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Meeting Held On Tuesday 01 May 2018

Present	Chairman Waters, Cllr Chivers, County Cllr Clarke, Cllr Heath, Cllr Morgan, Cllr Williams, Cllr McLeod, Cllr Young, Cllr Thomas and Clerk Thomas.
Apologies	None
Members of public present:	None
Declarations of interest:	None
Minutes of last meeting:	Approved by Cllr Young Seconded by Cllr Thomas

Matters Arising

1146/18 New Interactive Forum / Website

The Clerk confirmed difficulty in contacting Intudesigns to arrange a time to discuss the new interactive forum, providing Community Council and local updates/information to residents. However, Intudesigns have since apologised for their lack of availability and will now move this matter forward as soon as possible.

Correspondence

1147 /18 Independent Review Panel – Community Council Open Day – Thursday 24th of May 18

The above Panel have asked Community Councils to open their doors on Thursday 24th of May 2018 to collect views from the community on the role and future of Community Councils. Marketing materials will be provided to help advertise these pop-in sessions. Councillors agreed to arrange a morning and early evening session, held in the Village Hall, Llanhennock. Attendance and support from the Community is vital and Councillors agreed to assist in marketing and communicating the details of this event, to ensure its success.

1148/18 General Data Protection Regulation

The Chairman and Councillors reviewed documents outlining the GDPR requirements for Community Councils.

This included a review of the information held by the Council, how to protect it and how to ensure the right procedures are in place to detect / report breaches. In addition, the Council appointed

Councillor Allan Thomas as the Data Protection Officer, who will ensure Llanhennock Community Council remains compliant in all aspects of GDPR.

The Clerk will arrange an Information Audit for review at the next meeting. The Clerk will also investigate costs of fire-proof storage cabinets to securely store Council paperwork.

Reports

1149/18 Outcome of Meeting with Court Farm Water Works.

Chairman Waters and Clerk Thomas met with the Head of Water Operations to discuss concerns relating to the Works. Clerk Thomas circulated information below to Councillors, taken from a document sent following the meeting, confirming the matters and actions discussed:

Heavy Goods Vehicles Accessing The Water Works

As detailed in our recent letter, Richards as a Farmer/land owner has on several occasions, assisted artic lorries stuck in the narrow Roughton Lane. This has been a timely and costly situation, resulting in damage to hedgerows and debris left on the lane.

We understand you have contacted the bulk of your suppliers to reiterate the route to and from the Works and re-sent route maps.

In addition, you confirmed you have spoken to Chemviron, as their failure to comply with agreed routes may compromise their contract. Chevron will now brief all Drivers to avoid a repeat of this situation. This should help ensure they comply with all pre-site audit and risk assessment requirements.

We accept there is a wider issue regarding Sat Nav systems, especially as it flags a low weight bearing bridge, which may result in Drivers accepting an alternative route and risk getting stuck.

Thank you for agreeing to fund new Directional signs. I will liaise with the Highways Department and discuss how best to progress in line with appropriate sign size and height requirements etc.

Gatlas Lane

Use of Tractor and Trailers on the Gatlas Lane.

There are currently 12 / 15 drains blocked on this lane, mostly due to the width of the trailer moving loads for the Water Works damaging the verges and dragging debris into the drains/onto the lane.

We will liaise with the highways department regarding the drains – especially as the safety of road users is compromised when debris and mud is left on the lane.

As explained one property (on the corner of the lane) has regular issues with their garage flooding because of this issue.

Thank you for agreeing to discuss this matter with the local sub-contractor and to investigate whether a road-sweep/brush is required.

Hedges

Monmouthshire County Council have previously applied an Enforcement Order to ensure the Water Works cut their hedges, which were compromising highways safety.

The areas around the works are currently hugely overgrown and unkempt. Although it is now nesting season, Chairman Waters requested the area is reviewed for trimming and clearing as soon as possible.

The approach to the works from Ponthir highlights this matter – with such a contrast between the well managed verges and hedgerows approaching, followed by the overgrown Water Works and reservoir areas.

We accept you must work within your budgets but would be grateful if the areas could be inspected and reviewed for trimming, on an annual basis if possible.

Reservoir

Chairman Waters confirmed the safety barrier at the Reservoir lay-by has been broken for some time. This is allowing young people to congregate in this area again dropping litter, drug debris and so on. This anti-social behaviour is a great concern to local people.

As this is a Health & Safety risk you agreed to arrange for the repair of the barrier as soon as possible.

Chairman Waters will update Councillors on the requested actions once the Water Works respond to this e-mail.

Planning

County Cllr Peter Clarke declared no interest / no involvement in planning matters.

None received.

Finance

Balance

1150 /18 Annual Return

Chairman and Clerk distributed the following documents in support of the Annual Return, for the review and consideration of Councillors:

Updated Risk Report

Bank Reconciliation

Explanation of variances

Budget

Annual Return Form

Supporting Minutes

Copies of Building Society books

Councillors read and reviewed the information, in line with the requirements of the Annual Return. The Councillors and Chairman agreed and adopted the information accordingly.

Local Matters

1151/18 Graffiti on the Millennium Bench, Llanhennock

Chairman Waters confirmed graffitt which defaced the plaque on the millennium bench, has now been cleaned and successfully removed.

1152/18 Maintenance of local assets.

Cllr Young requested the Councillors discuss upkeep and maintenance of the area outside St Johns Church, Llanhennock. Chairman Waters confirmed Landscaper Morgan Davies will be willing to maintain, clear and repair work local amenities managed by the Community Council, as required. Cllr Thomas will liaise with Morgan Davies to arrange a quote for this work. Cllr Thomas will also investigate the cost of galvanising the millennium bench.

1153/18 Broadband Issues

Clerk Thomas circulated information regarding a grant, available to Community Councils, to assist in improving and supporting various issues/causes in the community – including broadband.

Clerk Thomas confirmed the process for applying for the grant and Chairman Waters asked Councillors to consider whether this should be considered. After careful consideration the Llanhennock Community Council agreed they would not proceed at this time. As fibre posts have been in place in Llangattock Nigh Caerleon for several months; it is hoped that BT Openreach will complete this work swiftly. This will rectify the current problems experienced by residents using broadband in the area for work and leisure.

Clerk to write to David Davies and Sara Evans regarding this matter.

1154/18 Pot Holes at the bottom of Llanhennock Hill, Llanhennock

Clerk Thomas confirmed two new pot holes at the bottom of Llanhennock Hill have been repaired by the Highways Department.

1155/18 Planning Training

County Councillor Peter Clarke urged Councillors to attend a new Planning Course which Monmouthshire County Council will present in the coming months. Invites will be sent out through MCC and Clerk Thomas will forward details to Councillors on receipt.

Any other business

1156/18 Disrepair of the Newbridge On Usk Bridge.

Cllr Morgan noted the continued deterioration of the above bridge in Tredunnoch. Although this matter has been raised previously with Highways, Clerk Thomas will re-log concerns and request a site visit. Specifically, the bridge is under maintained, with stones missing and strong vegetation/shrubs challenging the structural integrity of the bridge. Clerk to contact Cadw regarding our concerns.

Date of the next meeting

Tuesday the 04th of June 2018, 7 pm in Llanhennock Village Hall.

Please note the Annual General Meeting will take place at the beginning of this meeting, with business as usual to follow.

