



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

Minutes of meeting held on Wednesday, 6th November 2019

Present at the meeting on Wednesday, 6th November 2019 were:

Chair: John Wagstaff

Councillors: Viv Blandford
Keith Jones
Bob Shepherd
Anne Underwood
Michael Weekes

Clerk: Nicola Sutherland clerk@penhowcommunity.org

One member of the public in attendance.

1.	Apologies – Beryl Morgan
2.	Previous Minutes – Proposed by Michael Weekes and seconded by Viv Blandford.
3.	Matters Arising • Responsibility for grounds and road maintenance. This issue is still unclear. Clerk to continue to follow this issue up with NCC. • The 30MPH sign on Market Road is still missing. Clerk to re-report this to NCC. • Penhow guide wording has now been completed. Photographs for the guide to be compiled. Quotes for the printing of 500 copies to be obtained. • Clerk and Chair to continue to look for possible sources of grant funding to support the development of the walking path in the park. • Penhow CC website development. Clerk to continue with the development of the new site. • Picnic in the Park. Meeting with Langstone CC taken place. Chair to approach a member of the village to further this issue. Clerk to liaise with Langstone CC. • Sub-committee group for the 'People and Wildlife' set up. Chair of this group will be Michael Weekes. • Rockfield Glade alleyway is still very muddy. Clerk to re-report to NCC. • Water leak on the A48 has been fixed!
4.	Public Participation • Overgrown bushes on the corner of Rockfield Glade – clerk will re-report this. • Complaints received from residents that fireworks were set off after 10pm on Bonfire Night from Parc Seymour playing field. The council feel that this was inappropriate at this time of night.



5.	Ward Councillor Matters No ward councillors present.
6.	Councillor Areas of Responsibility Matters Updates (i) Community Liaison - Bob Shepherd • Hall Update: Quiz event is being planned for April 2020. Children's Christmas party will take place on Sat 21st December Pilates Christmas party will be held on 13th December The grounds will be tidied and serviced as soon as the leaves have stopped coming down Other events are being planned to both raise the profile of the Hall in the local consciousness and to help lead the community. The next meeting will be in January to consider what we might do and who needs to be involved. Community Council suggest a 'Penhow Guide launch with Coffee and Mince Pies' morning to be held in the hall. Clerk to look for a potential date and talk to Linda Stephens about this. Viv Blandford to draw up posters. • Community First: The round of editions continues to roll out every 2 months. We do have limited spare cash and requests for small amounts of grant for local organisations and events are invited. We consider if it benefits the wider Langstone ward and not just a limited group of people (ii) Michael Weekes – a. Wildflower update – wildflowers are now finished and will be cut back. New seed for next year has been ordered. Three additional areas are being prepared for planting next year on Greenmeadow Drive, Rockfield Glade and by the Millennium Chairs. The cuttings from the wildflowers will be recycled. b. Roadside verges – the verges have been trimmed. The new regime for cutting has improved the verges and allowed some growth of wild flowers and natural regeneration. c. People and Wildlife – sub committee group set up. Chair will be Michael Weekes. (iii) Penhow Guide – Clerk. See item 3. (iv) Recreation Grounds and Street Furnishings -John Wagstaff, Keith Jones, Graham Pollard a. Maintenance update – planned maintenance will be carried out on the equipment by Urban Recreation after 8th November 2019.



7.	Village Matters (i) Party in the Park – see item 3. (ii) Carol Singing – Please see noticeboards for further details. (iii) Five Lanes Recycling Site. There is no further news about this issue. Defibrillator has had October check completed. Councillors to canvas villagers on the uptake for defibrillator training at the meet the councillor morning.
8.	Other Matters (i) Community Councillor visit to the Mayor's Parlour. Clerk to book this visit for 6.00pm on 27th November.
9.	Community Councillor Vacancy Sadly, due to work commitments, Graham Pollard has had to step down from his councillor position. We thank Graham for the time he has given to the Community Council. Councillor vacancy will be advertised. Unanimous decision to appoint Michael Weekes as deputy Chair.
10.	Planning Applications (New) No new applications received
11.	Planning Application (Updates) (i) Arcade Road – PCC have had a response from NCC to confirm next steps. PCC to ask for clarification of this so that they can continue to monitor this issue.
12.	Accounts & Financial Matters (i) Balances - £26042.90 (21.10.2019). This amount includes money ringfenced for further development of the park with an accessible walking track. Bank summary report accepted. (ii) Payments approved: Clerk salary, website £33.60, planters £85, planters £40, planning £190, maintenance £120 and shop raffle tickets and prize £107. (iii) Website update. – see item 3 (iv) Management of Risks document – clerk shared the management of risks document with the council. • Suggestions for additional actions for this document made – include further detail about insurance, add a third column titled Risk Reduction. • Question raised about possible cost of legal advice. PCC is a member of One Voice Wales and legal advice is sought through this organisation in the first instance.



	• Clerk confirmed that sensitive electronic documents are all password protected.
13.	A.O.B GAVO Pride in Our Community Awards. The Council were delighted to hear that awards for both categories entered this year had been awarded prizes: • Gold Award for Taking Care of Your Community • Bronze Award for Go Wildlife! The purple poppies, made by the WI, are being sold in the shop – money raised will be donated to the Newport City Dogs Home. Gwent police – Viv Blandford shared a press release about a 'County Lines' film that is available for viewing and also information about Operation Jigsaw. See Gwent Now for more details. Clerk to report drainage problem from Playing Field to Greenmeadow Lane to NCC Play inspection training – clerk to investigate possibilities for councillors.
14.	Next Meeting – December 4th 2019 at 7.15pm
15.	Correspondence – • Invitation to meet with the Mayor • Draft SPG Sustainable Travel Plan – NCC • OVW November training sessions • Everyday ageism item • OVW bulletin • WG Remuneration Panel Draft Annual Report All correspondence has been circulated by email to Councillors.