

**DRAFT- MINUTES FOR 9<sup>th</sup> September 2024**

**1. Councillors Present -:**

- a. Mathern: Cllr M Sidwell
- b. Mounton: - Vacancy
- c. Pwllmeyric: -. Cllr G Page Cllr S Stevens.
- d. County Councillor L Brown

**2. Councillors Apologies-:**

- a. Mathern: - Cllr D Harris
- b. Mounton: - One Vacancy
- c. Pwllmeyric– None
- d. Clerk J Kelley

**3. Members of the Public: -**

One

**4. Member of Police**

None

**31/24 PROCEDURAL ITEMS**

**1. Public Comment: -**

A member of the public had brought to our attention the new signage at Pwllmeyric Garage as it is obstructing visibility when joining the A48

**Clerk to report to MCC**

A member of the public has reported that the Style at the top of Chapel Lane onto Snaky Lane has been agreed to be made into a kissing gate.

**2. To receive police report None received**

None Received

**3. Apologies: -**

Cllr D Harris

**4. Declarations of Personal or Pecuniary Interest: -**

None

**5. Minutes of the previous meeting: -**

- a. **RESOLVED** to approve the minutes of the meeting 8<sup>th</sup> July 2024 as true and accurate records. These were to be signed by Cllr M Sidwell To be placed on the Website.

**32/24 Finance**

- a. To consider approval of payments as per below. **All approved.**
- b. Monthly Bank Reconciliation authorisation – July and August **approved by Cllr M Sidwell.**
- c. Budget to Spending
- 4000 Salaries 39.7% spent Clerks pay award still not agreed for April 2024 agreement expected late October
  - 4002 pension provision 0% Governance report due cost £290.00 committed.
  - 4021Grants 40% - £400.00 committed to Wales In Blood - £500 remaining.
  - 4070 Audit Fee – will be an over spend due to Full Audit cost 2023/2024 invoice only just received £1300.00  
Virement from other cost centre agreed.
  - 4110 Village Upkeep – committed from Risk assessments work to war memorial fence, benches, telephone box - £1400.00
  - 4069 – Telephone/Internet – a over spend was noted in this – Clerk to contact current provider to seek better deals once out of contract.
  - Consideration at budget meeting to use monies from Reserves to update the website. It was noted that we currently have high reserves.
  - Draining/gullies to be monitored and consideration to do an extra sweep as per budget of £1500.00
- d. Audit Fee for 2023/2024 for payment £1300.00
- e. Pending governance report – Smart Pensions – 3 Year assessment for £290.00 plus VAT – Clerk to check is this mandatory and what it the criteria if mandatory.
- f. Consider Grants –
- St Tewdrics Church Mathern – Agreed to commit £2500.00 from Solar Farm
  - Community Benefit monies to be paid once work has commenced and first invoice payable

Receipts Precept 30 08 2024 7740.00

Payments July/August/September

10 07 2024	Merlin Waste (Dog Bins)	93.60
11 07 2024	Smart Pension	128.35
21 07 2024	Bank Charge	5.00
15 07 2024	Village Hall Rent	36.00
21 07 2024	Internet and Telephone	73.99
22 07 2024	HMRC	161.80
24 07 2024	Stock It Ltd	42.00
29 07 2024`	J Kelley (home fee HMRC)	26.00
30 07 2024	Salary	778.73
06 08 2024	Stock It Ltd	55.20
12 08 2024	Smart Pensions	144.68
12 08 2024	Merlin Waste	93.60
21 08 2024	Bank Charges	5.00
29 08 2024	Home Fee Clerk	26.00
29 08 2024	Telephone/Internet	73.99
29 08 2024	HMRC	125.70
29 08 2024	Salary	651.25
06 09 2024	Stock It	55.20
09 09 2024	Viking	82.79
10 09 2024	Merlin (Dog Bins)	93.60
10 09 2024	Engraving Best Garden	35.00
10 09 2024	Stationery	22.76
10 09 2024	Defib Store	444.00
12 09 2024	Smart Pensions	120.18
12 09 2024	Wales Audit (cheque 102087)	1300.00
23 09 2024	HSBC Charges	5.00

**33/24 Responses to queries raised at previous meetings:**

**a) Update Welsh Water Meeting Re Mounon Brook**

a. Next Meeting via teams 9 till 10 am with Welsh Water

**b) Response from MCC re protocol when flood occur in Villages.**

a. Residents to use the useful numbers as per our website Monmouthshire Council Highways – **01633 644644**

### **34/24 HIGHWAYS/FOOTPATHS**

Response re MCC BoxTree Cottage Hedges and other maintenance issued A48 Pwllmeryic

**Clerk to update Cllr M Sidwell with current jobs uncompleted on our My Monmouthshire app**

**Clerk to invite Carl Touhig to our next meeting to understand when jobs will be updated.**

Councillors discussed if getting a quote for the works to the pavements /gullies was required and to use reserves to carry out this work. Councillors were concerned about setting a precedent re works which had already been paid for via Council tax.

### **35/24 COUNCILLORS REPORTS/CLERK REPORTS**

a. **One Voice Wales – Remote** joint conference SLCC/OVW 20 11 2024

b. **Defibrillator checks**

a. All checked and working. New Pads needed for all Defibs 2 Quote had been received one for £145.00 per pad plus VAT (defib supplies com)– one for £119.00 Plus Vat (The defib Store) Clerk to contact defib store to ask the expiry date of these pads and purchase if they are guaranteed expiry of at least 2 years.

c. **County Councillor Brown advised:**

COUNTY COUNCILLOR REPORT AUGUST & SEPTEMBER 2024

County Councillor Brown advised:

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c. **County Councillor Brown advised:**

## COUNTY COUNCILLOR REPORT AUGUST & SEPTEMBER 2024

County Councillor Brown advised:

### **County Council 18<sup>th</sup> of July 2024**

The County Council meeting considered the medium-term financial strategy, the appointment of an Older People's Champion and the Chief Officer report for children and young people. The medium-term financial strategy shows a base rate budget shortfall of £34.7 m. There were various motions and questions put forward. The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=143&MId=5740>

### **People Scrutiny Committee on the 23<sup>rd</sup> of July 2024**

The above meeting considered the Care Inspectorate Wales inspection and the Home to School transport Policy. The reports and the meeting itself can be watched here.

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=5816>

### **Special Place Scrutiny Committee on the 24<sup>th</sup> of July 2024**

The Committee considered the findings of a public consultation and site investigation surveys on the suitability of three pieces of Council owned land - Langley Close, Magor; Bradbury Farm, Crick and Oakgrove, Portskewett (see Appendix 1) for possible development as Gypsy and Traveller sites and inclusion in the Council's Deposit Replacement Local Development plan. The reports and the meeting itself can be watched here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=303&MId=6044>

### **Cabinet 21<sup>st</sup> of August 2024**

The Cabinet meeting approved the use of land at Bradbury Farm, Crick for the proposed Gypsy and Traveller site for development for inclusion in the RLDP. This will form part of the later public consultation on the RLDP.

The Tudor Street Abergavenny my day my life centre was leased to the Gathering community group for a 12-month lease.

The reports and the Cabinet meeting link can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=144&MId=6050>

Individual Cabinet Member Decision meeting on the 21<sup>st</sup> of August 2024

The above meeting reported on the Welsh Church fund grants and an increase in building regulations charges. Details of the reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=147&MId=5717>

## Home to School Transport Consultation

The Home to School transport consultation sent to Parents, is expected to be considered by Cabinet on the 11<sup>th</sup> of September 2024, as changes to the Home to School transport policy 2025/26 starting in September 2025 have to be published by the 1<sup>st</sup> of October 2024. The link for the report can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=144&MId=6047>

## RLDP

The RLDP (Revised Local Development Plan) Deposit stage is currently due to be considered at Place Scrutiny Committee on the 10<sup>th</sup> of October and County Council on the 24<sup>th</sup> of October, following which there is expected to be a public consultation.

- d. Best Kept Garden as seen from the road side. Cllrs S Stephens and Cllr J Harris**
  - a. Winners announced at the Fete First prize Silverstone Mathern
  - b. Second prize 3 Badgers Meadow Pwllmeyric.
  - c. Clerk to reimburse Cllr J Harris for the cup and engraving £35.00
  - d. Clerk to send a thank you letter to the judge Tim Stretton who has agreed to judge next year too.
- e. Risk Assessments**
  - a. Cllr D Harris to complete Mathern Risk Assessments Outstanding
  - b. Clerk to send last year's assessments to Cllr M Sidwell who will assist with these outstanding assessments

**36/24 PLANNING APPLICATIONS** – Plus any applications received after Agenda is issued.

- a. New applications –
- b. Decisions and Appeals –
- c. Enforcement -

## **37/24 CORRESPONDENCE AND FORTHCOMING MEETINGS**

**36/24 PLANNING APPLICATIONS** – Plus any applications received after Agenda is issued.

- a. New applications –
- b. Decisions and Appeals -
- c. Enforcement -

**37/24 CORRESPONDENCE AND FORTHCOMING MEETINGS**

09 07 2024	MCC service request 20674423 Drains MCC service request 1917132 Grounds MCC service request 19171379 Grounds MCC service request 19171379 Completed MCC service request 20389731 Ash saplings A48
09 07 2024	MCC Fishing Lake bridge Ref 18877
12 07 2024	Village Hall invoice Rent Paid £36.00
12 07 2024	MCC Planning Trees DM/2024/00829
15 07 2024	Defaced Village sign/motorway bridge
15 07 2024	C Cllr L Brown Home school transport details
16 07 2024	Minutes OVW
22 07 2024	Salary approved Cllr M Sidwell
22 07 2024	IRP Clams form allowances
23 07 2024	Audit presentation OVW
23 07 2024	MCC Box Tree cottage hedges 20674492
24 07 2024	OVW Training dates
24 07 2024	Pads Defib – Clerk to Check
24 07 2024	Stock It invoice
26 07 2024	Minutes Welsh Water meeting
31 07 2024	Report C Cllr L Brown
31 07 2024	Request for survey police commissioner
01 08 2024	Stock it invoice
01 08 2024	Merlin Invoice
01 08 2024	Details conference OVW
03 08 2024	T TRO road closures 21 <sup>st</sup> – 27 <sup>th</sup> August
08 08 2024	OVW Training dates
12 08 2024	OVW update trains
13 08 2024	Police report to E park to complete
18 08 2024	Minutes OVW
16 08 2024	Defib pads – Clerk to check
21 08 2024	Power and policies OWV Update
22 08 2024	Box Tree Hedge issues MCC chased
23 08 2024	Angie Baker Re pending governance on Pension
24 08 2024	Salary approved Cllr M Sidwell
24 08 2024	Invoice Wales Audit office clarity original invoice not received cost £1300.00
29 08 2024	Cllr S Stevens re Best Garden results
01 09 2024	Stock IT invoice £59.40

**38/24 OTHER MATTERS FOR DISCUSSION**

**Community Resilience Plan – Climate Emergency**

This is ongoing

**Pwllmeyric Co-Opt Vacancy**

Currently 2 villagers have shown an interest in Standing until such time as a new Co-opted member comes forward.

Matter to be agenda for next meeting as a Cllr has been approached by an interested person.

**Mounton Co-opt Vacancy –**

David Carne was co-opted onto the Council to cover Mounton Ward. Councillors were delighted that he was happy to be co-opted on and Clerk to make contact and arrange for relevant forms to be signed. Clerk to advise when the next Code of Conduct training is available.

**Website Updates –**

These were completed by James Anderson

**39/24 PROJECTS AWAITING COMPLETION**

Risk assessments Mathern  
Work re Risk assessment 2023/2024 Benches/telephone box/ War memorial fence

**40/24 DATE OF NEXT MEETING**

**Next meeting: Monday 14<sup>th</sup> October 2024**



**MATHERN  
COMMUNITY  
COUNCIL**

**Signed**

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**Dated**