

MINUTES FOR 21st October 2024

**One Minutes silence in respect of Late Chairman David John Harris who passed away on
25th September 2024.**

1. Councillors Present -:

- a. Mathern: Cllr M Sidwell, Cllr J Harris
- b. Mounton: - Cllr D Carne
- c. Pwllmeyric: -. Cllr S Stevens.

2. Councillors Apologies -:

- a. Mathern: - None
- b. Mounton: - None
- c. Pwllmeyric – Cllr G Page
- d. County Councillor Louise Brown

3. Members of the Public -:

- a. Carl Touhig – Highways officer Monmouthshire County

4. Member of Police -:

- a. None

41/24 PROCEDURAL ITEMS

1. Election of Chairman

Cllr Jayne Harris Nominated Cllr M Sidwell for Chairman Cllr S Stevens seconded. This.
This position was accepted.

Cllr M Sidwell Nominated Jayne Harris as Vice Chairman Cllr S Stevens seconded this. This
position was accepted.

Action Clerk to arrange for acceptance of office forms to be signed and completed.

2. Public Comment: -

None

3. To Receive Police Report

None received

4. Apologies

Cllr G Page Pwllmeyric, County Councillor Louise Brown

5. Carl Touhig – MCC Highways

Carl was thanked for attending the meeting to discuss scheduling of works still outstanding.

The saplings which have self-seeded on the verge at Pwllmeyric were discussed showing google maps images. Carl will visit the site as a matter of urgency and report back what action will be taken. Whilst on site he will check the drains on Pwllmeryic Hill and if required schedule these to be cleared whilst the road is under traffic management.

The drain opposite Marlow's Vets would also be investigated as this is continually blocked and flooded.

Councillors to encourage members of the public to place any Highways issues on My Monmouthshire Portal

Clerk to place the recent change of re cycling collection on community Facebook page.

Carl advised that we continue to monitor and chase problem areas and by working together these can be resolved quickly or true time scales will be given to us.

Carl advised that mud on road from landowners should be report via the portal and MCC would write to the relevant farmers requesting that roads are cleaned.

6. Minutes of the previous meeting: -

- a. **RESOLVED** to approve the minutes of the meeting 9th September 2024 as true and accurate records. These were to be signed by Cllr M Sidwell To be placed on the Website.

42/24 Finance: -

- a. To consider approval of payments as per below. **All approved.**
- b. Monthly Bank Reconciliation authorisation – September **approved by Cllr M Sidwell.**
- c. Three years Forecast to assist with Budget setting December 2024
Councillors to work on this ready for the next meeting.
- d. Governance report – Smart Pensions – Invoice to pay £348.00 including VAT

invoice Paid

- e. Annual Audit Return Wales Audit Office – Clear Report Unqualified. Awaiting invoice.
- f. Purchase of PA System for use at remembrance service - **Clerk to purchase once Cllr M Sidwell sends over order details.**
- g. Purchase of Service Sheets for remembrance service - **Clerk to arrange cost £112.00**

Payments September/October

27 09 2024	HMRC	125.22
30 09 2024	J Kelley Salary	608.75
30 09 2024	Village Hall Rent	20.00
30 09 2024	J Kelley – Home fee HMRC	26.00
Invoices Paid after Agenda Issued		
07 10 2024	Stock It Ltd (Licenses 365)	55.20
10 10 2024	Smart Pension	112.01
10 10 2024	Merlin Waste	93.60
18 10 2024	Telephone/Internet	73.99
18 10 2024	Viking (stationery)	81.66
18 10 2024	First Stop Stationery	112.00
18 10 2024	Albert Goodman (pension)	348.00
21 10 2024	Stationery/Postage	12.80
21 10 2024	HSBC Charges	5.40
22 10 2024	Paye – NI	168.39
30 10 2024	Salary	772.55

43/24 Responses to queries raised at previous meetings:

- a) **Update Welsh Water Meeting Re Mounton Brook**
Meeting to be held 25 10 2024 via zoom.
- b) **Outcome re Carl Touhig Highways to meeting**
See above 41/24 v)

45/24 COUNCILLORS REPORTS/CLERK REPORTS

- a. **One Voice Wales – Remote** joint Meeting 25th October 2024 Cllr M Sidwell to attend
- b. **Defibrillator checks** - All checked and working.
- c. **County Councillor Brown advised:**

COUNTY COUNCILLOR REPORT October 2024

County Councillor Brown advised:

Home to school transport- Special People Committee on the 19th of September and Cabinet on the 25th of September 2024

This was called in due to concerns about the consultation being over the Summer and discussed at the Special People Committee meeting on the 19th of September and referred to Cabinet. However, Cabinet on the 25th of September reconfirmed the main changes so that Primary school transport which would change to the statutory limits from 1.5 miles to 2 miles and Secondary from 2 miles to 3 miles distance from the school. This will impact the school years 25/26. However, the Council still need to assess the available walking route.

The link to the meetings can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=304&MIId=6176>

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=144&MIId=6048>

County Council on the 19th of September 2024

The County Council on the 19th of September considered various reports on the Governance and Annual Monitoring report, self-assessment and people in care, together with various questions. The link to the meeting can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=143&MIId=5741>

Place Committee on the 10th of October 2024-RLDP Deposit Stage

The agenda for this meeting covers the RLDP deposit stage of the plan. It covers both the strategic sites and other sites in rural areas including villages. The strategic sites include the change in relation to the previous proposals of 145 houses at Bayfield Chepstow and instead places this housing at the Mounton Road site next to the High Beech roundabout. This Monton Road site is also expected to include a hotel and residential care home. There are also proposed significant house building at Caldicot East/ North Portskewett, all of which will further exacerbate the traffic congestion issues.

There is a site being proposed for 26 houses in Shirenewton for Land West of Red Landes which is on the Earlswood Road past the village boundary on the opposite side of the road to the recreation hall.

The 6-week public consultation on the deposit stage of the RLDP proposals is expected to follow the County Council meeting on the 24th of October to cover the period from the 4th of November to the 16th of December.

The link to the meeting and documents can be found here:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CIId=303&MIId=5827>

Multi-agency meetings

We are waiting for a date from Welsh Water for the next multiagency meeting with Welsh Water, EH and County Councillor and community councillors.

d. **Annual Risk Assessments Mathern** Councillor M Sidwell to complete.

e. **Re-elections of Trustee Charity of Charles Pratt Mathern – Cllr Jayne Harris**

Cllr Jayne Harris was re-elected for a term of 4 years as a Trustee on the Charity of Charles Pratt Mathern.

46/24 PLANNING APPLICATIONS – Plus any applications received after Agenda is issued.

- a. New applications –
DM/2024/01146 Rhewl Cottage – Mod removal of conditions - Information only
- b. Decisions and Appeals –
- c. Enforcement -

47/24 CORRESPONDENCE AND FORTHCOMING MEETINGS

10 09 2024 OVW Training List for Cllrs
11 09 2024 MCC advise on Vacancy Pwllmeryic
12 09 2024 Email set up for David Carne confirmed
13 09 2024 Outstanding invoice Wales Audit
13 09 2024 Police Report
17 09 2024 Circuit details updated with new pads on defib
17 09 2024 Receipt from Wales Audit fee received
16 09 2024 Confirmation accept invite to October meeting C Touhig
18 09 2024 Financial standing orders sent to Wales audit
19 09 2024 Consultation (circulated to all Cllrs) Housing committee
20 09 2024 Infrastructure Wales Act 2024 (circulated to all Cllrs)
23 09 2024 Confirmation Training OVW Cllr D Carne Code of conduct 02 10 2024 New
Councillor induction 6 11 2024.
25 09 2024 Receipt of Annual statement IRL
26 09 2024 Pay approval Cllr M Sidwell – clerks pay
28 09 2024 Rent invoice Village Hall £20.00
30 09 2024 OVW meeting Newport – 24 10 2024 – 7pm
01 10 2024 Governance Report G Albert re Clerks Pension
01 10 2024 Stock IT Invoice 59.40
01 10 2024 Invoice re Governance report - £348. Including Vat Albert Goodman
01 10 2024 Notes MCC re Give dog fouling the red card
01 10 2024 Planning MCC DM/2024/01146
02 10 2024 Merlin Invoice Dog bins collection £93.60
02 10 2024 C Wheeler re planting of War Memorial boxes
05 10 2024 Apologies for meeting G Page – County Cllr L Brown
05 10 2024 Certificate D Carne – Code of Conduct
06 10 2024 Update MCC highways closed 19168553/17533865

48/24 OTHER MATTERS FOR DISCUSSION

Community Resilience Plan – Climate Emergency

This is ongoing

Pwllmeyric Co-Opt Vacancy

One interested candidate awaiting written application.

Website Updates -

These were completed by James Anderson

Clerk to update Councillors details on website.

Remembrance Service War Memorial 10th November 2024

- Traffic Management -: Cllrs S Stephens and Cllr D Carne to carry out traffic management
- Clerk to order cones and signage from MCC
- Clerk to organise the Burglar
- Cllr M Sidwell to organise chairs to the Memorial

Councillor vacancy Mathern Ward

Following the death of Cllr David Harris – MCC have issued a Notice of vacancy in office of a Councillor for Mathern Ward

In order for an election to take place, we need ten electors from the ward to request that we hold an election by the 7th November 2024. If we receive the request by that date, we will look to set a date for the election after that. If we do not receive a request by that date, the council can then co-opt someone to fill that seat

**Councillors would like to send a floral gift to Cllr D Harris widow Elizabeth Harris
Matter to be discussed at next meeting.**

49/24 PROJECTS AWAITING COMPLETION

Risk assessments Mathern

Work re Risk assessment 2023/2024 Benches/telephone box/ War Memorial fence

Clerk to Chase

50/24 DATE OF NEXT MEETING

Next meeting: Monday 11th November 2024

Meeting ended at 8.30