

MINUTES FOR 17th April 2023

Minutes of the Council meeting held via Teams on Monday 17th April 2023 from 19:00 hrs

1. Councillors Present -:

- a. Mathern: Cllr David Harris (Via Teams) Cllr Matt Sidwell,
- b. County Councillor: -Louise Brown, (Via Teams)
- c. Mounton: - Apologies.
- d. Pwllmeyric: - Mrs Sylvia Stevens
- e. Clerk: - Mrs. Jane Kelley

2. Councillors Apologies:-

- a. Mathern: - Cllr J Harris
- b. Mounton: -Cllr C Ovenden
- c. Pwllmeyric– Cllr J Anderson, Cllr G Page

3. Members of the Public: -

- a. None

4. Public Representative: -

- a. None

5. Police Representative

- a) None

81/22 PROCEDURAL ITEMS

1. Public Comment: -

None

2. Received Monthly Police Report: -

“Here is the report for the Mathern, Mounton and Pwllmeyric area for between the above dates:

20/3/2023 – Report of a dog -on -dog attack in fields off Pwllmeyric. The owner of the

aggressive dog has been spoken to by officers and advised Matter resolved.

22/3/2023 – Report of a male seen on CCTV acting suspiciously during the evening at the Council Depot at Crick. Officers attended and an area search carried out but with a negative result. A vehicle had been tampered with in the process of trying to steal fuel.

30/3/2023 – Report of an elderly driver hitting and damaging a wall in Birdwood Gardens. Fire, gas service and police attended to make location safe.

5/4/2023 – Report of a dog -on -dog attack in Barnetts wood area. Enquiries are ongoing at this time.

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 . There are other ways to report if have a look on the Gwent police Website .”

3. Apologies: -

Councillors Carolyn Ovenden, Gareth Page, Jayne Harris and James Anderson

4. Declarations of Personal or Pecuniary Interest: -

Cllr M Sidwell –86/22 Planning Application DM/2023/00480 – 13 Birdwood Gardens, second storey side extension.

5. Minutes of the previous meeting: -

- a. **RESOLVED** to approve the minutes of the meeting 13thMarch 2023 as true and accurate records. These were to be signed by Cllr D Harris.

82/22 Finance

- a. To consider approval of payments as per below. All approved.
- b. Monthly Bank Reconciliation authorisation (March 2023).Cllr M Sidwell
- c. Response - Welsh Audit Office Re External Audit 2021/2022 – Notice of conclusion advertised on noticeboards.
Cllrs noted the comments from the External Auditor.
- d Invoice sent to Rene Solar re Rhewel Farm Community Grant 01 04 2023
Payment awaited. Once received, consideration to enter this and last year's donation into EMR for future applications.
- e End of Financial Year - Clerk to produce annual accounts and submit to internal

Auditor.

Receipts February/March

Date	Payee	Amount
20 03 2023	First Stationery (printing what's on leaflet)	85.50
20 03 2023	Planning Wales Training	40.00
24 03 2023	Inland Revenue – NI employer's	150.38
31 03 2023	Paye – NI	161.80
31 03 2023	Salary	647.44
24 03 2023	Mathern Village Hall	17.00
31 03 2023	Batteries Defibrillator	28.99
31 03 2023	Coffee morning	28.50
17 04 2023	Telephone Internet	
17 04 2023		
18 04 2023	Monthly Home Office Fee	26.00

Due to the changes in the administration of local Churches, the CC budgeted donation sum of £750.00 to be placed in EMR until clarity has been received of the amount individual churches will be receiving

73/22 PROGRESS REPORT ON ACTIONS FROM LAST MEETING

Responses to queries raised at previous meetings

a) Any update MCC re Palace Farm activities

A Teams meeting took place on 17th April, 2023 with MCC, NRW and Mathern CC. MCC to follow up the meeting with email responses to matters raised.

The matter of the damaged sluice gate was discussed as this is now broken due to vegetation collapsing one of the gates. This has been scheduled to be replaced. However, no date as yet has been indicated.

Drainage under the motorway bridge – main drain blocked with silt. This to be programmed into MCC maintenance schedule to clear.

Clerk to update Chairman with dates and reference numbers of drain clearance work issued and reported to MCC. Also, current status.

b) Update - Welsh Water Meeting re Mounon Meadows

Teams meeting took place on 6th March 2023.

Further pipe lining work needs to be carried out. Further meeting agreed for 05 06 2023.

c) Actions re introduction of a Community Plan

Cllr M Sidwell is completing training and this matter to be Agenda-ed for next meeting.

d) Update Coffee morning

A successful morning with 18 members of the community present. Local police gave a presentation on Cyber crime and interest was shown in CPR Training. Event to be repeated

e) Insurance details required for litter pick initiative

Clerk to produce an article for the village website advertising that the MCC has litter picking equipment which can be loaned, but only at the user's risk.

Individuals will be working independently with no direction from the council and will not be covered under our Public Liability group insurance.

f) Update - progress Speed Watch Mathern

Commitment for this has reduced. This matter to be discussed as part of the community plan groups. Volunteers are needed if a group is to be available for Mathern.

g) Representative nomination for Dell School admissions programme

No nominee can be given for Mathern C C

No response from Cllr S Ashby our Dell Governor representative regarding this position.

84/22 HIGHWAYS/FOOTPATHS

a. Footpath Issues: - None

b. Any other issues to be report to highways

- *Pot holes - Mathern main road*
- *Pot holes - opposite Marlow's Vets*
- *Pot holes- all roads in Mounon Village*
- *Drains need clearing - Mounon Village Debris blocking*

85/22 COUNCILLORS REPORTS/CLERK REPORTS

*a. OVW – 20 04 2023 Face to Face meeting, Sessions House, Usk 7pm
Cllr D Harris to attend if possible.*

*b. Defibrillator - Monthly Checks all completed.
All working.*

Clerk to obtain new batteries from Welsh Ambulance as spares.

c. County Councillors Report

County Councillor Brown advised:

Cabinet on the 5th of April 2023

The Cabinet considered a report on the rapid rehousing plan to tackle homelessness, the details of which can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=144&MId=4987>

Place Committee on the 19th of April 2023

The Place Committee will consider a report on the Public Spaces Protection Order, next stage of the draft PSPO, in relation to dog fouling in public space areas.

There is also a report on the Monnow Street design project following public engagement and communication.

In terms of the forward work programme for this Committee, it is noted that on the 25th of May there is expected to be a report on transforming Chepstow masterplan. And on the 6th of July 2023 reports on the Local Transport Plan and the Replacement Local Development Plan (RLDP).

The link to this Place Committee on the 19th of April can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=303&MId=5669>

.

*d. Update policies - Draft Biodiversity Statement –
Councillor S Stevens to work on a draft for this before the next meeting.*

*e. Best Kept Garden as seen from the Roadside competition –
Cllrs S Stevens and J Harris.
Meeting to be agreed between Cllr J Harris and Cllr S Stevens to arrange the changes to be implemented and dates for the competition.*

*f. Annual Risk Assessments – Mathern, Mounton and
Pwllmeryic*

Distributed to Cllr D Harris Mathern, Cllr C Ovenden Mounton and Cllr J Anderson Pwllmeryic.

Clerk asked if these could be completed on or before 12th June 2023.

86/22 PLANNING APPLICATIONS – *Plus any applications received after Agenda is issued.*

a. New applications –

DM/2023/00480 – 13 Birdwood Gardens – Second storey side extension

No Comments

b. Decisions and Appeals - None

c. Enforcement - None

87/22 CORRESPONDENCE AND FORTHCOMING MEETINGS

14 03 2023 Merlin Waste signed contract received
14 03 2023 OVW Booking confirmation Cllr J Anderson Module 16 (use of Websites, and social media)
14 03 2023 OVW invitation to Brecon Beacon local nature partnership 19 04 2023
14 03 2023 G O Safe link from Shirenewton C C
14 03 2023 OVW advise re litter picking insurance implications
15 03 2023 Zurich Insurance - details required for litter picking insurance
15 03 2023 Reply OVW re update of external audit
. should be received by April
15 03 2023 Update Welsh Water meeting
15 03 2023 Notification of change of address Wales audit office
16 03 2023 O V W Planning Wales training list – Cllr G Page booked for 22 03 2023
16 03 2023 Give Dog Fouling the Red Card agenda – apologies sent from Clerk
17 03 2023 School admissions forum – nominee required (Cllr Matt Sidwell has requested more details regarding the commitment needed)
17 03 2023 Invoice First Stationery re printing What's On leaflet.
20 03 2023 MCC confirmation of green waste pass for community green waste. 3 passes
20 03 2023 Confirmation- new defibrillator to be delivered Monday 27th March
21 03 2023 We Don't Buy Crime confirmation – training booked for Monday 22 May 2023 7 till 8
21 03 2023 OVW List of training for April
22 03 2023 MCC Sue Parkinson – Re Public Spaces Protection Order
23 03 2023 Survey – Citizens Advice – Clerk completed
23 03 2023 MCC confirmation of highways issues for March. Proforma updated
24 03 2023 School admissions representative
27 03 2023 invoice Village Hall rent
28 03 2023 Audit conclusion 2022/2022
30 03 2023 MCC Planning DM/2023/00480
30 03 2023 Audit papers Welsh audit office. This year 2022/23
01 04 2023 Invoice Stock It – monthly license fee £55.20
03 04 2023 Invoice Merlin Waste Dog waste collection
03 04 2023 OVW Meeting face to face 20 04 2023 Sessions House, Usk. 7pm
04 04 2023 MCC job 16756352 completed
04 04 2023 Confirmation Training Cllr M Sidwell

Booked training Course Cllr M Sidwell

04 04 2023 Module 8 (Introduction to Community Engagement)

10 04 2023 Module 12 Cancelled Easter Monday ((Creating a Community Plan)

25 04 2023 Module 13 (Community engagement Part 11)

Jane Kelley

12 04 2023 Module (Local Government Finance)

98/22 OTHER MATTERS FOR DISCUSSION

Development of Flooding and Coastal Erosion (TAN 15) consultation document discussed. No response required.

Community Resilience - Climate Emergency

A list of emergency telephone contact details to be collated for circulation within the community

Items for Website – Cllr J Anderson – update from training with OVW

Cllr J Anderson attended the course with OVW. It was confirmed that items within a Cllr's own personal emails, if also used privately, may have personal information left in. A suggestion is to delete them under the FIA (Freedom of Information Act). Anyone can request to look at emails belonging to Mathern Community Councillors. It was agreed that regular clearing of sent items is good practise.

Cllrs happy to continue to use Facebook (Mathern Community Group) to update Community Council information. The Council did not wish to introduce their own Facebook page.

Posting of draft minutes and true minutes.

- a. These should be posted 3 days after any council Meetings.

- b. **Arrange a date for CPR Training. 3 suggested dates required by Welsh Ambulance. New defibrillator installed - Mathern Village Hall.**

Awaiting date confirmation from St John Ambulance

- c. Councillors noted the sad passing of Mrs Mary Pitt and the Clerk was asked to send a card of condolence to her family. Her huge dedication to the village will be greatly missed.

Coronation Orchard to be completed in the Autumn at the Village Hall. It was hoped that a fruit tree of Remembrance will be planted in Memory of Mrs Mary Pitt.

89/22 PROJECTS AWAITING COMPLETION

Zurich Insurance - details required for community litter picks.

MATHERN COMMUNITY COUNCIL

01291 621031
Info@matherncc.co.uk
3 Parklands, Mathern,
Chepstow, Monmouthshire,
NP16 6JL

90/22 DATE OF NEXT MEETING

Next meeting: Due to Bank Holidays - **Next Meeting 15th May 2023**

Signed

Dated