



Penhow Community Council

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Minutes for the Ordinary Meeting held online on

Wednesday, 7th April 2021 at 5.00pm.

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

1. **Present**

John Wagstaff - Chair
Jan Bartlett
Viv Blandford
Keith Jones
Bob Shepherd
Michael Weekes – Vice Chair
Anne Underwood

City Councillors William Routley and Ray Mogford (Until the end of item 5)

Clerk - Nicola Sutherland

The Chair opened the meeting and thanked all for their attendance.

All Councillors were in attendance.

Declarations of Interest

Keith Jones – Item 9.

2. **Previous Minutes**

The minutes of the meeting held on the 3rd March 2021 were agreed as a true record. This was proposed by Michael Weekes and seconded by Anne Underwood.

The electronic meeting failed at this point and had to be re-started at 17.15.

3. **Matters Arising**

Arcade Road update – NCC solicitor sent agreed material to Rose Farm on 24th March 2021. Clerk follow up with NCC to see if anything has been received in return before the next meeting in May.

Flooding on Arcade Road – NCC has not yet asked the landowner re the use of cameras to check the drains.

Will Routley agreed to write to Highways re the flooding issue on our behalf.

Playing Field – despite being contacted three times, Newport City Homes have still not cleared up the debris from their hedge work from the playing field. Clerk to follow up with NCH one more time before asking the City Councillors to step in.

Tree Stump – Michael Weekes was thanked for removing a rotten tree stump and making the area safe.



4. **Public Participation**

There were no members of the public present.

5. **Ward Councillor Matters**

City Councillors were updated re **Hendrew Lane Forest Access** – increasing numbers of vehicles are using this entrance to enter the Forest. A barrier and a kissing gate have been installed at this entrance by NRW. Unfortunately, there is a gap at the side of the gate which will still allow access for motorbikes and the barrier is not locked. NRW have carried out remedial works to make this safe and to allow horses to enter safely. Councillors will be updated at the next meeting with regards to this issue.

City Councillors Will Routley and Ray Mogford have met with the police to discuss illegal use of the Forest. Operation Harley are going to try to target this area in particular. As well as calling 101, Gwent Police Facebook page can be used to report any concerns that the public have about illegal use of the Forest.

Will Routley has followed up on the **missing 30 MPH** sign on Arcade Road. Although an update has been received confirming that this sign is on the list for replacement, there is a list of higher priority signs that will be replaced first. Will has told them that this is unsatisfactory. The sign is still missing.

The new planter on the A48 near to St John's hall has now been agreed by planning.

City Councillors continue to have regular meetings with different parts of NCC including Highways and Planning Enforcement. Both Councillors also regularly meet with the police to discuss local issues.

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

- Recreation Grounds and Street Furnishings -John Wagstaff and Keith Jones
 - The field has been walked/inspected. It is noted that the picnic table needs replacement. Clerk to investigate new possibilities and bring to next meeting.
 - A suggestion was made to install a 'rainbow bench' into the play area to recognise the work of the NHS during the Covid-19 pandemic.
 - Path in the park. Clerk to follow up on the contractor to finalise arrangements. Agreement made that if the contractors cannot carry out this work in a timely manner then the Council will go back to the original quotes to look for a different contractor complete the contract.
 - Bob Shepherd raised a concern about dog fouling on the field. He also noted that the basketball hoop flooring has shrunk away from the wooden edging.



- Green Spaces – Michael Weekes
 - Wild flower sowing has now taken place. The areas are now 'greening up'. There are obviously seeds growing from last year as well as the new seeds. Looking forward to seeing the flowers this year! There are seeds left to plant in the park in the new 'wild area' following the installation of the path.
 - New planter on the A48. Once this is installed Phil James has volunteered to look after this planter (as well as the Market Road planters).
- St John's Hall – Bob Shepherd
 - The hall committee met on 15th March 2021. The Hall is of course subject to COVID restrictions which makes it unusable for the present. Dispensation is being given to use it for the Elections on May the 6th.
Our next meeting will follow that by which time the progress of lifting restrictions will have become clearer. Reopening will be the main topic at that meeting. The Community Council is likely to be welcomed back for the June Meeting it is hoped. The loss of revenue this past year is nearly £4000, although of course expenditure has also been less. Penhow Brownies and Rainbows, who used the Hall have closed, and it is uncertain how much the other regular users will need it on return. It may well take some while to climb back. The fabric of the building does not stop wearing of course, and we anticipate maintenance and repairs to be around £2500 this coming year. With that in mind, the Community Council is asked for a donation to ease the burden. Without it the Hall Committee will be running very low indeed, and will have nothing in reserve. An amount of float is required to cover the normal cash flow in and out throughout the year and there will be nothing to finance any initiatives.

It was agreed that the hall is a hub for the village. Councillors agreed to make a one-off donation to support the hall this year.

Proposal that PCC donate £1000 to the Hall proposed by Michael Weeks and seconded by Keith Jones. Agreed unanimously.

If any other local community groups need support, they are encouraged to approach the Community Council to discuss this. This information will be included in the next issue of Community First and on our noticeboards.

7. Village Matters

- Forge Cottage. It was noted that the new wooden structure will need to have planning permission and that NCC planning are aware of this construction.
- Dog mess signs. It was agreed to purchase four 'official' dog mess signs for installation. The laminated signs that have recently been used will be taken down for the time being. They will also be re-installed if the problem continues.
- Hendrew Lane forest entrance. See item 5.



8. **Other Matters**

No other matters were raised.

9. **Planning Applications**

- Planning Application 21/0292 70 Greenmeadow Drive
Keith Jones declared an interest in this application and did not take part in this discussion.

There were no objections to this planning application. Clerk to inform NCC planning.

- Pre-planning Application for communications installation on Bowden's Lane
Discussion around this application. Concerns raised about the possible radiation effects from new equipment. Extreme concern raised about the possible effect on the two properties that are very close to this tower. However, PCC recognise the benefits for the community of this installation.

Clerk to raise these issues with the communications company. Clerk also to request an explanation about the changes and to ask them to provide equipment to help protect the properties close to the installation.

10. **Planning Application (Updates)**

No new updates received since the last meeting

11. **Accounts & Financial Matters**

(i) Balances – at 28.03.2021

Penhow CC Summary Report				
Bank balance - Current Account			£	-
Bank balance - Business Reserve Account as at: 05.03.2021			£	28,968.15
Cash			£	-
Plus receipts not yet showing on statement			£	-
Less uncashed cheques				
		824	£	250.00
		827	£	203.34
		828	£	432.60
		829	£	500.00
		830	£	45.00
		831	£	121.00
		832	£	414.60
		833	£	18.00
		834	£	90.00
Total uncashed cheques at 28.03.2021			£	2,074.54
BALANCE at 28.03.2021			£	26,893.61

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



- (ii) Councillors noted the payment of PMJ invoice.
- (iii) Agreement to pay for PMJ invoice for material for bench maintenance.
- (iv) The clerk was asked to carry out a review of Council contracts and to report back at the next meeting.

12. **A.O.B**

Litter picking. Viv Blandford thanked all the volunteers who continue to keep the village litter free. She will update litter risk assessment to reflect the ongoing Covid-19 situation.

New councillor leaflet. Viv has drafted a leaflet that could be given to potential new Community Councillors to give some detail about the work carried out by Community Councillors. Clerk to send this out to Councillors for comment.

The Chair thanked everyone for their support, hard work and dedication during his time as Chair. A round of applause was given to the outgoing Chair.

Meeting ended at 18.45.

13. **Next Meeting** – normally Wednesday, 5th May 2021 AGM