

**MINUTES OF CAERWENT COMMUNITY COUNCIL
AGM THURSDAY 9th MAY 2024**

Present:

Councillors:

P Murphy

M John

P Dalton

K Evans

E Sherwood

Also Present: Mrs AM Spooner Clerk

M4331 APOLOGIES

Councillor Swift due to a recent bereavement

Councillor Guscott due to work commitments

M4332 APPOINTMENT OF CHAIR AS PER STANDING ORDERS

Councillor M John was appointed as Chair.

M4333 ELECTION OF VICE CHAIR

Councillor K Evans was appointed as Vice Chair.

M4334 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor M John	Standards Committee MCC	Member
Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor P Murphy	MCC Planning Committee	Chairperson
Councillor K Evans	Caerwent Village Hall	Bookings Clerk

M4335 CHAIR'S ANNOUNCEMENTS

Councillor John thanked Councillor Murphy for his hard work during his term of office as Chair.

M4336 MINUTES OF MEETING HELD 11TH April 2024

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

M4337 15 MINUTES PUBLIC PARTICIPATION

There was no public participation.

M4338 APPOINTMENT OF REPRESENTATIVES

There were no changes to Council Representatives
They remain as follows

Current Membership – 2024/25

Finance Committee

Councillors Evans/Murphy/Swift/John

Caerwent Community Centre

Councillor Murphy/Sherwood

Caerwent Playing Fields Association	Councillor Guscott
Footpaths Working Group	Councillors Swift
Mons County Citizens Advice	Councillor Murphy
Rogiet School (Minor Authority Rep)	Filled by Rogiet Community Council
Caerwent Historic Trust	Councillor Evans/Sherwood
Emergency Contacts	Councillors Evans/Murphy
Toilets Working Group	Councillors Murphy/Evans/ Swift
FOI Requests Working Group	Councillor Evans/John
Social Media Working Group	Councillor Evans/John
Environment Working Group (Dog Fouling Working Group/ Caerwent Litter Champions)	Councillors Dalton/Guscott
Cluster Working Group	Councillors Murphy/Swift
One Voice Wales	Councillor Swift
Crick Wildlife & Environment Project	Councillor John
Caerwent Playing Fields Working Group	Councillors Evans/Murphy/Guscott
Survey Working Group	Councillors Evans/Dalton/ Swift
Caerwet Meadows	Councillor Evans/Sherwood
Council Policies Working Group	Councillors Murphy/Dalton/John
Play Areas Working Group	Councillors Dalton/John/Guscott
Finance and Governance Toolkit for Community and Town Councils	Councillors Swift /Sherwood

M4339 ANNUAL REVIEW OF COUNCIL POLICIES:
Standing Orders
Financial Regulations
Risk Management & Procedures Policy
Complaints Policy
Local Resolution Protocol Policy
Unacceptable Actions of Individuals Policy
Retention of Documents Policy
FOI Publication Scheme

Local Government Pension Scheme Employer Policy
Health & Safety Policy
Privacy Notice
Information & Data Protection Policy
Social Media & Electronic Communication Policy

These were reviewed and updated.
To be published on the website

M4340 PLANNING

DM/2024/00360
Planning Permission
Change of use of pasture field to dog exercise area, ancillary to existing dog grooming business.
B4 And After Dog Grooming
Knollbury Business Park
Grange Wood
Knollbury
Magor
Monmouthshire
NP26 3BX

There were no objections to this application.

DM/2024/00432
Annex to existing dwelling and garage.
Coalpits Farm
Crick Road
Shirenewton
Monmouthshire
NP16 6LS

The Council recommends approval.

M4341 MONTHLY POLICE REPORT

Police report had been received and contents noted
Officers will be present at Village Café on Friday 17TH May.

M4342 TO RECEIVE ANY UPDATES ON THE PURCHASE OF THE PHONE BOX AT HIGHMOOR HILL

Council have received legal advice from MCC solicitors on the sale of the Phone Box.

The transfer of ownership would prove very complex and expensive. It was decided not to sell the phone box and it will remain in council ownership. The council will continue to be responsible for any upkeep and clerk to ask our handyman to include the phone box in his annual check of assets.

Clerk to advise potential buyer.

M4343 TO APPROVE THE TERMS OF INSURANCE FROM CLEAR COUNCILS

This was approved and the small increase in quote from last year was noted.

M4344 TO AGREE THE CONTRACT FROM MCC FOR THE GRASS CUTTING

This was agreed and approved.

M4345 TO DISCUSS AND DECIDE WHETHER TO HAVE MORE PLANTERS IN THE VILLAGE OF CAERWENT

Clerk has been approached by a resident at Eastgate who is willing to look after one at that end.

There was a general discussion about planters and their upkeep.

It was generally felt that siting new ones would be difficult if they were to be looked after by individuals.

Clerk to enquire further what the resident at Eastgate intended to plant and how they would maintain the planter.

M4346 TO RECEIVE REPORTS

Clerks Report May 2024

Defibrillators

The casing for the Woodlands Tavern has been replaced. It is of the kind where the user will need to ring 999 and give their location. They will then be given the code to open it. Clerk and Woodlands Tavern have the code for checking purposes.

Other defibrillators checked as per circuit.

Playing Fields

Visual inspections carried out on the 30th March; 6th, 13th, 21st April

The Adventure Trail upright post with hanging ropes shows excessive movement at Caerwent. Also the gullwing see-saw at the childrens' area has two bolts missing from the top edge of the seat nevertheless it is still secure.

Sheep on field at Llanvair Discoed grazing as field too waterlogged to be cut. Gate has been mended by Llanvair Landscapes at Llanvair Discoed.

MCC Play Inspection Report Circulated.

We are awaiting the date in June for the ROSPA inspections.

Handyman

Handyman has completed the Spring Cleaning of Bus Stops at Penylan, Five Lanes (E. & W. A48), Trewen (E. & W. A48), Caerwent (Eastgate and Memorial) Crick.

In addition benches at Crick (E. & W. A48) and Crick dog waste bin, and Kissing Gate , Trewen. (One bag of litter collected).

Cherry Trees

Clerk has now applied for 9 cherry trees under the Sakura Project as was advised. The trees will be delivered in 2025 for planting.

Magor and Undy Town Council

Councillor from the town council has invited a representative from Caerwent CC to lay a wreath on the Magor War Memorial on the 6th June 2024 at 10.45 am

Councillor Murphy will attend.

CPFA AGM

They are able to continue as a committee and officers were appointed. The charring of meetings will be carried out as a rotational arrangement until the position can be filled. New trustees and directors were newly appointed. The Community Ownership Fund was discussed and a number of suggestions were brought up which could be bid for in the next two windows.

Churchyard at St Stephens and St Tathans

Clerk has received several complaints about the state of the grass around the graves. This is the responsibility of the Church and we do send an annual donation for maintenance. Clerk to direct concerns to Church Wardens.

Bus Stop at Eastgate

We have requested that the hedge be replaced which was removed when recent improvements were made.

We will need to remind Highways about this in September.

Clerk has requested a litter bin for the bus stop. However the MCC officer is away from her job so we will need to reapply when she is back at work.

Award Application

This is progressing well, but the application will need supporting letters if it is to be successful. Clerk to approach Litter Champions.

Social Media

Footpath being used as a bridleway

New bus timetable

Youth club notices

CPFA notices

Church and Chapel events

Pothole concerns

FINANCE

M4347 To consider balances/payments approval as per Finance schedule dated May 2024

These were approved.

Council noted that we have received the first precept payment of the new financial year.

M4348 CORRESPONDENCE

Monmouthshire Road Works Weekly Reports

Draft Minutes of One Voice Wales Regional Meeting

Correspondence on the Sukura Project

Update from David Davies Local Member of Parliament

Agenda for Planning Committee

GCN Weekly News Burst

Monmouthshire Replacement Local Development Plan Update

**Grounds Maintenance Costs
Notice of Making of a Permanent Traffic Order**

It was noted that the notice of permanent traffic order was rather confusing.

M4349 HIGHWAYS/RIGHTS OF WAY

To report any issues

There was a general discussion about the speed and volume of traffic through Caerwent. We have been informed that data is being compiled from the electric speed warning signs which will be very useful to gauge the impact being made by them.

It was noted that there is still a fair degree of heavy lorries using Roman and Caldicot Roads.

M4350 REPRESENTATIVE REPORTS

Councillor Sherwood reported that she has made a very good contact in Melin Homes who has already been very proactive in dealing with issues at the flats in Ash Tree Road.

M4351 ITEMS FOR NEXT MEETING

To include:

Tree survey

Training

Approval of accounts following internal audit

Meeting concluded at 8.30pm

Signed Chair

Date