



Penhow Community Council

Clerk@penhowcommunity.org

www.penhowcommunity.org

Agreed Minutes of the Ordinary Meeting held on
Wednesday, 1st December 2021 at 7.00pm
at the St John's Hall, Penhow and by Zoom Videoconference.

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

Present:

John Wagstaff – Chair
Jan Bartlett
Viv Batchelor
Lauren Catling
Keith Jones
Bob Shepherd
Michael Weekes

Ray Mogford – City Councillor
Nicola Sutherland – Clerk

The Chair welcomed all and introduced Lauren Catling, new Community Councillor.

1. Apologies were received and accepted from Cllr Kyle Park. Cllr William Routley also sent his apologies.

2. Declarations of Interest

Cllr Keith Jones declared an interest in the public participation item.

3. Previous Minutes

- The minutes of the 17th November 2021 were agreed as a true and accurate record. Proposed by Cllr Michael Weekes and seconded by Cllr Jan Bartlett.

Appointment of Vice-Chair. Cllr Bob Shepherd was nominated by Cllr Jan Bartlett and seconded by Cllr Viv Blandford. This was unanimously agreed. Cllr Shepherd accepted the post.

4. Matters Arising

- The clerk confirmed that a Wi-Fi dongle had been purchased and that all meetings are now able to be completely hybrid.
- Five Lanes Recycling Centre update. The Chair will write to Langstone CC and Llanvaches CC to discuss approaching this problem jointly. City Cllr Ray Mogford raised this question to the cabinet member with responsibility for waste at a recent NCC meeting. Cllr Mogford is waiting for the written response to his question.
Cllr Mogford will also look into the possibility of funding for the park through a Senedd grant.
- The NCC complaints procedure will be an item for the next agenda.
- The new picnic table in the park play area must be treated in the Spring.
- The goal nets have been measured and the purchase of new nets agreed. The Chair will arrange the purchase these.

5. Public Participation

Penhow CC received a request from the Trefoil Guild (the adult section of Girl Guiding) to 'Plant a tree for the Jubilee' as part of the Queen's Green Canopy and also as a memorial for Lorraine Jones who was a founder member of the Trefoil Guild and also an active member of the Penhow community. This request was unanimously agreed. A space for the tree has been identified on the green area near to the Baptist Chapel.



6. **Ward Councillor Matters**

Cllr Mogford updated Councillors on ward matters.

- Five Lanes Recycling Centre – see matters arising
- The speed limit and issues on the A48 have been raised with NCC.
- There is currently no update on the hedge at the Penyworlod Lane and the junction with the A48. Clerk to contact Highways to find out when the hedge will be cut.
- Cllr Mogford informed the group that the police are going to start having 'pop up' outreach sessions. It has been suggested that the police attend the Community Council meetings.
- The Ward Councillor meetings are going to be re-started in Penhow. The clerk will send Cllr Mogford the hall booking details.

Cllr Mogford left at 19:35

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

(i) Community Liaison - Bob Shepherd

- No further update re the Community First magazine. The final issue is due to be published in May 2022. Cllr Lauren Catling asked the Council about having a Facebook page as the magazine was finishing. The Chair asked councillors asked to look at local FB pages before the next meeting. He also asked Cllr Catling to put together a short presentation to explain how using FB could work for the Community Council.
- St John's Hall. Maintenance work is ongoing. The next hall committee meeting will take place in January 2022.

(ii) Green Spaces - Michael Weekes

- The wildflower area in the park will be trimmed and prepared for winter in December.
- Tree planting on the A48. Cllr Weekes has identified where trees could be planted and has begun the process of liaising with NCC about this.

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

- The park continues to be well used. The fence in the play area has been mended by ALS.
- There is still some equipment that needs remedial work and the clerk will ask the contractor to carry out this work.
- Complaints have been made about people taking dogs into the children's area. Park users are requested not to take dogs in to the play area.
- There is an ongoing boundary issue with Newport City Homes. The clerk was asked to contact them again in January 2022.

8. **Village Matters**

- Feedback from the summer event working group. Viv Blandford gave feedback from this group. The idea of this event is to bring the community together at a 'picnic in the park' between 14:00 and 18:00 on the day. There will be a variety of activities in the park on this day and the involvement of the scouts will be key to the success of this event.

Funding for this event was requested. A maximum budget of £3000 was proposed by Cllr Jones and seconded by Cllr Weekes. This was unanimously agreed.



It is hoped that SARA might be able to attend the picnic in the park and the clerk was asked to send them details of the planned event. info@SARA-rescue.org.uk

9. Planning Applications

- No new planning applications have been received since the last meeting

10. Planning Application (Updates for information only)

21/1034 21 Seymour Avenue Awaiting NCC decision
21/1103 Groes Wen Awaiting NCC decision

11. Accounts & Financial Matters

- Balances

Penhow CC Summary Report							
Bank balance - Current Account				£	-		
Bank balance - Business Reserve Account as at: 05.11.2021				£	29,003.34		
Cash				£	-		
Plus receipts not yet showing on statement				£	-		
Less uncashed cheques							
		870	£	5.40	HMRC		
		871	£	201.00	Plants and maintenance		
		872	£	40.00	Councillor Gift		
		873	£	216.00	Griffiths Signs		
		874	£	25.00	T Crabb		
		875	£	60.00	DM Payroll		
Total uncashed cheques				£	547.40		
BALANCE at 05.11.2021 (30.11.21)				£	28,455.94		

- The following payments were agreed:
Councillor gift - £14.40
Clerk Salary - £513.40
HMRC - £27.20

12. Risk Assessment Document

- There were no new updates for the risk assessment document. Clerk to send a copy of this to the two new Community Councillors.

13. Items for Information

The carol singing evening has been planned for Thursday, 16th December. See posters in the noticeboards.

The broken noticeboard door on Greenmeadow Drive has been temporarily fixed by Martyn Blandford. It was agreed to ask Martyn to replace the door so that the board can continue to be used.

The Christmas lights are due to be put up in the village over the next week.

Clerk to find out if Christmas lights going up at the chapel and confirm that the Community Council will make their usual donation to support the funding of these.

14. Next meeting will be held on Wednesday, 5th January 2022 at 7.00pm
Meeting closed at 20:16