



**Meeting Held On Monday 03 April 2017**

**7 pm Llanhennock Village Hall**

**[www.Llanhennockcc.co.uk](http://www.Llanhennockcc.co.uk)**

**Present:** Chairman Chivers, Cllr Thomas, Cllr McLeod, Cllr Young, Cllr Morgan, Cllr Evans, County Cllr Clarke and Clerk Thomas.

**Apologies:** Cllr Williams, Cllr Waters and Cllr Heath.

**Members of public present:** None

**Declarations of interest:** None received.

**Minutes of last meeting:** Approved by Cllr McLeod  
Seconded by Cllr Thomas

**Matters Arising**

**1016/17 Gatlas Lane, road sign.**

Clerk confirmed the Road Sign Officer has suggested the Community Council request a new sign with Monmouthshire County Council, as they have no records of the original road sign or stolen sign. Chairman Chivers to speak with MCC to progress the matter further.

**1017/17 Usk Road – Ponding adjacent to Apple Tree Cottage**

Clerk confirmed this issue has been reviewed by the Highways Department, work will be carried out as soon as possible, drains cleaned and the road cleared of debris and swept.

**1018/17 Hedges at Welsh Water Site**

Clerk confirmed following a further order placed on Welsh Water by MCC- work has now been carried out, with good results.

**Correspondence**

**1019/17 Monmouthshire County Council**

MCC has written to request applications from any Councillors who may be interested in taking up a Community Governor role, for Usk Primary Church of Wales school. Unfortunately, none of the Councillors are currently able to take on this role, however information will be distributed for consideration by all.

## **Reports**

### 1020/17 Code Of Conduct Training

Cllr Young confirmed he has attended an excellent training course, through One Voice Wales. The course objective was to provide an overview/refresher for Councillors, regarding Code of Conduct responsibilities. Cllr Young communicated details of the course content and key points covered to the Councillors. Clerk to distribute a course overview to Councillors.

Cllr Young urged other Councillors to utilise the courses provided by One Voice Wales. Specifically, courses are available in Finance, Planning, Chairman Skills, Clerk Responsibilities and many others. Chairman and Councillors agreed the courses would add value to the existing skills and experience of the Community Council. It was confirmed Cllr Thomas would attend the next available Finance course.

Cllr Thomas agreed awareness of these courses was very useful and would help new Councillors adopt the Councillor role more fully.

## **Finance**

Current Balance £3346

1021/17 Cheque approved and raised for the following:

Llanhennock Club & Reading Room (Village Hall rental costs) £330 for financial year April 2016 to March 2017

(Two Councillor signatures provided for the cheque raised).

### 1022/17 Internal Audit / Annual Return

Clerk confirmed the Annual Return documentation has been received. The Clerk distributed the following documents which will support the Annual Return and the internal audit process:

Bank reconciliation, building society copies, explanation of variances, payment and receipts spreadsheet, copy of letter of engagement for Internal Auditor, risk assessment and budgets. The Councillors reviewed all the information and confirmed the details were an accurate record of financial activity for Llanhennock Community Council, April 2016 to 2017.

## **Planning**

None received.

## **Local Matters**

### 1023/17 Telephone Box Llanhennock

Cllr Evans confirmed the door has been removed and is currently being repaired/replaced subject to the amount of damage. Chairman Chivers thanked Cllr Evans for arranging this and for personally securing the door safely, following the damage caused by bad weather.

## **Any Other Business**

### 1024/17 Resignation

Cllr Evans explained that due to increasing work commitments, he would be standing down as Councillor for the Community Council. Chairman Chivers accepted this with regret and thanked Cllr Evans for his contributions, during his time on the Council.

Cllr Evans confirmed he would still be available to assist the Council and would remain involved with the Llanhennock community. Councillors wished David Evans the very best with his new business.

#### 1025/17 Election Nomination Papers

County Cllr Clarke confirmed all nomination papers should be hand delivered, by 4 pm on Tuesday 04 April 2017 to County Hall, The Radyr, Usk.

#### **Date of next meeting**

Monday 08 of May 2017, 7 pm in Llanhennock Village Hall.

#### Tredunnoch

**Chairman/Cllr Tony Chivers** 01633 450391

**Vice Chairperson/Cllr Yvonne Morgan** 01633 450226

**Cllr Dorothy McLeod** 01633 450623

**Cllr Lindsay Heath** 01633 450146

#### Llanhennock

**Cllr Jim Young** 01633 422555

**Cllr Allan Thomas** 01633 309760

#### Llangattock Nigh Caerleon

**Cllr Ieuan Williams** 01633 422309

**Cllr Richard Waters** 01633 430132

**County Cllr Peter Clarke** 01633 644644

**Clerk Elizabeth Thomas** 01633 309760