

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, June 13 th , 2018 at 8.00pm
Venue	Hilston Park, Newcastle, NP25 5NY
Chair	Councillor Yvonne Price
Also present	Councillors: Graham Edmunds, John Kennedy, Steve Morgan, Desmond Pugh, Yvonne Rees, & Robin Wintour.
In attendance	Mark Nicholas, Clerk to the Council

1. Apologies for Absence

Councillors Len Lane and Ray Bowen.

2. Declarations of Interest.

None were received as regards the published Agenda. Councillors agreed to identify any that arose during the course of the meeting.

3. Minutes of the Last Meeting.

The minutes of the previous meeting held on Thursday, May 3rd 2018, were confirmed as being a true record of the proceedings.

4. Guest Speakers.

None.

5. Questions and Comments from Members of the Public.

None.

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6. The Community Council Website

WelcometoIT, the host for the Community Council website and emails, had contacted the Clerk to inform him that they would be winding up their business by the end of May, due to unexpected circumstances.

The Clerk had explored various options to preserve the existing Community Council website and email address. These were:

- Find a new host for the website and emails. Various potential suppliers were contacted, and while this option offered the advantages of ease of use, it was expensive, as every potential supplier insisted that they would have to “rebuild” the website to suit their working methods, at a cost of around £500.
- Transfer the existing site to, and deal directly with, a webhosting Company for a small transfer charge and a monthly payment £3.59. This offered the advantages of cheapness, although the ease of maintenance and uploading documents (such as minutes), would be a concern in the initial stages.

Following discussions, it had been agreed to follow the second option, on the grounds of saving the £500 rebuilding fee, and the fact that it could be done quickly enough to remove the risk of the Council immediately losing its digital presence for potentially, several weeks. Also, should this option prove less than satisfactory in practice, the Council will still be able to adopt the first option at a later date, with more time to explore suitable suppliers and give prior approval for funding at a normal meeting.

With the assistance of the out-going Supplier, the Clerk transferred the website and emails to Bestwebhosting, for a small transfer fee, and a monthly fee of £3.59 (paid directly by the clerk, and to be reclaimed via his expenses).

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

GDPR – 11th May, an update from One Voice Wales (OVW) confirming that there has been an amendment to the GDPR Bill to exempt Community Councils from appointing a Data Protection Officer (DPO)

The Clerk had attempted to register the Council with the Information Commissioner’s Office but had been blocked by the automated process continuing to demand that a DPO be identified. The meeting decided that further attempts at registration should be delayed until the situation regarding compulsory registration became clearer.

Broadband. 14th May, an acknowledgement from Katherine Jordan, at Nick Ramsay’s office, concerning the Clerk’s earlier email about poor broadband reception within the Community Council area. Councillor Robin Wintour gave the Clerk a contact for seeking advice about the website.

Insurance. The Council’s existing insurer is leaving this area of business, but a new insurer has been found, at a cheaper rate than previously. Care had been taken to ensure that the new policy covers War Memorials, which it does, to the value of £35,000.

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

3rd May, from OVW, a “Guide to our Services”

10th May, via OVW, from the Wales Audit Office, “Action must match enthusiasm...” regarding the Future Generations Act.

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Minutes from the OVW Monmouth/Newport area Committee meeting held on the 19th of April.

14th May, via OVW, a Welsh Government Natural Resources Bulletin.

25th May, from OVW, the May news bulletin.

9th June, via OVW, a new set of Standing Orders for Community Councils. The Clerk will signpost optional areas and those requiring specific input by the Community Council. Adoption of a suitably amended version of the new Standing orders will be an Agenda Item for the next meeting.

11th June, from OVW, news of a cluster meeting to be held at the Shire Hall in Monmouth on Tuesday, 19th June.

12th June, from Monmouth Town Council, notice of an extraordinary meeting to be held on Monday, 25th June.

From OVW, Notice of the Monmouth/Newport area Committee AGM, to be held at Usk, on Thursday, also a nomination paper for Chair and Vice-Chair.

9. Planning Matters

DM/2018/00551. 11th May. Abbey Bridge Cottage, Mill Road, The Hendre, NP25 5HJ. Two storey extension and landscaping. (11th May)

From Monmouthshire County Council (MCC), some emails about mixed Welsh/English addresses, and notice of an enforcement training event at County Hall on 11th June.

DM/2018/00925, 5th June. Agricultural Building on Brink Road, NP7 8UH.

Cross Ash affordable housing. 11th June, an email had been received about re-activating an earlier (DC/2017/01335) Planning Application for the former garage site at Cross Ash. This raised the possibility of a site meeting with members of the Community Council. The meeting agreed to defer a decision on this until the next meeting.

DM/2018/00933, 12th June. Land West of Whitehouse Farm, Crossway, NP25 5NS. A cider production facility, together with offices and a shop.

12th June, from MCC, a report, and power point presentation on the recent enforcement training at County Hall. Also, lists of new and completed enforcements.

Breach of Planning Conditions – A member of the Public had passed on information about a potential breach of planning conditions. The Clerk will contact MCC Planning and enquire if there are any grounds to investigate.

10. Financial Matters

Annual Return for Welsh Audit Office, and Community Council **Accounts for 2017/2019.**

The Clerk prepared the Annual Return and accounts and submitted them to Broomfield Alexander for internal auditing. Copies of the accounts had also been sent to Councillors for examination prior to the meeting.

Councillors approved the Return and Accounts, and the Chair and Clerk signed and dated the documents. The Clerk will now send the Return and accounts to the External Auditors.

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Statement of Accounts and Bank Reconciliation for Year Ending 31st March 2018

Funds brought Forward 1st April 2017		
Account	£	Reference
Lloyds Treasurers a/c	2042.15	Statement 88 Tr. a/c
Lloyds Bus. Bank Instant	6657.36	Statement 79 BBI a/c
Nationwide	3115.13	Pass Book
Total	11814.64	

Receipts for Year Ending 31st March 2018		
Source	£	Reference
Precept	9300.00	Letter & BBI a/c statements 79 & 80
Other(s)	7.73	BBI a/c statement 82, C.A. Passbook
Total	9307.73	

Funds Carried Forward at Year End		
Source	£	Reference
Brought Forward from y/e April 2017	11814.64	See first table above
Receipts	9307.73	2017/2018 rec.doc.
Expenditure	(8759.75)	2017/2018 exp. doc.
Total Carried Forward at y/e	12362.62	

These Cumulative Funds are represented by:		
Account	£	Reference
Lloyds Bank 00084141 Treasurers a/c	482.40	Statement 1 Tr. a/c
Lloyds Bank 00748589 Bus. Bank Instant	7761.46	Statement 82 BBI a/c
Nationwide 0482/703 987 028	4118.76	Pass Book
Total Funds in accounts at 31/03/2018	12362.62	

Register of Assets at Acquisition Value, at 31st March 2018.

Item	Value - £
War Memorial at Llangattock Churchyard	1.00
War Memorial at Skenfrith Village, with Slate Name Plaques added to above in 2016	1.00 2397.60
An antique set of Handbells	1.00
Noticeboards	500.00
Laptop (inc software, keyboard & Mouse)	539.00
Printer	59.00
Total value of Assets	3498.60

Note, by the Auditor's protocol, assets are valued at cost if known, or at £1 if the cost value is unavailable.

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Copies of accounts documents are available on request from the Clerk.

The internal auditor had recommended that bank reconciliations be done more frequently, than at present. The new Standing Orders (see item 8) provide a template where quarterly intervals are indicated. A suitable interval will be considered at the next meeting, when adoption of the Standing Orders will be a separate agenda item.

The meeting agreed to authorise the following payments:

£51.00 Monmouthshire County Council, hire of room for this meeting (June 13th), and £17 each for the meetings of 8th March and 5th April. The original £17 cheques for the March and April meetings having been made out to Gwent Outdoor Centres.

£325.96 BHIB Ltd – Annual insurance for the Council.

£279.22 Net Salary for the Clerk, for May.

£6.00 for balance of SLCC membership, and **£20.00** to ALCC.

£18.00 J.Brimble, for Grass cutting at Skenfrith War Memorial.

11. Highways, footpaths & transport

30th May, from MCC Highways. Details of road closures due to the Abergavenny Festival of Cycling on the 24th of June and the 6th of July.

The Clerk had requested MCC Highways to resume cutting the triangle of grass on the on the junction of the B4347 and B4233 at Rockfield (see also item 18).

12th June, a newsletter from Western Power giving an update about refurbishment of the National Grid and associated road and footpath closures.

12. Environment, recycling, waste

10th May, an email from Sue Parkinson, Waste and Recycling Education Awareness Officer, MCC, about a dog fouling awareness day.

5th June via OVW, a WAG newsletter about sustainable drainage on new developments in Wales.

13. Education and lifelong learning

Councillor Desmond Pugh informed the meeting that building of the new comprehensive had fallen behind schedule by a further 5 days.

14. Health and Wellbeing

Tom Pitts Tucker of The Village Life Community Project had contacted the Clerk to enquire if it might be possible for the Project's defibrillators to be covered by the Community Council's insurance, either within the existing fee, or for a small extra charge?

The Clerk is awaiting a written reply from the insurers as regards this matter.

15. Visits by Councillors and Clerk

None.

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16. Llangattock Churchyard

Grass cutting continues and the Churchyard is in a very presentable state.

17. War Memorials

100th anniversary of end of World War 1 this November.

23rd May, from Andrew Tuggey CBE, Vice Lord-Lieutenant of Gwent, an offer to place a deputy Lord Lieutenant at Remembrance Day services. Councillors will make enquiries.

17. Date of Next Meeting

The next meeting of the Community Council will be held at Hilston Park, on Wednesday, July 11th, at 8.00 pm.

18. Announcements and Comments of Interest.

Councillor George Edwards informed the Council that Mrs Sue Senekal, 3 Post Office Row, Rockfield, Monmouth, NP255PY, had stopped cutting the grass on the Rockfield triangle after 24 years. It was agreed that the Chair should provide a suitable a suitable small gift as a token of appreciation on behalf of the Community Council.