

WENTLOOGE COMMUNITY COUNCIL

Date: 17th September 2019

In attendance: PC Giles
Gavin Jones - Living Levels
Mrs M Mulcahy (Clerk)

Venue: St Brides Village Hall

Present Cllr B Miles (Chairman)

Apologies: Cllr F Lovejoy

Cllr J Foster

Cllr A Picton

Cllr J Clatworthy

City Cllr R White

Cllr T Witchell

Cllr D Birch

Cllr M Birch

MINUTES OF MEETING

- 1 Meeting started at 7.20pm
- 2 Apologies received from Cllr Lovejoy.
- 3 No declarations of interest.
- 4 Previous Minutes - The minutes of the meeting held on 16th July 2019 were accepted by the Council and duly signed by the Chairman. Proposed by City Councillor White and seconded by Cllr Foster.
- 5 Police issues
 - 5.1 Chairman went through the latest Marshfield area police report.
Chairman advised that a violent incident involving people with machetes had happened close to Peterstone village and three people had been attacked. Please be mindful of this incident and do not try to confront anyone. If an incident arises contact the police.
Flytipping -There has been a lot more fly tipping but there is also a lot of activity going on behind the scenes on trying to deal with this matter by NRW and both police forces. It should be noted that an employer of NRW has won an award for all the hard work that she is doing with flytipping.
Antisocial behaviour - PC Giles advised that it is at this time of year, people illegally use motorbikes and quad bikes. Any incidents or anyone seen riding on a quad bike on the road should be reported to the police. Only emergencies or criminal damage should be reported on 999. If someone is riding around it is classed as anti social behaviour and should be reported on 911. PC Giles confirmed the importance of times, dates and descriptions being reported to the police.
Vehicle queries – It had been brought to the Councils attention that some vehicles that are being used in the area are bearing incorrect registration plates for the vehicles they are on. A list will be compiled once a week and sent to the police. Anyone with information please contact the Chairman. [BM to action](#)
NEW CSO – There are eight new Community Support Officers for the Newport West area. CSO Clare Montgomery-Brown will be the face of Marshfield with the help of CSO Caroline Doidge. PC Hannan has left the team and PC Bryan has taken over as the ward manager for Marshfield Ward.
Police Collaboration – PC Giles is to have a meeting shortly with Police Superintendent about working in collaboration with South Wales Police. PC Giles was thanked for his attendance and then left the meeting.

2 Speedwatch update - During speedwatch session during the holidays 25 vehicles were caught over the speed limit within 1 and a half hours. Councillor Witchell as coordinator for St Brides advised:-

- The risk assessment is being done at present by the police and will be given to the Speed watch coordinators by the end of the week.
- The coordinators are waiting to be given code by police for machine
- It has been agreed that the collection of sheets will be dropped into central police station. Councillor Birch as coordinator for Peterstone was advised that this could be done on line. Councillors to ask police for clarification.
- New notice signs – police have advised that they no longer place signs on posts.
- The police have confirmed that the volunteers are covered by the police volunteers insurance.

- 6 Living Levels Presentation by Gavin Jones Living Levels Community Engagement Officer
The Living Levels Landscape Partnership is a 12 partner Heritage Lottery funded programme for the Gwent Levels. They are aiming to deliver a wide range of projects across this unique and important landscape from Chepstow to Cardiff.

The Living Levels Projects are concentrated in three core work programmes.

Programme 1 – Conserving and Restoring. The seven projects in this programme area aim to conserve, protect and enhance the Gwent Levels’ natural heritage – including its historic and landscape features, wildlife and ancient drainage system .

Key questions

Does your land have an orchard?

Does your land have double-hedged field ditches?

Would you like to help influence the future farming on the Gwent Levels?

Do you want to help pollinate the levels?

Anyone interested please have a look at the Living Levels website www.livinglevels.org.uk.

Alternatively send an email to info@livinglevels.org.uk or telephone 01633 292982

The Levels are also home to a fantastic range of wetland wildlife, from waders and waterfowl, to water voles and colourful dragonflies. If water voles are seen in the Wentlooge and Marshfield areas please report sighting to the Living Levels as they are monitoring water voles in this area.

Programme 2 – Understanding and Appreciating

The ten projects in this programme area aim to make it easier for a wide range of people to access and enjoy the fascinating history and heritage of the Gwent Levels, improving the overall image of the Gwent Levels as a destination to visit and enjoy.

Part of one of the projects is to record, preserve and interpret the fascinating oral histories of the Gwent Levels before they disappear.

Programme 3 – Learning and Engaging

The seven projects in this programme aim to provide opportunities for engagement with the landscape as well as provide skills and training in a range of subjects which are linked to the unique heritage and management practices of the Gwent Levels.

Living levels are doing ECO system training on 1,3,8 October .

A course on pruning apple trees is also to take place and some of the Community Councillors have asked Gavin to include them on the course.

There is to be a Levels History Day at Tredegar House on 28th September 11am -3pm entitled Rugged Romans and Muddy Monks.

Anyone interested in any of the above or need any more details please have a look at the Living Levels website or contact them directly.

The Community Councillors thanked Gavin for attending and he left the meeting.

7 Public Participation - None

8 Review of actions arising from the Council meeting on 16th July 2019

8.1 All the Councillors have completed their remuneration forms. Chairman advised OVW is arranging a meeting with Minister who is involved with Inland revenues issues as two Councils have been given dispensation.

8.2 Stone House Lane file is still with Jane Bryant and Cllr White has agreed to provide a letter of support. [BM and RW to action](#)

8.3 Cllr Foster is to donate an external hard drive to WCC. [JF to action](#)

8.4 The Chairman presented the letter , annual return and the proposed audit certificate and opinion from BDO (external auditor acting on behalf of Welsh Government) to council. The comparative figures disclosed in the Accounting statement of the Annual Return did not agree to the audited Annual Return for the year ended 31 March 2018. Chairman advised that this relates to the cost of the projector and screen not being included in last years assets. Furthermore box 10 has been amended to nil and the reconciled figure of £4577 has been entered into box 9. The council reapproved the annual return and the RFO and Chairman have recertified the annual return . [Clerk to action](#)

8.5 WCC is now registered with the Information Commissioners Office and direct debit has been set up.

8.6 Vision ICT have confirmed that the WCC will need to be DDA compliant by September 2020. Vision ICT are dealing with larger Councils at present but will be contacting us to advise what action will be required as soon as they can. Clerk advised that WCC will have to make an allowance for this expense when budget is set.

9 Finance

9.1 Council received latest monthly bank statements and reconciliation.

| Account | Bank Balance as at 12.8.19 |
|-------------------------|----------------------------|
| Council Current Account | £4130.64 |
| Council Saving Account | £1292.40 |

9.2 Council noted and approved receipts:

| Method | Payee | Description | Amount |
|--------|-------|-----------------------------------|---------|
| BACS | NCC | 2019/20 – 2 nd precept | 3048.50 |

9.3 Council noted and approved payment:

| Method | Payee | Description | Amount |
|--------|---------------|--------------------|--------|
| Cheque | Mrs M Mulcahy | Printer Cartridges | 51.99 |

| | | | |
|--------|---------------|----------------------|--------|
| Cheque | Mrs M Mulcahy | Clerks Quarterly Pay | 773.50 |
|--------|---------------|----------------------|--------|

9.4 A copy of the spending for the first 6 months of 2019/20 against budget was given to Councillors for consideration at the next meeting.

9.5 The Councillors authorised the clerk to purchase a poppy wreath and arrange for the company to invoice WCC. [Clerk to action](#)

10. Marshfield Enforcements / Planning Applications

10.1 The Council discussed the delegated planning decisions and planning application for WCC area. Chairman advised Council that the planning application would come under permitted development and therefore no response was sent.

10.2 Chairman briefly discussed the NCC Draft supplementary planning guidance document.

10.3 Consultation on national development framework is ongoing and Council is happy with Chairman looking at Consultation and keeping Council informed. [BM to action](#)

10.4 Chairman advised Council that he had completed spatial planning survey on behalf of WCC.

11. Environment

11.1 Chairman gave a general overview:

- advised that a lot of prosecutions are still ongoing in the area.
- Waste on sea wall is to be dealt with by NRW
- Chairman is to go out with NRW representative to look at damage to sea wall.
- NCC Horse Welfare Officer is aware of current situations but can no longer attend without another Officer

Council have requested that Clerk writes to RSPA asking what the best way is to contact them as Vice Chair phoned on 10 separate occasions but it just went to answerphone. [JF to give Clerk details to action.](#)

- Chairman is looking into Children at Play signs for the Green. [BM to action](#)

12. Correspondence & Matters of Interest

12.1 Living Levels Partnership Offer. A key objective of the Living Levels partnership is to facilitate and support thriving communities across the Gwent Levels. They are offering to purchase up to £2500 (excl.VAT) worth of equipment and/or goods for each Community Council within their project area. In addition they are also offering to supply each hub with an interpretative panel that celebrates local heritage and provides information to visitors about the surrounding area. As WCC covers both St Brides and Peterstone villages Living Levels will accept two applications.

- Councillors agreed that both villages should accept the offer of a hub in each village
- St Brides Village hall are looking into installing Wifi. BM will ask about the installation of Wifi at the NCC Liaison meeting on Thursday as it has been installed in other Community Halls. [BM to action](#)
- Councillors from each village to liaise and put together applications prior to next full council meeting as applications have to be sent by no later than 25th October 2019. [All Councillors to action](#)

12.2 Clerk has given each Councillor a file which contains information that they should hold including a copy of the current WCC Financial Regulations. Over the summer NALC has revised the regulations in accordance with NALC 2019. A copy has been given to the Councillors and they agreed the revised changes should be adopted.

12.3 Chairman has completed the car clubs survey

12.4 Interim Chief Executive for NCC to be appointed

- 12.5 Chairman is looking at GAVO funding and other funding via Comic Relief etc.,. [BM to action](#)
- 12.6 Letter of concern from resident about proposed Boundary Changes. Chairman advised that the consultation has not started yet and Councillor White advised Chairman to have a look on Boundary Commissions website. [BM to action and will get back to Councillors and Clerk with his findings before sending letter to resident.](#)
- 12.7 Chairman advised WCC that during August JF, BM and Clerk have been archiving paper records and clerk is currently going through computer records
- 12.8 Chairman has requested Clerk write to Aldi Distribution Manager asking for Chairman to have a meeting in order to discuss any effects on any future plans. Councillors advised Chairman that Aldi lorries are going through St Brides. Chairman has asked Councillors to provide him with details and times in order that he can also take that matter up.
- 13 Representatives/Reports –
- 13.1 Chairman has put his name forward as a OVW representative on the WLGA which is looking to improve the working relations between local authorities and community councils.
- 13.2 Five councils were represented at the Newport Community Council Social meeting and found it worthwhile.
- 14 Training/conferences
- 14.1 To identify any further training required by Clerk or Councillors.
Chairman suggested that Councillors view the OVW website to look at the online training
Clerk to liaise with new Councillor about Code of Conduct training. [Clerk to action](#)
- 14.2 Compilation of Training Course Record for Councillors. Full training record for all Councillors has nearly been compiled by clerk. JF to supply, details of her training records. [Clerk and JF to action](#)
- 15 Communication
- 15.1 Items sent to Marshfield Mail
Articles about the Fire Service and the Lyn Harding plaque were in this months edition. Council would like a copy to be sent to the Fire Service . [BM to provide clerk with contact information. Clerk and BM to action](#)
- 15.2 To agree items to be included in the monthly communication to residents in the Marshfield Mail and any posts to the Community Council website.
Councillors suggest that the halls and area could be promoted. [BM to provide clerk with information. BM & clerk to action](#)
- 16 No items for inclusion in next Agenda

There being no other business, the meeting concluded at 22.25 with the date of the next meeting being confirmed as Tuesday 15th October 2019 which will be held at Peterstone Village hall.

Chairman's signature..... Date

