

# MATHERN, MOUNTON and PWLLMEYRIC COMMUNITY COUNCIL

Minutes of the Council meeting held at Village Hall on Monday 9<sup>th</sup> May 2022 from 19:00hrs **TRUE**

## **TRUE MINUTES FOR MAY 2022**

**01/22**

**1. Councillors Present -:**

- a. Mathern – David Harris, Matt Sidwell, Jayne Harris\_ (after agenda item 4)
- b. Mounton - Carolyn Ovenden.
- c. Pwllmeyric - Sylvia Stephens, Gareth Page.
- d. County Councillor Louise Brown
- e. Clerk - Mrs J Kelley

**2. Councillors Apologies -:**

- a. Mathern – James Anderson.
- b. Pwllmeyric–None
- c. Mounton – None

**2. Members of the public-:**

None

**3. Police representatives-:**

None

## **PROCEDURAL ITEMS**

**i) Public Comment: - None**

**ii) Received: Monthly Police Report**

“Here is the report for the Mathern area between the above dates:

26/4/2022 – Report of the theft of an Ivor Williams livestock trailer from the car park off Baileys Hay (fishing lakes). Enquiries are ongoing regarding a suspicious vehicle that was seen in the area at that time.

26/4/2022 – report of the theft of several chickens on two separate occasions recently from a property in Pwllmeyric. It is not known for definite whether it was animal or human related at this time.

We have recently had a report of a house burglary in Earlswood where the property was broken into whilst the residents were away (similar to the recent break in Mathern) . An untidy search was made of the property and items taken from inside. Please remember if you are going away let your trusted neighbours know. Use timer lights, ask a neighbour to draw and shut your curtains/blinds at your property at relevant times. Also if they have a spare car to ask them to park on your driveway as it all goes to show that there is regular activity going on.

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Please remain vigilant and report any suspicious activity/crime at the time via either 101 or 999 if you deem it an emergency. If it is low level, you can also report via email on [contact@gwent.police.uk](mailto:contact@gwent.police.uk)

## iii) Apologies

Cllr James Anderson

## v) Declarations of Personal or Pecuniary Interest

Cllr M Sidwell – Mathern Village Hall.

## vi) Minutes of the previous meeting

**RESOLVED** to approve the minutes of the Mathern Community Council meeting held on Monday, 14<sup>th</sup> March 2022 as true and accurate records.

## 02/22 Finance – April / May

- (i) to consider approval of payments as per below
- (ii) to approve appointment of Internal Auditor for 2022/2023 accounts  
**Resolved to appoint Andrea Fry for a further year**
- (iii) to approve advertising of grant availability from 2022/2023 budget. Consider current Grant applications.

**Clerk to advertise these on noticeboards and website**

- (iv) Adopt Annual Governance Statement Part 1 and 2

**Chairman and Clerk signed this**

- (v) Monthly Bank Reconciliation authorisation April by Councillor M Sidwell

The two grants' applications were discussed:

The Village Hall/Athletic Club/Millers Arms received a grant of £409.00 as a 25% contribution towards a new marquee to be insured by the Village Hall.

The application for Mathern Athletic Club was discussed and a 50% contribution towards the recycled benches was agreed to a maximum contribution of £500.00.

Invoice paid by Solar Farm. Community Benefit – £1155.45 29<sup>th</sup> April 2022

Welsh Audit Invoice not received therefore budget carried forward for payment in 2022/2023

- (vi)

## Receipts: April/May

Date	Description	Payment	Method
29 04 2022	Rhewl 1 Solar Farm community benefit	£ 1155.45	
24 04 2022	Precept MCC	£ 7566.00	

## Payments

Date	Description	Payment	Method
06 04 2022	Stock It Ltd	£56.40	BACS
12 04 2022	Smart Pensions	£133.42	BACS
21 04 2022	Bank Charges	£5.40	
29 04 2022	Salary	£649.86	BACS
29 04 2022	NI/PAYE	£ 199.05	BACS
09 05 2022	Village Hall Rent	£ 15.00	BACS

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09 05 2022	Merlin Waste	£ 74.50	BACS
09 05 2022	Internet and Telephone	£61.65	BACS
12 04 2022	Viking	£ 104.74	BACS

### **03/22 PROGRESS REPORT ON ACTIONS FROM LAST MEETING:-**

#### **Responses to queries raised at previous meetings**

##### **A. Update – Speed Watch.**

MCC advised that “unfortunately we’ve experienced some issues with the rollout (of the 20 mph speed limits) in Abergavenny and Severnside which has meant some works by the contractor have needed revisiting which has delayed progress as well as creating additional demands on our time. We’ve decided to put the remaining 20mph works out in two tender packages to seek to expedite matters: Shirenewton, Mynyddbach and Devauden are ready and it is hoped these works will be completed by the end of May. Mathern, Monmouth and Wyesham and the parts of Chepstow (town centre and Welsh Street) is being prepared, and it is hoped these works will be completed by the end of June.

A leaflet drop will be taking place in the next couple of weeks to inform the local community of the proposed new 20mph speed limit. Following the elections, there will be banners for schools within the 20mph zones.”

Cllr M Sidwell advised that more volunteer for the Mathern Speed Watch group have now come forward.

- **Update – Walks leaflets**

Still awaiting graphics to be used in the brochures.

- **Response from MCC re-sign clearance in Community**

No response from MCC on the list of signs we have asked to be cleaned.

- **Response MCC re Palace Farm activities**

MCC have issued a temporary 28 day Stop notice on all activities on the construction of the farm track and any work in the adjoining fields.

- **Any response the Dell re Governors Post**

Clerk to chase – No response received.

### **04/22 HIGHWAYS/FOOTPATHS**

- a) Footpaths project – C Wheeler. Nothing to report

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- b) Any update – pot holes, Mouton Village – completed to a poor standard
- c) Any update – Box Tree Cottage, overhanging tree obstructing pavement – currently under review

### **New**

- a) Drain gully broken – near motorway bridge, to the left.

### **05/22 COUNCILLORS' REPORTS/CLERKS REPORT**

- a) One Voice Wales (OVW)

Next Meeting –21<sup>ST</sup> April 2022 at 7 pm via Zoom

- b) Defibrillators- monthly checking

Clerk checked Mouton Brook Lodge - all working.

The landlord at the Millers Arms is now checking the machine there - all working.

- c) County Councillors Report

**County Councillor Brown thanked all residents for their support during the run-up to the election and that no report was available due to these elections.**

**Clerk to produce a poster for the Mathern bus shelter advertising the No 73 bus now working on a Saturday (11.43 am, return 15.05.)**

- d) Discussion on the future direction of Best Kept Garden (as seen from the roadside) competition. This including the nomination of a Councillor responsible for overseeing any future competition.

**Councillor J Harris and S Stephens agreed to take on this area. They would meet with Mrs C Morton to discuss finer details.**

- e) Risk Assessments.

Pwllmeyric and Mouton forms completed.

Mathern to follow.

- f) Reminder – A Dell School Governors position will become available to the CC in July

**See 03/22 E**

### **06/22 PLANNING APPLICATIONS – Plus any applications received after Agenda is issued.**

To include any received after Agenda is circulated

- a) New applications –

## **MATHERN, MOUNTON and PWLLMEYRIC COMMUNITY COUNCIL**

DM/2022/00498 – Listed building consent– Mathern Palace – LBC – Currently the property lies within the curtilage of existing listed building and is used as a store. Proposal to convert into 2 holidays homes.

### **No Comments**

DM/2022/00496 – Listed Building Consent – Mathern Palace – LBC – Conversion of an existing three bed unit into two dwellings for use as holiday lets. Demolish existing single storey extension and replace with new. Enlarge opening to one side elevation.

### **No Comments**

- Decisions and appeals: - None

c) Enforcement-

### **Update**

**DM/2020/01724 Palace Farm – Non compliant construction**

**Temporary Stop notice issued to land owner.**

### **07/22 CORRESPONDENCE AND FORTHCOMING MEETINGS**

#### **E-Mails**

12 04 22 Agenda OVW Meeting 21 04 22  
12 04 22 Planning DM/2022/00496 and 00498  
13 04 22 OVW Training Dates  
13 04 22 Viking Invoice  
13 04 22 Traffic Order 209(amendment order No 2) 2022  
18 04 22 Circulated comments, Church Cottage Mounton  
19 04 22 OVW – Request for a relief Clerk for Rogiet C C  
19 04 22 Details for storage of archive material for old school Mathern  
19 04 22 Viking – change of bank details  
21 04 22 Grant Application Mathern Athletic Club  
27 04 2022 Correspondence from Mr. A. Utting – re drainage.  
Correspondence has been received from Chepstow Town Council regarding the

Minor Injury Unit at Chepstow Hospital which has continued to remain closed – Councillors agreed that the unit should be reopened and clerk will send a letter of support.

### **08/22 OTHER MATTERS FOR DISCUSSION**

1. **Community Resilience – Climate Emergency**

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### 2. Items for Website – Cllr J Anderson

Clerk to liaise and update as needed.

### 3. Jubilee celebrations update – Cllr M Sidwell

The date has been fixed as Sunday 5<sup>th</sup> June as a big lunch – Residents have been asked to indicate their interest in the event by an electronic survey. A What's On leaflet is to be sent to each house-holder with the event advertised in it.

Numbers attending so far are 273. Councillors encouraged to spread the word to ensure all respond to the invite by 20<sup>th</sup> May.

Items for a time capsule to be handed to the Village Hall before 19<sup>th</sup> May 2022.

### 4. Appointment of representatives on going

Charity of Charles Pratt Mathern – Cllr Jayne Harris to represent the CC

It was agreed to re-adopt the following policies.

### 5. Grants Policy

### 6. Health and Safety policy

### 7. Equality and Diversity Policy

### 8. General Data Protection Regulation

### 9. Freedom of Information publications of documents

### 10. Risk Assessment and Management procedure

### 11. Retention and Disposal of Document policy

**Unadopted**

### 12. Welsh Language policy

### 13. Social media policy

### 14. Future Coffee Morning – Community Engagement to be placed on the list of items to be discussed.

### 15. Date agreed as Saturday 8<sup>th</sup> October 2022, 10.30 am till 12.00 noon.

## **09/22 PROJECTS AWAITING COMPLETION**

### a. Archive to Ebbw Vale when possible

Councillors agreed that the records should be kept for public access and authorised Councillor Ovenden to sign any papers on behalf of the Community Council.

## **100/21 DATE OF NEXT MEETING:-**

Next meeting: Annual Community Meeting, Monday 12<sup>th</sup> June 2022 at 7 pm, followed by the normal monthly meeting. Mathern Village Hall.

**MATHERN, MOUNTON and PWLLMEYRIC  
COMMUNITY COUNCIL**

Signed ..... Chairman    Date .....