



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

**Agreed Minutes of the Ordinary Meeting held on
Wednesday, 17th November 2021 at 7.00pm
at St John's Hall, Penhow.**

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

Present:

John Wagstaff – Chair
Keith Jones
Michael Weekes
Viv Blandford
Jan Bartlett
Bob Shepherd

Ray Mogford – City Councillor

Nicola Sutherland – clerk
The Chair welcomed all to the meeting. 19:00

1. **Apologies**

Will Routley, City Councillor sent his apologies.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Previous Minutes**

- The minutes of the ordinary meeting held 20th October 2021 were agreed as a true and accurate record and were proposed by Keith Jones and seconded by Michael Weekes.

4. **Matters Arising to include:**

- Wi-Fi for Community Council meetings. It was agreed to purchase a Wi-Fi dongle. A direct debit will be set up to pay for this and any associated costs (platform for streaming).
- The weeds on the cut through between Greenmeadow Drive and Lane have been removed by the Chair.
- Newport Transport. There has been no response to our request about daytime buses to Penhow at this point.
- Use of the park by organised groups – this has been thoroughly investigated and unfortunately the request has had to be declined as it is a profit-making organisation.
- Planting in the park – residents have been asked for their ideas. It was agreed that wildflowers would be planted in park again next year.
- Park maintenance – ALS are going to carry out this work.
- Councillor retirement present – the present has been purchased and arrangements to present it were agreed.
- The goal nets still need to be measured and ordered. Chair to action.
- Signs for the park still need to be ordered. Chair to action.
- Street nameplates – thank you to Martyn Blandford for installing the new nameplates.
- Five Lanes Recycling Centre – a letter was sent jointly with Cllr Routley. The response to this from NCC has been put in the noticeboards and on the website for residents to see. Cllr Mogford updated Councillors about a motion at NCC calling for an



environmental emergency. Cllr Mogford will put the request to use Five Lanes to NCC again in the context of this. Clerk to send a copy of the letter received to the City Councillors.

It was agreed to get in touch with other local community councils about this issue. Chair to contact Langstone and Llanvaches CC.

5. **Public Participation**

- No members of the public present

6. **Ward Councillor Matters**

Discussion and feedback from the NCC Councillors

- Five Lanes Recycling Centre – see above
- Road repairs – Some local road repairs are due to be carried out W/B 29th November 2021. Councillors and residents are asked to let City Councillors know if there are any specific areas that need repairs.
- Community First has made a donation to local Food Banks.
- Drainage. The City Councillors are looking at the whole ward with regards to this issue. Sandbags stores for local residents can be found at the Rock and Fountain and also on the Magor Road.

It was suggested that NCC need to talk to local people about drainage issues as they know the history of the area and how the drainage system works.

Cllr Mogford left at 19:50

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

(i) Community Liaison - Bob Shepherd

Last issue of the Community First magazine will be next May.

(ii) Green Spaces - Michael Weekes

Michael Weekes has spoken with some local residents with regards to what they would like to do with the planted areas in the park. Feedback has been favourable to have similar wildflowers as this year.

All wildflower areas will be strimmed and prepared for the winter.

It was agreed that a small area be created alongside the Greenmeadow Drive Remembrance display for people to place small British Legion memorials next November.

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

Regular inspections of the park are made by two community councillors. An old hedge has been pushed into the park and a new fence is also having an impact on the boundary.

The play area fence posts are being dealt with.

Does the new picnic table in the play area need treating? Clerk to ask ALS.

Scouts fireworks display. Following the successful display, the scouts picked up any rubbish the next morning. The bonfire area has been raked over and re-seeded. It was suggested that this becomes an annual event and PCC would be supportive of this.



Clerk to remind contractor about the works booked for the park that are still outstanding.

There are two benches available for memorial plaques.

8. Village Matters

- NCC outstanding works – Arcade Road appeal. Chair gave a brief update about the appeal hearing. PCC need to decide whether there is a formal complaint to be made about NCC. Formal complaint procedure to be investigated by clerk and then confirmed with councillors.
- To consider options for the Jubilee Celebrations June 2022.
Sub-group agreed to plan this event (Cllrs Wagstaff, Blandford and Weekes). They will meet and give feedback at the next meeting.
- The sign at the entrance to Parc Seymour is damaged and the Penhow sign on the A48 near to Policeman's Lane also needs repair. Clerk to report to NCC.
The Clerk is also to request a street name sign for Penyworlod Lane.

9. Planning Applications

- 21/1103 Groes Wen – Penhow Community Council had no concerns to raise with regards to this planning application.

10. Planning Application (Updates for information only)

21/0886 70 Greenmeadow Drive

Granted with conditions

21/1034 21 Seymour Avenue

Awaiting NCC decision

11. Accounts & Financial Matters

- Balances

Bank balance - Business Reserve Account as at: 05.10.2021					£	30,739.67
Cash					£	-
Plus receipts not yet showing on statement					£	-
Less uncashed cheques					864	£ 12.00
					865	£ 427.00
					866	£ 5.60
					867	£ 324.77
					868	£ 540.00
Total uncashed cheques					£	1,309.37
BALANCE at 05.10.2021					£	29,430.30

- Cheques raised since 05.10.21 were noted by Councillors.
Clerk Salary
HMRC payment
PMJ Invoice £201.00



Councillor Gift £40.00

Griffiths Signs – street nameplates £216.00

- Use of a Wi-Fi dongle to support the provision of multi-location meetings for PCC. See matters arising.
- Precept Request for 2022-23 agreed to the budget as set.
Projects for 2022-23 include:
 - Extending the walking path to make a complete circuit of the park
 - Improvements to the play equipment and exercise equipment in the park
 - Wildflower beds
 - Provision of equipment to ensure that hybrid Community Council meetings are able to take place
 - Jubilee celebration day
 - Firework display (in conjunction with the scouts)
 - Tree planting

The Precept request will be increased by £3313 to £22990 for 2022-23. This will be an average increase for each property of £7.00 per year.

12. Risk Assessment Document

- No updates made to the risk assessment document.

13. Co-opted Councillor

- Two new Community Councillors were co-opted onto the Council. The new councillors will be informed and invited to attend the next Ordinary Meeting in December.

14. Items for Information

The Vice-Chair position is currently vacant. Councillors were asked to submit nominations for this position to the clerk before the next meeting.

15. Next Meeting – normally 1st December 2021.