

## **MINUTES OF CAERWENT COMMUNITY COUNCIL HELD 12<sup>TH</sup> DECEMBER 2019**

Present: M Beattie (Chairman)  
B Counsell  
K Evans  
A Gittings  
P Lewis  
P Murphy  
A Phelps  
K Swift

In attendance: L McKeon, Clerk to the Council  
C Prigg, Solicitor  
2 members of the public

### **M4894 APOLOGIES**

Received from Councillors Harris and Haddow.

### **M4895 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor K Evans	Caerwent Historic Trustee	Trustee
Councillor P Murphy	All planning applications	Member of MCC Planning Committee
Councillor P Murphy	Caerwent Community Centre	Trustee

### **M4896 PUBLIC PARTICIPATION**

A resident asked if Councillor Adam Phelps, in view of his new responsibilities, would retract his previous request of no contact with him. Councillor Phelps agreed that in a Community Council capacity he could of course be contacted. The resident acknowledged this as he felt that there should be full accessibility to all Councillors for the populace. Councillor Murphy advised that if in the event anyone ever felt uncomfortable they could contact him.

A resident queried if there is a code of conduct for farmers on tractors using the lanes to carry out work. She cited a recent incident where a tractor was stationary and she had to then travel the long way around. Councillor Murphy advised that a vehicle can cause an obstruction for twenty minutes without it being an offence, ie emptying a cess pitt. Councillor Phelps pointed out that he was the farmer concerned and signs had been placed on the lane regarding works ahead. The Chairman stated that the point had been heard and concerns noted.

### **M4897 CHAIR'S ANNOUNCEMENTS**

As the Chairman was absent from the last meeting he wanted to also welcome Councillor Adam Phelps onto the Council as one of our representatives for the St Brides ward.

The Chairman wished to point out that he had no regrets over his recent postings on our Facebook page as he felt that the time had come to address argumentative statements.

### **M4898 CONFIRMATION OF MINUTES OF MEETING HELD 14<sup>TH</sup> NOVEMBER 2019**

These were approved as a true record.

## **M4899 CAERWENT VILLAGE HALL/PLAYING FIELDS**

### **Signing of Lease**

Mr Prigg, Solicitor, was in attendance and laid before the Council the completion documents in relation to the transfer of the freehold of the Hall and Playing Fields from Monmouthshire County Council to Caerwent Community Council, together with the relevant documents relating to the lease of the Hall to Caerwent Playing Fields Association. The lease was signed by the Chairman and Vice Chairman, witnessed by Mr Prigg. He will now make arrangements for this to be signed by the CPFA, hopefully before Christmas.

Mr Prigg will send to us the completed signed document, together with an electronic copy.

### **Consideration of insurance arrangements**

The Clerk had obtained quotes for the Hall and Fields to be added to our policy. Still awaiting information on CPFAs current insurance cover. Councillor Murphy agreed to establish the details of the MCC group policy currently in place for the Hall and Fields.

## **M4900 MONTHLY POLICE REPORT**

Continued reduction in calls regarding thefts from the Five Lanes Amenity Site. Proactive patrols continue on a daily basis regarding youth drug taking. New Sergeant and PC in post from December.

## **M4901 PLANNING**

### **2019/01480 Land Adjacent to Sunnybrook, Crick**

### **Change of use of land to accommodate two park homes and up to four touring caravans - Traveller Needs (private family site only)**

#### Observations

The appearance of the site will be out of keeping with the character of Crick's small village which has several listed buildings. You will primarily see from the pavement/road high security mesh fencing and boarded fencing with a small section of hedging which will look quite industrial.

The application details that the 3 metre high shower block is constructed of concrete block with insulated roof. Other buildings in Crick have had to either be stone clad or rendered – no external finish is detailed in the plan for this.

Query if there is sufficient space on the proposed area for the mobile caravans, parking and movement of all of the vehicles (as well as service/delivery vehicles) Nothing on the site plan to address the drainage issues that arose as a condition on the original planning application for stables DM/2019/01149. The park homes and the permanent buildings will still require drainage and there is no clear indication of how grey water will be collected and disposed of.

Concern regarding highway safety as caravans enter and leave the site on a stretch of road with speed limits of 50 or 60 mph. There has been a previous fatality on this stretch of road. Recommend a Highways inspection and report. Under 'Policy H8 Gypsy Traveller and Travelling Showpeople Sites' a more suitable location should be found.

**2019/01948 Myrtle Cottage, Caerwent**

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

This Council recommends **Refusal**

Against Policy HE4 of the Local Development Plan (development within Caerwent Roman town)

Inappropriate overdevelopment.

Refer to Planning Inspector's previous refusal of appeal dated 5<sup>th</sup> June 2015.

To note delegated CCC decision due to time constraints:

**2019/01297 The Laurels, Llanfair Discoed (amendment)**

Our previous comments stand, ie that Highways should visit to assess. Whilst the car port posts have been moved back to 0.6 metres from the highway, we can see no specific comment addressing concerns regarding Silverwood access (which needs to be for Highways Department to judge).

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

There were no further applications.

**To note monthly enforcement lists**

Council noted.

Councillor Murphy advised that the adoption of Merton Green roads is in the process of completion.

**M4902 MoD MEETING HELD 20<sup>TH</sup> NOVEMBER 2019**

Councillors noted minutes of meeting. Date of next meeting 13<sup>th</sup> May 2.00 p.m. at Caerwent MoD headquarters.

**M4903 REMEMBRANCE POEM**

**To consider inclusion of poem written by pupil of Shirenewton Primary school at Remembrance Service in 2020**

Agreed that this could be included in the service next year, probably at the end, and read out by Stephen Smith. Agreed also that the poem could be laminated and placed on the actual railings – seek permission of pupil in the first instance. The Chairman will mention this when he visits the schools in the New Year.

**M4904 TO RECEIVE REPORTS**

**CLERK'S REPORT**

**Dog Fouling**

Awaiting new dog bin for Caerwent Playing Fields. Confirmed with dog waste contractor.

**Defibrillator, Caerwent Village Hall**

Defibrillator received by Councillor Haddow. Larger than expected – Council agreed to order larger cabinet at an extra cost of £70 approximately.

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

Councillor Haddow is progressing.

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

Awaiting registration at Land Registry.

### **“Crick” Signage**

Clerk queried with Highways their costings re traffic management and also the fact that the current signs are of illegal size: Their reply:

The two traffic management quotes included relate to where the new signs will be located in the highway. As such, it is very difficult to say at this time which will be the most appropriate.

### **Training Courses**

Councillors Beattie, Harris, Phelps and Swift attending ‘Responding to Planning Applications’

Clerk attending ‘Advanced Local Government Finance’.

### **Highmoor Hill Phone Box**

Councillor Lewis meeting up with handyman next week.

### **Toilets**

Applied for our annual grant from MCC.

Report received from MCC regarding toilets condition and required works of £4,550 – Councillor Murphy has suggested that they do a re-survey in view of repairs carried out over the last year. This will take place next week.

### **Embrace Nature Caerwent**

They had held their first meeting and elected a Committee.

No reply from Cadw as yet re possible lease. Steve Smith has informed that the project has been discussed in various departments of Cadw with no objections, they just need to confirm and that will hopefully be within the week. He has informed them that it is getting late in the season for topping and planting yellow rattle and he is hoping to complete this by the end of the year.

### **Caerwent Playing Fields Boulders**

Chair of CPFA will arrange for them to be put back.

### **SOCIAL MEDIA REPORT**

686 members

Inappropriate comments posted regarding a planning application at Crick, police investigation taking place, thread removed.

Postings regarding lack of interest in the Speedwatch Scheme

The Clerk advised that there is a description on the Facebook page of what is expected of contributors to the page.

Councillor Gittings enquired if there is a document which describes the Community Council role. Councillor Evans suggested the Role of the Community Councillor on the website and it was agreed that this could be displayed in the Post Office.

### **PLAY AREA INSPECTION REPORT**

Kissing Gate issue at Trewen has now been addressed. No reply regarding play equipment queries at Caerwent Playing Fields.

## **M4905 CORRESPONDENCE**

MCC Newsletter

## **M4906 FINANCE**

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

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

Moneymaster Account	£13,103.38
Community Account	£4,321.22
Petty Cash	£235.39

Clerk's Salary, Allowances, Overtime (4), Mileage (36)	as per NALC scales
Inland Revenue	£90.65
Torfaen Pension Fund	(employee) £58.87
	(employer) £214.07
Wales Audit Office	£230.70
M Beattie (plants)	£54.19
British Gas	£25.07
Merlin Waste	£187.50
Planning Aid Wales	£120.00
S Roderick (poppies)	£62.46
Fields in Trust (fee for new lease admin)	£240.00
Information Commissioner's Office annual fee	£35.00
City Illuminations	£840.00

Council approved and agreed payments.

### **To consider MCC Grounds Maintenance Contract for 2020/21**

Council agreed to this contract.

### **To note that the Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 Section 137 Expenditure Limit for 2020-21 is £8.32**

Council noted.

### **To consider consultation from MCC regarding the timing of precept payments**

Council agreed that they are happy to continue with the current system of three payments per year.

### **To consider funding application from Community of Crick Residents Committee towards a Snoozelen Sensory Unit.**

Agreed that we pledge £200.00 if this project goes ahead.

Council agreed to purchase a Christmas wreath to place on the War Memorial.

The Clerk advised that invoices should be signed by her and a Councillor. Agreed that this be carried out at the same time the Finance schedule is signed at a monthly meeting and that our Finance Regulations 5. (5.3) be amended to:

*All invoices for payment shall be examined, verified and certified by the RFO and one Councillor to confirm that the work, goods or services to which each invoice relates has been received, carried out, examined and represents expenditure previously approved by the Council.*

Council agreed to continue with internet banking and to amend Finance Regulations 6 (6.10) to:

*If thought appropriate by the Council payments may be made by internet banking transfer. The Clerk (RFO) shall be appointed as the Service Administrator and will make payments as per the finance schedule as presented to the Council. Evidence should be retained showing which members approved the payment.*

**M4907 HIGHWAYS/RIGHTS OF WAY**

**To report any issues**

Complaints received regarding location of new post box at Slade Wood, Highmoor Hill. Difficult to access if cars are parked.

Huge puddle on the lane between Little Dewstow and Dewstow Farm.

Track at Five Lanes requires cutting – ask Llanvair Landscapes to contact Councillor Counsell.

Cycle path along A48 – request that the Head of Health and Safety have a site meeting with Councillor Counsell as he considers it not safe for cyclists to travel on.

A48 central reservation, leaves need clearing.

**M4908 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES**

There were no representative reports.

**M4909 ITEMS FOR NEXT MEETING**

Ambulance parked on Caerwent Playing Fields car park.

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