

MINUTES OF THE MEETING OF PORTSKEWETT COMMUNITY COUNCIL
HELD AT SUDBROOK TRINITY PRESBYTERIAN CHURCH, SUDBROOK
TUESDAY 16th JULY 2019

Councillors present: Mr P Nurcombe (Chair)
Mrs C Carne
Mr S Essery
Mr T Fawcitt
Mr A Griffiths
Mrs C Hubbard
Mr I Standing

Councillor Nurcombe began by informing the meeting that Mrs Pam Baker, who had previously served as a councillor, had recently passed away. He followed this with a tribute to Councillor Alan Whiteley who was still serving on the council until his recent passing. A short silence was held in their memory.

1. **PUBLIC MEETING**

Four residents of St Mary's Place, Portskewett attended the meeting as representatives of the occupants of St Mary's place. They reinforced the concerns that had been raised previously with regard to the ongoing issue of access to St Mary's Place as a consequence of roadside parking.

The residents thanked Councillor Hubbard for working with Monmouthshire County Council to find a solution to the problems encountered with refuse collection.

Despite the residents submitting a petition and letter raising their concerns, to the local MP and Monmouthshire County Council, there had been no formal response. The clerk confirmed that on behalf of the Community Council she had contacted both the Highways department and the local police with regard to this matter. The police had visited the area and reported that no vehicles were illegally parked and there was therefore no enforcement issue.

Having encountered the problem with the refuse vehicles not being able to gain access to St Mary's place, the residents are concerned that emergency vehicles, should they be required, could experience the same difficulty. Visitors, relatives and carers trying to attend residents have also found they cannot always gain access.

Councillor Fawcitt informed the meeting that Councillor Fox had confirmed that a solution was being sought.

Councillor Nurcombe reiterated to the residents that the community council was supportive of their concerns, and suggested that a log of the vehicles causing obstruction, and the times of day etc may be a useful record to help towards finding a solution.

2. **SIGN THE ATTENDANCE BOOK**

The Attendance Book was duly signed.

3. **APOLOGIES FOR ABSENCE**

Apologies had been received from Councillor Parker and Councillor Fox.

4. **DECLARATION OF INTERESTS**

There were no interests to declare.

5. **MINUTES OF THE LAST MEETING**

It was proposed by Councillor Carne and seconded by Councillor Hubbard and agreed that the minutes of the last meeting were accepted as a true record. The Chairman duly signed the minutes.

6. **CLERK'S REPORT**

The clerk's report for July had been circulated prior to the meeting for the councillor's consideration.

The report was accepted by the meeting and the Chairman duly signed the report.

7. **REPORT FROM REPRESENTATIVE ON ARW SCHOOL AND OTHER BODIES**

- a. The Council's representative on the governing body of ARW School reported that the Governing Body has agreed that the school requires a head teacher of its own, rather than an executive head.
- b. Councillor Carne had attended a Cluster Group Meeting. The main discussion had centred around the Replacement LDP 2018-2033. Councils were encouraged to submit a response.

8. **DISCUSSION WITH COUNTY COUNCILLOR**

The County Councillor was not present at the meeting.

9. **NEW CORRESPONDENCE**

a. **Black Rock Road and Main Road**

Correspondence had been received from a resident reiterating their concerns with regard to pedestrian safety along Black Rock road, and speeding on Main road, Portskewett. Councillors duly noted the concerns but felt that when these issues had been explored previously, the responses given by the relevant authorities at the time remained valid.

b. **Consultation on Monmouthshire Replacement LDP 2018/2033 – Growth and Spatial**

Following discussions councillors felt that the local area had already been saturated with existing developments, and that there was a distinct lack of infrastructure to support any further development. The clerk was asked to respond accordingly.

Action BY

c. **Planning Application DM/2019/01031**

The application had been circulated to councillors prior to the meeting for their consideration. It was proposed by Councillor Fawcitt and seconded by Councillor Nurcombe that the application be recommended for approval. This was unanimously agreed by the meeting.

Action BY

Planning Applications Approved by Monmouthshire County Council

01031	38 Monument Close, Portskewett	Single storey extension to rear of house. Erection of a chimney on the northwest gable wall.
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Planning Applications Refused by Monmouthshire County Council

No planning applications have been refused this month.

10. **FINANCE**

a. **Pink Paper**

The pink paper for July was circulated prior to the meeting for the councillors' consideration and was duly authorised by the Chairman.

The following payments were proposed by Councillor Carne and seconded by Councillor Griffiths and unanimously agreed by members present:

Salaries	£1,153.07
Torfaen CBC – Pension contributions	£ 213.15
HMRC – NIC and PAYE	£ 97.15
Sudbrook Trinity Presbyterian Church – Hire of Hall	£ 20.00
Viking – Stamps, Ink and Envelopes	£ 69.10
Playsafety Limited – Playground Inspections 2019	£ 202.20
Mr I Standing – Balloon Race Expenditure re Fun Day	£ 115.21

A transfer of £2,500 from the deposit account to the current account was also approved to ensure sufficient funds for payments due in August.

b. Quarterly Report on Bank Reconciliations

Councillor Standing informed members that he had carried out the quarterly check on bank reconciliations on 9th July 2019. This covered the first quarter of the financial year 2019/20. Councillor Standing confirmed that all entries were present and correct.

c. Budget Monitoring Report for the 3 months to June 2019

The quarterly budget monitoring report for the three months ended 30th June 2019 was circulated to members prior to the meeting for their consideration.

Members had no questions for the clerk. The report was duly accepted by the meeting.

d. Renewal of Website Hosting and Domain Name

The clerk informed members that the renewal for the website hosting would fall due in August. The cost was expected to be in the region of £36 for the year. The domain name is renewed every two years and is not due until August 2020.

It was proposed by Councillor Fawcitt and seconded by Councillor Standing that the website hosting should be renewed when the invoice is received. **Action BY**

e. Hire of Council Marquee

It was proposed by Councillor Fawcitt and seconded by Councillor Standing that a donation of £75 be accepted by any person wishing to borrow the council marquee for a private event. It was agreed that the donation would be forwarded to the council's charity for that year. This was unanimously agreed by members present.

f. Request for Financial Assistance from Gwent Young Farmers Clubs

Members considered the request but felt that as there was a limited fund available it should be allocated to more local concerns.

11. **VILLAGE BONFIRE EVENT**

- a. It was proposed by Councillor Nurcombe and seconded by Councillor Standing that the bonfire event should be held on Saturday 2nd November 2019. The clerk was asked to confirm with Councillor Fox whether he would be willing to have the bonfire located on his land once again. **Action BY**

- b. The firework brochure for 2019 had been received from Fireworks International. A discount of 10% is available on orders placed and paid for by 31st August 2019. The clerk reminded members that given the normal contract value three estimates should be obtained.

It was proposed by Councillor Nurcombe and seconded by Councillor Fawcitt that Councillor Parker should determine an order from Fireworks International up to the value of £1,000. The clerk would then strive to obtain two comparable estimates for consideration by the Chairman and Vice Chairman, in order to facilitate an order being placed and paid for by the required date. **Action BY & GP**

12. **FUN DAY**

Funds raised for the Wales Air Ambulance charity amounted to £140.50, made up of donations from the balloon race of £31.50 and raffle proceeds of £109.00.

Expenditure for the event amounted to £1,445.08, made up as follows:

	£
First Aid provision	100.00
Balloon Race	115.21
DJ	60.00
Bouncy Castle	50.00
Hire of rides	908.87
Licences and permits	156.00
Hire of Hall & electricity	55.00

On 4th July 2019 the council had been notified by Mears Holdings Ltd that Funtime Bounce, the suppliers for the rides for the event, had gone into liquidation and would not be fulfilling the order. The clerk had contacted the administrators as requested and registered the Community Council as a creditor of the company.

13. **RoSPA REPORTS 2019**

The annual playground inspection reports had been received from Playsafety Ltd and had been circulated to members for their consideration prior to the meeting. A number of minor issues had been identified at both play parks.

It was proposed by Councillor Nurcombe and seconded by Councillor Fawcitt that the caretaker should review the reports and identify the work that needed to be carried out, to be considered at the September meeting. **Action MW & BY**

14. **ITEMS OF LOCAL CONCERN (FOR INFORMATION ONLY)**

Overgrown Hedge

It was reported that the hedge at No.26 Middle Road, Leechpool is very overgrown. The clerk will write to the occupiers.

Overgrown Tree

It was reported that a tree in the grounds of The Old School House, Main Road, Portskewett, is overhanging the pavement and is in need of cutting back. The clerk will write to the occupiers.

Overgrown Verges

The meeting was informed that the verges on Middle Lane, Leechpool are in need of cutting again and both the hedges and verges need cutting back along the withy beds.

Village Planters

The following rota was agreed for watering the village planters:

Monday	Councillor Carne
Tuesday	Councillor Nurcombe
Wednesday	Councillor Standing
Thursday	Councillor Griffiths
Friday	Councillor Carne

Police Report

The police report had been circulated to members prior to the meeting for their consideration. There were no areas for concern.

Definitive Map Modification Order Application

The clerk had been contacted by Mandy Mussell at Monmouthshire County Council with regard to an application that had been made by Councillor MJ Harris in 1991 to register a footpath. Monmouthshire County Council has been placed on notice that there is a possible existence of a public right of way which means that the DMMO has to be processed to a final decision.

Two maps had been supplied one showing the route in the original application, the second showing a circular route, believed to encompass the original route.

The Community Council were being asked whether they would support the application to designate the original route, and whether it would be appropriate to update the request to encompass the circular route suggested.

The clarity of the maps made it difficult to identify the specific area concerned, and the clerk had requested that alternative maps be provided for clarification. These had not yet been received.

Members agreed that in principle they would support the application, and that it should be updated, however confirmation of the location should be sought before a response is submitted.

15. **DATE AND TIME OF NEXT MEETING**

The Chairman thanked everyone for attending and gave the date and time of the next meeting as **Tuesday 17th September at ARW School, Portskewett**, the meeting was then declared closed at 20.27pm.