

**MINUTES OF CAERWENT COMMUNITY COUNCIL**  
**THURSDAY 13<sup>TH</sup> FEBRUARY 2020**

Present: Councillors  
M Beattie (Chairman)  
B Counsell  
K Evans  
A Gittings  
K Haddow  
A Phelps

In attendance: L McKeon, Clerk to the Council  
3 members of the public

**M4930 APOLOGIES**

Received from Councillors Lewis, Murphy and Swift.

**M4931 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Councillor K Evans                      Caerwent Historic Trust                      Trustee

**M4832 PUBLIC PARTICIPATION**

Residents queried any progress regarding the removal of hedgerow at the Shirefield field, were concerned that even more hedge has been removed and there appeared to be some construction taking place. The Clerk advised that Planning had received a planning application regarding this site but it was deemed invalid so hopefully an accurate application will be received soon. Agreed to inform Enforcement of their latest concerns.

**M4833 CHAIR'S ANNOUNCEMENTS**

There were no announcements.

**M4834 CONFIRMATION OF MINUTES OF MEETING HELD 9<sup>th</sup> JANUARY 2020**

These were agreed as a true record.

**M4835 MONTHLY POLICE REPORT**

Received in different format – will discuss with Sgt Waite at next meeting.  
Agreed to inform the police of possible drug activity in the toilets.

**M4836 PLANNING**

**2020/00050 Giggleswick, School Court, Llanfair Discoed**

**Change of use from agricultural land to garden and erection of a pergola**

This Council recommends **Refusal**

Recommendation that the Delegated Committee carry out a site visit.

Reasoning:

Proposed stone walling to the rear of property out of keeping with neighbouring properties.

Wall obstructive in an open aspect.

Illustration, within planning application, of open roofed pergola is inaccurate as pergola roof is proposed to be fully tiled in.

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

There were no further applications.

The Chairman reported that the recent application for The Laurels in Llanfair Discoed will be greatly downscaled.

### **Councillors to report on site meeting regarding Saved Cottage, Highmoor Hill**

Councillor Phelps reported that he and Councillor Lewis had attended the site meeting. The location of the dog kennels had been amended which appeared acceptable and the application had subsequently been approved by MCC.

### **To note monthly enforcement list**

Council noted

### **Councillors to report on recent training course 'Responding to Planning Applications'**

Councillors felt that, although quite long, the course was useful and could be recommended to others.

### **M4837 EDUCATION AWARD**

#### **Chairman to report on recent visits to schools**

The Chairman reported on his visits to the two schools. Shirenewton will set a project per year in line with their themes and will filter out the best ten for us to judge. Rogiet School have yet to confirm their plans – Councillor Haddow will chase this.

### **M4838 REMEMBRANCE POEM**

#### **Councillors to consider placing the poem on the War Memorial and materials to be used**

The Clerk advised that permission had been granted by Sienna's parents to display the poem. Agreed that this be laminated, the school name added and that the Clerk will research a weatherproof frame. Also agreed to provide a copy for Shirenewton School.

### **M4839 TO RECEIVE REPORTS**

#### **REPORT FROM S RODERICK RE BUS SHELTERS INSPECTION**

Council agreed that the Penylan bus shelter east is not in our ownership.

Agreed to seek quotes for recommended repairs.

Timetable info not within our remit but could ask the Transport Section at MCC if they can provide.

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

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

Now installed, informed CPFA. Councillor Haddow arranging training.

##### **Defibrillator Checks**

Clerk compiling information on all four defibs (battery and pads expiry dates) in order to register with a new initiative called The Circuit run by the British Heart Foundation. This will link a national network of defibrillators to every ambulance service in the UK. They help to look after and maintain defibrillators with regular reminders being sent to check that the defib is ready to use and that the pads/batteries are in date. It is replacing the existing Welsh Ambulance Service defibrillator database.

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

Awaiting registration at Land Registry. Sent signed copy of lease to their Committee.

### **Village Hall/Playing Fields Lease**

Awaiting registration at Land Registry. Informed the CPFA that they are no longer liable for the £250 rent payable to MCC.

### **Training Courses**

Councillor Harris attending Chairing Skills 27<sup>th</sup> April

Councillors Harris/Phelps attending Code of Conduct 27<sup>th</sup> July

### **Highmoor Hill Phone Box Shelving**

Shelving has been installed.

### **Toilets**

Awaiting report on re-survey.

### **Embrace Nature Caerwent**

Cadw have granted Steve Smith a three month licence w.e.f. 1<sup>st</sup> February whilst legal documentation with us is prepared. Steve Smith enquired if we are aware of any grants available – suggested that he contact Cadw as they had actually mentioned at our meeting with them that this could be a possibility but the Clerk had also provided him with details of a different grant available. He had sent over his insurance details. Councillor Phelps had helped to cut the area and advised that a new gate post is required. He was asked to photograph this. He also advised that a serviceable concrete water trough is within the field.

### **Cycle Lane, A48**

Councillor Counsell had attended a site meeting with Highways staff who had noted his concerns. The Clerk to chase their report and opinion.

### **Dog Fouling**

Our Chairman will be attending a further meeting in April with the group which was established previously considering contracts with Merlin.

### **Police Attendance**

Sergeant Damian Waite will attend our March meeting.

### **Spring Litter Pick**

Arranged for Sunday 26<sup>th</sup> April, meet at 2.00 p.m. Caerwent Village Hall.

Insurance and risk assessment to be updated by Councillor Harris, Clerk to remind.

Councillors Beattie, Haddow and Phelps agreed to help on the day and also two residents had expressed interest.

### **Caerwent Show**

Date announced as Saturday 22<sup>nd</sup> August.

### **Balloon Launch**

Received insurance and risk assessments documents, queried the diameter required for public exclusion. Invited balloonist to attend this meeting but unable to attend. Clerk had spoken to Peter Davies of the MoD who was very happy for him to use the West Gate Car Park. Agreed to encourage usage of the MoD site.

## **SOCIAL MEDIA REPORT**

710 members

Unsolicited callers to the area

New recycling bags concerns – Clerk to send all of these to MCC

Vehicle charging points

Theft of Sheep

Fallen trees at Dewstow

## **PLAY AREA INSPECTION REPORT**

Had received quote for repairs.

## **M4840 CORRESPONDENCE**

### **One Voice Wales – Community Boundary Review**

Council noted that our Community Councillor positions will be reduced from 10 to 7 with one less in the Caerwent, St Brides and Llanfair Discoed wards. Current electorate is 1501, will be increased to 1569.

**MCC** Pay phones removal – none in our area.

## **M4841 FINANCE**

### **To consider balances/payments and approval as per finance schedule dated February 2020**

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

Moneymaster Account	£12,109.91
Community Account	£15,671.07
Petty Cash	£117.32

Clerk's Salary, Allowances, Mileage (63)	as per NALC scales
Inland Revenue	£76.86
Torfaen Pension Fund	(employee) £55.93 (employer) £203.38
Henry Burton Almshouse Charity (room hire)	£21.00
British Gas	£24.74
Merlin Waste	£165.00
SRS Ltd (install new defibrillator circuit with new d/board)	£648.00
S Roderick (inspect bus shelters)	£11.20
Aardvarc Cleaning	£229.00
One Voice Wales (training)	£40.00
S Roderick (phone box work)	£52.40
One Voice Wales (subscription)	£304.00

Clerk had sent in claim form for VAT for £755.92 (2018/19)

### **To consider quote for works identified in Play Area Inspection:**

***Clear Safety surfaces from moss and debris at Caerwent Playing fields/Trewen and Llanvair Discoed Total of £294.00.***

***Supply and installation of bump stops to prevent see saw coming into contact with surfaces £192.00.***

Chairman agreed to visit the play areas and report back. Agreed to enquire why we now require bump stops and if any regulations have changed.

**To consider Wales Audit Office Future Audit Arrangements for Community Councils**

Council noted the future three year cycle with much more information required on the third year, mainly transaction audit based.

**To consider request for donation to Wales Air Ambulance Charity**

Council agreed to donate £100.

**M4842 AGREED TO EXTEND STANDING ORDERS FOR TEN MINUTES**

**M4843 HIGHWAYS/RIGHTS OF WAY**

**To consider recent flooding at Crick due to surface water running down from Shirenewton**

Councillor Murphy had contacted Planning and Highways regarding this. Agreed to put this on next month's agenda again when Councillor Swift will be in attendance.

**To report any issues**

A resident had been informed by her Solicitor that MCC will not be adopting Cwrt Morgan. She felt that this needed clarifying and that the other residents on the street should be informed. Councillor Evans reported that he had previously obtained quotes to have the road re-surfaced but there was little interest from the neighbours. She was advised to get in contact with Christian Lowe in Highways Department.

Councillor Counsell advised that the bank on St Brides Road (half a mile passed the church) is dropping into the brook.

Leaves still not removed from A48.

Potholes all along the A48.

Speed camera sign on A48 turned around.

**M4844 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES**

There were no reports.

**M4845 ITEMS FOR NEXT MEETING**

Alteration of Standing Orders regarding the determination of planning applications.  
Crick flooding.

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