

Minutes of the Ordinary Meeting of Trellech United Community Council of Monday 17th July 2023, which commenced at 7:00pm at Pelham Hall, Penallt.

Attendance: R Decker-Thomas (Chair), A Poulter, L Wakerley, G Weston, D May, S Geddes, K Darlow, N Scarr, E Webb, K Tarbox (7:10pm)

In attendance: Catherine Baker (clerk), County Cllr J McKenna (Zoom), County Cllr R John (Zoom), Public x 2 (in person)

2307.01 APOLOGIES

None

2307.02 DECLARATIONS OF INTERESTS

None

Resolved: To bring item 2307.05 I 5 (DM/2023/00749) forward as the applicant has attended the meeting.

Item discussed and response agreed. Recorded in Min. 2307.05 I 5. The Chair thanked the applicants for attending and for answering and clarifying a few points for Council. Residents left meeting following decision of response.

2307.03 MINUTES

Resolved: To approve the minutes of:

I Ordinary Meeting of 19th June 2023

II Extraordinary Meeting of 29th June 2023

2307.04 CLERK'S UPDATES

The Clerk recommended that Council exclude press and public for updates on HR matters and Council land holdings.

Resolved: To exclude press and public in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to discuss confidential HR and land holdings matters.

Working hours - Update given regarding current additional work. Working group agreed at June meeting due to meeting in August to write job description, advert etc. for the admin assistant role.

Llanishen Pond - Further information to be sought.

2307.05 PLANNING

I Resolved: To provide MCC with the following responses to planning applications:

1. DM/2023/00833 Woodway, Beacon Road, Trellech, NP25 4PS - Demolition of existing store buildings and construction of new holiday let. **TUCC in support**
2. DM/2022/01750 Min Y Nant, Hoop Rd to Pilstone House, Whitebrook, NP25 4TT - Two storey side extension, rendering the north east and south east elevations and extension to the outbuilding/conversion. **TUCC have no objection other than that the heritage comments already made should be heeded.**

3. DM/2023/00625 The Lion Inn, Church Street, Trellech, NP25 4PA - New gable door opening to create Access for All, reversing approved door and window opening to approved extension. **TUCC in support.**
4. DM/2023/00829 Carrick, North Lane, The North, NP25 4QH - Retrospective consent for timber balcony added to first floor bedroom and consent for a flat roof to garage replaced with dual pitched felt tiled roof. **TUCC have no objection.**
5. DM/2023/00749 Frostlands Bungalow, Hoop Rd, Penallt, NP25 4RY - Change of use from B1 workshops to residential holiday let accommodation. **TUCC in support**
6. DM/2023/00886, Willow Barn, Moor Lane, Pen Y Fan, The North, NP25 4RA - *There was some confusion over this application, and another at the site (00883) which has not yet been validated.* **TUCC has not yet been consulted on 00886 but if the information on the MCC Planning Portal is correct and complete TUCC has no objection to that particular application, and will await consultation on 00883.**

II No planning applications received since preparation of the agenda.

III MCC June and July planning decisions noted.

IV Process of reviewing and presenting planning applications

The Chair reinforced that it is each councillors' duty to ensure that they come the meetings fully prepared for discussions and making decisions, which includes having reviewed planning applications ahead of time, regardless of which ward they sit within. Presentations from ward members where they feel this would be beneficial or helpful (such as providing photos or maps) are still welcome.

Resolved: To form a Planning Committee to meet on the 1st Monday of the month in order to meet the 21 day deadlines of the planning authority; Terms of Reference to be approved at the September Ordinary Meeting.

2307.06 FINANCE

Resolved: To approve payment as listed in the payment schedule, and for Cllrs Poulter (if available) and Wakerley to authorise online banking payments:

Payee	Inv No.	Service	Amount
Merlin Env	1453	Dog waste emptying	£200.20
Clerk	N/A	July salary	£413.80*
HMRC	N/A	July Tax & NI	£97.00
Playworks		July Payroll	£20.00
Clerk	N/A	Reimbursement:	£194.94
		Mileage and purchases	
Pelham Hall	N/A	Hall hire x3 in 2022	£94.50
Pelham Hall	N/A	Hall hire April & July 2023	£63.00
G H Boulton	N/A	Internal Audit	£135.00

II **Resolved:** For Cllr Geddes to sign the bank reconciliation for June 2023.

III 1st quarter spending noted.

2307.07 DEFIBRILLATORS

I Presentation played for the Meeting including a Zoll AED training video showing how to check the battery status of a defibrillator, how to change the batteries when needed, and how to change the electrode pads. Noted that a check of the defibrillator requires a battery status check (green tick will be visible if ok, red cross if batteries need replacing), as well as checking the kit containing scissors, razor, etc. is in the bag. Clerk to distribute the presentation following the meeting.

A demonstration and explanation of The Circuit logging system, and the Secondary Guardian role was given by the clerk.

II **Resolved:** That the following councillors will be registered by the clerk as Secondary Guardians: L Wakerley - Catbrook; K Darlow - Trellech (Babington); K Tarbox - The Narth; G Weston - Llanishen

III Defibrillators checked (except Trellech) by the clerk and Cllr Decker-Thomas on 14th July. Current status of defibrillators reported to Council:

The Narth, Whitebrook, Penallt - all OK.

Llanishen - OUT OF ACTION - new batteries required.

Catbrook - OUT OF ACTION - new batteries required, and cabinet is code locked and jammed shut (possibly due to low battery)

The clerk has updated The Circuit to reflect the out of action defibrillators and will work to get them back in use as soon as possible.

In addition, Penallt and Whitebrook (New Mill) defibrillators are sited in old red phone boxes, both of which are becoming overgrown with brambles, and the AEDs are covered with cobwebs and dead insects.

2307.08 BIODIVERSITY

Update from Cllr Weston and Clerk regarding Llanishen Pond given during item 2307.04.

2307.09 COUNCILLOR TRAINING

I To note any training courses attended since the last meeting: Cllr Decker-Thomas was due to attend the OVW module 'The Council as an Employer', however due to low number OVW cancelled the session and Cllr Decker-Thomas was unable to make the rescheduled session.

2307.10 MEETINGS

I To agree date and time for the next two meetings of the Finance Group. (July - review of 23-24 budget, reserves, and other finance matters; October - 24-25 budget setting)

Resolved: To hold a Zoom Finance Group meeting on Friday 28th July 2023 at 1pm, and to set the October meeting at the same time and day slot, date to be confirmed.

II **Resolved:** That an Ordinary Meeting will be held via Zoom during the August recess if there is a need due to urgent business (including planning applications and urgent finances).

2307.11 REPORTS

I Update received from Cllr May on progress on new website. Excellent progress on website with plan for launching in July.

II Gwent Police report for June received.

III • Cllr Decker-Thomas provided an update on a meeting with Welsh Water and County Councillors regarding the Whitebrook water issues. There are now plans for a full overhaul of the pipeworks in the area costing approximately £7-8million. A presentation was given at the meeting which Cllr Decker-Thomas will share with councillors via email.

• Update received from Cllr Weston on Wye Valley Villages meeting.

• Cllr Decker-Thomas provided some feedback on topics presented at the OVW area conference. It was recommended that Councils have a greater awareness of the report of the local Public Service Board (PSB), and that this be used to inform plans for the coming year/s. Cllr Decker-Thomas suggested to Council that an 'away day/morning' workshop be organised to formulate this, to be held in early November on a Saturday morning. To be added to the October agenda.

IV County Councillor McKenna provided updates regarding the changes in speed limits and associated signage. There is currently confusion as there seems to be a change in the speed limits on roads in Trellech Grange and Whitelye being displayed as part of the Traffic Order Consultation, that were not part of prior discussions. Cllr McKenna is in discussions with MCC to find out when these changes were made. Cllr McKenna and community councillors felt the changes were not appropriate for the roads in question.

Council updated on the Scrutiny (and subsequent Cabinet) meetings due in the next two weeks to approve Gypsy and Traveller sites in Monmouthshire. At present sites in Mitchel Troy, Monmouth, Magor, and Undy have been shortlisted, however MCC have put out a call for sites across Monmouthshire again as none of the existing sites fully fit the criteria to see the needs of the Gypsy and Traveller communities.

2307.12 CORRESPONDENCE

Correspondence schedule received.

2307.13 NEXT MEETING

The next Ordinary Meeting will take place on Monday 18th September 2023 at 7pm at the Babington Centre, Trellech. Apologies submitted by Cllr Decker-Thomas for this meeting.

The meeting closed at 10:00pm.

Signature of Chair:

Date: