



# Welsh Newton & Llanrothal Group Parish Council



## Minutes of the Annual Group Parish Council Meeting of Welsh Newton & Llanrothal Group Parish Council

Held in Welsh Newton Village Hall

On Thursday 12<sup>th</sup> May 2016

### Present

Cllr Mr C Bligh - Chairman

Cllr Mr S Wilkes Vice – Chairman

Cllr Mr M Barter

Cllr Mrs M Cox

Cllr Mr K Simmons

Ward Councillor and Councillor Ms E Swinglehurst

In attendance Mrs Kath Greenow parish clerk and 2 members of the public

#### 1. Election of Chairman

Cllr Craig Bligh elected as Chairman

#### 2. Election of Vice Chairman

Cllr Steve Wilkes elected as Vice Chairman

#### 3. Apologies for Absence

To receive and accept any apologies from Councillors

None

#### 4. Declarations of Interest & Dispensations

4.1 To receive any declarations of interest in agenda items from Councillors

The Chairman declared interest agenda item 12 Finance reimbursement of gift for previous clerk

4.2 To consider any written applications for dispensation from Councillors

None

#### 5. To agree and sign the minutes of The Group Parish council meeting held on 14/04/2016

It was **RESOLVED** to: agree and sign the minutes of the 14/04/2016 as a true record of the meeting

#### 6. To agree and sign the extra ordinary minutes of The Group Parish Council Meeting held on 23/04/2016

It was **RESOLVED** to: agree and sign the minutes of the 23/04/2016 as a true record of the meeting

#### 7. Public Question Time

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise relevant issues or ask the Parish Council questions

No matters raised

#### 8. Nomination of Delegates

8.1 Village Hall Committee / HALC & SAM Meeting Representatives / Llangrove School Delegate

Village hall committee- No delegate

HALC & SAM Meeting Representatives - Parish Clerk

Llangrove School Delegate No delegate

#### 9. To consider response to changes to NHS consultant – led referral services

It was **RESOLVED**: that the Clerk write to The CCG regarding to the letter received by residents of the parishes.

Letter to outline acknowledgement of legal responsibility for care and treatment of patients and the changes regarding those registered with a GP practice in Wales. A copy of the PC's letter to go to The MP Jessie Norman.

#### 10. Lengthsman

10.1 To receive a report from parish lengthsman

A report had been received from the lengthsman which highlighted some highway drainage projects that were

unable to be dealt with last year (2015/16) will be reviewed again this year. Verge cutting on junction splays and

blind corners will be carried out as required.

10.2 To consider work to be carried out by the lengthsman

Maintenance days to continue as agreed by PC. The Thanked Terry for the good work carried out on U71223

### **11. Footpaths report**

11.1 To receive footpaths report from the footpaths officer

Terry Griffiths had sent a report on the footpaths. He also informed the PC that from this year (2016/17) BBLP would not be supplying materials for repairs on the footpaths due to budget restraints. Terry will be carrying out the maintenance walks as early as possible and will draw up a report on work required.

11.2 To consider work to be carried out on the footpaths.

Areas identified needing attention Monnow Valley wall area boards required near style. Try gate area some gravel had been put down but more was required.

**Agenda item next meeting**

11.3 To receive update report on lost ways project

Cllr SW & Cllr ES had attended a meeting regarding lost ways. A number of lost footpaths had been identified by both Cllrs and evidence relating to the lost footpaths had been gathered and application had been prepared for submitting to Balfour Beatty for inclusion in the definitive map. Clerk to read through the documentation to be submitted, sign and sent to Balfour Beatty.

### **12. Financial Report**

12.1 To approve internally audited end of year Accounts 2015/16

It was **RESOLVED**: to approve the internally audited accounts for 2015/16

12.2 To agree and sign Annual return accounting statement 2015/16

It was **RESOLVED**: to agree and sign Annual return accounting statement 2015/16

12.3 To agree and sign Annual Governance Statement 2015/16

It was **RESOLVED**: to agree and sign the Annual Governance statement 2015/16

12.4 To agree and sign Audit Return Form (Chairman)

It was **RESOLVED** that the Chairman sign the Annual Audit return 15/2016

12.5 Consider Internal Auditors report 2015 - 2016 and agree any required action

It was **RESOLVED**: to note the internal auditors report no action required

12.6 To consider Re-appointment of Mrs. J Cole as internal auditor

It was **RESOLVED**: to re-appoint Mrs J Cole as the internal auditor for 2016/17

12.7 Confirmation of Bank Balances

Bank balance s note as per bank statement 04/04/2016 treasures a/c £1412.42, PC Business A/c £9338.18

12.8 To note Bacs Remittance - None

bank payment made 15/04/2016 of Transparency grant received £425.00

12.9 To consider invoices for Payment

It was **RESOLVED**: to pay:

Zurich annual Insurance renewal £468.46

Terry Griffiths L/man invoices 1600,1605,1621 total £1575.00

Reimbursement to Chairman £45.00

Clerks reimbursement Postage £5.76 Stationary £5.75

Internal auditors fee £35.00

12.10 To receive an update regarding purchase of parish council laptop and Printer – Deferred to next meeting

12.11 To consider process for Clerks reimbursement of postage, stationary & printing for the Group Parish Council - Deferred to next meeting

### **13. Neighbourhood plan update and next steps required.**

Report from Kirkwells noted. PC need to approve amendments made as a result of the regulation 14 consultation.

**Agenda item next meeting**

### **14. Planning**

14.1 To consider planning applications for comment - None

14.2 To note planning permission granted/refused since last meeting

Noted as: Listed Building Consent - Llanrothal Court, Llanrothal, Monmouth NP25 5QJ Existing roof to be removed and replaced, reusing the existing tiles where possible, any new tiles to be Welsh slate tiles that are the same as the existing and installation of insulation, replacing any existing

Noted as: Listed building consent – Unit 1 Barn, Upper Cwm Farm Llanrothal Herefordshire NP25 5RW install emergency egress window to west elevation.

**15. To receive and update on Welsh Newton – Common** regarding Commons Act 2006 Schedule 2 application

**16. Correspondence**

16.1 To note correspondence received since last meeting. Thank you card from Malcolm & Shelia Walker

Date of Next Meeting of: Welsh Newton & Llanrothal Group Parish Council Meeting noted as:

Thursday 9<sup>th</sup> June at 7.30pm

**Subject to Council Resolution this item may be held in Closed Session due to the confidential matter of employment to be discussed**

A resolution was passed to exclude the public and press due to the confidential nature of employment matters to be discussed

Signed..... *S. Wilkes* .....  
Councillor ~~Mr C D Bligh~~ Chairman  
*Vice chairman*

Dated *9.6.16*