

MINUTES FOR 9th October 2023

One minutes silence was observed in respect of the Late Cllr Carolyn Ovenden.

1. Councillors Present -:

- a. Mathern: Cllr David Harris, Cllr J Harris, Cllr M Sidwell
- b. County Councillor: -County Cllr L Brown
- c. Mounon: -
- d. Pwllmeyric: -. Cllr S Stevens
- e. Clerk: - Mrs. Jane Kelley

2. Councillors Apologies:-

- a. Mathern: - None
- b. Mounon: - One Vacancy
- c. Pwllmeyric– Cllr G Page

3. Members of the Public: -

- a. None

4. Member of Police

- a. None

40/23 PROCEDURAL ITEMS

1. Public Comment: -

- a. A member of the public had brought up the untidy state of a garden in St Tewdrics Place

Cllrs noted this

- b. A Member of public from Pwllmeyric had contacted a Cllr regarding signage due to be installed outside the boundary of his house.

County Councillor L Brown contacted Highways and this matter was resolved

2. To receive police report: -

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

10/9/2023 – Report of a customer at Chepstow Garden centre leaving their wallet on top of their vehicle while they returned a trolley. Unfortunately, the wallet had gone when they returned.

12/9/2023 – Report of what is believed to be a dog attack on a donkey in fields near St Pierre Woods sometime between Saturday the 9th to Sunday 10th of September. Unfortunately, due to the donkeys' injuries it had to be euthanised. No details of the dog involved is known. If any information is known regarding this awful incident, please email me in confidence.

19/9/2023 – Report of a vehicle pulled over by officers on the A48 Pwllmeyric area. The driver was arrested for drugs offences at the scene.

22/9/2023 – Report of a suspicious white transit van in the area of Orchid Meadow, Pwllmeyric. After enquiries were conducted the vehicle and reason for being in the area have been verified. This company will be working in the area until April next year as telecom sub-contractors.

2/10/2023 – Report of a vehicle parked at The Pill Yacht club at St Pierre being entered and a wallet taken from inside. The vehicle is believed to have been left insecure.

Please remain vigilant and report any suspicious activity/crime at the time via 101 or 999 if you deem it an emergency. If it is low level you can report via email on contact@gwent.police.com . For other ways of reporting incidents to us please see The Gwent Police Website.

3. Apologies: -

- a. Cllr G Page

Cllr G page has spoken to the Chairman to explain his availability for the next six months is compromised. Cllrs Noted this and accepted his potential absence.

4. Declarations of Personal or Pecuniary Interest: -

None

5. Minutes of the previous meeting: -

- a. **RESOLVED** to approve the minutes of the meeting 11th September 2023 as true and accurate records. These were to be signed by Cllr D Harris. To be placed on the Website.

6. Election of Vice Chairman

- a. Cllr Jayne Harris nominated Cllr M Sidwell – Cllr S Stephens seconded this and Cllr M Sidwell accepted this.
- b. **Clerk to arrange for Cllr M Sidwell to sign a declaration.**
- c. **As Vice Chairman HR issues to be passed to Cllr Sidwell together with contact for the Smart Pension notification.**

41/23 Finance

- a. **To consider approval of payments as per below. All approved.**
- b. **Monthly Bank Reconciliation authorisation – Cllr M Sidwell**
- c. **HSBC Update of Mandate for bank signatures**
 - i. Following the death of Cllr C Ovenden it was agreed that Cllr M Sidwell as Vice Chairman would be added to the HSBC account as a third signature. Currently Cllr J Harris and Clerk J Kelley
 - ii. Clerk to arrange for the form to be taken to HSBC in Cwmbran.
- d. **Update Smart Pension contact**
 - i. Clerk to update these with Cllr M Sidwell's details
- e. **Set 3-Year forecast**
 - i. This was updated and to be circulated with October Minutes
- f. **Conclusion of Annual Audit 2022/2023 received.**
 - a. Conclusion received as unqualified details to be placed on the website. Still awaiting invoice for 2021/22 – 2022/23

g. Payments / Receipts September/October

Date	Payee	Amount
10 09 2023	Telephone Internet	64.05
22 09 2023	SARA – Grant	150.00
25 09 2023	J Kelley (Postage)	4.40
30 09 2023	Salary	621.18
30 09 2023	Inland Revenue	119.96
30 09 2023	J Kelley (home office fee)	26.00
06 10 2023	Stock It Ltd	55.20
10 10 2023	Merlin Waste	91.00
10 10 2023	Smart Pension	112.98
09 10 2023	Internet /Telephone	64.05
10 10 2023	Mathern Village Hall Rent	17.00
10 10 2023	Mathern Village Hall Rent	36.00

42/23 PROGRESS REPORT ON ACTIONS FROM LAST MEETING

a. Responses to queries raised at previous meetings:

a. Any update MCC re Palace Farm activities

Matter still ongoing with MCC and NRW (National Resources Wales).

b. Update Welsh Water Meeting

Work still ongoing to with the lining of the pipes in Pwllmeyric.

Next Teams meeting arranged for 9th January 2024

43/23 HIGHWAYS/FOOTPATHS

a. Footpaths

- i. Highways – Clerk to write to Carl Touhig directly to get a schedule of work in respect of the A48 – Pavements and impeding walkways, Drain Clearance, hedges needing cut back Chapel Lane and top of A48, road sweeper, vegetation growing in kerbing and drains, footpaths from Garden Centre to Buftons – Pavement to Texaco garage
- ii. A48 Pwllmeyric the drains need urgently clearing as vegetation in growing out of them/ hedges are overhanging the Carriage way and Pavement leaving Pwllmeyric towards Chepstow. Pavements from Texaco to Mathern need the grass cutting back as the grass had grown over the pavement meaning the pavement is now very narrow –

- iii. The pavement from Chepstow Garden centre to Buftons/Hayesgate is suffering similarly and is greatly reduced due to the grass growing over the pavement.
- iv. The hedges in Chapel Lane – Council has cut the lower part land owner has cut the top however this has left the growth of the main hedge impinging into the highway.
- v. All signs need cleaning.

44/23 COUNCILLORS REPORTS/CLERK REPORTS

- a. OVW– No updates. Minutes to be circulated when available.**
- b. Defibrillator checks - All checked and working.**
- c. County Councillor Brown advised:**

COUNTY COUNCILLOR AUGUST/ October 2023

County Councillor Brown advised:

County Council on the 21st of September 2023

The County Council meeting considered the annual report from Governance and Audit, Standards Committee and a report on the Joint Scrutiny arrangements for Corporate Joint Committees. There were also various motions and questions to council. The motion submitted by County Councillor Strong was approved, the motions by County Councillor Neill and County Councillor Taylor were not approved and the motion by County Councillor Richard John was amended to simply approve what Cabinet had already approved in relation to Tudor Street Day Centre in Abergavenny.

The link to the County Council meeting, where it can be watched, can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=143&MIId=5700>

Place Committee on the 28th of September 2023

The Place Committee considered the scrutiny of the Replacement Local Development Plan (RLDP) preferred strategy, prior to it being reported to Council on the 26th of October. This report covers the primary strategic sites only. This covers sites in Monmouth, Abergavenny, Caldicot and Chepstow and makes provision for 5400 to 6200 homes over the plan period. In addition, the MOD will also be building 100 new homes for Caerwent This has allowed a flexibility of 15% additional houses rather than the 10% in the existing LDP. The 100 new houses for the Barracks on the Caldicot East Strategic Site will not be counted in those figures. Other detailed site allocations will be set out at the Deposit RLDP stage.

It is proposed to swop the strategic site in Chepstow from Bayfield to Mounton Road Chepstow for 145 homes. However, this is directly by the High Beech roundabout and all of the traffic congestion in Chepstow objections to the Bayfield site, equally apply to this site and even more so as it is directly next to the roundabout.

In addition, the WelTAG1 Welsh Government study only came up with 2 options for the improvement of High Beech roundabout itself, one within existing land ownership closing Fairview and replacing via a link road to the A466 which could take various forms which would increase traffic

through Bulwark which does not have 2-way traffic and so is unworkable. The other option was extra land at the Mounton Road site Chepstow and if this land was taken up by 145 houses, a hotel and care home then there is no land left to make High Beech roundabout improvements to the roundabout itself which is currently well beyond capacity.

The link to the Place Committee meeting can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=303&MIId=5554>

Special Cabinet on the 4th of October 2023

This Special Cabinet meeting on the 4th of October covered the subject of meeting Gypsy, Roma and Travellers Pitch Needs- Land Identification. It will remove the sites in Monmouth and Mitchell Troy and recommend the commencement of a public consultation for the potential provision of up to six Gypsy, Roma and Traveller pitches each:

- Bradbury Farm, Crick, Caldicot (Caerwent ward)
 - Oak Green Farm, Crick, Caldicot (Portskewett ward)
 - Langley Close, Magor (Magor West ward)

Two sites have planning permission which reduces the pitches from 13 to 11. Discussions are ongoing with existing Monmouthshire households wishing to meet their own need subject to necessary permissions. These discussions are on-going and there is no material update for this report.

The public consultation on the Gypsy, Roma and Travellers proposed sites is proposed to start on the 18th of October for at least 6 weeks.

The proposed next steps in respect of both site identification and the Replacement Local Development Plan are:

- 4th October – Cabinet decision on Gypsy, Roma and Traveller sites for public consultation for at least 6 weeks. Proposed to start 18th October 2023.
- 26th October Council consideration to endorse the preferred strategy for the RLDP to inform the deposit plan.
- 9th November – Place Scrutiny Committee for consideration of the Economy, Employment and Skills Strategy and voluntary Local Transport Plan
- 13th December – Cabinet approval sought for the Economy, Employment and Skills Strategy and voluntary Local Transport Plan.
- Cabinet decision on which Gypsy, Roma and Traveller sites are to be included in the Deposit RLDP – Date to be confirmed after consultation.
- April/May 2024 – Deposit Plan to Council for endorsement to consult – the Deposit Plan is the full RLDP containing all site allocations and all policies;
- September 2024 – Deposit Plan to Council following consultation for approval to submit to the Welsh Government for public examination in public by an independent inspector;

- Examination in public;
- July 2025 – RLDP to Council for adoption.

The link to the Special Cabinet meeting can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=144&MIId=5960>

d. Review - Model Standing Orders – first draft circulated

Draft completed – Proposal that we adopt this at the next meeting – Clerk to circulate for all to read through before the next meeting.

45/23 PLANNING APPLICATIONS – Plus any applications received after Agenda is issued.

a. New applications –

i. The Cedars – DM/2023/01210

Proposed double garage with craft room over (Replacement of application DC/2018/00183 Rev A

Comments Mathern Community Council fully support the comments made by the heritage Officer. Confirmation required that Rose Cottage has been fully consulted.

b. Decisions and Appeals –

c. Enforcement –

Clerk to request a monthly enforcement list for our area.

46/23 CORRESPONDENCE AND FORTHCOMING MEETINGS

12 09 2023	MCC cultural strategy collection form
12 09 2023	Welsh Ombudsman public consultation our equity plan 2023 2026
12 09 2023	PVW Motions details
12 09 2023	MCC planning DM/2023/01210 Cedars Pwllmeryic
12 09 2023	MCC planning MCC reply re request for enforcement list for our area.
12 09 2023	SARA Grant bank Details Grant paid 22 09 2023
13 09 2023	MCC – reply re consultation on enforcement list due to GDPR – decision not given
15 09 2023	Remembrance Service sheets for re printing
18 09 2023	Email TRO plan re 20-mile speed restrictions
18 09 2023	Job Advert Caldicot Town Council
18 09 2023	Postponement of Welsh water meeting – rearranged for 03 10 2023
19 09 2023	New mandate HSBC – re Cllr C Ovenden Deceased
19 09 2023	Reminder OVW Conference
19 09 2023	Details re CPR Training
20 09 2023	Reply re CPR Training
20 09 2023	Update Mandate HSBC for completion
20 09 2023	OVW Newsletter

21 09 2023	New Date re Welsh Water Meeting
21 09 2023	MCC Give dog fouling the red card Minutes actions
21 09 2023	Highways updates proforma numbers 18356345/183564301/183565200/18356558.18356593
22 09 2023	Reply Stationers re service sheets for remembrance service
22 09 2023	County Cllr L Brown Re RLDP
23 09 2023	OVW Training September/October
24 09 2023	Sara – Thank you for grant – 150.00
24 09 2023	County Cllr Brown details Larkfield Roundabout Stage 1
25 09 2023	Time sheet approved J Kelley – by Cllr M Sidwell
25 09 2023	R Stock – re assistance with website.
27 09 2023	Annual Audit conclusion from Wales Audit Office – unqualified
27 09 2023	Notice for Mounton Ward dated 10 10 2023
27 09 2023	County Cllr L Brown details special cabinet meeting 4 10 2023
28 09 2023	Chepstow/Bulwark brownies update for remembrance service.

47/23 OTHER MATTERS FOR DISCUSSION

1. **Community Resilience - Climate Emergency** – Sluice gates fixed – Draining lining work being completed Pwllmeyric
2. **Items for Website** – James Anderson has offered to continue to help update the Website until which time as Cllrs and Clerk have received the relevant training.
3. **Remembrance Service 12th November 2023** – Confirmed 10.45 – Meeting at village Hall at 10.30 to walk to the War memorial – Clerk to advise Brownies and Guides. New service sheets to be printed – Pwllmeyric Speed watch happy to assist with management of traffic whilst the service takes place. Names to be read out by Brownies/Guides. (clerk to ask John Charters if he has the list) PA to be obtained – Cllr M Sidwell to speak to Millers Arms – The bugler has been booked.
4. **Three dates required by Welsh Ambulance to Arrange a date for CPR Training** - Clerk to check dates with Cllr M Sidwell and contact Welsh Ambulance

48/23PROJECTS AWAITING COMPLETION

- a. Coronation Garden Planting – Planned for next spring
- b. New plants for Mathern War Memorial – Ongoing
- c. Clerk currently working on New Model Standing Orders as circulated by O V W.
- d. Quote for painting of the War Memorial fence.

49/23 DATE OF NEXT MEETING

Next meeting: 13th November 2023 7pm Village Hall.

Meeting ended at 9.15

Signed

Dated