



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

Agreed Minutes of the **Ordinary Meeting** held on **Wednesday, 8th February 2023 at 7.15pm in Llandeud Hall**

Clerk – Nicola Sutherland (01633 401106) email clerk@penhowcommunity.org

Councillors present:

John Wagstaff – Chair
Jan Bartlett
Viv Blandford
Bryn Harries
Rebecca Hughes
Keith Jones
Kyle Park – Vice Chair
Michael Weekes

Members of the public:

Tom Moody, South Wales Argus
Ian Russell

City Councillor Will Routley

Nicola Sutherland – Clerk



19:15

The Chair opened the meeting and welcomed all. He thanked Llandeud Hall for hosting us this month as St John's Hall was unavailable.

The new, agreed public participation protocol was explained by the Chair and a copy was available for members of the public present.

1. Apologies were received and accepted from Cllr Bartlett.

2. Declarations of Interest

There were no declarations of interest made.

3. Previous Minutes

- The minutes of the ordinary meeting held on Wednesday, 11th January 2023 were agreed as a true and accurate record. Proposed by Cllr Jones and seconded by Cllr Weekes.

4. Matters Arising (that are not included as part of the agenda) to include but not limited to:

- Thank you received for the support given to light the Christmas tree
- The Clerk confirmed that a copy of the new, agreed field protocol (and a covering letter) had been delivered to all the properties that back onto the playing field.

5. Public Participation (limited to 15 minutes)

- Parking at the Groes Wen/EGO
EGO at the Groes Wen is a very successful business within our community. However, at busy times customers are parking very badly on the roads around Bowden's Lane and at the junction with the busy A48. The Community Council were asked if there is anything that can be done to help with this issue?
City Councillor Routley agreed to contact the police about this issue and to ask if there is a solution that can be put in place. Concern was expressed by Councillors about parking on Bowden's Lane making it difficult for vehicles to pass and have clear access to the lane and also about how this could impact access for emergency vehicles.
It was suggested that the business could put a sign up at the entrance to the building to ask if patrons had parked responsibly.



It was also suggested that the business could try to purchase more land to create (subject to planning) an overflow car-park. It was noted that there is a water main that runs through the adjoining piece of land that may make this extension difficult.

City Councillor Routley will contact the Community Council and Mr Russell when he has an update.

6. **Ward Councillor Matters**

City Cllr Routley apologised for not being able to make the January meeting.

- A48 recycling bins. Cllr Routley reported that it had been confirmed that the recycling bins had not been emptied for quite some time due to a broken-down vehicle and lack of personnel. The fly-tipped 'recycling' continues to be cleared regularly but the issue of the larger bins not being emptied is ongoing. Cllr Routley will continue to follow up on this concern for the Community Council.
- Cllr Routley confirmed that the senior operational manager who had been dealing with the highway's issues raised by Penhow CC has now left the authority. To ensure continuity with these issues, and in particular the promised work at the Penyworlod Lane junction with the A48, PCC asked for confirmation of who will be taking over this workload.
- It was confirmed that the police are aware that we would still like the speed day of action during the summer.
- It was noted that metal posts have been installed in the district and they will have the 20MPH signs on them.
- The damaged Penhow sign has been 'fixed' by local residents.
- NCC have carried out repairs on Greenmeadow Lane but there is still a problem with potholes. Cllr Routley will approach NCC to see if this work can be re-done using a new machine for fixing potholes.
- Cllr Blandford asked about the NCC participatory budgeting programme and whether there is any progress to report about the cycling path between Penhow and the Rock & Fountain. In places this path is very overgrown, damaged and narrow, making using it as a cycle path very difficult. as the path is very narrow. Cllr Routley will liaise with Cllr Mogford and report back to PCC.
- Cllr Weekes noted that Penyworlod Lane does not currently have a street name sign. He asked if one could be installed.
- Cllr Hughes noted that on the A48 at Crick there has been a speed reduction from 50MPH to 40MPH. She asked what would we need to do to get the speed reduced on the A48 in Penhow? Cllr Routley confirmed that he has met with the AM about the knock on consequences of not building the M4 relief road and the impact on the road infrastructure in Langstone and Penhow. He is planning to meet with residents from Bishton and Langstone to see what can be collectively done to reduce speed and traffic on the A48. Date and venue of meeting tbc.

City Councillor Routley left the meeting at this point.

7. **Events for 2023 and beyond**

- Coronation celebration street parties



The flyers were reviewed. Councillors agreed to deliver these to properties in Penhow. Posters will also be put into the noticeboards, on the website and at other strategic points in the area.

- It was confirmed that an event to recognise the 80th anniversary of D-Day will be held. A group will be formed to steer this event. Cllr Hughes agreed to contact the Severn Tunnel Band re this event.

8. **Broadband in Penhow**

Cllr Harries had circulated a document prior to the meeting.

Cllr Harries gave an update for all present. He noted that by the end of 2025 phones will need to be near to a mains electrical socket and will need to be powered separately to the telephone line. Whilst this may not be an issue for many, some residents have phones that are currently connected directly to the telephone line and will need to make changes.

Cllr Harries confirmed that there are multiple phases to the rollout of fibre broadband. The maps showing the roll out show that the areas surrounding Penhow are part of the plans but that Penhow is not. To give some context it was noted that the Base Camp at Everest currently has 50Mbps and that there are plans for the Moon to have 100Mbps in the very near future. Cllr Harries suggested that it may be worth pursuing other options for broadband in the area such as OGI or asking BT to move Penhow further up the list for fibre installation.

Cllr Hughes noted that it would be interesting to find out what criteria BT are using for this work and suggested that we find out what views are held locally about current usage and future planned usage. This information could then be used to go to BT, the City Region or to another provider to look at broadband provision for the locality going forwards.

It was unanimously agreed that Cllr Harries will draft a survey with the help of Cllr Hughes to find out local views on this subject.

9. **Councillor Areas of Responsibility Matters Updates**

(i) Community Liaison – Cllr John Wagstaff

It was noted that the football nets have now been returned and are ready to be re-installed in the park.

(ii) Green Spaces – Cllr Michael Weekes

- Cllr Weekes confirmed that, as agreed, the hawthorn hedging has been planted at the gated entrance to the park.
- It was noted that the signs for the wildflower beds have been faded and are difficult to read. It was agreed to purchase 8 new signs for the wildflower beds. Clerk to action.

(iii) Recreation Grounds and Street Furnishings – Cllrs John Wagstaff and Keith Jones

- Grounds are being well used.
- The new signs confirming that the park is managed by PCC have now been installed.
- There are lots of new mole hills. Clerk to action.
- It was noted that where the cycle track has been flooded recently, the surface materials have moved. This will need to be repaired when the building of the walking path takes place later in the year. Consideration to be given to the camber of this stretch of track.



- The Clerk confirmed that the play deck works would take place in March. The Clerk was asked to confirm with the contractor that the equipment would be concreted in to the ground. Clerk to action.
- It was agreed to fix the two pieces of damaged fitness equipment. Clerk to action.
- The two 'no parking' signs on the ramp of the Market Road entrance to the park will be removed as they are no longer necessary.

(iv) St John's Hall – Cllr Keith Jones

There was no update from the Hall Committee as there has not been a meeting held.

10. Village Matters

- Local Development Plan (LDP) – Councillors will attend the public meeting about the LDP and give feedback at the March CC meeting. Cllr Blandford noted that the LDP has a 'village focus' that includes Parc Seymour (not Penhow). Thanks was given to Cllr Blandford for the research she has carried out with regards to the LDP.
- A member of the public has suggested that we have more noticeboards to display information on. It was agreed to consider updating the board by the bus stop in the next financial year. It was suggested that a QR code is included with the printed copies of minutes so that people can access these easily from their electronic devices.
The recent newsletter was put out on Nextdoor social media site by Cllr Hughes. It was agreed, by a majority, that the agenda and minutes could also be put on to this site by Cllr Hughes (using the same parameters of a link to the PCC website and only to the Penhow district).
- It was noted that many road surfaces in Penhow are deteriorating. As the surfaces have already been reported to NCC locally, the clerk was asked to contact City Cllr Routley about this issue.
- The mobile Post Office van was a fantastic asset for the village but unfortunately this service no longer runs to Penhow. It was suggested that the post office have put out to tender for another business to take on the Post Office in Caldicot but, it is not known if that would also include the mobile van.

11. Planning Applications

No new applications have been received since the last meeting

Planning Application Updates (for information only)

- 22/1147 Nutfield NCC refused
- 22/1159 Badger's Bend Waiting for NCC decision
- 22/1083 Seymour Avenue NCC granted with conditions



12. Accounts & Financial Matters

- Balances

Penhow CC Summary Report				
Bank balance - Current Account			£	-
Bank balance - Business Reserve Account as at: 05.01.23			£	17,298.26
Cash			£	-
Plus receipts not yet showing on statement			£	-
Less uncashed cheques			958 £	47.46
			959 £	337.75
			960 £	45.50
			961 £	238.68
			962 £	55.20
			963 £	250.00
			964 £	77.55
Total uncashed cheques			£	1,052.14
BALANCE at 05.01.23			£	16,246.12

- The balances were received and accepted.
- It was unanimously agreed that the Clerk should work with the bank to move the account online. Agreement was also given for a single signatory to be used to allow online payments to be made (with the proviso that at least one person other than the Clerk also had online access). Clerk to action.
- The following payments were agreed and confirmed:
 - Drop down bollards - £238.68
 - Griffiths signs - £55.20
 - Christmas lights donation - £250.00
 - Wooden bollards installation - £77.55
- The following payments were agreed:
 - Clerk Salary
 - Hedging invoice £106.50
 - Hall booking £20.00



13. Governance

- Protocol for public participation was actioned at the start of this meeting.

14. Risk Assessment Document

The updated risk assessment document had been circulated prior to the meeting. Additional details to be included: benches and noticeboards. Clerk to action.

Risk assessments to be drafted for work carried out by councillors such as the work on the wildflower areas or installation of signs. Clerk to work with individual councillors re this item.

15. Items for Information

The Chair noted that the Annual dinner had been enjoyed by all who attended.

17. Date of next meeting

The date of the next meeting was agreed as Wednesday, 1st March 2023 at 19:15

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