

**MINUTES OF CAERWENT COMMUNITY COUNCIL**  
**Thursday 11<sup>th</sup> June 2020**

Present: Via Remote Attendance  
Councillors:  
K Evans (Chair)  
A Gittings  
K Haddow  
B Harris  
A Phelps  
K Swift

In attendance: L McKeon, Clerk to the Council

**M4876 APOLOGIES**

Councillor Counsell – Council approved his apologies during this Covid 19 pandemic period.

Councillor P Murphy  
Councillor M Beattie

**M4877 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor A Phelps	Planning Applications Dewstow Manor	Occupier
Councillor A Phelps	Signage/Barbed Wire, Manor Farm	Land Owner

**M4878 CHAIR'S ANNOUNCEMENTS**

There were no announcements.

**M4879 CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING HELD HELD 14<sup>th</sup> MAY 2020**

Council noted that these had been agreed remotely and were already on our website following Welsh Government guidelines.

**M4880 POLICE REPORT**

As requested by the Community Council a speeding operation had been conducted on 1<sup>st</sup> June on the A48 where 100 vehicles were checked, average speed 31 mph, maximum speed 48 mph. Councillor Phelps reported on a road traffic accident on the Caldicot Road west towards Dewstow Gardens.

**M4881 PLANNING**

**To consider any planning applications received**

**2018/01446 Glenview, Llanfair Discoed**

Modification of Condition 3 (to allow the property to be occupied by the applicants' parents)

Council agreed to look into previous applications we had commented on in order to apply a consistent approach. Agreed to delegate as per our standing orders.

**2020/00379 12 Trewen Road, Trewen**

Take down side utility and re-build in line with the house and extend upwards to make bedroom bigger. Oak porch to the front. Take down lean-to at rear and replace with half single storey and half two storey to make kitchen bigger and put a bathroom upstairs.

*This Council recommends **Approval***

**2020/00487 Dewstow Manor, Caerwent**

Retention and completion of existing pergola. Addition of sedum roof covering to flat roof

*This Council recommends **Approval***

**2020/00488, Dewstow Manor, Caerwent**

Retention of two existing poly tunnels and a pig sty

*This Council recommends **Approval***

**2020/00485 Dewstow Manor, Caerwent**

2020/0485 – Dewstow Manor, Retention of Existing Timber Fencing and Timber Entrance Gates

*This Council recommends **Approval***

Council noted that Planning Officers had visited Dewstow Manor on two occasions to advise on the above applications.

**2020/00630 Meadow View (now known as Yew Tree Cottage), Caerwent Gardens, Caerwent**

To build a sloped retaining wall using gabion baskets to raise side garden so that it is flat.

*This Council recommends **Approval***

**2020/00328 Castle View Barn, Llanfair Discoed**

Change of use from agricultural land, currently rented from MCC to garden land purchased from MCC

*This Council recommends **Approval***

**2020/00374 Dove Cote, Llanfair Discoed**

Change of use from agricultural land to garden.

*This Council recommends **Approval***

**2016/00909 The Old School, Caerwent**

Modification of Condition 3 that all surface water from the site be drained directly into the main public sewerage system due to the likely presence of significant underground archaeology on the site.

*This Council recommends **Approval***

**2020/00654 2 Vernon Grove, Caerwent**

Rear Single Storey Extension

*This Council recommends **Approval***

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

There were no further applications.

**M4882 VILLAGE HALL, CAERWENT**

**To consider any required repairs to the building**

Agreed to verify the new lease regarding responsibilities and also contact the Chair of the CPFA to check their repairs plans.

**M4883 PHONE BOX, HIGHMOOR HILL**

**To consider groundwork safety at the site**

Councillor Phelps agreed to visit the site and take photographs. To be discussed at the next meeting. It was noted that it is a community asset and could possibly be moved to a different location.

#### **M4884 WELSH GOVERNMENT AWARD – BUS STOP INFRASTRUCTURE**

**To note that MCC has received £290,000 towards this.**

**To consider enquiring if our older bus shelters could be included in the review.**

The Clerk advised that plans are already agreed within the bid for improvements in other areas but there could be a possibility that funds are left following completion of these. Council agreed to contact MCC regarding being included in the later review.

#### **M4885 EMBRACE NATURE CAERWENT PROJECT**

**To approve licence document provided by Cadw**

Council agreed to approve the licence provided that Stephen Smith of Embrace Nature Caerwent is in agreement with the clauses. Clerk to contact him. The Clerk advised that this licence is for a period of five years with the licensee able to terminate giving three months notice, providing that the sub-licence has also been terminated.

Councillor Phelps will be attending a meeting of Embrace Nature Caerwent next week and he was asked to mention Clause 6 in particular regarding re-seeding.

**To consider ownership of tools/equipment**

Council agreed to take ownership as per Cadw request subject to the availability of storage on site and for the equipment to be maintained by ENC.

Councillor Phelps agreed to seek information from ENC regarding storage of equipment and insurance cover with particular reference to equipment and volunteer working.

The Clerk advised that annual monitoring of the project would be built in as a condition of the grant. Councillor Harris proposed that our Environment Working Group could be involved in the overseeing of the project.

Clerk will draw up a sub-licence as per the Cadw licence and send to ENC.

#### **M4886 LOCAL DEMOCRACY AND BOUNDARY COMMISSION FOR WALES**

**To consider consultation in relation to methodology for the County of Monmouthshire Electoral Review**

Council had previously commented on this consultation and agreed to the methodology.

#### **M4887 CAERWENT TOILETS**

**To consider providing advisory Covid 19 signage**

Councillor Gittings advised that we contact Environmental Health Department to check on any legal obligations. Council agreed.

#### **M4888 TO RECEIVE REPORTS**

##### **CLERK'S REPORT**

##### **Playing Fields**

Strimming and weed killer applied. One load of chippings delivered and spread.

##### **Racing Cars, The Cwm**

Reported to Sergeant Waite – he had confirmed that police patrols will cover that area. Councillor Beattie had advised that the situation in the area had improved since the patrolling.

**Complaint Received Regarding Hedgerow Removal/installation of gates in field on Shirefield Lane**

Planning Department still awaiting valid application. Enforcement Officer will visit the site again shortly.

**Loss of Earnings due to pandemic**

Welsh Government had requested figures re the above:

Caerwent Community Centre	£1585.00
Village Hall	£9050.00

Additionally both Committees had been made aware and applied for a Business Grant available through MCC.

**New Website Accessibility Regulations**

Effective from 22<sup>nd</sup> September. Councillor Evans working on this.

**Provision of Allotments**

Councillor Phelps looking into this.

**Caerwent Toilets**

Tap had been forced to remain on - repaired now.

**St Brides Netherwent Councillor Vacancy**

Currently being advertised by MCC. If there is no call for an election then this Council can co-opt.

**SOCIAL MEDIA REPORT**

855 members

Lockdown photos – well received by the community.

Inconsiderate parking, Roman Road

Speeding, Dewstow Road/A48 – raised again with police (monitoring carried out on 1<sup>st</sup> June on A48)

Foodbank request – already carried out in Caerwent at Post Office

Signage on footpath at Manor Farm to deter dogs from entering – Councillor Harris had visited the site, reported that it appeared that the community on the whole supported the signage and that the signage appeared to be working, in that farm animals are being protected as no dogs are now entering the fields. Since the lockdown pandemic there had been considerably more walkers and the signage had therefore been placed. They will probably be removed after lockdown. Councillor Hadow agreed to also visit the site.

**M4889 FINANCE**

**To consider balances/payment and approval as per finance schedule dated June 2020**

Balances as at 31<sup>st</sup> May:

Community Account	£21,531.74
Moneymaster Account	£12,115.89
Petty Cash	£46.74

Clerk's Salary, Allowances, Mileage (12)	as per NALC scales
Inland Revenue	£188.94
Torfaen Pension Fund	(employee) £57.05
	(employer) £191.91
Merlin Waste	£214.50
S Roderick (sow seeds)	£6.40
British Gas	£23.52
D Lloyd (internal audit)	£420.00
Aardvarc Cleaning	£267.00
Llanvair Landscapes (grasscutting x 3, playing fields and plantations)	£1,300.00

Council agreed to pay the above accounts.

**To consider purchase of new Community Council laptop and office chair for Clerk**  
Council agreed. Clerk to liaise with the Chair re specifications of laptop.

**To approve Annual Return 2019-20 and supporting information**  
Council approved.

#### **M4889 HIGHWAYS/RIGHTS OF WAY**

##### **To report any issues**

Barbed wire on fence at Manor Farm alongside Shirefield Cottage to Highmoor Hill. Clerk had contacted the Countryside Access Manager and was provided with the following information:

##### *16.3 Barbed Wire Alongside A Public Right Of Way*

*Where a barbed wire fence is situated alongside a Public Right of Way it may be a danger and a nuisance to members of the public. If in the opinion of the County Council the barbed wire does represent a danger to the public then the County Council has a protocol of firstly asking the owner to make the fence safe for members of the public using the path. If the owner refuses or fails to do so the County Council will serve legal notice requiring the owner to remove the source of danger within a specified time. (Highways Act 1980 section 164.)*

Agreed to contact MCC to seek clarification on this actual wire and also to request some waymarkers. Council noted that neighbouring farms/footpaths also had barbed wire installed. Councillor Haddow also agreed to walk the footpath and report back.

Footpath from Burton Villas to the triangle field very overgrown with briars at child eye level.

20 mph signage near the toilets still not working despite being reported twice. Councillor Swift will contact MCC regarding the proposed speed reduction in Crick. Clerk was asked to contact MCC regarding delayed highways works.

#### **M4890 ITEMS FOR NEXT MEETING**

Phone Box, Highmoor Hill

Place Plan request from Portskewett Community Council (Councillors Swift/Harris will seek information from Portskewett and Newtown Town Council).

Chair ..... Date .....