

## **MINUTES OF CAERWENT COMMUNITY COUNCIL HELD 10<sup>TH</sup> OCTOBER 2019**

Present: Councillors  
M Beattie (Chairman)  
B Counsell  
K Evans  
A Gittings  
K Haddow  
B Harris  
K Swift

In attendance: L McKeon, Clerk the Council  
S Smith  
4 members of the public

### **M4874 APOLOGIES**

Received from Councillors Lewis and Murphy.

### **M4875 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor K Evans                      Caerwent Historic Trustee                      Trustee

### **M4876 PUBLIC PARTICIPATION**

Residents from Five Lanes wished to raise concerns regarding Planning Application **2019/01482 Saved Cottage, Highmoor Hill - Erection of a building to be used as private dog kennels.**

They felt that this would be over development of land where there are already several recently erected large agricultural buildings on the site. Floor area and height is excessive for private use kennels. Worried about potential for this to be run as a business with eight kennels. Too close to their boundary. Noise pollution – dogs barking all day/night.

The Manager of the Junior Football Club requested permission to fix two outside lights to the Village Hall for evening practice for 1.5 hours per week, with the potential for four lights in the future. He assured the Council that this would not be expensive electricity wise as they are designed for a domestic load. He proposed to trial this for two weeks and then review. The Chairman informed him that currently the Village Hall is owned by MCC but will be in our ownership hopefully within the next month. Council agreed to check if there are any regulations regarding this. The Manager also confirmed that they are fund raising in order to install changing rooms into the Hall, they have raised £20k and the CPFA have also raised £20k but the amount of £75k is required so they will be applying for grants.

### **M4877 CHAIR'S ANNOUNCEMENTS**

There were no announcements.

### **M4878 CONFIRMATION OF MINUTES OF MEETING HELD 12<sup>TH</sup> SEPTEMBER 2019**

These were agreed as a true record.

### **M4879 STEPHEN SMITH RE PROPOSALS FOR BEE KEEPING /WILDFLOWER MEADOW IN CADW FIELDS, CAERWENT VILLAGE**

The Chairman welcomed Mr Smith (local resident) to the meeting and asked if he could give an overview of his proposals.

He explained that he is a veteran and a serving policeman and has been looking for a parcel of land where he could develop wildflower areas and beekeeping – these activities are proven therapies in the field of mental health. He is a registered beekeeper and associate member of Gwent Beekeepers.

He has been in contact with the Cadw Inspector over the last three months in relation to their fields in Caerwent which have unfortunately been allowed to turn into scrubland. The boundaries are overgrown with briars/nettles and require a clean up. He had initially proposed to Cadw that he be provided with a small piece of land but the Inspector suggested that he take on all 11 acres. He has suggested to them that the fields be turned into natural wildflower meadow and that bee keeping take place. He would manage and deal with boundaries and upkeep of the paths. The Cadw Inspector is supportive of his aims and needs to convince his colleagues in the Estates Department. The Inspector acknowledges that the overgrown land detracts from the monument and continued failure to manage the fields will eventually have archaeological implications when saplings begin to establish themselves and roots take effect.

Mr Smith's aim is to establish an area where you can reflect and appreciate the history and nature of the area. He proposes to add eco recycled benches to the area. He has spoken to a number of residents who have offered time and has also been in contact with local Wildflower Groups and Beekeepers Associations.

Funding for equipment would be an issue. He suggested a campsite for groups such as Scouts/Duke of Edinburgh awards which could bring in an income. Cadw had advised that there is various health, wellbeing, environmental sources of funding and possibly match funding. They had also suggested a two year trial. Councillor Swift offered to advise on funding streams and will contact him. She also advised that a group be set up in order to apply for funding, that he contact 'Nature Isn't Neat' for advice and that he could advertise for volunteers in the newsletter. Councillor Gittings advised that he contact Gwent Association of Voluntary Organisations.

Mr Smith was thanked for attending. The Clerk advised that we had received a separate proposal to create an orchard next to the Post Office but digging in this respect would not be allowed by Cadw. Noted that this area could also be included in Mr Smith's proposal. The Council confirmed that they would happily support his proposals and asked him to keep them informed of any progress.

#### **M4880 PLANNING**

##### **2019/01482 Saved Cottage, Highmoor Hill**

##### **Erection of a building to be used as private dog kennels**

This Council recommends **Refusal**

Over development of land - there are already several recently erected large agricultural buildings on the site.

Floor area and height of the structure excessive for private use kennels.

Query if this is for boarding or breeding.

Too close to boundary of Hawkers Cottage land with grazing alpacas who are known as a breed that are stressed by barking dogs.

Nuisance/noise pollution – eight dogs shut in kennels all day/night will bark. There is already a Dogs Kennel business within half a mile.

Recommend a Planning Committee site visit.

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

**2019/01602 20 Merton Green, Caerwent**

**Conversion of Double Garage into Annex with small rear extension to link to main building**

The Chairman had visited the site and explained the layout. It was agreed to seek more time in order to make a recommendation. Councillors were encouraged to also make a visit.

**To note monthly enforcement lists**

Council Noted.

**M4881 TO RECEIVE UPDATE FROM CHAIRMAN ON THE TRANSFER OF THE VILLAGE HALL/PLAYING FIELDS AND LEASE TO THE CPFA**

The CPFA had confirmed that the Committee are happy with the wording of the lease. The Chairman had drawn up a map and will be sending to our Solicitor. He has also filled in a form from the Fields in Trust.

Councillor Evans explained the Title situation regarding the land and building. The Chairman agreed to raise this with the solicitor.

The Clerk advised that a Working Group/Committee should be set up in order to deal with any issues re the Village Hall/Playing Fields in the future. Agreed to agenda this for next month.

**M4882 TO CONSIDER MCC RIGHTS OF WAY CONSULTATION**

Agreed to defer to next meeting.

**M4883 TO CONSIDER PROPOSALS FROM CHAIRMAN REGARDING EDUCATION AWARD**

The Chairman put forward two proposals for the next Education Award:

1. Ask the schools to set their own project, per each year class and they mark it themselves, we then provide the usual prize money and the Chairman attends to present awards.
2. Provide the gratuity as an annual education sponsorship for this year, school to spend the money as they wish within the school, and the Chairman attends the school to see how they have put it to good use.

Councillors felt that we should still maintain ownership of the Award but be more specific re the actual work, ie to provide a poster. Council agreed that the Chairman visit the schools to present the cheques and the plaques from last year's competition and at the same time enquire if any particular topic would be appropriate. Chairman to make it clear that it is not an academic exercise.

**M4884 TO CONSIDER PROPOSAL FROM COUNCILLOR HARRIS THAT THIS COUNCIL DECLARE A CLIMATE EMERGENCY IN LINE WITH OUR OWN LOCAL AUTHORITY AND OTHER TOWN/COMMUNITY COUNCILS ACROSS THE UK.**

Councillor Harris outlined various ways in which the Community Council could contribute towards this, ie encouraging our building users to dispose of rubbish/recycling in the correct way and be mindful of energy efficiency, provide recycling bins in the village, provide water refill stops.

Councillors advised that the Caerwent Community Centre does carry out separate recycling, our toilet lights are LED and there are three water refill stops in the village.

Council agreed that we do support MCC in their aims and that a plan with specific local actions needs to be drawn up. Councillor Harris will draft this and circulate.

**TO CONSIDER BANNING THE COMMUNITY COUNCIL USING SINGLE USE PLASTICS IN ANY SERVICE OR ACTIVITY IT TAKES PART IN TO ENSURE WE AID WITH THE CLIMATE EMERGENCY THAT MCC HAS DECLARED**

Council agreed that we do support MCC in their aims and that a plan with specific actions needs to be drawn up. Councillor Harris will draft this and circulate.

**M4885 REMEMBRANCE SERVICE – SUNDAY 10<sup>TH</sup> NOVEMBER**

**To note arrangements made by the Clerk**

Five wreaths ordered for the community.

Road closure ordered. Road Closed signage ordered – Councillor Harris will place the signage across the road at the Coach & Horses pub (still allowing access into the pub car park). Councillor Haddow will place the signage at the Cadw car park (still allowing access into the car park).

Councillor Counsell will read out the names.

Clerk meeting with Vicar soon to go through service.

We now have 70 large poppies. Agreed that they be placed on the War Memorial railings, 10 to each Crick and Llanfair village and the rest along the A48.

Leo Swartz ok to bugle.

**M4886 TO CONSIDER THE PROVISION OF SIGNAGE FOR THE VILLAGE OF CRICK AS PROVIDED BY COUNCILLOR SWIFT**

Councillor Swift had provided information and costings for four ‘Crick’ signs. She had written to Councillor Murphy regarding the legal minimum requirement for signage and was waiting to hear. She was hopeful that MCC would have to pay for two of the signs. Council agreed to precept this for 2020/21.

**M4887 TO CONSIDER PROPOSAL FROM CHAIRMAN REGARDING AMENDMENTS TO STANDING ORDERS**

The Chairman proposed the following:

The Council shall appoint a Councillor to Vice Chair provided that they have been adjudged by Council to have completed at least two years of competent and Code of

Conduct compliant service on the Community Council. The Vice Chair will undertake to complete the Charing Skills and Code of Conduct training courses.

The Council shall appoint a Councillor to Chair provided that they have been adjudged by Council to have completed at least three years of competent and Code of Conduct compliant service on the Community Council. The Chair will undertake to complete the Charing Skills and Code of Conduct training courses.

Council agreed to amend standing orders in this respect.

The Chairman advised that he had received notification from Councillor Counsell that he no longer wished to serve as Vice Chairman. Agreed to appoint to this position at the next meeting.

## **M4888 TO RECEIVE REPORTS**

### **CLERK'S REPORT**

#### **Dog Fouling**

Awaiting dog bin for Caerwent Playing Fields.

Awaiting dog signage.

Boxes of bags received – delivered to Liz Dawson and Councillor Murphy. The Clerk circulated a photograph of a dog bag holder where you could take just one bag a time. Agreed to await the decision by MCC on the future of dog bins before we investigate holders any further.

#### **War Memorial Improvements**

Paving works completed. Time capsules buried. Need to find out exactly where they are in case we mark the spot. Painting started, waiting for better weather. Bench and planters arrived, will be fixed when painting completed.

#### **Defibrillator, Caerwent Village Hall**

Approval received from British Heart Foundation. Councillor Haddow reported that there are currently no grants available from The Lions. Council agreed that we would fund the defibrillator at a cost of £600, allocated from reserves.

Clerk advised that as defibrillators are on our asset list they will need checking. She will enquire if there are any regulations and also contact our electrician.

#### **Defibrillator, Coach & Horses Pub (re-siting)**

Councillor Haddow is progressing.

#### **Village Hall Drainage Survey**

The Clerk had spoken with Drainrod who reported the following:

IC3 – IC6 abandoned as blocked

IC5 - IC6 blistering – patch repair approx £500 but not immediately required.

IC6 - IC7 – could at some point look at a complete pipe replacement £10-15K, pitch fibre which is collapsing all over the country.

They recommend no action currently but that we monitor, ie leaks, smells, backing up and to have another survey in 18 months time. Council agreed to start putting funds in the precept to accumulate reserves.

### **Caerwent Litter Pick**

Due to inclement weather Councillor Harris had to cancel the first litter pick. He advised all concerned. Equipment is available for anyone wanting to go out alone.

### **Lease – Caerwent Community Centre**

Confirmation of approval from the MoD received. All Trustees on the Community Centre Committee have agreed to the wording of the lease. Lease received. Chairman signed. The Clerk will arrange for rest of signatures to be completed.

### **Village Hall Works Quotes**

Three quotes received. Council agreed on quote to repair and rejoin precast concrete panels and to provide a DDA rail at a cost of £550 and £400 respectively. Contractor had also advised that the older part of the building be painted in magnolia sandtex to aid waterproofing and visual appearance of sparing. Agreed to look at this separately.

### **Caerwent Toilets**

New tap and toilet seat installed in ladies. Light fixed in ladies. New drier installed in gents.

### **Overgrown Footpaths (Playing Fields and end of Green Lane)**

MCC agreed to clear these during October.

### **Overgrown Ex Play Area (Canon Lane estate)**

Neighbours requested permission to clear this. MCC approved and will help out with removing the vegetation.

### **Councillor Vacancy**

Notice from MCC regarding requesting an election placed on our noticeboards and posted online. Deadline 18<sup>th</sup> October.

### **Christmas Lights**

Confirmed with contractor. His company is totally compliant. 18<sup>th</sup> Edition Certified and they have completed the G39, also they are HERS Accredited so meet all the requirements.

## **SOCIAL MEDIA REPORT**

661 members

Issues raised:

Broadband problems – MCC working on this.

Speeding – monitoring strips had been placed on A48.

Overgrown footpaths into Playing fields and at Green Lane – MCC will clear this month

Street lights on unadopted roads – Clerk making enquiries.

## **PLAY AREA INSPECTION REPORT**

Netting has been adjusted on Adventure Trail equipment

Slat missing at Trewen bench

Small area damaged at Llanvair Discoed. Request quote.

## **M4889 CORRESPONDENCE**

### **Monmouthshire Meadows Newsletter**

## **M4890 FINANCE**

### **To consider balances/payments and approval as per finance schedule dated September 2019**

Balances as at 30<sup>th</sup> September:

Moneymaster Account	£13,103.38
Community Account	£19,580.84
Petty Cash	£128.17

Clerk's Salary, Allowances, Mileage (36)	as per NALC scales
Inland Revenue (employee/employer)	£76.86
Torfaen Pension Fund (employee/employer)	£259.31
Merlin Waste	£150.00
MCC (Crick field lease)	£15.00
Riverco Trading (benches/planters)	£371.00
Aardvarc (cleaning + new tap and toilet seat)	£317.10
Monmouthshire Meadows annual subscription	£10.00
British Gas (toilets)	£22.58
MCC (rates toilets)	£59.00
Llanvair Landscapes	£500.00
Royal British Legion (wreath)	£20.00
R Moore Ltd (paving)	£1252.80
S Roderick (repairs)	£89.32
Go Daddy (website)	£19.32
Go Daddy (website)	£115.06
SRS Services (toilets)	£234.00
KPCM Display (dog signs)	£25.94

Council approved.

**To note that the external audit has been completed for 2018/19 and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.**

Council noted.

**To agree that the Finance Committee have Terms of Reference drawn up which state that they have no delegated powers and all recommendations go to full Council.**

Council agreed that this be added to Finance Regulations.

**To note quarterly budget prepared by Clerk**

Council noted

The Clerk advised that on a recent Finance Course Clerks were advised to obtain community debit cards in order to prevent having to pay and claim back for any equipment required. Agreed that she make enquiries at our bank.

**M4891 HIGHWAYS/RIGHTS OF WAY**

**To consider unadopted road status for roads in our area with particular reference to street lights**

The Clerk had written to the Street Lighting Manager and was awaiting a reply. She was asked to check the current status of adoption.

**To report any issues**

Cycle path from Five Lanes now has humps, difficult to cycle. Councillor Counsell will check if the area was indeed weeded. Clerk was informed that MCC would scrape the surface – she will check. Following checks if no progress then contact the Health & Safety Manager.

Pavement on corner of St Tathan’s place very slippery.

Pavement on A48 outside Crick Nursing Home building up with mud, narrowing pavement.

**M4892 REPORTS OF REPRESENTATIVES ON OUTSIDE BODES**

Caerwent Historic Trust and Gwent & Glam Archaeological Trust have asked if any societies would be interested in any archaeological training in our area so there could be some presence in the village at some time in the future

**M4893 ITEMS FOR NEXT MEETING**

- Climate Emergency Plan
- Appointment of Vice Chair
- Set up a Working Group/Committee for Village Hall/Playing Fields
- Future of Highmoor Hill Phone Box
- Rights of Way Consultation

Chairman ..... Date .....