

MINUTES OF CAERWENT COMMUNITY COUNCIL
9TH FEBRUARY 2023

Present: (via video conferencing)
Councillors:
K Evans (Chair)
P Murphy
M John
K Swift
J Guscott

Also Present: AM Spooner (Clerk to the Council)

M4047 APOLOGIES: Councillor P Dalton

M4048 DECLARATION OF INTEREST ITEMS ON THE AGENDA

Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor P Murphy	MCC Planning Committee	Chairperson
Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor K Evans	Caerwent Village Hall	Booking Clerk
Councillor K Evans	Caerwent Community Centre	Booking Clerk
Councillor P Dalton	Caerwent Football Club	Football Coach
Councillor P Dalton	Llais (Formerly CHC)	Appointed Auditor

M4049 PUBLIC PARTICIPATION

There was no public participation in the meeting.

M4050 CHAIR ANNOUNCEMENTS

There were no chair announcements

M4051 MINUTES OF MEETING HELD 12TH JANUARY 2023

These were agreed remotely for accuracy and posted on the Council Website. Council noted.

M4052 POLICE REPORT

Police Report received and was forwarded to council.
Some details were provided.
21/01 – Violence against another person
06/02 – Violence against another person
22/02 – Violence against another person

There were no notable arrests for Jan23/Feb23
Operations/Police Work

There was a mini speeding operation in Caerwent. A hundred cars were checked and the top speed was 33 mph and the average speed was 28mph.

Police will be carrying out further checks and hopefully running a speed awareness course locally.

The police were involved locally with a school litter picking exercise.

M4053 PLANNING

PLANNING APPLICATION DM/2023/00035

Brockwells Farm
Dewstow Rd
Caerwent
Caldicot
NP265A

Erection of boundary fencing within existing property boundary to a height of 1.85m with associated landscaping

Council Recommends Approval

Appeal Ref: CAS-02244-P5N1M3

Planning Application: DM/2021/00738

Land NorthWest of Holly Lodge
Five Lanes North
Five Lanes Caerwent
Caldicot Monmouthshire NP26 5PG

Noted by Council

Previous Comments Remain

Over development.

Structures now changed and increased.

Cesspit now shown (no approval)

This is now edging towards commercialisation.

To note monthly enforcement list from MCC

Council noted.

M4054 DISCUSS INCREASE IN AMOUNT OF LITTER LOCALLY AND ACTIONS REQUIRED

Clerk has contacted Keep Wales Tidy and there were three options as to how we might progress.

- Become a small “litter picking hub” and be a venue for Keep Wales Tidy hosting litter picking equipment for loan with associated guidance materials and insurance cover. This would involve managing some admin for loaning equipment. (Our nearest is Caldicot)
- Become an independent litter group whereby the group could access insurance (free for a year)
- Sign up individuals to become “Litter Champions” where a kit would be provided and cover under KWT insurance. This would mean following health and safety guidance and reporting back on “Epicollect” KWT

Council thought that the third option may be more suitable and it will be important to include and engage our current litter pickers who do a wonderful job independently at present.

Clerk will thank individuals and discuss proposals.

Clerk also to contact Keep Wales Tidy for further clarity and support.

M4055 TO ARRANGE FOR FURTHER TRAINING ON MAINTENANCE AND USE OF DEFIBRILLATORS.

It was noted that residents and custodians of defibrillators needed further training and awareness in managing defibrillators. There has been a lot of coverage on national media particularly in the light of ambulance shortages and delays.

Clerk has been in contact with UHB Senior Nurse Aneurin Bevan Trust and a date has been arranged (provisionally) for Defibrillator Awareness (Friday 3Rd March 2023) Caerwent Village Hall. Fliers have been sent for the event.

Llanvair residents will be heavily involved in a community event on that date so we will need to arrange a further event for those interested to attend.

Time and venue
to be arranged.

M4056 NOTE ANY UPDATES ON FACE TO FACE MEETINGS

Councillor Murphy informed the council that the WIFI has been installed at the Community Centre. Work is going to be carried out on improving the sound proofing on the ceiling. It was suggested that members of the council go to test the WIFI once work was completed. Council agreed this is a good idea. Date and time to be arranged.

M4057 TO REMIND COUNCILLORS OF TRAINING OPPORTUNITIES ARISING

Councillor Guscott has attended Code of Conduct training.

Councillor Swift is to attend Planning Aid courses.

Councillor John has been appointed to the Standards Committee of MCC and commented that training and refresher courses are being recommended for experienced councillors.

Council agreed that this should be a quarterly item on the agenda.

M4058 POLLINATOR POLICY

Councillor Swift gave a brief overview of the reporting on

Environment (Wales) Act 2016 Part 1 – Section 6
The Biodiversity and Resilience of Ecosystems Duty

As we have begun to adopt this, it was felt that in future the agenda items would refer to the Act and Section 6 reporting which we are already addressing.

Councillor Swift will continue to update council.

M4059 TO DISCUSS TOILETS AND ANY REPAIR /IMPROVEMENTS REQUIRED

The council had received notification from Welsh Water that we had a substantial leak stemming from the Public Toilets. Meter readings showed that we had lost more water than usual. An engineer met with the clerk and noted that there was no leak as the meter wasn't turning on inspection. Aardvark our cleaning company reported that the light sensor wasn't working in the men's toilets also a new toilet paper holder and soap dispenser are required.

They also reported that they had to unblock two drains on their last visit. Clerk noted that the two wooden doors at the back of the toilets were no longer fit for purpose due to cold and wet weather swelling the wood making them extremely difficult to open and close.

Councillor Murphy to contact an electrician. Clerk to contact carpenter. Clerk also to request Aardvark to purchase and fit toilet accessories.

M4060 RECEIVE AND DISCUSS TREE SURVEY CARRIED OUT IN OCTOBER 2022

The report noted that there was a tree very close to the trail on the Playing Fields was in poor condition due to Ash die back and overgrowth.

This could be a hazard to the neighbouring house and potentially dangerous to walkers and children playing on the field.

Clerk to approach MCC for advice.

The report also highlighted pruning work required on trees at the Westgate end of the village. Clerk to contact Llanvair Landscapes.

Other trees were noted as needing monitoring and a map was provided identifying which trees these were.

M4061 TO NOTE DISREPAIR TO COMMEMORATIVE BENCH AT CAERWENT CROSSROADS AND ANY ACTIONS REQUIRED

Our handyman had inspected the bench and photographs were taken. These showed that the damaged areas could no longer be repaired satisfactorily.

Council agreed that a new bench should be purchased. Friends of the bereaved family were happy for the bench to be replaced and the original plaque to be placed back onto the new bench.

Clerk to source suitable sustainable benches and report back to the next council meeting.

M4062 TO RECEIVE AND DISCUSS ANY UPDATES ON EASTGATE BUS STOP

Councillor Murphy had contacted MCC regarding whether the bus stop (Chepstow destination) could be relocated to a safer place on the road.

MCC said that this was not possible in the near future but would be looked at again when the budget allows.

There then followed a general discussion on traffic calming and speeding in the area. The 20mph speed is being enforced and there will be police speed checks carried out later this month in Caerwent.

M4063 TO RECEIVE REPORTS

Clerk's Report

Social Media Report

Finance

Clerks Report February 2023

Time Capsule plaques, War Memorial

No further updates

Community Survey

Councillor Evans to report

Police Report

Speed Checks are to be carried out on the 13th of February 2023
Clerk has enquired as to whether this includes Roman Road at Eastgate and rush hour periods?

Update:No response from this

Police Report received.

Handy Man Reports

Rot appearing on both vertical and horizontal poles on Adventure Trail
Awaiting MCC Report then will obtain remedial quotes if necessary.

MCC Playground Inspection Reports

Jonathan Wassal has apologised that we are being sent old data which implies that there is still medium risk work to be carried out.

It is confusing.

He will try and see if this can be sorted However we are still getting visual reports from our handyman that say there is rot in a vertical and horizontal pole of the Adventure Trail.I have asked Jonathan to look into this.

Update:

He has replied that he is going to give us some quotes and the repairs will be needed soon.

Highmoor Hill Phone Box

No further progress

Clerk has contacted Resident.

Training

Councillor Guscott attended training on Code of Conduct in January.

Noise Notifications

No reports have been sent from Dinham Camp to date. Clerk has emailed to request information. Will update if received before the meeting.

Tree Survey

This was carried out in October 2022, but we only received the report in January.

Pruning work required on Walnut/Cherry trees at West gate.

Sycamore tree on Lawrence Crescent shows evidence of historic poor pruning, but no action required.

Early signs of ADB on tree and overhanging residents' garden. To be monitored over next 12 months

Agenda Item.

Defibrillators

There was a concern with the Defibrillator at Woodlands Tavern

It was red crossed and not service ready. Peter Richards and Phil Hall informed. Batteries renewed.

Clerk reported also that casing was hard to remove. Apparently this is an issue with this model.

Defibrillator awareness training to be arranged.]

Agenda Item

Toilets

See Agenda Item

Litter Group

The clerk has ordered a new litter pack from One Voice Wales.

Litter Picking is an agenda item.

Keep Wales Tidy have sent a number of options which we could take up.

Finance

Council has received annual grant of £1200 for toilets.

Clerk completed quarterly returns.

Finance Meeting to be arranged for March as per Councillors requests.

Caerwent Playing Field

CPFA have arranged for a Track and Field Maintenance Day on Saturday 15th April.

CPFA have also enquired about shrubs being planted in some of the bark areas around the trail.

Councillors Swift and Guscott to meet to discuss suitable planting.

Update: this will come under Representative Reports

Dog Fouling

Clerk has placed new signs around the various dog bins encouraging people to use sensibly; including not putting in dog waste collected at home and thus avoiding overflowing bins.

Traffic Concerns

There were two “near misses” reported on the crossroads on one day in January. STOP sign has been damaged and completely turned around and residents felt that white markings had faded and therefore not highly visible. This was reported to Graham Kinsella and My Monmouthshire. Sign has now been replaced.

Highways

A resident raised concerns about a pothole at Shirefield (Dewstow End)
Reported via My Monmouthshire

Update: Clerk has contacted Melin Homes regarding disrepair and potential risk to pedestrians of wall surrounding the Burton Homes. A surveyor will call out again to review.

Social Media Report

There are several complaints about speeding on Canon Way and Roman Road at West Gate.

Funeral Notices

Church and Chapel Notices

Missing Dogs

Maltreatment of animals (outside our area)

Update Correspondence

Funding Information Community Support Network Lead

MCC Play Inspection Reports

Rachel Carter Sec 6 Reporting

Police Report

M4064 FINANCE/INVOICES TO BE PAID FEBRUARY 2023

Balances as at 31st January 2023

Charitable Bank Account	£7,461.03
Business Bank Account	£19,745.22
Clerk's Salary	As Per NACL Scales
Microsoft Online	£135.36
Tree Survey	£140.00

MCC LLanvair Discoed Play Area (2022)	£125.40
Clerk Membership SLCC (£73.00 already paid)	£104.00
Merlin Environmental	£436.80
Ink Petty Cash	£26.10
Aardvark (including unblocking drains)	£379.00

Any invoices received after despatch of agenda:

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Council noted
Clerk has completed quarterly budget figures.

To be discussed at next Financial Meeting in March (Date to be arranged)

M4065 CORRESPONDENCE

To note

Report of Tree Survey carried out in October 2022

Police Report Darrel Hoare

Response to Signage Concerns Graham Kinsella

Planning Application DM/2023/00035

Training Updates from Planning Aid

Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments

Nominate a councillor for Buckingham Palace Garden Party

Llais (CHC) Your Voice in Health and Social Care

NHS Wales Defibrillator Census

M4066 REPRESENTATIVES REPORTS

Caerwent Playing Fields

Councillor Guscott and Councillor Swift have met to discuss planting suitable shrubs in areas on the trail, at the playing fields, which have become unsightly.

Councillor Swift will research ornamental shrubs which attract wildlife; are easily maintained; hardy and possibly scented.

There is also more scope for planting bulbs in certain areas of the field.

This could be reported under the Section 6 Act regarding biodiversity.

It was also suggested that we contact Caerwent Meadows where there is a lot of expertise on these matters.

M4067 HIGHWAYS/RIGHTS OF WAY

Councillors to report any issues

Councillor Evans reported that a large Open Reach Cover had been smashed (likely by a van or heavy vehicle) near Centurions Court entrance and the remnants had been thrown in the culvert across the road after a temporary repair. The hole had been recovered with a steel plate and guarded by orange fencing. The work was felt to be unsatisfactory, particularly the way in which the broken concrete block had been discarded. Clerk to contact MCC

M4068 ITEMS FOR NEXT MEETING

Commemorative Bench

Litter Champions

Defibrillator Training

This meeting is open to members of the public. Online access details available from clerk@caerwentcc.com