

# Llantrisant Fawr Community Council

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**Minutes of the Ordinary Council meeting held at the Village Hall, Llangwm, on Tuesday 6 December 2022 at 7.30pm.**

**Present :** Cllr. John Watkins (Chairman), Cllr. Bob Trigg, Cllr. Glyn Williams (Vice Chairman), Cllr. David Williams, Cllr Steve Jolliffe, County Cllr Rachel Buckler, Mrs. Jayne Stoodley (Clerk).

**1. Apologies for Absence:** Cllr Malcolm Hatfield, Cllr Gwynfor Gardiner.

County Councillor Rachel Buckler of Devauden Ward joined the Council Meeting to introduce herself and offer help for any current or future issues the Council might have. Particularly to work with us in the areas of Ad Hoc Broadband, Traffic and Speeding. Councillors heard that highways are a major problem in the area, with road surfaces in very poor condition and very little money available currently for improvements. Cllr Buckler went on to explain that she was on two Committees. The People Scrutiny Committee, dealing with Social care and Education and the Democratic Services Committee which ensures the Council is held to account and that everything in our Democracy works as it should.

Cllr John Watkins offered an Open Invitation for future Council Meetings and confirmed the Clerk would advise of upcoming dates.

**2. Declarations of Interest and Office:** There were no declarations or conflicts noted. Councillors provided their duly completed forms to the Clerk.

**3. Minutes of the Ordinary Council Meeting held on 1 November 2022:** Agreed as a correct record by all present and signed by the Chairman.

**4. Matters Arising from the Council Meeting held on 1 November 2022:**

Bridge Inn Llangwm – Councillors were informed by the Clerk that Stephen Griffiths (Strategy and Policy Officer for the Housing & Communities Department) advised he had visited the property and taken photographs of its condition and poor state. He has since sent a letter to the owner (Buttermere Properties) but as no reply was received, is sending a further letter with a stronger tone, advising the departments that would now become involved to resolve the problem of the building. (Environmental Health, Planning and Building Control). Clerk will update Councillors of any progress received.

Llantrisant Fawr Community Council Website - Cllr John Watkins spoke about his contact with Issy Brown a Web designer who had built and maintained several Council Websites and also produced the Website for the Greyhound Pub in Llantrisant. Issy has agreed to provide a quote to the Council of the costs involved. Cllr James Hawkins also put forward a suggestion of a Company he had seen advertised called 'Netwiseuk.com'. The Company's charge for a basic Community Council Compliant Website, has a set up cost of £400 with a charge of £220 per year for Running costs. It was agreed that all 3 of the options on offer should be

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explored to determine the Companies have the relevant experience and could meet our requirements.

## **5. Highways Issues - Updates on Matters reported:**

Installation of a Vehicle Messaging Sign for Usk - the Clerk reported a request had been sent to MCC Traffic Safety Manager for their attention and response.

Cllr Bob Trigg spoke about the increase of traffic through Usk and the problems experienced by drivers travelling through to reach the A449. When traffic issues/accidents happen on this route, the community experiences big hold ups and traffic delays. However, installation of a VMS System on the road out of Usk, would allow the community to be pre warned beforehand and choose alternative routes for their journey.

Welsh Water Traffic Diversions – the Clerk reported a letter had been received from Welsh Water apologising to residents for the inconvenience caused previously, by the closure of Route 71. The letter explained all planned road closures are agreed beforehand with Monmouthshire County Council and are either accepted or rejected when an alternative route would then be put forward. However, where diversions are put in place for Emergency works and go on to cause unnecessary traffic issues and problems, then these should be reported immediately to Welsh Water on 0800 052 0130 ( 24/7 ) where the issue can be dealt with at that point in time.

Cllr Rachel Buckler confirmed she would highlight our concerns over Emergency Road Closures put in place by Welsh Water to Monmouthshire Council

Outstanding Road Repairs – Requests for Cleaning of road gullies between Llangeview and Usk Interchange and the filling of Pot holes in the area behind Llan Y Nant Cottage Llangwm from the Bridge up to the first fields. These requests had been reported to the Highways Dept but as yet there were no estimated times for completion of the work. The Clerk confirmed she would follow up on these issues and endeavor to gain an estimated time for completion.

### **New issues raised by Councillors:**

Cllr David Williams reported Potholes on Road 60.2 between Llansoy and Nant Y Gelli at the Crossroads with a particularly bad area at Twllwyd Wood. Clerk to action.

Cllr Bob Trigg raised the issue of the Cutting of Grass verges in the area. He advised these were last cut at the end of September this year and asked if going forward it might be possible for the Council to pay for the cutting of local verges. Councillors agreed overgrown hedges were a real concern especially on the faster roads, where they became a danger to motorists and could cause damage to vehicles. Councillors felt we would need to determine the areas which came into the Community Council Boundary. Cllr Watkins suggested this should be added to the March 2023 Agenda when Verge Cutting would be due to start again.

### **New issues raised by others:**

None reported.

- 5. Crime Prevention:** Both CSO Christopher Watkins and CSO Andy Jones had provided short reports which had already been forwarded to Councillors. Advice was given of a Local Surgery being held at the Usk Hub on December 8<sup>th</sup> between 10-12 for anyone

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who wished to drop in. An offer was also extended to the Council for a Presentation to be provided by the 'We don't buy Crime Team' as part of the Gwent Police - Safer Neighborhood Scheme. Councillors agreed it was a good way of building a relationship with our local force and the Clerk will make contact to arrange this in the New Year.

## **7. Monmouthshire Borough Council Report:**

No formal report was received but Cllr Buckler had spoken at some length about her new role within Monmouthshire County Council. She said she was very much looking forward to working with us on the issues and problems faced by the Community and that we should feel free to contact her.

## **8. Finance:**

### **a) Llantrisant Fawr Council Bank Account – Updating Signatories.**

The Clerk advised the Bank had now sent out requests for Identification Documents to be provided by the Signatories and this process was ongoing. The Clerk confirmed she would follow up with the bank to establish when the process might be completed.

Cllr Bob Trigg suggested the Council could use online banking with National Westminster as a means of speeding up payments. Following some discussion, it was agreed that as two signatures are required for every cheque written, it would not be feasible for the Council to operate in this way. Clerk will investigate further once the additional Signatories have been confirmed.

### **b) Transfer of funds Llangwm Council Bank Account:**

The Clerk advised the transfer of funds to Llantrisant Fawr Bank account was now complete. Once a statement has been received from Barclays Bank confirming a Nil balance we would be able to contact the current Signatories and request they close the Account.

### **c) Request from Audit Wales:**

The Clerk advised she had received contact from Audit Wales stating they had not received completed Audits from Llangwm Council for the years 2020/21 or 2021/22. This was checked with the previous Clerk for Llangwm Council who confirmed that 20/21 had been submitted as far as she was aware but that 21/22 had not been completed. Audit Wales confirmed we were required to submit these Audits by the end of December 2022.

Cllr Watkins and Cllr Hawkins felt that as Llantrisant Fawr Council is a new and separate entity from the old Llangwm Council, we should not be responsible for completing these Audits or for the costs involved with this. The Clerk confirmed she would report back to Audit Wales and advise them of the outcome of the meeting.

**d) Financial Accounts:** A statement of Expenditure and Income up to the period ending 6<sup>th</sup> December was received and AGREED and signed by the Chair.

**e) Bank Statement:** For the Period 1<sup>st</sup> October to the 1<sup>st</sup> November 2022 was received and signed by the Chair.

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**f) Expenditure.** The following expenses were approved:  
 Clerks Salary for November £874.12p (Including 9 additional hours worked during September and October 2022) plus a Tax rebate due from September and October.  
 Clerks Expenses for the Month of November £34.48p  
 Llangwm Parish Hall Hire from May to November £187  
 Total £1095.60

**g) Appointment of Internal Auditor:** Councillors reviewed a draft letter regarding the appointment of an Internal Auditor. Following a discussion, it was AGREED: that John Turner be invited to undertake the Internal Audit for 2022-23.

**h) Draft Budget 2023-2024:**

Councillors considered a draft budget for 2023-2024 and the amount of precept which would be required for future financial expenditure. Discussion took place regarding the donations provided to assist with Churchyard Maintenance in and around Llangwm and Llantrisant. Councillors agreed this should be ongoing to sustain the upkeep and general condition of the Churchyards. It was also noted the requirement to provide a Website which would require funds to be set aside and also possibly for contributing to the cost of providing improved broadband provision to other rural parts of the community area. It was decided there should be an increased amount set aside for a Community Engagement project, which would be a benefit to the whole community.

After further consideration it was AGREED the Council set the 2023/2024 Budget as follows:

PAYROLL CLERK	£6,734
EXPENSES	£450
BEVERLEY & WILLIAMS	
ACCOUNTANTS	£280
INSURANCE	£320
DONATIONS	£2,000
SUBSCRIPTIONS	£300
HALL HIRE	£400
AUDIT FEES	£400
ELECTIONS	£0
TRAINING	£100
ICO DATA PROTECTION FEE	£43
GRASS CUTTING	£300
WEBSITE SET UP AND MAINTENANCE	£2,000
MISC - COMMUNITY ENGAGEMENT PROJECT	£2,500
ASSET	
MAINTENANCE	£500
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Total	£16,327

**g) AGREED** that the 2023-2024 precept request to Monmouthshire County Council be set at £16,327.00.

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9. Review of Standing Orders: Proposed by Cllr. Watkins, seconded by Cllr. Williams and ADOPTED.

10. Correspondence: An email has been received regarding the Appointment of a Community Councillor for the Standards Committee. Cllr Watkins asked if anyone would like to stand for the position – but the request was declined by all present.

11. Planning: No Applications reported.

12. Ward Reports – None received.

13. HMPS - Prison Update – None received.

**14. Any Other Business:**

Defibrillators – Cllr Hawkins raised the Issue of ongoing maintenance with the existing Defibrillators in Llantrisant and Gwernesney and asked if it would also be possible to fund a further Defibrillator for the Greyhound Pub Llantrisant.

Cllr Watkins suggested he would speak to the department dealing with maintenance of the equipment for both of those areas to ensure both are registered and in good working order. He would also establish if there was currently funding available for the provision of another Defibrillator to be installed at the Greyhound Pub.

Churchyard Maintenance Donations : It was agreed Councillors would approach their relevant wards in regard to the Annual donations given by the Council. The donation requests usually come in the form of a letter presented to the Council at the start of January.

Broadband Performance in Llangwm : Cllr Watkins confirmed that he had written to Broadway regarding the poor connectivity experienced in the village during periods of bad weather. He has invited Broadway to join us at a future meeting and will follow up on his offer in the New Year.

Broadband Installation Issues: Following contact made with the office of David Davies, the Clerk was informed Openreach had provided details of a recently completed project to provide full fibre (FTTP) to residents in the Llantrisant area. By visiting the Openreach Website residents can check their postcode for availability.

Commemorating the Coronation of King Charles III: Councillors were asked if they had received any feedback from their individual Wards on how they might like to mark the occasion. At this point no suggestions had been received, apart from Llangwm Parish Council who were hoping to organize a Hog roast in celebration for the Community. It was suggested that perhaps it was a little too early for Communities to engage and the matter should be raised again on the February Agenda.

The Coronation will be held on Saturday May 6<sup>th</sup> 2023 and there will be a bank holiday to mark the occasion. This is scheduled for Monday May 8<sup>th</sup> 2023, two days after the service at Westminster Abbey.

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Llantrisant Fawr Community Council Notice Boards: Keys for the Llantrisant area Notice boards were given by the Clerk to Cllr. Steve Jolliffe and Cllr. James Hawkins for safekeeping.

Cllr John Watkins gave his apologies as he would be unable to attend the next Council meeting to be held in January 2023.

There being no further business, the chair declared the meeting closed at 9.30 pm.

**Date of next Meeting:** Tuesday 17th January 2023 at 7:30pm

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