



**Clerk: Ms Heather Jones**  
**Merlin House**  
**Langstone Business Park**  
**Newport NP18 2HJ**  
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6<sup>th</sup> November 2019

An **Ordinary Meeting** of **Langstone Community Council** is to be held on **Monday 11<sup>th</sup> November 2019** at the **Kennett Room, Langstone Village Hall**, for the purpose of transacting the business set out in the Agenda below. Committee Meetings will commence at 7pm and the Full Council Meeting will commence immediately following conclusion of the Committee Meetings

**Members of the public are welcome to attend.**

*Heather Jones* (Clerk)

## ORDINARY MEETING AGENDA

1. **Chairman's address**
2. **Apologies** - To receive and accept apologies
3. **Declarations of Interest** - To receive and accept declarations of interest
4. **Previous Minutes**
  - i) To receive and approve minutes of Annual and Ordinary Meetings, including Committee Meetings, held on 14<sup>th</sup> October and 1<sup>st</sup> November 2019
  - ii) To receive and accept the Clerk's report for appending to the minutes for 1<sup>st</sup> November
5. **Gwent Police** (10 minutes) – To receive a report from Gwent Police (if present)
6. **Public Participation** (15 minutes) - To receive any questions or addresses to the Council from Members of the Public
7. **City Councillors** (15 Minutes)
  - i) To receive any addresses/updates from City Councillors
  - ii) To discuss Members' questions for NCC or City Councillors
8. **Committees**

To assign Councillors to the

  - i) Finance & Development Committee
  - ii) Planning Committee
9. **Finance**
  - i) To accept the updated budget for the current year
  - ii) To approve a budget for a Children's Christmas Party
  - iii) To consider an additional payment to singers at Tribute Night (proposed by LH)
  - iv) To consider funding a permanent Christmas tree on Llandevaud Common
  - v) To accept draft budget for 2020-21
  - vi) To approve amendments to the Grants and Awards Policy
10. **Events**
  - i) To review:
    - 10 Nov Remembrance Day events
  - ii) To plan:
    - 29 Nov Seniors Christmas Meal
    - 5 Dec Llanmartin Christmas Lights
    - 6 Dec Langstone Christmas Lights
    - 7 Dec Christmas Concert, LVH
    - 8 Dec Children's Christmas party?
11. **Correspondence**
  - i) To note letter of thanks from Mayor for donation
  - ii) To consider request to take over responsibility for Llandevaud Village Map board
  - iii) To note complaints re Centenary Field and the Clerk's responses
12. **Representatives / Reports**
  - i) To appoint representatives for:
    - Neighbourhood Watch, Road Safety & Community Speedwatch
    - Aneurin Bevan University Health Board meetings
    - Langstone Village Hall Trustees
    - Neighbourhood Police Liaison
    - Environment - Litter, dog-fouling
    - Play parks
  - ii) To receive a report or update on:
    - One Voice Wales (CB)
    - Langstone Primary School (CB)
    - Planters (CB)
    - Newport City Council Liaison (JF)
    - One Newport – Public Service Boards (JF)
13. **Training / Conferences**
  - i) To note the attendance of the Clerk on 23/10/19 on Social Media Training for Volunteers, Newport Centre
  - ii) To note that the Clerk has booked:
    - SLCC Webinar on "The Digital Clerk" on 13<sup>th</sup> Nov (£30)
    - National Lottery Funding Skills Workshop at Usk on 25<sup>th</sup> Nov (Free)
  - iii) To note that the following courses have been booked for Councillors & prospective Councillors:
    - Module 21 - Local Government Finance – Advanced at Undy on 9 Dec (CB & JF)
    - Module 9 - Code of Conduct - 11 Dec at Usk for MG plus 3 prospective councillors
  - iv) To identify any further training required by Clerk or Councillors
14. **Items for inclusion in next Agenda** – (form to be submitted)
15. **Date of next meeting** – 13<sup>th</sup> January 2020

## FINANCE & DEVELOPMENT COMMITTEE AGENDA

1. To receive and accept any apologies
2. To receive and accept any declarations of interest
3. To accept accounts for October 2019:
  - (i) Receipts/Payments listing
  - (ii) Monthly bank statements and reconciliation

Unity Trust Current Account		
Opening Balance	1 <sup>st</sup> Oct 2019	69,422.03
Closing Balance	31st Oct 2019	59,939.65

4. To note and approve receipts:

Method	Date	Payee	Description	Amount
BACS	02/09/19	H K JONES	Raffle proceeds – Tribute Night	190.00

5. To note and approve payments made:

Method	Date	Payee	Description	Amount
CHQ	16/10/19	David Bomber Pearce Legacy Trust	Mayor's Charity Donation	250.00
BACS	24/10/19	Celtic Manor	Catering for Road Safety Conf	3,560.00
DD	28/10/19	Rombourne	Office rent	647.08
BACS	30/10/19	Vision ICT	Accessibility statement on website	102.00
BACS	30/10/19	David Ogilvie Ltd	Bench for Llandevaud Common	1,095.60
BACS	01/11/19	Mr J Straw	Llandevaud Fireworks	500.00

6. To authorise payments:

Method	Payee	Description	Amount
DD	Lloyds Corporate Card	Various	693.35
BACS	Cllr J Ford	Mileage	21.60
BACS	One Voice Wales	Finance Training J Ford	40.00
BACS	Rombourne	Office Rent	647.08
SO	H K Jones	Salary	1680.60
SO	Torfaen BC	Pension	
SO	HMRC	Tax & NIC	
Credit	Office Depot	Returned items	(25.78)
BACS	Cllr C Bryant	Mileage claim	37.17
SO	Microshade	Citrix Hosting	57.54

7. To review the revised budget and consider for recommendation to Full Council.

## PLANNING COMMITTEE AGENDA

1. Apologies - To receive any apologies
2. Declarations of Interest - To receive and accept any declarations of interest.

### Planning applications

3. To note planning applications dealt with by the Clerk using delegated authority - none
4. To consider the following planning applications:

Ref	Application	Address
19/0974	Proposed garage conversion and creation of additional parking space on driveway	4 Bailey Crescent, Langstone, Newport NP18 2BL
19/1015	Change of use of garage to dental practice (use class d1) including single storey rear extension and other alterations to roof and front elevation	Bernersmede, CHEPSTOW ROAD, NEWPORT, NP18 2JN
19/1045	Alterations to driveway layout, erection of detached garage, single storey rear extension, replacement of existing porches with new porches, new gabion walls in garden	Myrtle Cottage, Upper Road, Llandevaud, Newport, NP18 2AF
19/1069	Proposed single storey rear extension to replace existing rear extension	48, Park End, Langstone, Newport, NP18 2NB

5. To consider any Planning Applications received after the Agenda was published to be dealt with by the Clerk under delegated authority

All application details can be viewed online at <http://planning.newport.gov.uk/swift/apas/run/wphappcriteria.display>  
 Enter the reference number in the Application Reference box. Eg. 19/1234  
 Click the View Documents tab then "View Documents" text. Click to download desired documents