

Llangattock Vibon Avel Community Council
Cyngor Cymuned Llangatwg Feibion Afel

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Minutes of the Llangattock Vibon Avel Community Council Public Meeting	
Date	Thursday, 1 st December 2016 at 7.30 pm
Venue	Hilston Park
Chair	Councillor Len Lane
Also present	Councillors: Ray Bowen, Graham Edmunds, Diane Fitchett, John Kennedy, Steve Morgan, Yvonne Price, Desmond Pugh, Robin Wintour. Also County Councillor Ruth Edwards
In attendance	Mr Mark Nicholas, Clerk to the Council

1. Apologies for Absence

None.

2. Declarations of Interest.

It was agreed to make declarations of interest as and when any arose during the course of the meeting.

3. Minutes of the Last Meeting

The minutes of the previous meeting held on November 3rd were confirmed as being a true record of the proceedings.

4. Guest Speakers

A Rockfield resident spoke to the meeting and answered questions about website ownership and control.

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5. Questions and Comments from Members of the Public

None.

6. Updates and Progress (except where covered by other headings)

None.

7. Correspondence and Consultations (except where covered by other headings)

4th November From Monmouthshire County Council (MCC), North Monmouthshire community events to feature latest on superfast broadband

7th November From MCC, a press Release – Council calls for reassessment on business rate revaluation

10th November From One Voice Wales (OVW) “Talking Future Generations report”

14th November From MCC, Council Chairman pays tribute to the fallen of past conflicts.

15th November from a Rockfield resident, information about British Telecom Community Fibre partnership.

15th November, from MCC Press Release – Council provides free Christmas parking boost for Abergavenny, Chepstow and Monmouth. Free Saturday parking dates in the three towns will be on 3rd, 10th and 17th December.

18th November, from David Davies, MP, an email about Business Rate rises.

24th November, from OVW, an information Bulletin.

26th and 29th November, from MCC, information about the success of the National Eisteddfod held in Abergavenny, highlighting the fact that a profit of £6000 had been achieved.

28th November, from MCC, information about National Consumer week.

28th November, the Clerk had emailed John Pearson, Local Democracy Manager at MCC to request a copy of the electoral register. The Clerk had also requested guidelines as to how much the Community Council might be expected to pay towards the election, with a view to making an allowance for the election within the 2017/2018 budget. The Clerk distributed copies of the electoral roll request form to Councillors at the meeting, and agreed to scan and forward them to MCC as they were completed.

Website The Clerk had received emails from 1 & 1 (hosting provider for the Community Council’s website) concerning domain renewal and payment for same. This had raised concerns as to whether access to, and visibility of, the website would continue in the event of payment not being made in good time. The Clerk had emailed 1&1 and Ronald Gjisel (nominated as successor by the original host and designer, Tregate Design) to enquire about payment and the continuing availability of the website. 1&1 replied to say that they were unable to answer any queries, and that enquiries should be directed towards Ronald Gjisel, who had then failed to reply. The Community Council discovered at a later date that the website domain did in fact belong to the Council, and that it had been renewed, presumably by Ronald Gjisel. The Council agreed that it was most unsatisfactory that no answers to enquiries regarding continued use of the website could be obtained. It was also felt that the Council should have an

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over-riding or shared direct access to the website control panel in the event of there being any problems with a hosting contractor. It was agreed that the Clerk should contact Ronald Gjisel about these matters after Christmas.

8. Planning Matters

17th November, from MCC. An email detailing planning updates and offering training in the new year, after May 2017.

24th November A local resident had enquired about building work at No 1 Smithy Cottages, Crossways, Newcastle, Monmouth, NP25 5NW. This is a wooden shed approximately 12 foot x 25 foot, together with hard standing for a fixed caravan.

1st December. A resident had raised concerns about an apparent change of use at the Old Priory, Skenfrith

9. Financial Matters

The meeting agreed to authorise the following payments:

£15.00 Gwent Outdoor Centres - hire of room for this meeting.

£216.60 Net Clerk salary for November.

£216.60 Net Clerk Salary for December, to be submitted in January.

£162.40 Quarterly payment to HMRC against Clerk's salary, to be submitted in January.

£191.70 Clerk Expenses from his appointment to date of this meeting.

£90.00 Fee for One Voice Wales Annual Conference & General Meeting.

£1000.00 to be transferred to the Community Council's Churchyard Account.

£200.00 as an interim payment (out of a total of £309.60) for errors in calculating the Clerk's salary. To be split between a net payment to the Clerk and a payment to HMRC.

£400.00 for a laptop and suitable software for use by the Clerk and Community Councillors.

Budget Monitoring – 2016 - 2017. The meeting examined a table brought by the Clerk to monitor actual expenditure against budgeted expenditure for the current (2016/2017) financial year. Councillors were pleased to note that actual & predicted expenditure for the current (2016/2017) year would be about 20% below the budgeted amount. That is, actual expenditure would be in the region of £7500, rather than the budgeted £9649. This was primarily driven by savings generated by a move to paperless communications. (see annex 1, page 2085).

Budget for 2017 – 2018. The meeting agreed a budget of £9373.21 for the next financial year. (see Annex 2, page 2086).

Precept for 2017/2018. Kevin James, MCC, had sent a letter requesting that the Community Council submit their precept request by January 20th, 2017. The meeting resolved to request a precept of £9,300.

Bank Mandate. Problems are still occurring in enabling the Clerk to obtain access to paper and online statements, in spite of following earlier advice from Lloyds to send a letter changing the mandate. An online form has now been identified by Lloyds, and it is hoped that this will resolve the problems when it is submitted.

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10. Highways, footpaths & transport

13th November, from Rail & Bus for Herefordshire: details of a new number 438 service on Tuesdays only, travelling from St. Weonards to Abergavenny via Skenfrith and Cross Ash, amongst other stops.

15th November, from MCC, a Rights of Way Improvement Plan (RoWIP) Consultation. Comments are invited until Jan 29th.

Skenfrith Highways Issues. Community Councillor Graham Edmunds made the meeting aware of several highways issues around Skenfrith, mainly involving blocked drains creating hazardous driving conditions in freezing weather and also causing deterioration to the road surface. The Clerk requested that he be emailed the details so that he could summarise them and send them on to MCC Highways.

MCC Highways department incident number 022981 Road surface on route 21.7 (Whitehall Lane) This had been the subject of numerous phone calls and emails from Community Councillor Robin Wintour and the Clerk to MCC Highways department, going back several months. The Councillors appreciated that any solution to the problem could be delayed due to funding and weather issues. However, the lack of response from MCC and their failure to keep the Community Council informed was felt to be unacceptable. The meeting requested that the Clerk submit a formal complaint as to the lack of response and communication around this issue.

11. Environment, recycling, waste

15th November, via OVW – a new Natural Resources Wales (NRW) number for reporting incidents, 03000 65 3000.

Councillor Graham Edmunds informed the meeting of current and past issues concerning build-up of brush wood on the up-stream side of the road bridge over the Monnow at Skenfrith. It was agreed that Councillor Edmunds would send any information he had to the Clerk who would then contact NRW the following week.

12. Education and lifelong learning

10th November, from MCC – County Council to survey parents over Welsh-medium provision.

13. Health and Wellbeing

7th November. From MCC, a press release – Council aims to extend opportunities for outdoor recreation in Monmouthshire with consultation exercise.

16th November. From MCC, Monmouthshire County Council is to raise awareness of International Men's Day with a series of activities taking place on Friday 18th November. This year's campaign centres on mental health and its theme is Stop Male Suicide.

14th November. From MCC, a press release – The Senedd recognises the valuable role of Monmouthshire's Occupational Therapists Sarah Vaughan and Kirsty Smillie from Abergavenny's Mardy Park Resource.

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28th November, from MCC, a press release about new legal requirements to signpost food hygiene ratings when food is ordered without visiting the premises.

29th November, from MCC, Conference celebrates Monmouthshire Flying Start 10 year Anniversary. This is a useful service supporting families with young children that is unfortunately not available to rural residents of Monmouthshire.

14. Visits by Councillors and Clerk

22nd November. Community Councillor Robin Wintour had attended a “community event to feature latest on superfast broadband” at Llanvapley Pavilion, run by MCC.

15. Llangattock Churchyard

Councillor Len Lane reported that the Churchyard was in a very presentable condition and that there would be no further grass cutting until spring of 2017.

16. War Memorials

Members of the Council had laid wreaths and attended memorial services at Llangattock and Skenfrith War memorials.

17. Date of Next Meeting

The next meeting of the Community Council will be held on Thursday, 2nd February at 7.30 pm at Hilston Park.

18. Announcements and Comments of Interest.

The meeting was pleased to note that the construction of the new Specialist and Critical Care Centre (SCCC) in Llanfrechfa Grange, Cwmbran will now proceed, being expected to open in 2022.

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Annex 1 to minutes of meeting held on December 1st 2016

2016/2017 Budget Monitoring.

Actual & Projected Spending compared to original budget as at 30th November 2016

Item	Budgeted £	Actual or predicted £	Percentage of Budget	Variance % +/-	Notes
Clerk (gross)	4549.00	3737.10	82.15	-17.85	Budgeted amount is based on previous Clerk. Actual is based on current Clerk. Both are gross. 16/17 budget was originally shown as two separate amounts - clerk (nett) £3639 plus HMRC £910.
SLCC	110.00	110.00	100.00	0.00	
OVW	150.00	132.00	88.00	-12.00	
Auditors	500.00	500.00	100.00	0.00	
Photocopier	450.00	100.00	22.22	-77.78	£37.76 spent as at 30/11/2016
Noticeboards	90.00	90.00	100.00	0.00	Nothing spent yet, but some repairs are needed.
Expenses	1000.00	300.00	30.00	-70.00	£190 to 30/11/2016.
Room Hire	200.00	150.00	75.00	-25.00	(£120 @ 30/11/2016)
Donations	400.00	300.00	75.00	-25.00	(£300 @ 30/11/2016)
Contributions	1000.00	1000.00	100.00	0.00	To Churchyard account
Courses	200.00	100.00	50.00	-50.00	estimate
OVW Agm	150.00	75.00	50.00	-50.00	Fee only - Graham Edmunds declined to present expenses
Insurance	390.00	354.10	90.79	-9.21	
Churchyard	310.00	310.00	100.00	0.00	Grass cutting
Website	150.00	250.00	166.67	66.67	£150 has been spent as at 30/11/2016. An extra £100 has been allowed to cater for potential changes in the website.
	9649.00	7508.20	77.81	-22.19	

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Annex 2 to minutes of meeting held on December 1st 2016

Community Council Budget for 2017/2018, shown against previous budget.

Item	2016/2017 Budgeted	2016/2017 Actual or estimated	2017/2018 Budget	Notes
Clerk (gross)	4549.00	3737.10	4188.21	
SLCC	110.00	110.00	110.00	
OVW	150.00	132.00	150.00	
Auditors	500.00	500.00	500.00	
Photocopier	450.00	100.00	120.00	Assuming Konica can be returned, to buy small printer & cartridges
Noticeboards	90.00	90.00	100.00	
Expenses	1000.00	300.00	250.00	
Room Hire	200.00	150.00	175.00	Allowing for small increase in rates
Donations	400.00	300.00	400.00	
Contributions	1000.00	1000.00	1000.00	To Churchyard account.
Courses	200.00	100.00	200.00	
OVW Agm	150.00	75.00	150.00	
Insurance	390.00	354.10	390.00	
Churchyard	310.00	310.00	320.00	Grass cutting.
Website	150.00	250.00	75.00	
Skenfrith War Memorial.	0.00	0.00	45.00	Grass cutting
May Elections	0.00	0.00	1000.00	Actual amount will depend on if/how many seats are contested
By elections	0.00	0.00	200.00	To allow for a contested by- election within the year.
	9649.00	7508.20	9373.21	