

**MINUTES OF CAERWENT COMMUNITY COUNCIL**  
**HELD 11<sup>TH</sup> JULY 2019**

Present: Councillors  
M Beattie (Chairman)  
B Counsell  
K Evans  
S George  
A Gittings  
B Harris  
P Lewis  
P Murphy

In attendance: PS N Callard  
L McKeon, Clerk to the Council  
2 members of the public

**M4851 APOLOGIES**

Received from Councillors Haddow and Swift.

**M4852 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

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

**M4853 PUBLIC PARTICIPATION**

Regarding the tree felling at Dewstow a resident confirmed that they had received a letter from our MP confirming that a licence was in place. They expressed their disappointment that no crime had been established. Also reported that sheep had escaped recently due to part of the hedgerow now being missing. Council agreed to check the licence regarding reinstatement of the hedgerow.

The resident reported two dead trees opposite Dewstow Farm which are dangerous.

They also reported the gate area on the side of Shirefield Cottage which is very overgrown. Councillor Lewis will inspect and if need be ask our Handyman to clear the area.

**M4854 CHAIR'S ANNOUNCEMENTS**

The Chairman reported that he had recently attended a One Voice Wales course where the question of absence by Community Councillors from meetings was raised.

The guidance was that absences should be by exception and should be reported in advance to the Clerk with an explanation. Absences should only happen in the event of illness, holiday, pressure of work or family based reasons (ie. illness of relative or difficulty with childcare).

The point was made at the course that agendas for Community Council meetings are sent out with a covering 'summons' to attend - which, other than in exceptional circumstances, should be observed in recognition of our role representing the community who elected us. The Chairman felt that it was useful to have this guidance.

**M4855 CONFIRMATION OF MINUTES OF MEETING HELD 13<sup>TH</sup> JUNE 2019**

These were agreed as a true record.

## **M4856 MONTHLY POLICE REPORT**

### **Visit by Police Sergeant Nigel Callard**

The Chairman welcomed Sergeant Callard to the meeting. He reported on recent crime in our area:

Civic Amenity Site at Five Lanes – numerous thefts. Some arrests have been made. He informed Council that all recycling/refuse sites have the same problems.

17 traffic calls had been reported but this includes the M4 which comes under our area for reporting. No road traffic accidents.

Burglary trend currently is quad bikes/motorbikes and shed break ins.

Drugs related incidents have been reported in our area. Councillor Gittings reported about activity in the Village Hall car park. Sergeant Callard advised that they are following all lines of enquiry and taking action.

Councillor George queried how we as a Council can find out about outcomes of investigations. Sergeant Callard acknowledged this and will try to look at reporting back on results in the future.

Councillor Harris reported possible aggressive behaviour between residents. He was advised to inform the residents to call the police regarding any abusive behaviour.

The Chairman reported that he had recently sent information in to GoSafe via his dashcam and had received an acknowledgement. He queried how one finds out the outcome of such reporting. Sergeant Callard will make enquiries and report back.

Sergeant Callard advised that there is now a Speedwatch Team set up, mainly with residents from Caldicot. He will enquire if they could carry out some checks in our area.

The A48 30 mph stretch was raised again where speeding regularly takes place. Council were advised that it is very difficult to manage unless a camera is in situ but this would be very expensive. Sergeant Callard advised that Highways be contacted with a view to altered engineering to the road so that motorists have to slow down.

Council were advised that the 20 mph speed limit in the village is advisory and not enforceable. Councillor Murphy advised that there is a call to reduce the speed limit generally throughout the county in order to preserve the condition of the roads.

Councillor Evans enquired if the police could provide evidence of any speeding that had occurred during the fatality that occurred on the A48 three years ago. Sergeant Callard agree to look into this and also pass on to GoSafe that a camera could be required in our area. He emphasised however that we need to speak with Highways first. He will check which sites GoSafe are currently allocated to.

## **M4857 PLANNING**

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

An application had been received for Brookside, Well Lane, Llanvair Discoed. Agreed to consider this under our August ruling.

### **To note monthly enforcement lists**

Council noted

**To approve that three Councillors consider and make recommendations to MCC on any planning application received during August.**

Council agreed

The Clerk reported that we had received information on the next Local Development Plan which she had also posted on our Facebook page. Councillors Lewis/George were asked to make the residents of Five Lanes aware of this. Councillor Murphy emphasised that this is the first call of candidate sites from developers, there will be a second call later in the year. Officers are currently sifting through these and considering in relation to infrastructure, roads, doctors, schools etc. No decisions have been made and public consultation will be carried out in the future.

**M4858 TO CONSIDER ANY OTHER SUITABLE LOCATIONS FOR DEFIBRILLATORS WITHIN OUR COMMUNITY AREA**

Agreed that, as we will shortly be installing one at the Village Hall, making a total of four for the main public areas, this is sufficient but to periodically review.

**M4859 TO CONSIDER THE PURCHASE AND INSTALLATION OF A NEW BENCH AT THE WAR MEMORIAL**

Councillors considered different bench types and agreed to place an order for one with two planters attached from Riverco Trading at a cost of £209. To be placed facing Cross Cottage.

Agreed to ask our handyman to fix the slat at the older of the benches at the War Memorial.

**M4860 TO CONSIDER THE PURCHASE OF FOUR SCHOOL COMMEMORATIVE PLAQUES TO BE FIXED TO NEW PLANTERS**

Council agreed at a cost of £223.12 total for four.

**M4861 TO CONSIDER ANY QUOTES RECEIVED REGARDING WORKS AT THE VILLAGE HALL**

Clerk reported that she had only received one quote so far. She will chase the other two.

**M4862 TO RECEIVE UPDATE FROM CHAIRMAN ON THE TRANSFER OF THE VILLAGE HALL/PLAYING FIELDS AND LEASE TO THE CPFA**

The Chairman had met with our Solicitor who had agreed to now speed this through. He had subsequently sent a new slightly amended draft lease. Agreed that a meeting of the Assets Transfer Working Group be arranged.

The Solicitor had advised that we insure and charge back to the CPFA. The Clerk had spoken to our insurance company who advised that to add the Village Hall/Playing Fields onto our insurance based on £4000,000 value would cost approximately £480 per annum. We would have to consider the contents of the buildings and if we did need to increase our current cover of £27,500. The field would be covered anyway as it will be our asset. Public liability would cover anyone falling over in the field. We would also need to consider if our £75,000 blanket cover for play equipment is sufficient. The trail would come under 'Sports Equipment' which is currently insured for £15,000. Excess would be £1,000 which is apparently the norm.

**M4863 TO CONSIDER QUOTES RECEIVED FROM SOLICITORS REGARDING THE DRAWING UP OF A LEASE AGREEMENT WITH THE CAERWENT COMMUNITY CENTRE COMMITTEE**

Council considered three quotes and agreed to appoint Michael Feakes. The Chairman offered to meet up with him if required.

**M4864 TO CONSIDER TERMS REQUIRED IN RELATION TO ABOVE LEASE**

These were agreed as a standard lease, full repairing and insuring terms incumbent upon the tenant, 999 years with a peppercorn rent of £1. It was recommended for this building that the Committee continue to insure but that they provide us with a copy of said insurance cover.

**M4865 TO CONSIDER SIGNAGE ON THE CAERWENT PLAYING FIELDS WITH REGARD TO DOGS**

Council agreed that, as there is a public right of way over the field, it is extremely difficult to enforce that no dogs are allowed. Council also agreed that there are confusing signs in situ.

Agreed to remove the 'No Dogs' signs firstly, then arrange to place more 'Red Card' signage on the field. Agreed to check if there is any 'Dogs must be kept on a lead' signage available. Agreed that this must be pushed now. Agreed to order a dog waste bin.

**M4866 TO RECEIVE UPDATE FROM COUNCILLOR MURPHY ON MEETING HELD WITH BARRIER SERVICES AND NEIGHBOURS REGARDING VARIOUS ISSUES**

A meeting had been set up with Barrier Services, Councillors Murphy/Harris and a representative of those living on the lane. Councillor Murphy was of the opinion that a useful discussion had ensued but later discovered that the residents were not in favour of his suggestion that a field entrance be widened to form a passing place. Councillor Murphy had pursued this with Highways but it is now not supported. He pointed out that Barrier Services had been there for 35 years and he is now unsure of where we can go with this. He also referred to inaccurate inferences which he made the Council aware of.

**M4867 TO AGREE DELEGATION OF INSPECTION OF ASSETS**

Council agreed on inspection duties. Clerk will send out a reminder.

Council agreed that our Handyman carry out clearing of the bus stop areas as and when over the growing season.

**M4868 TO RECEIVE REPORTS**

**CLERK'S REPORT**

**Dog Fouling**

Not received ordered boxes of bags yet.

**War Memorial Improvements**

Painter will carry out works some time in August, informed paving contractor of this.

**Old War Memorial Planters**

Have been removed from church land by Chairman and Councillor Lewis.

**Grant – Broadband Infrastructure**

No further progress.

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

Councillor Haddow is progressing.

### **Defibrillator, Coach & Horses Public House**

Councillor Haddow had established that no permission is needed from Cadw for this to be placed outside. She had advised the Clerk that she will be visiting the pub this week regarding locating this to outside.

### **A48 Speeding**

No further communication from MCC although Councillor Murphy was aware of current discussions regarding reducing speed limits for the whole of the county in order to preserve the roads.

### **“Crick” Signage**

No progress.

### **Bus Service 7**

An MCC Officer had ridden the bus and taken a survey of users. Information on this bus service now available at the One Stop Shop.

### **Post Box, Highmoor Hill**

Councillor Lewis had reminded the Royal Mail that the stolen post box had still not been re-instated. They had acknowledged this and will report back by 19<sup>th</sup> July.

### **Caerwent Show 2019**

Will be held on Saturday 17<sup>th</sup> August.

### **Village Hall Drainage Survey**

Clerk had chased extra cleaning order. She was advised that this was done on 3<sup>rd</sup> July. She requested that they send quote re new possible pipes.

### **Large Poppies**

30 poppies delivered last month. The missing 20 from our order have now been delivered.

### **Bank Mandate**

HSBC still investigating at the Clerk's request why previous Councillors (from years ago) are still on our mandate. Current signatories are Councillors Counsell, Evans, Lewis, Murphy, Swift and the Clerk which was thought by Council to be adequate.

### **Caerwent Litter Pick**

Councillor Harris is now in possession of equipment and signage. Just waiting for confirmation of insurance from Keep Wales Tidy and a date can be set. He had informed all on the Litter Pick Group. Councillor Harris was advised to contact Keep Wales Tidy again to get a date set as soon as possible.

### **20 mph Speed Limit Caerwent Village**

Councillor Harris has received no response as yet from Paul Keeble/Graham Kinsella of Highways. He is aware that Nick Ramsay (Assembly Member) is visiting Caerwent on 19<sup>th</sup> July to look at this.

### **Tree Felling, Dewstow**

Further response from NRW re our queries:

'Applicants/agents working on behalf of the landowner, are asked to fill out a European Protected Species (EPS) Checklist as part of the application process which should detail known records within the area of certain EPS species (Otters, Bats, Great Crested Newts, Dormice) and best practice that will be carried out to avoid any impact. We have attached a redacted (owner/agent information removed) copy of the EPS checklist that was completed as part of the felling licence application for this site.

The felling application process does not require us to carry out an Environmental Impact Assessment unless the operation involves the following projects: - Deforestation, Afforestation, Quarrying and Tracking and these projects are over determined thresholds. As there were no projects over this threshold as part of this felling licence application there was no requirement for an Environmental Statement or assessment to be prepared.

A Regulatory Woodland Officer attended site before the licence was issued and we will visit when it is deemed necessary based on information we may receive from members of the public, it may also be selected as one of the sites we will revisit as part of our inspection programme to check the restocking of the site once the licence has expired

A regulatory woodland officer and team leader for the forest regulation team attended site again on 26/06/2019 to investigate a report from a member of the public that felling had been carried out that was not part of the felling licence. We found the area in question and from inspection of the timber removed from this particular part of the site, we are satisfied that it was below 5 cubic metres which is the allowance for the second calendar quarter that can be felled without a felling licence. The third calendar quarter begins on July 1<sup>st</sup>. We will not be taking any enforcement action at this time but if it comes to light that other areas are felled outside of the boundary allowed on the felling licence, and this is over the 5 cubic metres volume allowance, our response may change.'

Further report from Land Drainage Technician/Highways Hedge Officer:  
He had met with the owners of the site regarding two dead trees opposite Dewstow Farm. He had requested that they do not carry out any works until early September to avoid the bird nesting issue. Had also asked them to carry out a bat survey prior to felling to ensure that no bats are in the trees to be felled. He was assured that they will carry out his requests.

### **Dying Trees, Slade Wood**

Reported to NRW. There is a Statutory Plant Health Notice on an area of Larch on the eastern side of the woods which is known to be infected with Phytophthora ramorum.

### **Rogiet School Governors**

Mr Jim Burdon happy to continue as Governor and will provide reports to us. Request that he attend our meetings during the Autumn term (November) and then at the end of the year. Feedback regarding the new Headteacher would be welcomed.

### **Sport Wales Grant Application – Junior Football Club/CPFA**

We had advised the Football Club that any application should come from the CPFA. Mr Burdon would like to attend one of our meetings to explain their bid. Agreed to inform him that the CPFA as the new leaseholders must be involved.

### **Sport Wales Grant Application – Caerwent Community Centre**

Has now been submitted.

### **Local Government Pension Scheme**

Automatic Enrolment Duties - received confirmation from the Pensions Regulator of our re-declaration of compliance.

### **Ludlow Health Services**

Councillor Murphy has advised the Community Centre Committee to invite the company to the building to check if it is actually suitable.

### **M4869 IT WAS AGREED TO EXTEND STANDING ORDERS BY 30 MINUTES**

#### **SOCIAL MEDIA REPORT**

620 members.

Agreed to add a question asking interested members for a brief overview of why they wish to be part of our Facebook group. A statement had been prepared to be used when argumentative posting occurs again.

Issues raised on our Facebook page:

Speeding – MCC still aware of our concerns, a review of the A48 will be carried out.  
Chemical spraying on Cadw land – Cadw had been informed.  
Noise at Caerwent School – owner had dealt with the situation.  
Inconsiderate parking at St Tathans – reported to the police.

Local Development Plan

Councillor Swift had suggested that at the appropriate time local consultation meetings are arranged. The Planning Department had agreed to this. Agreed to mention this in the newsletter.

The Chairman reminded Council that personal tweets and social media posting should not reference the Community Council. Councillor Harris was asked to amend his titles on Twitter and Facebook.

#### **PLAY AREA INSPECTION REPORT**

Council noted

Agreed to arrange for repairs mentioned in report in view of the upcoming summer holidays. Ensure that the elasticity of the spiderweb is included.

### **M4869 CORRESPONDENCE**

#### **One Voice Wales – training courses available**

Councillor Beattie will be attending a Making Effective Grant applications course on 17<sup>th</sup> July.

### **M4870 FINANCE**

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

Council approved.

#### **To consider quarterly budget**

Council noted.

#### **To note that The Welsh Government has agreed that rates will no longer be payable on any public toilets w.e.f. 1<sup>st</sup> April 2020**

Council noted.

**As per Financial Regulations to appoint a Councillor to verify bank reconciliations produced by the Clerk**

Council appointed Councillor Gittings to this role.

**M4871 HIGHWAYS/RIGHTS OF WAY**

**To request that MCC provide a new road sign at Cwrt Morgan**

Councillor Murphy had requested this. Has been put on the schedule of works for this year.

**To report any issues**

Request to have a splay installed at the entrance to Cwrt Morgan – agreed that MCC would not be able to justify the cost of this.

One of the tracks at Five Lanes require edging.

Bridleway next to Farm Cottage/Ashfield at Five Lanes needs clearing, Councillor Lewis to provide number to Clerk.

Two manhole covers missing between the west entrance to the Training Area and Cas Troggy, (200 yards on left).

Cycle path from Five Lanes Amenity Site to west entrance into Caerwent – reported again that it had not been treated for weeds and levelled off. Councillor Murphy was aware that it was on the MCC schedule.

30 mph signs in Caerwent village and Llanfair Discoed obscured by vegetation.

Black/white reflective bollard had been knocked over outside The Mount at Highmoor Hill.

Pathway inaccessible now due to parked cars in the area of the post box at the Five Lanes entrance.

Leaning lamp post at Cwrt House Road NY638.

**M4872 REPORTS OF REPRESENTATIVES ON OUTSIDE BODES**

Councillor Harris reported that he had attended a very interesting event which showcased the wildlife and heritage of the Gwent Levels.

**M4873 ITEMS FOR NEXT MEETING**

To consider removal of phone box at Five Lanes on the A48.

To consider the implementation of an Environmental Action Group.

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