

# LLANWERN COMMUNITY COUNCIL

Notice is hereby given that the next meeting of Llanwern Community Council will take place in Llanwern Village Hall on Monday 11<sup>th</sup> January 2016 at 7:30 pm.

Karen Wilson, Clerk to Llanwern Community Council.

## **AGENDA**

1. Apologies for absence.
2. Minutes of previous meeting.
3. Announcements.
4. Reports, as follows:
  - Section A – Planning
  - Section B – Finance and Local Government
  - Section C – Leisure and Amenities
  - Section D – Highways and Utilities
5. Correspondence.
6. Any other business – at the Chair's discretion.
7. Next meeting – Monday 29<sup>th</sup> February 2016.



A handwritten signature in black ink, followed by the date "11/1/16".

**LLANWERN VILLAGE COUNCIL**

**MINUTES OF THE MEETING HELD ON MONDAY 30<sup>TH</sup> NOVEMBER 2015 AT  
7:30PM AT LLANWERN VILLAGE HALL**

**PRESENT:** Cllr Mike George (Chair), Cllr Hayley Bell, Cllr Trevor Brown, Cllr Paul Burgess, Cllr Steve Parry, Cllr Michael Wilding, Mrs Karen Wilson (Clerk).

**IN ATTENDANCE:** N/A

Item		Action
1.	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>Apologies for absence were received from Cllr Andrew Goddard.</p>	
2.	<p><b><u>MINUTES OF PREVIOUS MEETING</u></b></p> <p>The minutes of the previous meeting on Monday 26<sup>th</sup> October 2015 were duly approved and signed subject to the following amendments.</p> <p>Regarding the Village Hall, the wording is to be changed to "it is hoped we will get a percentage of the cost back from a grant application".</p> <p>Regarding the Christmas Tree, in addition to the purchase of the tree, the minutes would be altered to reflect that lights would also be purchased.</p>	
3.	<p><b><u>ANNOUNCEMENTS</u></b></p> <p>The village calendar, as drawn by the children, is now complete and available to purchase from Mrs Sharon Burgess or Mrs Mandy George. They will be for sale on the night of the Christmas Tree lighting on 10<sup>th</sup> December. Mrs Burgess will get in touch with the families of all the children who have contributed to let them know.</p>	<p><b>MG/ PB</b></p>
4.	<p><b><u>SECTION A – PLANNING</u></b></p> <p><b>Ref: 15/0530 – ERECTION OF BALCONY AT FIRST FLOOR LEVEL; Greystones, Milton Hill, Llanwern, NP18 2DU.</b> Councillors were previously not clear whether planning permission was also needed for the garage and the shed. MG had spoken to Newport City Council who had confirmed that planning permission had previously been granted following the original planning application. The contact at Newport City Council will look into the issue of the shed but he is almost certain permission has also been granted. Cllr George agreed to ask Planning Enforcement to take a look at this.</p> <p><b>Ref: 15/0762 – RETENTION OF PUMPING STATION AND MEANS OF ENCLOSURE ASSOCIATED ALTERATIONS TO THE LAYOUT OF THE LEAP AND LANDSCAPING (AMENDMENT TO PLANNING PERMISSION 11/0416 FOR PHASE 1 HOUSING).</b> Cllr Wilding confirmed that the applicant has formally agreed to amend the location of</p>	<p><b>MG</b></p> <p><b>MW</b></p>

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	<p>The Leap to the centre of the open area adjoining Brinell Square. Initially, it was proposed it be located to the north east of this area. A planning application has not yet been received from the applicant in respect of this. When this is received, a re-consultation with the neighbours will take place and this may, in turn, come back to the Community Council for re-consultation. Ongoing.</p> <p><b><u>Ground opposite to the Bus Shelter on Station Rd</u></b> Nothing further to report regarding this. It was agreed that Cllr George would follow-up and report back at the next meeting.</p>	<p><b>MG</b></p>
	<p><b><u>FINANCE AND LOCAL GOVERNMENT</u></b></p> <p><b>Bus Shelter</b> Cllr Bell has been chasing Newport City Council for three months to inform them that the Bus Shelter should not be on our insurance policy due to it being the responsibility of the Council. The Council have accepted this. It was agreed that Cllr Bell should e-mail the Council to complain about the length of time this is taking without a satisfactory resolution. It was thought this may eventually be a matter for Newport Transport. Ongoing.</p> <p>A discussion regarding the bus shelter took place. Councillors wondered whether the bus shelter is even being used now. Following the implementation of the new bus service, it was thought individuals are able to be picked up from a location of their choice. Cllr Bell reported experiencing difficulties recently when trying to reach Newport Transport to find out timetable information. Telephone numbers were not clear and it had not been possible to speak to anyone. It was thought we need clearer sign posting and also clarity of which number people should phone. It was also agreed that Mrs Wilson would update the website with timetable information and also the Facebook and Twitter pages.</p> <p><b>Village Hall windows</b> Cllr George confirmed that, subject to some administration and confirmation, we should now receive 80% of the cost back via a grant application in respect of the Village Hall windows! All Councillors were happy with this. It was agreed we can now proceed with the ordering the windows. It is anticipated there will be an increase in cost from the initial anticipated spend of £5,000 but we are not sure at this stage by how much. It was agreed that Councillor George will obtain an accurate cost and report back to Councillors via e-mail. It is thought there may be further work which may need doing in the future which we have not yet costed for example, there is an issue with damp in the Village Hall and it also requires some cosmetic work. However, all agreed to stick with what we have agreed for now. We will also require a fitter. Steve Davies of FCE Wales has agreed to fit the windows and Cllr George would be meeting with Steve the day after the meeting to obtain this.</p> <p><b><u>Monies received:</u></b> A cheque for £200.00 was received from Cllr George re: Community</p>	<p><b>HB</b></p> <p><b>KW</b></p> <p><b>MG</b></p> <p><b>TB</b></p>

*Handwritten signature and date: 11/1/16*

	<p>Council Field.</p> <p><b>Alliance</b> A £240 insurance payment in respect of the playing field fence has been received. The original quote we received was £365 but we had to pay an excess of £125. This figure excludes what was spent on the moss killer in the playing field.</p> <p><b><u>Accounts for payment:</u></b></p> <p><b>Mrs Wilson</b> £209 payment for November. Agreed to pay.</p> <p><b>Water Bill</b> £69.66 which covers the period May to November 2015. Agreed to pay.</p> <p><b>Payment for the Village Christmas tree, lights and padlock for the gate.</b> £195.61 payment to Cllr George in respect of re-imburement for purchasing the above items. Agreed to pay.</p> <p><b>Community Council Accounts</b> - It was previously agreed that Mrs Wilson would now take on the accounts, initially with the help and guidance of Cllr Brown. This has still not progressed. TB and KW to liaise.</p> <p><b>Social media : Twitter and Facebook</b> Cllr Wilding and Mrs Wilson still need to meet and liaise regarding content for the Community Council's social media pages. A few suggestions for content were discussed at the meeting. Ongoing.</p> <p><b>Precept</b> A full and frank discussion took place regarding precept for the year 2016/2017 and the following was agreed. Both the precept and concurrent monies will remain the same as the year 2015/2016 at £3,160 for concurrent and £7,500 for precept. In addition, £3,340 can be met from existing monies. This gives us a total budget of £14,000. Councillors have already agreed expenditure on various work relating to the Village Hall and are in the process of obtaining quotes in respect of this work. Furthermore, it is anticipated other work on the Village Hall will be agreed in due course. For example, the path from the Village Hall leads straight to the road and this has caused some safety concerns, especially as the Hall is often hired out for children's parties. Discussions took place regarding the anticipated £10,000 spend on the perimeter fencing and the trimming of the hedges and it was agreed that Cllr George and Cllr Wilding will work together on a spec to see if any interest in this work can be gauged. It was agreed the spec would contain a reference to creosoted stakes which Cllr George has found difficult to source (see item below).</p>	<p>TB</p> <p>TB</p> <p>TB</p> <p>TB</p> <p>TB/ KW</p> <p>MW/ KW</p> <p>MG/ MW</p>
	<p><b><u>SECTION C – LEISURE AND AMENITIES</u></b></p> <p><b>Community Council Field/Boundary Fence</b> – This remains ongoing.</p>	

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Cllr George was recently provided with a quote for the creosoted stakes but the supplier is in Dorset. The quote amounts to around £500 with wire and labour on top. Cllr George has another contact based in Cowbridge and will follow up this lead.

MG

#### **Glan Lyn Site Facilities Management**

This remains ongoing. Ward Councillor Martyn Kellaway is working on this and will report back to Cllr George in due course with an update.

MG

#### **Christmas tree and lights**

Cllr George reported that he had purchased a Christmas tree and some lights. Cllr Bell confirmed that the Village Hall Management Committee have organised an event to coincide with the switching on of the tree lights and this will take place on Tuesday 10<sup>th</sup> December. It was agreed that Cllr Bell would e-mail the poster to Mrs Wilson to upload to the Community Council's website and also it would be put out via social media.

MG

HB/  
KW

#### **Complaint received from a resident regarding Milton Field**

The Community Council had received a complaint from a resident who has noticed that a fellow resident has been throwing garden rubbish into the Community Council field. Councillors were concerned to hear this especially as the rubbish is breaking down and killing the hedge. It was agreed that Mrs Wilson would draft a letter to residents in houses in this area (Langstone Lane near to Applewood and the surrounding properties) to ask that this behaviour stop with immediate effect.

KW

#### **Possible wedding marquee in the Community Council field**

Cllr Bell reported that she has been approached by a resident looking to erect a wedding marquee in the Community Council field some time in 2017. The marquee is likely to require a 3 day set-up (the day before, the day of the wedding and the day after). At the moment, the resident is just considering her options and costings. A discussion took place regarding the insurance and licensing requirements which would be required for such an event and this would be the responsibility of the Village Hall Management Committee. Cllr Bell confirmed that the marquee company has its own liability insurance. The Management Committee would need to hire the field from the Community Council. Councillors did not object to this request and it was agreed that Cllr Bell would work on a cost per hour for the Hall and report back to the resident. The cost of the field hire is likely to be in the region of £450 (£150 per day). The main concern is the time of the year and noise levels for residents as activities will go on into the night.

HB

#### **Brownies sleepover**

The Brownies have been using the Village Hall successfully for a few months now and Cllr Brown reported that he has been asked if they can hold a sleepover in the Hall. Councillors did not object to this request but it was agreed that Cllr Bell would make an enquiry with the Hall's insurance company, Morgans in Cardiff, and report back on where we would stand in allowing children to sleep in the Hall.

HB

*AB 11/1/16*

**SECTION D – HIGHWAYS AND UTILITIES**

**Road Gullies**

The gullies are still not working on Station Rd. This remains ongoing. Agreed that Cllr George will follow up on this.

**MG**

**Langstone Lane Flooding**

This remains ongoing. Cllr George confirmed that he had completed the grant aid application, as agreed, and submitted this. After not hearing anything, he then chased up the application. Unfortunately, the Compliance Officer picked this up and, although the application had been received, it was not via an official outlet and therefore was not considered. If funding becomes available again next year, we can re-apply at that time. Councillors were disappointed to hear this as plans had been made to spend this money to significantly improve an area of the Village prone to flooding. An idea was put forward that the Community Council could approach Newport with a proposal to say the grant had failed, that there is a shortfall of £15,000 and the suggestion is that the City Council could pay half and the Community Council could pay the other half. It was agreed that Cllr George would speak to Matthew Jones at Newport City Council to try and progress this. It is thought, however, that this would not be a straightforward process as there are lots of authorities involved. It is also thought likely that any work would not be able to begin until April 2016 at the earliest.

**MG**

**Speeding in Llanwern Village**

Cllr Parry confirmed that we are still in possession of the speed monitoring equipment but that the PCSO is chasing now for its return. Agreed that Cllr Parry would negotiate an extension until 1<sup>st</sup> January 2016. Cllr George had used the equipment on a few separate occasions and it had achieved the desired effect and made people slow down. Cllr Burgess is keen to purchase a more permanent piece of equipment and Cllr Wilding suggested we look into purchasing one that logs statistics. Cllr Bell volunteered to use the equipment in December in key "hot spots" around the Village namely the bottom of Lodge Hill, Cot Hill, Bishton Road, Great Milton and the junction of Milton Hill. Cllr George offered to set-up the equipment for Cllr Bell. It was agreed that Cllr Wilding will look into prices of equipment and report these back at the next meeting. In addition, Cllr Parry offered to use the equipment also.

**SP**

**HB**

**MG  
MW**

**SP**

**Speeding on the Queensway, adjacent to Glan Lyn**

Problems still persist in this area. Ongoing.

*TSB 11/1/16  
Cllr Bell  
volunteered to  
monitor Lodge  
Hill only.*

**5. CORRESPONDENCE**

**From**

**Details**

27th October 2015 Newport City Council

Active Travel Consultation.

*TSB 11/1/16*

28th October 2015	Newport City Council	Agenda for Planning Committee, Wednesday 4th November, 2015, 10.00 am.
28th October 2015	Newport City Council	Weekly Planning List for 19 <sup>th</sup> October 2015 – 23 <sup>rd</sup> October 2015.
28th October 2015	Newport City Council	Greystones, Milton Hill, Llanwern.
29th October 2015	One Voice Wales	Community and Town Council News 2015.
29th October 2015	Welsh Government	Community and Town Councils Newsletter.
30th October 2015	Newport City Council	Delegated Planning Decision Schedule for 29 <sup>th</sup> October 2015.
30th October 2015	Martyn Kellaway	GlanLlyn - Community meeting - 20th November 2015 at 09:00 am.
3rd November 2015	One Voice Wales	The Ombudsman's Casebook - Issue 22.
5th November 2015	One Voice Wales	Review of Revenue Grand Funding to Community and Town Councils.
6th November 2015	Newport City Council	Delegated Planning Decision Schedule for 5th November 2015.
9th November 2015	Newport City Council	Politicians in Planning Association (PIPA).
10th November 2015	Co-operative Bank	Bank Statement dated 29/10/15 (passed to Cllr Brown).
10th November 2015	Newport City Council	Weekly Planning List for 26 October 2015 to 6 <sup>th</sup> November 2015.
12th November 2015	Newport City Council	Agenda for Planning Committee, Thursday 19th November 2015, 10.00 am.
12th November 2015	One Voice Wales	OPCC - Consultation .. Are we Fair? - please help by completing and sharing.
12th November 2015	Newport City Council	Delegated Planning Decision Schedule for 12th November 2015.

RSB 11/11/15

12th November 2015	Cllr George, Cllr Burgess, Cllr Parry	Milton Field/garden cuttings from Applewood.
13th November 2015	Newport City Council	Newport City Council e-news 13 Nov - 20 Nov.
16th November 2015	One Voice Wales	Diary Marker for Precept Consultation.
16th November 2015	One Voice Wales	Wales Audit Office Newsletter.
17th November 2015	Newport City Council	Agenda for Council, Tuesday, 24th November, 2015, 5.00 pm.
17th November 2015	Newport City Council	Statutory Guidance for the Well-being of Future Generations (Wales) Act 2015
18th November 2015	Newport City Council	Weekly Planning List for 9 <sup>th</sup> November 2015 to 13 <sup>th</sup> November 2015. Appointment of Chair & Members – National Entity for Welsh for Adults Scrutiny Committee - closing date for applications 4th December 2015.
19th November 2015	One Voice Wales	
20th November 2015	Mandy George	Ref: Milton Field.
20th November 2015	Newport City Council	Delegated Planning Decision Schedule for 19 <sup>th</sup> November 2015.
23rd November 2015	Newport City Council	Concurrent/Precept Request (Estimate Letter and Request Form for 2016-17).
23rd November 2015	One Voice Wales	Green Growth Wales – Options for Investment Support.
23rd November 2015	Newport City Council	E-mail regarding booking the Village Hall for a PACT and Ward meeting on Monday 8th February 2016.
23rd November 2015	Cllr George, Cllr Bell	Ref: Christmas tree for the Village Hall. Liaison Meeting with Community Councils 10 December 2015: Agenda Items (meeting on Thursday 10th December 2015).
24th November 2015	Newport City Council	
24th November 2015	Newport City Council	Weekly Planning List for 16 <sup>th</sup> November 2015 to 20 <sup>th</sup> November 2015.

*RB 11/1/16*



	<p>26th November 2015</p> <p>27th November 2015</p> <p>27th/28th November 2015</p> <p>30th November 2015</p>	<p>Newport City Council</p> <p>Newport City Council</p> <p>Cllr George/Cllr Bell</p> <p>Newport City Council</p>	<p>Delegated Planning Decision Schedule 26 November 2015.</p> <p>Details of Village Halls in the NCC rural wards required Rural Development Programme.</p> <p>Details of Village Halls in the NCC rural wards required Rural Development Programme.</p> <p>Weekly news from Newport City Council 27 November - 4 December.</p>	
<b>6.</b>	<b>ANY OTHER BUSINESS</b>			
	<p><b>Signs</b> Cllr Burgess had looked into signs with Magor Printing Company and the cost for a Foamex (hard plastic) sign would be £22 but these would need to be hung by the Community Council. It was agreed that we would decide on which signs are needed at the next meeting.</p>			<b>PB</b>
	<p><b>Wi-Fi in the Village Hall</b> Cllr George reported that it may be possible to have Wi-Fi in the Village Hall. The Village Hall Management Committee will progress this through the Rural Development Programme.</p>			<b>HB</b>
	<p><b>Noise from the Golf Club</b> Cllr Parry reported that he had received a complaint on the day of the last meeting (which he did not attend) relating to noise coming from the Golf Club at night. This has been causing a disturbance to residents, some with young children, who are being woken. He had detailed this in an e-mail to Cllr George and Mrs Wilson at the time. It was agreed that Mrs Wilson would draft a letter to the Golf Club asking patrons to be mindful of the noise levels when they are entering and leaving the premises and that the Community Council has a duty to residents to raise official complaints when we are made aware of them.</p>			<b>KW</b>
<b>7.</b>	<b>DATE OF NEXT MEETING</b>			
	<p>The next meeting will take place on Monday 11<sup>th</sup> January 2016 and the subsequent meeting will take place on Monday 29<sup>th</sup> February 2016.</p> <p>There being no further business, the meeting closed at 21:49.</p>			<b>KW</b>

*Bees*  
11/1/16