potential for numerous uses – caravans, log cabins or even a container home” even though permission had not been granted as yet. Agreed to inform Enforcement.

Highways objections had been posted on the MCC portal:

It should be brought to the attention of the applicant that a new or altered vehicular access being formed, the requirements of Section 184 of the Highways Act 1980 must be acknowledged and satisfied. In this respect the applicant has failed to notify the highway authority and has carried out works in contravention. The applicant is recommended to contact the highway authority to obtain the necessary permissions and agreement prior to removal of the access and reinstatement of the disturbed highway.

New Website Accessibility Regulations

Effective from 22nd September. The Chairman is currently building a new website which is partially compliant. New software had been purchased to enable this. Accessibility Statement had been drafted by Councillor Evans. Before the website goes live Councillor Evans will circulate a link to enable Councillors to view and comment.

Provision of Allotments

Information forwarded to Councillor Phelps from Councillor Murphy that technically allotments are horticulture which is classified as agriculture for which planning permission is not required.

However, any sheds and hard surfaces would need permission (and may also need SuDS if the hard surfaces are over 100 sq.m. Also, if a new access is required to serve the plots this may need permission off a classified road.

Councillor Phelps queried costs involved. Councillor Murphy agreed to seek information on current allotment plots within MCC.

Crick Flooding

Councillor Swift reported that three MCC Officers had visited the properties affected on the A48 and Manor Farm and had spoken with the owners.

At the meeting MCC committed to clear blocked drains on the A48 and the hill towards Shirenewton (this action will be repeated in the future when appropriate); to create a channel through the footway adjacent to the northern parapet to the bridge in the middle of the village to allow standing surface water to drain into the brook; to mechanically sweep the road verges on the gradients which drain toward the village (this action will be repeated when appropriate); to resurface the A48 to reduce the amount of gravel being created due to surface breakdown which has been blocking the road drains. The actions are to be undertaken within a reasonably practicable timescale. It was accepted that MCC cannot prevent a build-up of debris from trees at all times.

Manor Farm Adoption

Councillor Swift reported that at a recent site meeting MCC Officers were of the view that Manor Farm cul-de-sac was not adopted. She advised that this is not the case and residents had provided evidence of this adoption previously to MCC. Councillor Swift had asked Councillor Murphy for his help with this.

Village Hall Repairs

Downpipes and guttering appear to be fixed.

Trees

Following storm urgent request to Chairman for large branches to be removed from tree on Playing Fields as they were deemed dangerous – MCC removed.

Urgent request to remove large branch of ash tree at Community Centre – contractor removed.

Tree Survey (Trewen)

Will be carried out shortly.

Toilets Covid Signage

Clerk/Chairman placed Covid signage in toilets.

Re-opening of Community Centre/Village Hall

The Chairman advised that they can only open for essential services, ie election venues, youth clubs, play groups. Committees are currently working on risk assessment documents which this Council will have to approve before they re-open.

The Community Centre have almost finished their risk assessment documentation. They do not intend opening until mid October at the earliest.

Dog Waste Bin – Dualcarriageway west A48

Unable to obtain free bin from MCC as Keep Wales Tidy are no longer funding these. A dog bin could be purchased from Merlin Waste at a cost of £216 + £3.90 per week for emptying.

In the meantime we have asked via Councillor Murphy if MCC could provide a regular litter bin instead (to be emptied by them). Council agreed that if this is not possible to seek a cheaper dog bin.

Bench, Dualcarriageway A48 east

Requested quote for recycled bench.

Letter Received from Twomlows 4th September

Twomlows advised that they have received correspondence from the Solicitor at Fields in Trust advising that the Deed of Dedication sent in by them should have been sent undated (not dated as per the transfer) in duplicate with signed plans. As only one copy of the deed was previously signed at the meeting and given the change of name of the organisation, Fields in Trust have requested that a new deed (including a plan) in duplicate is executed. When the Deeds have been countersigned by Fields in Trust, they will date the Deeds and return to us one completed copy which they will provide to us.

Clerk had arranged for Councillors Evans and Beattie to sign this documentation.

Speed of Traffic, Crick

Highways had confirmed that they were unsuccessful in securing funding from the Welsh Government to support the introduction of the various measures proposed. As such their internal capital budget will not allow them to progress all measures originally suggested but in the next couple of months (Covid permitting) they will be making arrangements to reduce the various speed limits along the A48, with Crick being included in this. They will also look into any gateway features that could be accommodated to remind motorists that they are entering/exiting a village.

SOCIAL MEDIA REPORT

909 members

Rules changed to allow local businesses to post once only and for residents to seek recommendations.

Wasp nest nr Dinham Road

Volunteering opportunities with ENC

Dog theft warnings

Phone Box consultation

Drone sighting

No. 73 bus service changes

Woodland search in order to establish a small, local, mental health and wellbeing centre to help highlight the benefits of being outdoors.

Giftcard scams

PLAY AREAS INSPECTION REPORT

Awaiting report.

M4922 FINANCE

To consider balances/payment and approval as per finance schedule dated August 2020

Balances as at 31st August:

Community Account	£26,272.76
Moneymaster Account	£12,121.55
Petty Cash	£245.34

1. Clerk's Salary, Allowances, Mileage (66)	£1185.56
2. Inland Revenue	£257.79
3. Torfaen Pension Fund	(employee) £68.63
	(employer) £230.85
4. British Gas	£24.74
5. Aardvarc Cleaning	£252.00
6. Merlin Waste	£171.60
7. K Evans:	
Websites renewal	£38.74
Email package	£119.88
Website editor (two year package)	£115.20

Annual Donations:

Caerwent Playing Fields Association	£1500.00
Caerwent Community Centre	£2000.00
Community Newsletter	£500.00
Crick Wildlife & Environment Project	£200.00
Mons County Citizens Advice Bureau	£2500.00
Shirenewton Primary School (annual prize)	£125.00
Rogiet Primary School (annual prize)	£125.00
Caldicot 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

INVOICES PAID DURING AUGUST 2020:

1. Clerk's Salary, Allowances, Mileage (40)	£1040.73
2. Inland Revenue	£202.21
3. Torfaen Pension Fund	(employee) £59.31
	(employer) £199.51
4. British Gas	£23.18
5. S Roderick (bus shelter/toilets/bench work)	£275.96
6. Merlin Waste	£214.50
7. Llanvair Landscapes (grasscutting/weed control)	£760.00
8. Aardvarc Cleaning	£216.00
9. Blitz Media (Covid signage – Play Areas)	£132.00
10. M Beattie (weedkiller)	£27.49

To consider updated NALC Scales in regard to Clerk's salary effective from April 2020 Council noted and agreed.

M4923 HIGHWAYS/RIGHTS OF WAY

To note temporary road closure, Sandy Lane, 6th October – poling works on behalf of BT.

Council noted.

To note public open spaces at Merton Green have now been transferred to MCC.

Council noted.

To report any issues:

Resurfacing is currently taking place on the A48 at Crick and Caerwent.

Overgrown hedges outside Nos 1 and 4 St Tathan's – Clerk had already reported these but will do so again.

Overgrown lane with brambles/nettles – end of Burton Homes to Northgate Nursery.

Junction of Canon Lane and Caldicot Road – overgrown hedges.

Footpath from Caldicot Road to Playing Fields overgrown with wisteria, brambles, nettles.

Caerwent Brook – overgrown hedges.

East junction of A48 to Newport – overgrown trees/hedges.

Bridlepath at Five Lanes not maintained – Councillor Phelps will liaise with the Footpaths Officer regarding this.

Cwrt House Road requires road sweeper regarding fallen leaves.

Lane beyond Trewen Road to Cas Troggy Road in Llanfair Discoed has been closed for some time. Clerk received report back that this is due to its poor condition and an inspection by MCC will take place shortly.

M4924 REPRESENTATIVE REPORTS

Councillor Harris had received correspondence from the Education Achievement Service confirming that he had been appointed as a Minor Authority Governor for Shirenewton Community Council although he was unaware of this. He confirmed that he would be willing to take this on but just needed confirmation that this was accurate. Councillor Murphy will make enquiries and let him know.

M4925 ITEMS FOR NEXT MEETING

Remembrance Service

Chair Date