

MINUTES OF CAERWENT COMMUNITY COUNCIL
ANNUAL GENERAL MEETING HELD 9TH MAY 2019

Present: Councillors
M Beattie (Chair)
B Counsell
K Evans
S George
K Haddow
B Harris
P Murphy

In attendance: L McKeon, Clerk to the Council

M4814 APOLOGIES

Received from Councillors Lewis and Swift.

M4815 APPOINTMENT OF CHAIR

Councillor Counsell (Vice Chair) informed the Council that he did not wish to take the Chair position as per our Standing Orders.

Councillor Harris proposed Councillor Beattie for the Chair, seconded by Councillor Murphy. There being no further nominations Councillor Beattie was appointed Chair. He signed the Declaration of Acceptance of Office.

M4816 ELECTION OF VICE CHAIR

Councillor Harris proposed Councillor Counsell for the Chair, seconded by Councillor Murphy. There being no further nominations Councillor Counsell was appointed Vice Chair.

M4817 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	Mounton House School	MCC Cabinet Member
Councillor P Murphy	Caerwent Community Centre	Trustee

M4818 PUBLIC PARTICIPATION

There was no public participation.

M4819 CHAIR'S ANNOUNCEMENT

The Chair thanked Councillor Evans for his Chairmanship over the past year and also the Council in electing him to the position this year.

M4820 CONFIRMATION OF MINUTES OF MEETING HELD 11th APRIL 2019

These were agreed as a true record.

M4821 APPOINTMENT OF REPRESENTATIVES

Council to appoint to representative bodies

Council appointed to the following:

Finance Committee	Councillors Beattie/Murphy/Evans/ Lewis/Swift/Haddow
Caerwent Community Centre	Councillor Murphy
Caerwent Playing Fields Association	Councillor Haddow
Footpaths Sub-Committee	Councillors Lewis/Counsell/George
Mons County Citizens Advice Bureaux	Councillor Counsell
Rogiet School	Resident Representative – J Burdon
Caerwent Historic Trust	Councillors Evans/Murphy
Toilets Working Group	Councillors Murphy/Counsell/Evans/ Swift/Haddow
Freedom of Information Requests	Councillors Evans/Haddow
Social Media Working Group	Councillors Evans/Haddow
Assets Transfer Working Group	Councillors Evans/Haddow/Murphy/ Counsell
Dog Fouling Representative (Abergavenny initiative)	Councillor Beattie
Cluster Working Group	Councillors Murphy/Counsell
One Voice Wales	Vacant
Crick Wildlife & Environment Project	Councillor George
Caerwent Litter Champions	Councillor Harris

Councillor George will enquire if Mr Burdon still wants to continue in his role at Rogiet School.

M4822 ANNUAL REVIEW OF COUNCIL POLICIES

Standing Orders

Financial Regulations

Risk Management & Procedures Policy

Complaints Policy

Unacceptable Actions of Individuals Policy

Retention of Documents Policy

FOI Publication Scheme

Local Resolution Protocol Policy

Local Government Pension Scheme Employer Policy

Health & Safety Policy

Privacy Notice

Information & Data Protection Policy

Social Media & Electronic Communication Policy

Council agreed that these were all in order and up to date.

M4823 ANNUAL REVIEW OF INSURANCE COVER

Council agreed that the cover was adequate.

M4824 MONTHLY POLICE REPORT

Councillor Murphy had met with the Crime and Police Commissioner who had assured him that he would raise our concerns re our monthly reports to our local police force. Subsequently an apology had been received from the Inspector who would ensure that reports were improved in the future. He will attend our July meeting.

Latest report received. Agreed that this was a great improvement and that we write to the Inspector to thank him. Mention that the evidence of increased drug activity has not been mentioned and request that darkness patrols are carried out on School Lane, Highmoor Hill (between Hardwick Farm and Woodcock Cottage) and the underpass at Sandy Lane.

M4825 PLANNING

2019/00413 The Coach & Horses Inn, Caerwent

Retrospective planning application for existing garden play equipment

This Council recommends **Approval**

2019/00220 Northgate House, Caerwent

Change of business use from bed/breakfast to private day nursery

This Council recommends **Approval**

Query adequacy of staff/customer parking

To consider any planning applications received after despatch of agenda:

2019/00673 Castle View Barn, Llanfair Discoed

Kitchen Extension and internal alterations

This Council recommends **Approval**

A site visit by the MCC Planning Committee had taken place with regards to

2018/00333 Retrospective Application for the Erection of a Fence at 3 Canon Lane. The Planning Committee had subsequently unanimously agreed on approval.

The Chair reported that there is some confusion regarding planning application numbers for the Glenview Farm application and also a previous application which is not on the MCC portal. He will make some enquiries. An enforcement case had been set up for 2018/01762 and 2018/01446.

To note monthly enforcement lists

Council noted

M4826 TO RECEIVE REPORTS

CLERK'S REPORT

Dog Fouling Bags

Clerk had established that the cheapest option would be an order through MCC at £35 per box (5000 bags). MCC will however have to persuade other Town/Community Councils to order at the same time as the minimum order is 20 boxes. The Council agreed to order five boxes but to also request that we still continue to receive the free supplies from MCC. Council were reminded that normal litter bins can also be used for dog waste.

In view of the fact that we are now funding this and the supplies run out very quickly, agreed to ask villagers in the newsletter to only take what they need.

Dogs on Leads, Cadw land

Clerk had written to Cadw to point out their rules on their website regarding dogs but there is no actual signage on site. Cadw confirmed that they do have some signage which they will look into placing around the roman walls.

War Memorial Improvements

Contractor waiting for a spell of good weather to complete the inscriptions.

Replacement War Memorial Planters

The Chair had researched many suppliers and recommended that we purchase four Canadian redwood planters (55 cm H, 40 cm L, 40 cm W) at £66 each. These are maintained by use of a simple proprietary preservative spray a couple of times per year (spray bottle £17.50). The Chair advised that from the plant maintenance point of view there is a real benefit to the depth of the container as it will retain moisture much longer - and, being smaller in planting area than our existing troughs, will require less plants and maintenance. Council agreed.

Grant – Broadband Infrastructure

No further progress. Councillor Murphy advised that negotiations are still ongoing with MCC and broadband companies.

Defibrillator, Caerwent Village Hall

Councillor Haddow reported that British Heart Foundation grants are not available yet. She will keep enquiring.

Defibrillator, Coach & Horses Public House

Councillor Haddow will be seeking permission from the Coach & Horses to relocate their defibrillator to outside. She enquired if the Council will be funding the outside cabinet and associated electrical works. Council confirmed.

Education Award

Arranging with schools re visit from Chair to hand out the awards and the time capsules.

Dinham Ward Vacancy

One expression of interest. Clerk to provide information.

New Play Equipment, Caerwent Playing Fields

Awaiting installation.

Audit 2018/19

Clerk had met with Internal Auditor again. All accounts and the Annual Return will be presented to the Council meeting in June for approval.

Crick Speeding

Still awaiting information regarding MCC application to Welsh Government. Councillor Murphy will chase.

“Crick” Signage

Councillor Swift currently researching prices.

Bus Service 75

Residents still promoting this service. They have written to The Leader of MCC seeking help. Agreed to advise them to write to Caldicot Town Council.

Post Box, Highmoor Hill

Metal remains have been removed.

Understanding Welsh Places Website

Piece written by Councillor Evans and sent to the Institute of Welsh Affairs for inclusion in their new website. They will let us know when it is up and running. The Chair thanked Councillor Evans for preparing this.

Caerwent House

Works allowed on the house but still halted on the land. Conservation Officer from MCC due to meet up with the Cadw Inspector this week.

Mounton House Closure Consultation

Having consulted with governors of schools the following response was sent: Caerwent Community Council recognises the need to save money during this time of austerity and supports the proposal of MCC to close Mounton House to better deploy staff and financial resources. However, we can only do so as long as the mainstream schools, in particular Caldicot School, are not expected to accept these children with specific educational needs in their educational settings. The priority is that all children and young adults have the opportunity to reach their educational potential and that this is not negatively impacted by this closure.

Caerwent Show 2019

Will be held on Saturday 17th August. All Councillors hoped to attend.

Councillor Harris advised that the British Heart Foundation will probably have a stall informing the public of defibrillators. The Caerwent Litter Champions are also hoping to have a stall.

Caerwent Litter Champions

Councillor Harris reported that two more residents had joined the team. He is awaiting Keep Wales Tidy confirmation re paperwork and will then announce a date for the first Litter Pick.

Village Hall Survey Recommendations

Councillor Murphy had chased this. MCC will be sending a quote for essential works.

Drainage Survey

Blockage is 60cm in from intersection chamber 3. Some pipes need cleaning before being surveyed. The two hour cost of the cleaning will be £180 for jetting and £140 for the camera. Following that they will then give a quote for what needs replacing. Agreed to cleaning.

Village Hall Transfer

Repeated written/phone requests for update. Still no reply to our complaint. The Chair will look into have a meeting with them. The Clerk will send over the correspondence to him.

Caerwent Toilets non-domestic rates

Checked with MCC. Although this was announced by Central Government in November 2018 it has not yet filtered down and been agreed by Welsh Government.

SOCIAL MEDIA REPORT

552 members

Issues raised:

Possible loss of 75 bus service (written to campaigner and MCC)

Speeding on the A48 in Caerwent and Crick (awaiting survey report from MCC)

Evidence of drug taking on School Lane (requested that police carry out darkness patrols in the area)

The Clerk reported that a complaint had been received regarding posting on our Facebook page. She referred Councillors to the Social Media and Electronic Communications Policy.

PLAY AREA INSPECTION REPORT

No issues

M4827 CORRESPONDENCE

One Voice Wales Training Courses Available

Abergavenny Town Council – proposed change to dog waste bin emptying.
The Chair agreed to join this working group.

M4828 FINANCE

To consider balances/payment and approval as per finance schedule dated April 2019

Balances as at 30th April:

Community Account	£27,214.76
Moneymaster Account	£13,089.82
Petty Cash	£44.66

Clerk's Salary, Allowances, Mileage (22)	as per NALC scales
Inland Revenue	NI employer/employee
	£76.86
Torfaen Pension Fund	employer
	£194.43
	employee
	£53.46
S Roderick (clearing behind Crick bus stop)	£32.80
BHIB Insurance Brokers	£1138.52
Merlin Waste	£150.00
Petty Cash	£200.00
Aardvarc Cleaning	£288.00
Llanvair Landscapes	£1040.00
Henry Burton (room hire)	£21.00

Council agreed to pay the above accounts.

M4829 HIGHWAYS/RIGHTS OF WAY

Report from Highways regarding the fallen branch on an oak at Highmoor Hill - This fell over a year ago, it is very firm and not in danger of falling on the highway. It is stuck in the hedge and still connected to the tree with a good amount of timber.

The Community Centre Chair has a small amount of spare wildflower seeds if we require them. Agreed to ask Mr Leeworthy of MCC if they have a shelf life and what preparations you should make to plant them. Also offer to Crick Wildlife and Environment Project.

Crossroads road surface very poor.
Potholes and gullies on Highmoor Hill.
Cycle path on A48 at Five Lanes – weeds appearing.

M4830 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

Councillor Evans reported that the Historic Trust Open Day held recently was very successful with over 50 attendees. Talks were held on how the village has changed over the last 600 years and the history of Court House in Llanfair Discoed. There was also opportunity to carry out family history.

Councillor George had been appointed as a Governor on Caldicot School. He will feedback in the future.

M4831 ITEMS FOR NEXT MEETING

Provision of a defibrillator in our phone box at Highmoor Hill.
Review of Education Award.

Chair Date