

MINUTES OF CAERWENT COMMUNITY COUNCIL
THURSDAY 14TH JULY 2022

Present: (via video conferencing)
Councillors:
K Evans
P Dalton
M John
P Murphy
AM Spooner

In attendance: L McKeon, Clerk to the Council

M3927 APOLOGIES

Received from Councillors Foxall and Swift.

M3928 PUBLIC PARTICIPATION

There was no public participation.

M3929 CHAIR'S ANNOUNCEMENTS

The Chair announced that Councillor Murphy had been co-opted into the position of Councillor for the Caerwent ward.

The Chair wished to add to the end of the agenda 'Replacement of Clerk'.
This was agreed.

M3930 CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING HELD 12TH MAY 2022

Council to note that these have been approved remotely and posted on the website.

Council noted.

Council to note that June meeting was not held due to being inquorate.

Council noted.

M3931 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor K Evans	Caerwent Village Hall	Booking Clerk
Councillor K Evans	Caerwent Historic Trust	Trustee
Councillor P Murphy	All planning applications	Member of MCC Planning Cttee
Councillor P Murphy	Caerwent Community Centre	Trustee
Councillor AM Spooner	Caerwent Playing Fields Assoc	Committee Member
Councillor M John	2022/00532 planning application – The Woodlands Tavern, Llanvair Discoed	Member of Save The Woodlands Tavern Campaign

M3932 MONTHLY POLICE REPORT

To note

No police report received.

Acknowledgement received from Police Commissioner following issues raised with him. He will reply once he has investigated.

M3933 PLANNING

2022/00423, Ifton Crest, Quarry Road, Dewstow

Loft conversion with two storey rear extension, following removal of existing extension

*This Council recommends **No Objection** in principle subject to sight of detailed plans.*

2022/00797, The Mill, St Brides Netherwent

Erection of a stable block consisting of 3 stables and ancillary storage

*This Council recommends **Approval** subject to the removal of the Public Right of Way and drainage issues being addressed satisfactorily*

2022/00904 Penylan Farm, St Brides Netherwent

Construction of a covered yard area over existing farmyard space.

*This Council recommends **Approval***

2022/00893, 42 Merton Green

Rear Two Storey Extension with Single Storey Each Side

*This Council recommends **Approval***

2022/00532 The Woodlands Tavern, Llanvair Discoed

New single detached dwelling to rear of public house and re-positioning of pub car park

*This Council recommends **Refusal***

The MCC Development Plan CRF1 states “Except in circumstances where the loss of the whole facility would be acceptable, the change of use of part of a facility will not be permitted if it would prejudice the long term potential of the remainder”. Building in the car park affects the commercial viability of the pub going forward. This is a rural destination pub where you drive to use it and should therefore not have car parking spaces removed. The number of car parking available spaces should be 25 according to MCC policy – the proposal is for 19 which goes against this.

Car park design query regarding land ownership and whether the developer actually owns all of it, as noted by Highways.

The car parking looks very compressed and is on an inadequate slope. Loss of parking spaces will lead to parking on the narrow highway.

Similarly, the development proposal and loss of parking goes against policy H3 in terms of infill in a Minor Village. The new proposed house will have a very small garden which is out of proportion in terms of the rest of the gardens in the area. There will also be a resultant loss of green space from the public house grounds.

Surface water drainage could contribute to flooding downstream.

Foul drainage – a sealed septic tank is proposed but this should be 7 metres from the development and this is not. No room on the land to fit a septic tank.

Proposed tank too close to neighbouring properties/existing septic tanks and only 25 metres from a waterway.

Fuel storage – difficult to see how this would fit onto the site.

The upstairs function room with a drawbridge entrance provides disabled access. This will disappear if the house is developed, thereby this emasculates the upstairs area for disabled patrons.

Council were minded to refuse this application in line with Welsh Government guidelines for Community Councils which state that they should represent the views of the local community and make the community a better place to live.

Planning Objections

Resident comments received by CCC regarding Arosfa and The Woodlands Tavern planning applications in Llanvair Discoed.
Council noted.

To consider any planning applications received after despatch of agenda

There were no other planning applications to consider.

To note 2022/00451 Farndon, Crick, revised application.

Comments submitted that this Council now recommends **Approval** with the condition that the cladding needs to be in keeping with the local area.
Council noted.

To note Appeal dismissed insofar as it relates to the proposed annex re Lingfield Cottage, Five Lanes

Council noted.

To note monthly enforcement list from MCC

Council noted.

Information had been received regarding planning application 2021/00738 Land North West of Holly Lodge, Five Lanes. Agreed that this be passed over to MCC and noted that Enforcement will be visiting the site again. Noted that the planning application would be going to Delegated Panel for decision on 21st July. Planning application 2020/00169 Upper Shirefield Cottage will probably also be determined by the Delegated Panel on that day.

M3934 POLLINATOR POLICY

To consider MCC example with a view to drawing up and adopting a Community Council policy

Council agreed to defer this until Councillor Swift was present.
The Chair had mentioned the proposed policy in the latest newsletter.
The Clerk advised of contact details from One Voice Wales regarding their It's For Them campaign.

M3935 TRAINING PLAN

To consider drawing up a training plan for publication in November 2022 as required by The Local Government and Elections (Wales) Act 2021.

To assess needs, agree a training budget and adopt a plan.

Agreed to draw up a check list of Councillors/Clerk to record courses attended together with a needs analysis, to be reviewed annually.

The Clerk advised that the Cilca course for the new Clerk would cost approximately £3,200 including overtime and course fees/registration. One Voice Wales/Planning Aid courses are £35/40 each. Any payments made to the new Clerk when they first join should also be included in this document as this will be a training period whilst shadowing the existing Clerk.

M3936 TO RECEIVE REPORTS

CLERK'S REPORT

Highmoor Hill Phone Box

Sent details of BT phone box supply company to the group. They will compare these prices with the company details they currently have and will get back to us.

Time Capsule plaques, War Memorial

Councillor Swift will be liaising with the contractor regarding placing them.

Crick Bus Stop

Councillor Swift will be in contact with the contractor re the loose stones.

Football Club proposed alterations to Village Hall

Awaiting amended plans from Football Club

Community Survey

The Chair will drive this forward as it could lead to identifying projects which might need extra funding and there is a possibility that this could be granted via the MoD.

Dog Waste Bins

New bin installed at Northgate. Informed Merlin Waste.

Merlin Waste complained that the vegetation is very overgrown at the bin nr The Tump on Caldicot Road – Clerk contacted Cadw who agreed to cut it back.

Fields in Trust plaque – Caerwent Playing Fields

Has now been placed secured to a boulder.

Uneven Pavement, Llanvair Discoed

Highways confirmed that they will look to do some small interventions to the surfacing from the maintenance budget.

New speed limit of 20 mph

This will all come into force Wales wide from September 2023. Informed Highways of inappropriate signage placed at Caerwent Gardens and Centurion Court, also incomplete road markings and lack of signage on Roman Road.

(Councillor Dalton left the meeting)

Resurfacing of A48 from Tabernacle to Crick

Delayed until late summer/early autumn.

Planters, War Memorial

Councillor Spooner had taken over the planting, weeding and watering of these. She had planted for the Jubilee celebrations.

Play Inspections

Reply from insurance company that these can be carried out by a competent person.

Safe Walking/Cycling Routes to Caldicot/Llanvair Discoed from Caerwent

Written to Active Travel team at MCC (twice) – no reply as yet.

Caerwent Play Area equipment

MCC confirmed that there is rot showing on the items we mentioned. The Inspector has informed that they are still safe and usable but is monitoring.

Handyman Reports

Removed all covid signage from play areas.

Cleared and removed rubbish/vegetation from all bus shelters and entrance to toilets.

Treated and painted Kissing Gate at Trewen play area, stone dust added to ground.

Callisto benches in Caerwent have been filled, repaired and painted (damage was due to footballers standing on them).

Village Hall guttering is becoming worse.

Mons Citizens Advice Bureaux representation

Councillor Murphy has recently been re-appointed onto this Committee in his capacity as County Councillor.

1st The Queen's Dragoon Guards at Cardiff Bay event – 5th July

Councillor K Evans attended together with one representative from the CPFA and one from the Football Club.

Clerk's Replacement

Interviews held Monday 11th July.

MCC Payroll

Queried if payroll/pension admin could be transferred to MCC. Their System and Data Team confirmed that they do not currently have capacity within the team to undertake this work.

Archives

Clerk in contact with Archive Service in Ebbw Vale. There is now a cost to store items – awaiting cost information.

Village Hall Defibrillator

Used 24th January. Contacted Ambulance Service who checked it and replaced pads.

Caerwent Meadows

CCC received £2,500 grant from Cadw. Transferred to Caerwent Meadows account.

SOCIAL MEDIA REPORT

Smashed glass bottles on Playing Fields.

Information exchange.

PLAY AREA INSPECTION REPORT

Not received.

M3937 FINANCE

To consider balances/payments approval as per Finance schedule dated July 2022

Balances as at 30th June:

Charitable Bank Account	12,475.91
Business Money Manager	10,124.88
Petty Cash	£234.45

Clerk's Salary, Allowances & Mileage (34)		as per NALC scales
Inland Revenue		£233.42
Torfaen Pension Fund	(employee)	£61.18
	(employer)	£205.80
British Gas		£18.97
MCC (new dog bin)		£226.80
S Roderick (bench work)		£34.35
S Roderick (inspection work)		£51.52
Merlin Environmental Services		£436.80
Llanvair Landscapes		£1152.00
Aardvarc Cleaning		£266.00

Council agreed to pay the above accounts.

To approve Annual Return 2021/22 and associated documents

Council approved.

The Clerk advised that our internal auditor has decided to retire. Councillors agreed to consider any competent accountants and the Clerk will circulate an example of the duties. The Clerk advised that this role does not need to be filled until around April 2023.

To note quarterly budget report – April to June 2022

Council noted.

To approve amendment of bank mandate to remove previous Councillors

Council agreed.

To approve addition of new Councillors and new Clerk to banking mandate

Council agreed.

To approve the hire, erection and dismantling of Christmas tree lights for 2022 at a cost of £740. To decide on colour of lights.

Council agreed to this with the colour being blue this year.

M3938 CORRESPONDENCE

Caerwent Meadows AGM minutes

Good Councillors Guide – new edition

Monmouthshire Meadows newsletter

MCC – free leisure membership for refugees

Welsh Government - The Local Government and Elections (Wales) Act

2021: Statutory Guidance for Community and Town Council

One Voice Wales – Local Places for Nature

Mons County Citizens Advice Bureau update

One Voice Wales – global warming and climate change

MCC – Employer of the Year, Welsh Veterans Awards

MCC – summer reading challenge

Aneurin Bevan Community Health Council newsletter

MCC – covid advice

One Voice Wales – It's for Them Campaign

MCC – sustainable food challenge

M3939 HIGHWAYS/RIGHTS OF WAY

To report any issues

Increase in Scania lorries travelling through Caerwent village again, some speeding. Councillors were asked to provide photographic evidence or the registration details if possible.

Council noted that enforcement will take place regarding the 20 mph limit.

M3940 REPRESENTATIVE REPORTS

Councillor Foxall, reporting as Rogiet School governor representative, had advised the Clerk that the school finances are in reasonable condition with a clear plan in place for the future. General well being of the school is in a good position with the school development plan at its expected position. He has now become the Chair having been appointed at the recent AGM. The Council sent their congratulations to him on this appointment.

The Chair reported that the Welsh Dragoons will be sending their pony mascot down together with a mounted police officer from Dyfed Powys to the Village Fete on 3rd September.

The Chair reported that the recent dig at Llanmelin Hill Fort was very successful and items in the ditch were probably iron age. The Caerwent Historic Trust have now secured finance to carry out analysis on all of the finds. A full report will be produced in due course. The next project will be at the church.

M3941 ITEMS FOR NEXT MEETING

- Updating of Committee/Working Group membership
- Appointment of Internal Auditor
- Adoption of Pollinator Policy

(Councillor Spooner left the meeting)

M3942 IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND THE PRESS BE EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW

There were no public or press present.

M3943 REPLACEMENT OF CLERK

Council to agree the recommendation of the interview panel to appoint to the role of Clerk w.e.f. 8th September. To agree salary scale and point.

Council agreed to appoint as per recommendations of the interview panel. Clerk to prepare offer letter and contract.

Chair Date