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Meeting Held Monday
03rd of October 2016
7 pm Llanhennock Village Hall

Present

Cllr McLeod, Cllr Morgan, Cllr Young, Cllr Williams, County Cllr Clarke, Cllr Thomas, Cllr Evans and Clerk Thomas.

Apologies – Cllr Heath, Chairman/Cllr Chivers and Cllr Water.

Members of the public present

None

Declaration of Interest - None

Minutes of June Meeting

Approved by Cllr Williams

Seconded by Cllr Young

Reports

None received

Correspondence

940/16 Letter from Leonard Cheshire

Leonard Cheshire Disability wrote to thank the Council for the contribution towards purchase of a defibrillator. They will contact us again when the equipment is purchased, to confirm whereabouts and accessibility for the community. The Community Council will then place posters in the notice boards and add details to the website.

Reports - None

Matters arising

941/16 Drain Problems Candwr Road

Cllr Williams confirmed the drains across the Candwr Road have been jetted. The response from Monmouthshire County Council was swift and the work was carried out to a high standard. Clerk to thank MCC for this.

942/16 Drain Problems Ty-Isaf Lane

Clerk to contact Monmouthshire County Council for an update regarding the drain issues and the possible need for reconstruction of the culverts, on this lane.

943/16 5 St Andrews Walk, Tredunnoch – Environmental Health Issue

Clerk confirmed the above issue was logged with Monmouthshire County Council. The Technical Officer responded immediately and visited the property to meet the owner, regarding persistent dog barking. Should the matter persist, a more formal process will follow and may result in an abatement order to the dog owner.

Finance**944/16 Balance**

Clerk confirmed the current balance at £4574.05

945/16 Internal Audit Outcome

Clerk and Councillors reviewed, in detail, the recommendations from BDO following the Llanhennoch Community Council Audit for year ending 31 March 2016.

(Please see attached report from the Clerk).

Following review of the report Councillors confirmed the following points:-

The Council must provide a more detailed financial budget.

The Budget must be formally reviewed at least twice a year.

The Risk Assessment must be reviewed twice a year and must provide more detail.

A formal process must be followed and minuted confirming who will act as Internal Auditor.

Engagement of the Internal Auditor must be confirmed in writing.

An asset register must be compiled and assets valued as far as possible. This should be reflected in future accounts.

A regular review and log of all asset repairs and maintenance must be established and maintained.

Planning – None**Local Matters****946/16 Caerleon Considers Community Council**

Cllr Young confirmed a local newsletter from Caerleon Liberal Democrats discusses the merits of Caerleon establishing a Community Council. With this in mind, Cllr Young suggested the Llanhennoch Community Council invite the producer of the newsletter to attend one of their meetings, so he can observe the Council's role / accountabilities and its benefit to the community.

Clerk to contact Paul L-Allier and invite to the next meeting.

947/16 Parochial Church Council – Meet & Greet

Cllr Morgan confirmed that a Meet & Greet was being considered by the Parochial Church Council to encourage attendance at Church, awareness of the Church roles and to provide a social opportunity for existing church goers. Clerk to liaise with Gerry and Steph Hawkins to see if they would like details of the event noted on the Llanhennock Community Council website.

948/16 Llanhennock Community Council Xmas Meet & Greet

Councillors agreed the above event should be held on a by-annual basis to ensure good attendance and success of the event.

Any Other Business

949/16 Llanhennock Community Council Website

Cllr Evans suggested the website is made more accessible, with Councillors having access to the site in order to upload updates and communicate with residents across the wards. Cllr Thomas and Cllr Evans suggested a local forum is considered too.

Clerk Thomas confirmed this would be possible and will liaise with Chairman Chivers to agree this, along with an approval process, prior to posting.

Councillors agreed the website must be kept up to date in order to attract users.

Clerk to liaise with Intu Designs regarding the above.

950/16 Date of next meeting

Monday 14 November 2016, 7 pm 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 David Evans	07884 186071
Cllr Allan Thomas	01633 309760

Llangattock Nigh Caerleon

Cllr Ieuan Williams	01633 422309
Cllr Richard Waters	01633 430132

County Cllr Peter Clarke	01633 644644
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Clerk Elizabeth Thomas	01633 309760
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