

Gwehelog Fawr Community Council Minutes Meeting Number 371

Venue: Gwehelog Village Hall on 25 September 2019 at 8.00pm

Present: Chair Cllr S.Carbury (SC), Cllr.J.Kershaw (JK), Vice Chair, Cllr M.Godwin,(MG) Cllr Bayliss (JB), Cllr. R.Carbury,(RC), Cllr. R. Marfell (RM), Cllr.C.Kirby, (CK),

In attendance: the Clerk Ms. Awni, (NA),

Members of the Public attending 1 (Note: Monmouthshire County Council is MCC)

Item No.	Item	Action
1	Apologies for Absence: County Councillor V Smith (VS)	
2	Declarations of Interest - Cllr SC (Trostre Court Planning Application) Cllr RC, (Trostre Court Planning Application), Cllr JK. Author of Health Impact Evaluation Paper (Trostre Court Planning Application) declared Each member present confirmed that they were happy for Cllr MG to take the Chair for the item on DM/2018/01641 Trostre Court Farm Barns.	
3	Minutes of the previous ordinary meeting no 371 held on 31 July 2019 at 8.00pm There were no corrections raised in relation to the minutes. They were approved as a correct record following a proposal by Cllr RC which was seconded by Cllr MG	Clerk to post on website
4	Matters arising from the minutes of the last meeting no 370 Community Project – agenda item Planning Matter DM/2018/01641 Trostre Court Farm Barns : agenda item Highways - Cllr CK confirmed that one set of white lines had been put down at the junction of Longwood Farm, however, this still left the opposite side of the crossroads still requiring setting out	Clerk to notify highways MCC
5	MCC update : Cllr VS had sent apologies.	
6	Finance and governance – a) The Clerk had spoken with the HMRC office re the outstanding VAT payment and had been assured that it had been paid in August. b) Annual 2018/19 mandatory Councillor allowance – the nil return had been submitted to the Independent Remuneration Panel for Wales and posted on the Council Website. Members were reminded that they could return an exclusion form to the Clerk for the current year, 2019-20 payment. c) The external audit process for the year ended 31 March 2019 is now complete. The Wales Audit office confirmed that there were: 'no matters which came to our attention which required the issuing of a separate additional issues arising report.' The letter from the audit office and the Annual Return year end March 2019 were presented and circulated to the Council. It was proposed by Cllr JK that the Council approve and accept the annual return and this was seconded by Cllr RC. The Clerk confirmed that the Notice of Conclusion of Audit was now displayed on the Gwehelog village hall notice board and would also be posted on the Council website. The Wales audit office would be notified. d) The Financial position for 2019/20 – The income, receipt and expenditure details for the year to date including Aug and Sept were circulated prior to the meeting. Payments relating to, postage, clerk salary and HMRC costs totalling £520.70 were recorded during August and September. When all expenditure is made this will leave an available account balance of £4281.54. The second precept installment of £1500 and the VAT refund should be in the account raising the total. It was confirmed that there is £5010.91 remaining budget. A proposal to approve and authorise the expenditure and sign the Council account book balance was made by Cllr MG and seconded by Cllr RM. Signatories duly authorized the withdrawal slips. The account book was initialised by the Chair as a correct record of the	Clerk to check Cllrs to action Clerk to action Clerk to action

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	<p>account balance of £4473.12 (which does not take into account the £520.70 Aug Sept expenditure).</p> <p>e) The Clerk confirmed that an Application form for the OVW Councillor Training Bursary Scheme in Wales had been received. In order to apply for the bursary, which gives a discount on OVW Cllr training, the form requires the Chair and the Clerk's signature. The form was signed for return to OVW.</p>	Clerk to action
7	<p>Planning Matter DM/2018/01641 Trostrey Court Farm Barns- Health Impact Evaluation paper. The Clerk confirmed that additional time had been granted by Andrew Jones Development Management Area Manager, MCC planning dept to enable the Council to submit a response ie until close of play Friday 27 September 2019.</p> <p>Cllr MG took the Chair for this item and took members through a review of the salient points from the minutes of the last meeting. The comments and conclusions of the Health Impact Evaluation paper were then outlined. Cllr MG stated that the paper was factual and well put together. Councillors were asked to endorse the paper and its contents which would form an additional part to the formal consultation submission which had already been made to MCC planning department. The proposal was seconded by Cllr JB. All members unanimously supported the paper and its contents.</p>	Clerk to notify MCC planning
8	<p>Community Project -Film Night update</p> <p>Cllr.JK presented his paper proposing to support a monthly local film night at the village hall. It updated members on the scope and nature of the proposed village hall film night. Cllr JK had undertaken a resident survey which evidenced firm support for a film night. The proposal set before the Council, asked for a sum of £300 in terms of financial support, to enable the trial film nights to happen. It was acknowledged that the area has few social facilities and a film night is one way to bring all age groups together, reduce loneliness and social isolation. At the end of the trial, the events will be assessed for success. It is hoped to break even which will be seen as a successful outcome. Some members wanted to understand the long term plan. There was a query about whether it was an appropriate use of the precept monies. However, the Council has the right to provide financial support for a cinema under the Local Government Act (1972) section 145 which allows discretionary powers. There was unanimous support for the proposal made by Cllr RC and seconded by Cllr JB. A commitment was made to provide the £300 funding and the expenditure was duly approved and authorised.</p>	Clerk to action
9	<p>Policy Matters : GDPR A fact sheet, highlighted as good practice by the MCC head of Legal Services had been circulated to members. The sheet outlined that councillors should ideally carry out their business under a specific email address rather than use personal email addresses. A review of ICO good practice and GDPR in terms of risk assessment was agreed to be undertaken by Cllr JK, RC and the Clerk.</p> <p>Model Finance Regulations -The Clerk had circulated an update of the Model Financial Regulations which outlined minor changes. As these were unlikely to have a substantial impact on the Council, members agreed to accept the amendments and approve the updated regulations.</p> <p>The Environment Wales Act – there is a duty to plan and report for all town and community councils. OVW information is awaited. The clerk agreed to draft something to bring back next month.</p>	

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10	Reports - The Village Hall report was circulated prior to the meeting. A Police report - not available	
11	Highway matters none raised	
	Planning Application received DM/2019/01350 the consultation period has expired. The Chair requested an update on a previous application for two houses in Wainfield Lane	Clerk to update
12	Questions from the public – A member of the public asked who is responsible for signs in relation to bridlepaths, rights of way etc. They were advised to contact MCC. A query raised about hedge cutting may resolve itself as it is only in the next few weeks that landowners may be trimming hedges The ROWIP (Rights of Way)consultation was highlighted.	Cllr JK and Clerk to action
13	Correspondence : Bus pass changes were highlighted. There are no public telephone boxes in the area.	
14	Events and training : events circulated	
15	Matters for the next meeting: 30 October - Budget Paper - ROWIP	
	The meeting was declared closed at 9.09pm Next meeting : 30 October 2019 at 8.00 pm	