



Penhow Community Council

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www.penhowcommunity.org

MINUTES of the Ordinary Meeting held online on

Wednesday, 13th January 2021 at 5.00pm.

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

Present:

Chair	John Wagstaff
Vice-Chair	Michael Weekes
	Viv Batchelor
	Keith Jones
	Bob Shepherd
	Anne Underwood
City Councillor	William Routley

Mrs L Partridge – member of the public

Nicola Sutherland – clerk for Penhow Community Council

1. The chair opened the meeting and wished all a Happy New Year. Apologies received and accepted from Jan Bartlett and City Councillor Ray Mogford.
2. **Previous Minutes**
The minutes of the previous meeting, 9th December 2021 were confirmed as a true record. Proposed by Michael Weekes and seconded by Anne Underwood.

An email was received from a resident about the December minutes. The minutes stand as a true record of the meeting. However, the Chair has spoken with the resident about the concerns raised.

3. **Matters Arising**
 - Community Councillor vacancy ~ three applications have been received and Mrs Partridge also put herself forwards as a candidate. The vacancy will be filled later in the year once covid-19 regulations relaxed. All candidates have been informed of this.
 - Declaration of interest forms – reminder to send these in to the Clerk.
 - Park Covid-19 risk assessments have been completed and signs have been updated.
 - Silhouette and poppies purchase. Councillors agreed to the inscriptions to go on the Tommy Silhouettes as 'Lest We Forget' and the other as 'A Time to Reflect'.
 - Water on the A48 – NCC has investigated this area and it was found that an old manhole cover had collapsed under the tarmac. This has been repaired and the manhole cover reinstated.



4. **Public Participation**

Points submitted by Mrs L Partridge

- (i) Arcade Road - Mrs Lauren Partridge informed the Community Council that the family had been told by NCC's solicitor that there were 30 complaints about the passing place and she said they had a right to see them. It was explained that these were not complaints but evidence forms about how long the passing place had been present and in public use.
Penhow CC cannot discuss this issue any further at this point as it is still in the hands of solicitors. Mrs Partridge will reclarify this information with J Sanders of NCC.
- (ii) Arcade Road flooding – Arcade Road has a continual problem with flooding. Drains were cleaned by NCC on the 9th November 2020. Water still not flowing away. Cleaned again on 23rd and found that the gulley pots clear but pipes not. NCC advised that they would come back with the cameras to investigate. This has not yet happened.
The road was resurfaced in 2016 and a new pipe put under the road. The construction of a parking space, 19/0216 has possibly damaged the pipework? Mrs Partridge has asked NCC to investigate this and she is concerned that it is not caused by Rose Farm but by excessive rain and also damaged drains due to the parking place. Mr Routley asked Mrs Partridge to send the detail of this in an email to him so that he can follow up on this issue. Clerk to ask NCC when they will be following up on this issue.
- (iii) Highway Parking – access to Rose Farm being blocked by cars and vans being parked on the highway. On over 17 occasions vehicles have been parked on the highway (photographs have been taken as evidence of this). This is causing difficulty turning into Rose Farm, particularly with horse boxes. NCC and the police have been informed. Clerk to report this issue to NCC.
- (iv) Vacancy – see item 3.

5. **Ward Councillor Matters**

Discussion and feedback from the NCC Councillors

Planter on the A48 – Further detail about the position and size of the planter is needed. Clerk to take measurements of the area. Clerk to liaise with Michael Weekes about this.

Potholes on Greenmeadow Lane have been filled but the problem has not been resolved.

A central point for the collection of sandbags for Penhow residents has been secured. Sandbags can be collected from Ford Farm on the Magor Road when needed.

City Councillors have called for a meeting with Highways at various points in the ward to alleviate the flooding issues, including at the Rock and Fountain and at the junction of Penyworlod Road. Michael Weekes suggested that he is involved in this meeting as he has a wide knowledge of the history of the area. Will Routley was asked to keep Penhow CC up to date.



It was noted that the drainage ditches at the side of the A48 have debris in them and that this may contribute towards the flooding issues experienced. NCC Highways are currently working at about 50% capacity because of Covid-19. Repairs and maintenance are therefore taking longer.

6. Councillor Areas of Responsibility Matters Updates

- Recreation Grounds and Street Furnishings -John Wagstaff and Keith Jones
 - Use of the park – risk assessment re Covid-19. Notices have been put up in the park.
 - Email received re item of equipment in the park – Chair has spoken with member of the public. A sign will be erected by the piece of equipment to state that this should only be used by people on bikes.
 - Park is being very well used. Parking continues to be an issue. Penhow CC powers are limited in this issue.
 - Some of the signs have come loose. Keith will reattach these.

7. Village Matters

- (i) Michael Weeks gave Council feedback about the junction of Penyworld Road and the A48.

A hedge has grown through the open fencing making visibility difficult. NCC are going to remove the hedge and fencing (with landowner permission) to improve the safety of this junction. Aerial photographs also show the white markings have worn away and need to be reinstated. Parking at this junction makes it difficult for pedestrians to cross safely. Clerk to report this to NCC.

8. Other Matters

- (i) Arcade Road – see item 4.
- (ii) Standing Orders – Council agreed to the adoption of the Model Standing Orders (OVW 2018). Clerk to personalise this for Penhow CC and bring back to next meeting.
- (iii) To consider the request from St John the Baptist Church
Keith Jones declared an interest in this item and left the meeting for this item.
Council agreed to a donation of £500.00 towards this work.

9. Planning Applications

No new planning applications received since the last meeting



10. Planning Application (Updates)

19 Rockfield Glade 20/0887 Granted, with conditions
Ty Berllan Farm 20/1061 Awaiting decision

11. Accounts & Financial Matters

(i) Balances – at 04.12.2020

Penhow CC Summary Report					
Bank balance - Current Account				£	-
Bank balance - Business Reserve Account as at: 04.12.2020				£	33,178.45
Cash				£	-
Plus receipts not yet showing on statement				£	-
Less uncashed cheques			808	£	329.84
			809	£	60.00
			811	£	250.00
			812	£	250.00
			813	£	603.61
			814	£	225.00
Total uncashed cheques				£	1,718.45
BALANCE at 04.12.2020				£	31,460.00

This includes money 'ring fenced' for the walking path and other works in the park.

(ii) Council agreed the following payments:

NCC Ground Maintenance quarterly payment - £292.86

Christmas Lights - £57.91

Agreed to purchase a few further lights for the village for next year (maybe approx. £30.00)

(iii) Proposal that we switch to the Coop Bank was agreed. There is a cash incentive to do this. Proposed by Bob Shepherd and seconded by Viv Batchelor. All in favour.

12. A.O.B

Letter from Stuart Tyler about an article in the Daily Telegraph about the secret auxiliary units that were established during WWII. The article refers to the Langstone platoon and includes a list of names and details. Info to be put into an article for Community First and for the website.

Village email link. Clerk to set up a 'round robin' email link for village information to be shared. Council in agreement with this.

Michael Weekes – Bee Friendly wild flower seed for the village flower beds. This will cost £145.00 for the five areas to be seeded. Agreement that seed be ordered. Bob Shepherd proposed and Viv Batchelor seconded this.



13. **Next Meeting** – normally Wednesday, 3rd February 2021 at 5.00pm