



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

Agreed Minutes of the **Ordinary Meeting** held on

Wednesday, 5th July 2023 at 7.15pm at St John's Hall.

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

Present:

Councillors
John Wagstaff
Kyle Park
Jan Bartlett
Bryn Harries
Michael Weekes

Member of the Public:

D Hayes

Nicola Sutherland – Clerk

19:15

The Chair opened the meeting and welcomed all. The Chair welcomed D Hayes to the meeting and explained how the meeting operated.

1. Apologies were received and accepted from Cllrs Jones and Hughes.
2. There were no declarations of interest made.
3. **Previous Minutes**
 - The minutes of the ordinary meeting held on Wednesday, 7th June 2023 were agreed as a true and accurate record. This was proposed by Cllr Weekes and seconded by Cllr Park.
4. **Matters Arising** (that are not included as part of the agenda) to include but not limited to:
 - Community Councillor Vacancy. The Clerk confirmed that there had been no applications for the vacancy. However, D Hayes attended the meeting with a view to becoming a Community Councillor.
 - The Chair fed back to the group about the Liaison meeting held with NCC. Several different Community Councils from Newport attended this meeting. The police were also in attendance, so the Chair was able to discuss the anti-social behaviour issues currently being experienced in the village with them. The requirement of the annual report was also an agenda item. The Clerk will produce the newsletter during the autumn to include the detail required by the annual report.
 - The Clerk confirmed that the current bank account earns 1.15% interest. The only other options within NatWest to earn more interest would be to move to a 35 day notice account at 1.92% or 3.56% for a 95 day notice account. Councillors agreed to not make any changes to the account at this point.
 - The Clerk informed Council that figures for placing at the side of the road to help reduce speeding are available to purchase. The figures can be personalised to fit the required task so, for example a policeperson shape could be put at the side of the road to encourage people to stick to the speed limit. Prices for these items ranged from £250-£500. It was decided not to investigate this further at this point in time.



5. **Public Participation** (limited to 15 minutes)

The Chair informed Council that some villagers are unhappy that ball games are being played in the park after 9.00pm and have suggested that a sign is installed to say no ball games after 9.00pm. This issue was discussed in detail by Councillors. It was unanimously agreed to send a flyer to the properties by the park explaining what to do if they witness any anti-social behaviour. It was also agreed that the same flyer will also be delivered to properties near the green at the top of Market Road where there have also been reports of anti-social behaviour. Chair to action.

A resident from Langstone has contacted PCC to offer a donation towards the recent work carried out in the park. This kind offer was discussed. It was agreed that the work carried out had been fully costed and budgeted for from the Precept, so the Clerk was asked to contact the resident to thank him for his generosity but to decline. Clerk to action.

6. **Ward Councillor Matters**

There were no Ward Councillors present at the meeting.

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

(i) Community Liaison – Cllr John Wagstaff

- Residents using the bus stop on Greenmeadow Drive had complained that the bin was often unpleasantly smelly. Cllrs Wagstaff and Jones have moved the bin further away from the bus stop to help alleviate this problem.

(ii) Green Spaces – Cllr Michael Weekes

- The walking path has now been completed and is already proving to be a worth asset. The arisings from the path have been used to create bunds on either side of the Market Road entrance. Wild flower seed has been spread on this area. These spaces will also be included in the wild flower planting next year. Cllr Weekes was thanked for his work on this project.
- Wildflowers. The beds at the junction of the A48 are dominated by one particular flower type. These beds will be totally refreshed for next year. Although all of the wild flower beds have suffered with the dry weather, the beds in the park appear to have coped quite well.

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

- Cllr Wagstaff will install the new bin (to replace the bin damaged by fire) in the park.
- The annual safety check by RoSPA has been carried out. The beacon post needs to be further checked for safety and some of the equipment needs to have some minor repairs. Clerk to action.

(iv) St John's Hall –

- Good news! The St John's Hall committee have confirmed that they have now raised enough money to keep the hall open for the next two years.

8. **D-Day Anniversary Event June 2024**

- An update regarding the planning of this event was given.
 - A local resident has agreed to provide the sound system for this event
 - St John's Ambulance has been booked
 - Army cadets and the W.I have been contacted
- Items to be followed up:
 - Scouts



- Burger van and ice cream (suggestion to try Castle Farm)
- Climbing wall
- Tractors
- Sewing group

9. **Village Matters**

Highways Issues

- Road maintenance across the whole area, including the A48 through Langstone was highlighted. It was hoped that this could be discussed with the Ward Councillors at this meeting. The Clerk was asked to write to NCC about the poor state of the roads and also the cycle and footpaths throughout Penhow.

Other village matters

- The blocked stile at the top of Greenmeadow Lane is currently being investigated by the Public Rights of Way team at NCC.
- The security of the green spaces across Penhow was discussed. Whilst the park area has had work conducted to protect the entrances from illegal entry, some residents are concerned that the smaller spaces in the area also need protection.

NCC have now given permission for the Community Council to carry out some work on the Greenmeadow Drive green spaces.

It was noted that although some residents would like work carried out on these spaces, some residents have also written in to the Council to state their opposition to this. A question was also raised to ask as the ground belongs to NCC should PCC be using their budget for this work?

Options to be considered are:

- Wooden planters
- Round, concrete planters
- Wooden posts
- Flower/herb beds
- Tractor tyre planters

The Clerk was asked to investigate costings for each of the options above and also to contact NCC to re financial support with this action. Once costings have been received, Councillors can consider next steps for the Greenmeadow Drive spaces.

- Anti-social behaviour. See item 5.
- Offer of a donation to support the work of Penhow CC. See item 5.

10. **Planning Applications**

No new planning applications have been received.

Planning Application Updates (for information only)

- 23/0298 20 Rockfield Glade NCC granted with conditions
- 23/0242 Land North of Rock Cottage NCC refused

11. **Accounts & Financial Matters**

- The accounts overview was received.
- The following payments were unanimously agreed:
 - Clerk Salary
 - Invoice for the walking path



- Maintenance contract invoice
- Hall invoice for May and June 2023 meetings
- NCC Grounds Maintenance Invoice
- Playsafety Invoice

The Chair confirmed the agreement of these payments by signing and dating a copy of them during the meeting.

- Community Grant Applications
 - The Clerk confirmed that two applications have been received to date. Closing date for applications is 31.08.23. Information about the grants is available on our website and in the noticeboards.
- Maintenance Contract – the Clerk confirmed that the maintenance contract is currently under review and details will be circulated to Councillors as soon as they become available.
- The Clerk confirmed that the insurance claim regarding the illegal encampment in 2022 is still being contested. An update will be given to Councillors once any further information is received.

12. **Governance**

- It was unanimously agreed to adopt the new model standing orders issued by One Voice Wales. The Clerk was asked to personalise these for Penhow CC.
- To agree representatives for the OVW Monmouthshire/Newport area committee were not appointed at this meeting. This will be an item for the September meeting.

13. **Risk Assessment Document**

No updates needed.

14. **Items for Information**

The Clerk informed Council about the GAVO volunteer awards. The link for these will be sent out to all Councillors.

15. **Date of next meeting** The date of the next meeting was agreed as Weds, 6th September 2023 at 19:15.

Meeting ended 20:17