



# Penhow Community Council

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[www.penhowcommunity.org](http://www.penhowcommunity.org)

Draft Minutes of the **Ordinary Meeting** held on

**Wednesday, 5<sup>th</sup> May 2021 following the AGM**

Clerk – Nicola Sutherland (01633 401106) email [clerk@penhowcommunity.org](mailto:clerk@penhowcommunity.org)

Present:

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

Will Laws, member of the public.

Clerk – Nicola Sutherland

1. **Apologies**

All Community Councillors were present.

2. **Previous Minutes**

- The minutes of the ordinary meeting held 7<sup>th</sup> April 2021 were accepted as a true and accurate record. Proposed by Keith Jones and seconded by Jan Bartlett.

3. **Matters Arising**

- New Councillor leaflet – The booklet was agreed and Viv will now put together the final format of this leaflet for new councillors.
- Picnic table and benches – this will be an item for the next meeting.
- Walking Track update – Michael Weekes has liaised with WM and work will begin on the walking track at the end of Week Beginning 10<sup>th</sup> May 2021. Additional work will include the construction of three mounds. One mound will be used for wild flower planting. Residents will be canvassed to find ideas for planting of the other two mounds. Boulders will be included in the mounds. Stakes will put around the mounds to keep them safe whilst planting is established.
- Keyholders for the field – keys need to be checked. Clerk action.



4. **Public Participation**

There were no items of public participation submitted.

5. **Ward Councillor Matters**

No City Councillors were present at the meeting.

Residents have asked for detail about the new bus timetables. This is a matter for Newport Transport however, PCC will monitor this and check the timetables again in three months.

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

(i) Community Liaison - Bob Shepherd

- Hall Update. The village hall is closed at the moment. This will be reviewed once Covid-19 regulations allow.
- Community First. The publication of this magazine has now re-started. The future of the magazine will be discussed at the June meeting following the receipt of an email from the editor, Sallie Mogford.

(ii) Green Spaces - Michael Weekes

- The wildflower areas have been planted and have germinated well. We are all looking forward to seeing the beds flower during the summer.

(iii) Recreation Grounds and Street Furnishings - John Wagstaff and Keith Jones

- Email received re the cycle track equipment. Clerk to draft a response – the situation has been investigated and it conforms to the use it was designed for. Little else can be done.
- Table and chairs. The replacement would be best if not made of wood. Clerk to obtain quotes.
- Covid-19 safety signs have been ripped down.
- Hedging. NCH have not cleared the debris from their hedge cutting.
- Boundary query. The field boundary will be checked to confirm the NCH bungalows garden boundaries. Chair and clerk will look at the boundary map to confirm this detail.
- Football nets. New nets are needed. These will be fastened down. Clerk to source new nets.

7. **Village Matters**

- Street Signs - Clerk to contact NCC to request that this work is carried out and bring response to the next meeting.



- Planter on the A48 – ALS trading have offered to donate a planter to be installed at the bottom of hall drive. The Councillors thanked ALS for this kind donation.
  - Retirement gift – we will wait until we are able to visit Beryl (once Covid-19 regulations allow) to be able to present this in person.
8. **Other Matters**  
No other matters were raised.
9. **Planning Applications**  
Planning application 21/0400 Picodean, Bowden's Lane. Councillors discussed this application. No objections raised. Clerk to inform planning of this decision.
10. **Planning Application (Updates)**  
21/0292 70 Greenmeadow Drive      Awaiting Decision
11. **Accounts & Financial Matters**
- Balances – Awaiting bank statement. Update will be given on receipt of statement.
  - The following invoice payments were agreed:  
PMJ £18.00  
NCC Grounds Maintenance £292.86
  - Contract Review:
    - a. Village Maintenance (papers attached). Contract accepted and agreed unanimously.
    - b. Grounds Maintenance (papers attached). Contract accepted and agreed unanimously.
12. **A.O.B**  
Arcade Road – clerk to ask Julian Sanders to confirm next steps and to provide an update for the next meeting.  
Skateboarding. Concerns raised about the safety of children who are skateboarding on the street in Parc Seymour. 101 can be called if this is a concern.  
Councillors get together proposed by Michael. Councillors asked to email Michael with their thoughts about this.
13. **Next Meeting** – normally 2<sup>nd</sup> June 2021 5.30pm start.