

MINUTES FOR 15th May 2023

Minutes of the Council meeting held via Teams on Monday 15th May 2023 from 19:00 hrs

1. Councillors Present -:

- a. Mathern: Cllr David Harris, Cllr J Harris
- b. County Councillor: -Louise Brown
- c. Mounton: - Cllr C Ovenden (Via Teams)
- d. Pwllmeyric: - Mrs Sylvia Stevens (via Teams), Cllr J Anderson, Cllr G Page
- e. Clerk: - Mrs. Jane Kelley

2. Councillors Apologies:-

- a. Mathern: - Cllr M Sidwell
- b. Mounton: - None
- c. Pwllmeyric- None

3. Members of the Public: -

- a. None

4. Public Representative: -

- a. None

5. Police Representative

- a) None

01/23 PROCEDURAL ITEMS

1. Public Comment: -

None

2. Received Monthly Police Report: -

“There is no relevant crime to report (crime that would affect the wider community) since the last meeting.

A quick update on the two dog incidents from last month:

20/3/2023 – Fields adjacent to Pwllmeyric. Owners of the offending dog has been advised on their responsibilities and vets fees are being paid.

5/4/2023 – Mounton brook/ Barnetts Wood. Enquiries are ongoing.

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 . You can also have a look on the Gwent Police website for other ways of reporting via Facebook etc .”

3. Apologies: -

Cllr M Sidwell

4. Declarations of Personal or Pecuniary Interest: -

None

5. Minutes of the previous meeting: -

- a. RESOLVED to approve the minutes of the meeting 17th April 2023 as true and accurate records. These were to be signed by Cllr D Harris. To be placed on the Website.

02/23 Finance

- a. **To consider approval of payments as per below. All approved.**

- b. **Monthly Bank Reconciliation authorisation - Cllr Jayne Harris**

c.To approve appointment of internal Auditor for 2023/2024 accounts

Resolved to use the same internal Auditor this year - Mr Philip Bradon.

- d. **To approve advertising of grant availability from 2023/2024 budget – consider Grants.**
Grants policy to be advertised on the Website.

Grants considered:

Mathern Village Hall to purchase a donut machine for village fundraising events – unanimously decided that no grant would be made. Amount requested - £590.00. (Full cost £1180.00)

Mathern, Mounton and Pwllmeyric Villages in Bloom – requested £528.00 towards new planters/compost – Granted £500.00 (Requested £590.00 Full cost £3444.00).

e) Adopt Annual Governance statement Part and Part 2

Document currently with Internal Auditor. To be approved at next meeting

e) HSBC Update of Mandate for bank signatures

Clerk advised that the CC currently only has two signatures on its HSBC bank account - Cllr C Ovenden (Vice Chairman) and Clerk (and RFO), Mrs Jane Kelley.

It was resolved to add Cllr Jayne Harris to the account as signatory. Clerk to arrange for the Mandate to be completed and sent to the Bank with a copy of the minutes to update the account. It was resolved that 2 of the 3 signatures should be used when signing cheques.

Payments / Receipts April/May

Date	Payee	Amount
06 04 2023	Stock It	55.20
11 04 2023	Merlin Waste	91.00
14 04 2023	Smart Pension	124.49
16 04 2023	One Voice Wales (Training)	35.00
16 04 2023	Telephone/Internet	64.05
21 04 2023	Bank Charges	5.00
28 04 2023	Monthly Work Home Fee	26.00
28 04 2023	Salary	706.25
28 04 2023	NI Paye	166.26
15 05 2023	Telephone /Internet	64.05
15 05 2023	Postage	8.80
16 05 2023	Storage Box	14.98
16 05 2023	Grant M M VPB	500.00
Receipt Precept 28 04 2023		£7742.00
Vat Refund		£599.00

03/23 PROGRESS REPORT ON ACTIONS FROM LAST MEETING

Responses to queries raised at previous meetings:

- a) Any update MCC re Palace Farm activities

Matter still ongoing with MCC and NRW.

- b) Update - Welsh Water Meeting re Mounon Meadows

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

- c) Actions r. introduction of a Community Plan

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

- d) Finalise details for litter pick equipment collection.

Advert to be produced, advising that anyone interested in borrowing litter collecting

equipment can email the Clerk.

04/23 HIGHWAYS/FOOTPATHS

a. *Footpath Issues: - None*

b. *Any other issues to be report to highways*

- *Pot holes - Mathern main road*
- *Pot holes - opposite Marlows Vets*
- *Pot holes - all roads in Mounon Village*
- *Drains need clearing - Mounon Village. Debris, blocked gullies and drains.*
- *Pot Holes - Mathern Lane*

05/ 23 COUNCILLORS REPORTS/CLERK REPORTS

a. *OVW – Np updates*

b. *Defibrillator - Monthly checks all completed.*

Clerk to write to the Rev. Julian White re. potential application to install a defibrillator in Mounon Village. The letter to ask that, if one can be obtained, could it be placed on an outside Church wall and use the Church's electricity supply..

c. *County Councillors Report*

COUNTY COUNCILLOR REPORT MAY 2023

County Councillor Brown advised:

County Council on the 20th of April 2023

The County Council on the 20th of April put forward the corporate plan, following several draft versions. There were a number of motions and questions raised including the Welsh Government proposed plan to cut the bus emergency funding which would impact local services, a question about the Travellers in Chepstow Leisure car parks and a question on toilets for the new Abergavenny school.

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

Recognises that Monmouthshire's bus services reduce private car journeys, help

tackle rural isolation and are key to aspirations of an integrated transport network alongside the South Wales Metro.

Is gravely concerned that the Welsh Government's withdrawal of the Bus Emergency Scheme funding on 24th July 2023 will see buses in Wales reduced to a 'skeletal' service. Resolves to intensively lobby the Welsh Government to protect Monmouthshire's bus services, especially in rural areas where they are a lifeline for our residents.

The above motion put forward by Cllr Richard John was unanimously approved by the Council.

The County Council reports for the meeting on the 20th of April 2023, can be seen at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=143&MId=5015>

Cabinet on the 17th of May 2023

The Cabinet report on the 17th of May will consider a report on the Home to school transport review.

Home to School Transport Review Consultation

Please see below main proposals in report to Cabinet on review of home to school transport which is being proposed for public consultation in the summer term.

- i. Active Travel – Wherever possible available walking routes will be provided to enable learners to walk, cycle or scoot to school.
- ii. Public Transport – For journeys more than 1.5 miles for primary pupils and 2 miles for secondary pupils, wherever possible learners will be provided with passes to enable them to access public bus services.
- iii. Dedicated Home to School Transport – This will only be provided if a public bus transport is not available. Learners will be asked to meet transport at agreed pick up/ drop off points, which will not be more than a mile from their home address. It is the parent's responsibility to ensure that their children get to and from the designated pick up/drop off point.
- iv. Feeder transport will only be provided if designated pick up and drop off points are more than a mile (private driveways and roads will be disregarded when calculating distances).

Faith Schools

The eligibility criteria will be amended to include a requirement that either the parents or the learner adheres to the denominational faith of their chosen school. The Commissioning team will consult with the school to confirm the admission criteria to confirm entitlement and may request documentary evidence.

See full report 4 in the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=144&MId=4988>

Councillors feel that the report is lacking details and this should have been included at County level so that once consultation is open community are aware of the exact details being consulted on.

d. Update policies - Draft Biodiversity Statement –

Draft Policy was circulated – Cllrs to email the Clerk with any items they feel need amending or adding so that this can be in place for approval at 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.

g) Annual Review of current Policies

All current policies approved.

Bio Diversity policy to be approved at the next meeting in June.

06/23 PLANNING APPLICATIONS – Plus any applications received after Agenda is issued.

a. New applications –

DM/2023/00624 - Llety Cariad – Planning to replace an existing double garage with single storey ancillary annexe accommodation.

Application not available to view on the MCC portal. Clerk to email MCC about this, also asking if neighbouring properties have been advised of the application.

(N.B. M C C have since confirmed that the application has since been withdrawn.)

b. Decisions and Appeals - None

c. Enforcement - None

07/23 CORRESPONDENCE AND FORTHCOMING MEETINGS

17 04 2023 National Alert notification
17 04 2023 OVW Training survey
18 04 2023 Newly appointment officer OVW
18 04 2023 MCC Enforcement list
18 04 2023 MCC Precept payment updated schedule.
19 04 2023 SLCC Bulletin
19 04 2023 MCC Emergency List
19 04 2023 County Cllr L Brown update on recycling bags
22 04 2023 Grant Application - Village Hall.
24 04 2023 Cllr Stevens - details of biodiversity articles re section 6 report
27 04 2023 Renewal Zurich insurance 615.57 Due 01 06 2023
27 04 2023 Reply St Johns Ambulance re CPR Training delayed till summer due to staff shortage
28 04 2023 Welsh Audit Office information required 2022/23 – no details available.
28 04 2023 Creating a community plan – training by Cllr M Sidwell
28 04 2023 OVW Training May and June
01 05 2023 Invoice Stock It Ltd – 55.20
01 05 2023 Invoice Merlin – 75.83
02 05 2023 OVW Confirmation – training, Cllr M Sidwell Module 12 Creating a Community Plan
02 05 2023 Stock It - advice received - away
03 05 2023 SLCC Bulletin
04 05 2023 Defib London Heart Foundation Grant available
04 05 2023 OVW Defib details
05 05 2023 MCC Enforcement List
05 05 2023 MCC Planning DM 2023 00624
05 05 2023 OVW Vacancy - Cwmbran Town Clerk

08/23 OTHER MATTERS FOR DISCUSSION

Forthcoming meeting

Councillors only. Presentation by Gwent Police. Update “We Don’t Buy Crime”
Monday 22nd May 2023 7pm small room Village Hall (Gwent police).

Community Resilience - Climate Emergency

Items for Website – Cllr J Anderson – Clerk to supply

Meeting Dates 2023/2024/ Chairmans report/ Grant Policy/approved Minutes

Arrange a date for CPR Training. 3 suggested dates required by Welsh Ambulance –

Clerk to pursue further grants available to enable a defibrillator to be obtained for Mounon Village.

09/23PROJECTS AWAITING COMPLETION

Emergency Contact number list being compiled by the Clerk.

Bio Diversity Policy

10/23 DATE OF NEXT MEETING

Next meeting:12th June 2023

Signed

Dated