

# **Llantrisant Fawr Community Council**

## **Incorporating the wards of Llantrisant, Llanllowell, Gwernesney, Llangwm and Llansoy**

---

**Minutes of the Ordinary Council meeting held at the Parish Hall, Llangwm, on Tuesday 21st November 2023 at 7.30pm.**

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

**1. Apologies for Absence:** Cllr. John Watkins, Cllr. Gwynfor Gardiner, County Cllr. Fay Bromfield.

**2. Minutes of the Ordinary Council Meeting held on 17<sup>th</sup> October 2023:**

Cllr Hawkins highlighted some confusion in the reporting of the uncut grass verge on the road out of Usk. The clerk advised she would make the required amendments and the chairman confirmed he would sign the updated version following agreement by all present that the minutes were a correct record. AGREED.

**3. Matters Arising from the Council Meeting held on 17th October 2023:**

**Visit by Carl Touhig – Head of Neighbourhood Services Monmouthshire County Council**  
Councillors agreed they were very pleased Mr Touhig had attended the meeting. It had offered them the opportunity to meet with him in person to discuss local issues and to highlight their concerns. Councillors requested the clerk write a letter of thanks to show their gratitude for his visit.

### **Audit Wales**

Previous correspondence received from Mr Deryck Evans of Audit Wales had implied there were Audits still outstanding for the previous Llangwm Council. Following this and due to the implications levelled at current Councillors, Cllr Hawkins went on to raise a complaint over the attitude and threatening tone which had been used towards the new Llantrisant Fawr Council.

Cllr Watkins, as a previous Chair of Llangwm Council contacted Mr Evans to discuss the matter further. It was agreed the Clerk should send the last Llangwm Council file which was still held for the year 2021-22 to the Audit Office. This file was sent by courier at the start of November following Mr Evan's return from holiday and no further correspondence has been received since that date.

Cllr David Williams said he felt the Llangwm councillors were still responsible concerning the problem and should assist the Auditors with any information they required.

Signed \_\_\_\_\_

Date \_\_\_\_\_

### **Llantrisant Fawr Community Council Website**

The clerk confirmed she had written to Matthew Hammond of the IT Medic to advise the Council did not wish to proceed with the option of replacement email addresses and also to Isobel Brown advising the existing email addresses were no longer required.

### **'We Don't Buy Crime – Smart Water'**

The Notice agreed by Councillors had appeared on the Llangwm Facebook page, the Llantrisant What's App group and in the Llangwm Herald. The feedback received so far has been poor, but it was realised the project would take some time to get off the ground and for the information to reach all parts of the community.

It was decided various forms of communication could be used going forward, including postal drops to reach those who do not use email or social media. Cllr Hawkins agreed to prepare a follow-up notice to help highlight the opportunity and benefits of joining the scheme. County Cllr Buckler also told Councillors she would be happy to incorporate a piece about 'Smart Water' in her leaflet drop which was planned for the new year.

### **Defibrillator updates**

Following the October meeting, Cllr Gardiner wrote to councillors reporting a crash that had happened in Gwernesney. A car had careered into the Hedge on the corner of the main road, destroying the Village Telephone box. Fortunately, no pedestrians were involved in the collision, but the driver of the car had run off. The Council defibrillator which had been housed in the telephone box had been retrieved from a neighbour's garden by Cllr Gardiner.

The Clerk advised that she had reported the incident to Phil Hill, the council's defibrillator coordinator and arranged for the Defibrillator to be marked as 'Out of Order' and removed from the circuit temporarily. Checks are now being carried out to ensure that the defibrillator is still in working order.

Cllr Gardiner also reported there was an apparently live cable still situated at the location in the neighbours garden, where the old Telephone Box had stood. County Cllr Bromfield was arranging for this to be investigated by Monmouthshire CC.

Councillors requested the Clerk contact Zurich Insurance to establish whether a claim could be put forward for these losses.

### **Renovation of the bench and noticeboard at the site of Llangwm Parish Hall**

Cllr Gardiner to update Councillors in due course.

### **D Day 80<sup>th</sup> June 2024 Event to mark the 80<sup>th</sup> anniversary of the D Day landings**

Cllr David Williams will update Councillors in due course.

### **Evaluation of overnight services at Neville Hall**

A notice from Aneurin Bevan Health Board concerning overnight closures of the minor injury unit at Neville Hall had been posted on the Llangwm Facebook page. The notice encouraged communities to share their views and have their say by completing an online survey.

Signed \_\_\_\_\_

Date \_\_\_\_\_

In view of this it was felt a letter should be sent stating the views of the Council. However, in correspondence with the clerk following the meeting, Cllr Watkins explained he had spoken with the assistant Medical Director about the proposed closure and found there were many factors needing to be considered. In view of this Councillors agreed it would be best to wait until the next meeting when Cllr Watkins could provide a further insight.

### **Gwernesney – Tree branches overhanging Telegraph Lines**

County Cllr Bromfield had sent an update advising she had spoken to the relevant officers at Monmouthshire CC and been informed by them that the responsibility was with the landowner who should liaise with BT. Monmouthshire would however write to the landowner, but the onus would be with him to resolve the problem. Cllr David Williams commented he believed the tree was growing out of the Hedgerow rather than on the owners land.

### **Gwernesney Army Manoeuvres**

Further updates awaited following investigation by the County Councillors.

### **Childrens Christmas Party**

Cllr Jolliffe confirmed that the party would not now go ahead. The organiser had confirmed time constraints meant it wasn't viable. It was NOTED someone may like to take this idea up going forward.

## **4. Highways Issues: Update on Matters reported:**

Gwernesney/Lower Raglan Road - Monmouthshire C.C. Reference :16583772  
Dangerous road conditions for local children walking to meet school buses.

The Highways department had previously confirmed the authority would not support any road alterations due to the minimum width required for the Lower Raglan Road. However, Araf/Slow markings could be considered along with Pedestrians in road signs and the possibility of having the school bus pick up points changed.

Due to the fact no further updates had been received, County Councillors advised they would investigate the matter further. Additional concerns had also been highlighted regarding the current speed limits and road layout in the area.

Cllr Bromfield wrote to confirm that she had spoken with Graham Kinsella (Highways Manager) regarding issues on this road and had requested the speed limit in Gwernesney to be changed to 30mph. She was able to confirm this will be put on the forward working plan for the next financial year. There is no current budget available within the department to act now.

Cllr Bromfield also suggested the next course of action by Monmouthshire CC should be to put speed monitoring strips along this stretch of road, allowing the number of vehicles and vehicle movements on the road to be monitored.

Cllr Buckler agreed these issues would not be resolved until next year's budget became available and then it would be a good idea to have a site visit to the area with Gareth Freeman (Traffic and Road Safety) of Monmouthshire CC.

Signed \_\_\_\_\_

Date \_\_\_\_\_

## **Llangwm Village – Speed and Safety concerns**

Concerns were raised with Cllr Buckler regarding the speed motorists were still driving through the village, despite 20MPH signs being erected. One sign just at the approach to the village before the old Bridge Inn and one at the top of Llan Y Nant Road. Councillors agreed they felt these signs were not always placed in the best position and in some instances weren't erected at all.

To date the Go Safe Van had not visited the village and Cllr Buckler said she hadn't received any updates from the Police but would investigate this further. Cllr Glyn Williams enquired about the option of installing Flashing Speed signs and Cllr Buckler confirmed whilst an excellent idea it would be unlikely to be funded currently because of the shortage of money available. The Chair asked if the Council could pay for this to be installed themselves and Cllr Buckler agreed it would be the best option.

Cllr Buckler suggested Councillors draw up a good list of actions/improvements they would like to see happen and give this to her at the next meeting in January. She would then present this impartial list to Monmouthshire CC Highways team and request a site meeting with everyone concerned.

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

Cllr David Williams raised concerns over the Welsh Water leak on the road between Llansoy and Nantygelli where a new pipe needed to be laid. He explained the Star side of Llansoy Hill had been closed and the diversion put in place had caused an unprecedented amount of traffic through Llansoy, this had resulted in further degradation to the road. He pointed out that the diversion should have instead taken motorists around Gwernesney. Cllr Williams had tackled Welsh Water about this issue and been advised the diversion signs had been put up in the wrong place. Although on a subsequent closure this had been rectified and the diversion placed correctly.

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

None

## **5. Crime – Neighbourhood Police updates:**

Reports were received and forwarded to Councillors.

## **6. Monmouthshire County Council Report:**

County Councillor Buckler informed and updated members on issues relating to local communities throughout the month. She went on to report a meeting she had attended with James Williams, the Chief Monitoring Officer (overseeing the running of Officers and ensuring the Council is operating in a good way). Where she had expressed her view that Council Officers were not responding as they should to issues highlighted to them. Mr Williams replied by insisting this would change going forward.

Cllr Buckler had also pointed out she felt there was currently a disconnect between Monmouthshire CC and the Community Councils. Mr Williams said with a view to rectifying this, he would in future aim to attend Community Council Meetings.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Cllr Buckler also highlighted a consultation starting in the New Year regarding the significant chance of new housing being built under the Section 106 provision. The Monmouthshire areas of Caldicot, Chepstow and Abergavenny are all included in this new house building incentive / LPD (local development plan). This development will affect and impact everyone, from commuting through to local services. The Councillor encouraged everyone to look at these plans and make their voices heard.

## **7. Finance:**

- a) Financial Accounts: A Statement of Expenditure and Income for the period ending the 6<sup>th</sup> November 2023 was received, AGREED and signed by the Chairman.
- b) A Statement of Account: For the period 1st October – 6<sup>th</sup> November 2023 was received and signed by the Chairman. (Bank statement was not received and instead a Statement of Account was sent)
- c) Expenditure: The following expenses were APPROVED.

Clerks Salary November 2023 (incl additional 18 hours worked during October)- £794.27  
Clerks Salary December 2023 (raised due to there being no meeting held in December)  
£561.17

Clerks Expenses for November from Monday October 30<sup>th</sup>–Friday 1st December 2023 -  
Total = £54.82

Clerks Expenses for December from Monday December 4<sup>th</sup>-Friday 29<sup>th</sup> December 2023-  
Total = £28.49

Llangwm Parish Hall Rental - cost with Electricity for October 2023 - £46.14

**Total £1,484.89**

### **d) Review of Clerks Salary**

It was agreed the Review of the Clerks' Salary would be moved forward to the January meeting when Cllr Watkins would have had the opportunity to look at the current recommended scale.

### **e) Draft Budget and Precept Request 2024-25**

Councillors considered a draft budget for 2024-2025 and the amount of precept which would be required for future financial expenditure. Discussion took place regarding the donations made towards Churchyard maintenance and agreed this should be ongoing, along with an additional annual payment to assist with the high Electricity charges experienced by Llangwm Parish Hall. Adjustments were also made for increased costs associated with the upkeep of Grass cutting in Llangwm and Llantrisant and the Clerks salary, due to increased workload following the Council merger in 2022.

Councillors AGREED a reserve should be held for future Community Engagement projects which would benefit the whole of the Llantrisant Fawr community.

Signed \_\_\_\_\_

Date \_\_\_\_\_

After further consideration it was AGREED the council set the 2024/25 Budget as follows:

• Payroll Clerk	£8500
• Expenses Clerk	£500
• Accountant Payroll Services	£350
• Insurance	£350
• Donations	£2000
• Subscriptions	£400
• Hall Hire	£600
• Audit Fees	£600
• Elections	£0
• Training	£500
• ICO Data Protection Fee	£50
• Grass Cutting	£1000
• Website Maintenance	£720
• Misc Community Engagement	£2500
• Asset Maintenance	£1000
• Annual donation Electricity costs Llangwm Parish Hall	£100

**TOTAL £ 19,170.**

**AGREED** that the 2024-2025 precept request to Monmouthshire County Council be set at £19,170.

#### **F) Appointment of Internal Auditor**

The Clerk advised councillors she had written to John Turner asking if he would carry out the Internal Audit on behalf of the council for 2023/24. He had agreed to this and confirmed the fee would be £200. Following a discussion by Councillors it was AGREED John Turner should be invited to undertake the Audit. The clerk will send a letter of appointment.

#### **8. Correspondence:**

An update was provided on agendas received throughout the month for Meetings held by Monmouthshire CC and One Voice Wales and these were NOTED by Councillors.

Correspondence was received from Cllr Watkins on behalf of Llangwm Parish Hall Committee, who have raised concerns over the sale of St Johns Church Llangwm. The issues raised covered what exactly was being sold and how the community would have access to the grounds for the upkeep of the graves and churchyard. Cllr Watkins expressed the view that a meeting should be held between the Church and the Community Council.

Councillors agreed there were apparent issues regarding this proposed sale but felt nothing much could be done at the present time. They would continue to monitor the outcome and were pleased this had been brought to the attention of the Community Council and should be MINUTED.

Correspondence received from OVW detailed information on Councillors Allowances, covering homeworking and consumables. These details had previously been circulated to Councillors and after some discussion it was felt that as Council members had already stated they did not wish to claim payment for the position they held, this did not affect them. NOTED.

Signed \_\_\_\_\_

Date \_\_\_\_\_

At this point due to the lateness of the meeting Cllrs Hatfield and Hawkins gave their apologies and left the meeting.

## **9. Planning:**

Application received: Number DM/2023/01414  
Camp Cottage Georges Delight Usk NP15 1HJ  
Removal of planning condition 5 for previous Application DM/2023/00449

Application received: DM/2022/01061  
Great Llanolway - From Raglan Road to Cae Dwmllyn Llansoy NP15 1DA  
Conversion and alterations to Barn dwelling – Amended location and block plan to accommodate revised PTP drainage field.

Councillors had no comments to add on these proposals and agreed there was no reason to object.

## **Updates previous issues:**

Mill Meadow Cottage and Stables  
Original Planning Permission had been for one building to be used between the months of March and October. Cllr Trigg previously reported this had been disregarded over the past two years. County Cllr Buckler confirmed she was investigating the issue with Planning and updates would follow.

Wern Panna Llangwm  
Concern had been raised over an Entrance Gate which was supposed to be set 5 Meters back from the carriageway, but which wasn't the case currently.  
County Cllr Buckler is investigating the issue with Planning and updates to follow.

Hard landscaping Depot on common land at Allt Y Bella  
Previously concerns had been raised by Cllr Hawkins and he wondered whether Planning Permission had been received. County Cllr Buckler has raised the issue with Planning and is awaiting an update.

Olway Brook  
Cllr Hawkins previously raised the issue of widening work having been carried out at the Olway Brook and advised a mobile home had been placed in the area just before the Pumping Station. County Cllr Buckler is investigating the issue with Planning and updates will follow.

## **10. Ward Reports**

None

## **11. HMPS**

A future date for a meeting is still to be announced.

Signed \_\_\_\_\_

Date \_\_\_\_\_

## 12. Any Other Business:

A short discussion was held over the placing of ward names onto the Header sheet of the Council Agendas and Minutes. It was decided in the future all Community Council areas would be included.

**Date of next Meeting:** Tuesday 16th January 2024 at 7:30 pm to be held at the Greyhound Inn Llantrisant.

### **Date of future Meetings for 2024:**

Tuesday 20<sup>th</sup> February at 7.30 pm to be held at Llangwm Parish Hall

Tuesday 19<sup>th</sup> March at 7.30 pm to be held at Llangwm Parish Hall

Tuesday 16<sup>th</sup> April at 7.30 pm to be held at The Greyhound Inn Llantrisant

Tuesday 21<sup>st</sup> May at 7.30 pm to be held at Llangwm Parish Hall

Tuesday 18<sup>th</sup> June at 7.30pm to be held at Llangwm Parish Hall

Tuesday 16<sup>th</sup> July at 7.30pm to be held at Llangwm Parish Hall

Tuesday 17<sup>th</sup> September at 7.30pm to be held at The Greyhound Inn Llantrisant

Tuesday 15<sup>th</sup> October at 7.30pm to be held at Llangwm Parish Hall

Tuesday 19<sup>th</sup> November at 7.30pm to be held at Llangwm Parish Hall

There being no further business, the Chairman declared the meeting closed at 10.15 pm.

Signed \_\_\_\_\_

Date \_\_\_\_\_



Signed \_\_\_\_\_

Date \_\_\_\_\_