

MINUTES OF THE MEETING OF PORTSKEWETT COMMUNITY COUNCIL

HELD VIA REMOTE ACCESS

TUESDAY 14th DECEMBER 2021

Councillors Present:

Mrs C Carne, Miss L Dymock, Mr P Holley, Mr P Nurcombe, Mr G Parker.

1. **PUBLIC MEETING**

The meeting was held by remote access. No members of the public attended the meeting and no issues had been raised with the clerk by members of the public.

2. **SIGN THE ATTENDANCE BOOK**

Due to the remote nature of the meeting it was not possible to sign the Attendance Book.

3. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Standing, Cllr Adams, Cllr Archer and Cllr Fawcitt.

4. **DECLARATION OF INTERESTS**

There were no interests to declare.

5. **MINUTES OF THE LAST MEETING**

- a. Cllr Parker proposed that the minutes of the November Meeting be accepted as a true record, seconded by Cllr Nurcombe, agreed by all. **Action: Chair to sign minutes, clerk to publish on website.**

6. **CLERK'S REPORT**

The report had been circulated prior to the meeting; the following updates were received:

- Cllr Dymock confirmed the issue of vehicles speeding through Sudbrook had been reported to Monmouthshire County Council (MCC).
- Cllr Dymock had set up a new Council Facebook page as Cllr Archer was unable to access the original one. Cllrs Dymock, Fawcitt and Holley will have admin access to the page.
- The planning group have been meeting when there are planning applications to consider. They advise the Council of any issues raised on the MCC planning portal when the applications are considered at a Council meeting. All councillors have the opportunity to comment at the Council meeting.

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

- Cllr Parker reported complaints from residents of motorbikes using the coastal path and footpaths in the vicinity of Mill Meadows, the Cornfield and the Pill. The police will be notified and MCC asked to install signage prohibiting motor vehicles.
- The Council Caretaker witnessed a car driving along the coastal path from Black Rock to Sudbrook. MCC will be asked to ensure the bollards at both ends of the path are in place.
- Cllr Parker was informed by a resident that Western Power Distribution (WPD) will be bringing 35ft transformers to the Sudbrook sub-station in the coming weeks. WPD raised concerns regarding the caravan sited outside the Old Shipyard development as they cannot gain access with it in situ. Cllr Dymock will notify MCC Highways and Housing Departments.
- The following issues were raised by a resident in respect of The Old Shipyard development:
 - i. Grass verges within the development will need to be maintained.
 - ii. Half of the street lighting within the development is not working.
 - iii. Vehicles are being parked around the entrance to the development which obscures visibility for residents of Stone Cottages and The Villas, who cannot see vehicles leaving the development.

The issues will be reported to MCC.

- The resident from Leechpool who received a runner up prize in the competition had written a letter of thanks to members of the Council. This was gratefully received.
- Cllr Griffiths was the Council representative on the Portskewett and Sudbrook Church Hall committee. Following his resignation, a request had been received for the Council to nominate a new representative. It was agreed that Cllr Holley would represent the Council. The next meeting is due to be held on 16th February 2021 at 6.30pm in the Church Hall.
- A camper van had been parked in the Church layby on the Sudbrook Road for approximately four weeks, a gentleman appeared to be living in it. It had been reported to MCC Environment department.
- A caravan had been in situ in the layby behind the Parkwall business estate for over 12 months. It was originally believed to have been dumped but it now appeared someone is living in it. This had been reported to MCC Environmental department.
- Cllr Dymock reported there had been an issue with waste collections in Sudbrook last week. Cllr Parker confirmed that collections from Post Office Row and Camp Road are regularly missed. This will be reported to MCC.

8. REPORT FROM REPRESENTATIVE ON ARW SCHOOL GOVERNING BODY AND OTHER BODIES

- ARW School Governing Body
There was nothing to report.
- Portskewett Heritage Centre
There was nothing to report.
- Portskewett and Sudbrook Recreation Hall & Playing Fields
Cllr Nurcombe reported the Carols on the Green, joint event with Portskewett and Sudbrook Recreation Hall, was well supported and very successful. It was suggested to hold it mid-December in the future.
- Give Dog Fouling the Red Card Working Group
There was nothing to report.
- One Voice Wales – Monmouthshire/Newport Area Committee
Cllr Essery attended the meeting held on 21st October 2021 but was not present to report. The next meeting will be held remotely on Thursday 13th January 2022 at 7pm.

9. DISCUSSION WITH COUNTY COUNCILLOR

Cllr Dymock reported the budget for 2022/23 will be the focus in January 2022. A meeting of the Economy and Development committee had been held earlier today, looking at the Revised Local Development Plan. **Action: Cllr Dymock to give an update at the January Council meeting.** The bid made for the levelling up fund in respect of Caldicot Leisure Centre was not successful in the first round, but would be reconsidered in March 2022.

10. NEW CORRESPONDANCE AND MATTERS RAISED

- Repairs to Gates at Entrances to Harold's Field on Sudbrook Road and the Village Green
MCC had been approached to provide an estimate to repair the gatepost on the gate at the entrance to Harold's Field on Sudbrook Road and the gate at the entrance to Harold's Field from the Village Green. An estimate had not yet been provided. Given the risk of a traffic accident from there being no gate at the Sudbrook Road entrance the clerk will seek to obtain additional estimates from other contractors.
- Vehicles Parked Opposite Portskewett Pharmacy
Complaints had been received regarding visitors to Portskewett Pharmacy parking on the road and pavement opposite the pharmacy. Cllr Holley reported seeing accidents narrowly missed, with the visibility for vehicles leaving the pharmacy car park being obscured by the parked vehicles. **Action: clerk to inform MCC Highways and suggest double yellow lines.**
- The Local Elections (Principal Areas) (Wales) Rules 2021 and the Local Elections (Communities) (Wales) Rules 2021
One Voice Wales circulated an update on the key decisions taken by Welsh Ministers in respect of the above. This was duly noted.

d. Section 137 Expenditure Limit for 2022-23

Welsh Government had issued notification that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for Community and Town Councils in Wales for the financial Year 2022/23 would be £8.82 per elector. This was duly noted.

e. Location of Council Noticeboards in Sudbrook

The Council had been informed that numbers 1,2 and 3 Walker’s Flats were now privately owned and the Council noticeboards were now located on private land. The Council had been asked to remove the noticeboards or commence paying rent of £100 per week.

Cllr Parker proposed the noticeboards be relocated to the green opposite the hairdressers, seconded by Cllr Dymock, agreed by all. **Action: clerk to notify resident of Walker’s Flats and obtain permission from Redrow to relocate the signs to the green.**

Planning Applications Approved by Monmouthshire County Council

[DM/2019/00846 - Land Development South of Crick Road, Portskewett](#)

Discharge of condition no.4 of outline planning consent DM/2018/00696.

[DM/2020/00321 - Land Development South Of Crick Road, Portskewett](#)

Discharge of conditions; 7 (Barn owl Mitigation Strategy), 8 (Green Infrastructure), 10 (Construction Ecological Management Plan) and 16 (Landscape Management Plan). Relating to application DM/2018/00696.

[DM/2020/00812 - 36 Leechpool Holdings, Leechpool, Portskewett](#)

Modification of condition 3 relating to DC/2017/01053: the condition needs to be changed to bring it into line with the later existing permitted use of the garage as per DM/2018/01230.

[DM/2020/01286 - Land Development South Of Crick Road, Portskewett](#)

Discharge of conditions 6, 2, 13, 14, 17 and 18 of outline planning consent DM/2018/00696.

[DM/2020/01386 - 16 The Terrace, Sudbrook Road, Sudbrook](#)

Extension of existing dropped kerb to access driveway

[DM/2020/01574 - Crossways, B4245 Parkwall to Caldicot, Portskewett](#)

Tall porch to front of existing detached dwelling.

[DM/2020/01642 - 92 Treetops, Portskewett](#)

Single storey extension to the rear.

[DM/2020/01485 - Land Development South Of Crick Road, Portskewett](#)

Discharge of conditions 5 and 11 of planning consent DM/2018/00696 (drainage strategy)

[DM/2020/01518 - 30 Leechpool Holdings, Portskewett](#)

5m x 4m two storey extension to the rear of property to add a bedroom and increase kitchen space.

Planning Applications Refused by Monmouthshire County Council

No applications were refused this month.

11. **FINANCE**

a. Best Kept Garden Competition Prizes

As no prizes had been donated for the Best Kept Garden competition the Chair purchased garden centre gift vouchers for prizes on behalf of the Council. Cllr Parker proposed the Chair be reimbursed, seconded by Cllr Carne, agreed by all.

b. Bugler on Remembrance Sunday

The bugler had declined payment. The amount on the Pink Paper to be reimbursed to Cllr Griffiths should therefore be £10 not £20. **Action: clerk to send letter of thanks to the bugler.**

c. Renewal of Data Protection Registration

Notification had been received that the renewal fee is due on the 7th January 2022. The amount of £35 will be paid by direct debit. This was duly noted.

d. Pink Paper December

The pink paper for December was circulated prior to the meeting for the councillors’ consideration. Cllr Parker proposed the following payments be approved, seconded by Cllr Carne, agreed by all.

	£'s
Salaries	1,214.53
Torfaen CBC – Pension contributions	225.03
HMRC – NIC and PAYE	110.16
Lloyds Multipay Card Payment (December)	392.52
Mr A Griffiths (Engraving of Best Kept Garden plaque)	10.00
Miss L Dymock (Best Kept Garden Competition Prizes)	30.00
Information Commissioner (Data Protection Registration Fee 2022)	35.00
MM Garden Services and Fencing (Cut of Harold's Field and Stowball Common)	350.00
Pisces Computers (2 nd Visit)	40.00

Balances held: Current Account £1,282.82, Deposit Account £5,352.32 and Lloyds Account £0.

Action: clerk to make payments.

e. Grant Application from Marie Curie

A grant application had been received from Marie Curie. No specific sum had been requested, costs of supplying their services were provided. Information on service provision within the Council area was not available. Cllr Nurcombe proposed a grant of £100 be approved, seconded by Cllr Parker, agreed by all.

Action: clerk to notify the applicant and make payment.

12. BUDGET FOR 2022/23

The clerk had circulated the amended budget for 2022/23 for consideration. Cllr Parker proposed the budget be approved, seconded by Cllr Carne, agreed by all.

Cllr Parker proposed the clerk submit the precept request of £43,500 to MCC, seconded by Cllr Carne, agreed by all. **Action: clerk to submit precept request.**

13. LAND REGISTRY SEARCHES

a. Ms Chase had sought further clarification on the areas of land in question, which had been supplied. No further response had been received. **Action: clerk to follow up in January.**

14. MONMOUTHSHIRE CONTRACT FOR DOG WASTE SERVICES

a. Councillors confirmed agreement to the proposed contract. Cllr Carne proposed option one be recommended as the preferred way forward, seconded by Cllr Parker, agreed by all. **Action: clerk to notify Sue Parkinson at MCC.**

Cllr Parker confirmed the dog waste bins had been installed on the 9th December 2021, and were being used. **Action: Cllr Parker to forward location map to clerk, clerk to update website with map and photographs of the locations. Cllr Holley to update the Facebook page with the same.**

It was agreed to hold a dog fouling awareness day in the spring. **Action: clerk to agenda in February.**

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 18th January 2022 at 7pm, to be held remotely.** The meeting was declared closed at 8.33 pm.

Mrs Beverley Young
Clerk to the Council