**Clerk: Ms Heather Jones**

**Merlin House**

**Langstone Business Park**

**Newport NP18 2HJ**

**Tel: 01633 415393**

**email: clerk@langstonecommunitycouncil.org.uk**

4th September 2019

An **Ordinary Meeting** of **Langstone Community Council** is to be held on **Monday 9th September 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**
5. To receive and approve minutes of Annual and Ordinary Meetings, including Committee Meetings, held on 8th July 2019
6. To receive and accept the Clerk’s report for appending to the minutes
7. **Gwent Police** (10 minutes) – To receive a report from Gwent Police if present
8. **Public Participation** (15 minutes) - To receive any questions or addresses to the Council from Members of the Public
9. **City Councillors** (15 Minutes)
10. To receive any addresses/updates from City Councillors
11. To discuss Members’ questions for NCC or City Councillors
12. **Finance**
13. To accept and approve the Annual Return following external audit with no comments.
14. To resolve to accept quote to resurface the remaining part of the entrance path from A48 to Centenary Field (£1350)
15. To resolve to accept quote to install bench on Llandevaud Common (£240)
16. To resolve to request ICT set up accessibility statement on website (£85)
17. To authorise the purchase of 100 poppy crosses from the Royal British Legion (£150)
18. To authorise low priority repairs to Centenary Field equipment
19. **Events**
20. To plan:

|  |  |
| --- | --- |
| 21 Sept | Tribute Night (Mayor) |
| 11 October | Road Safety Conference |

1. **Representatives / Reports** –
2. To allocate roles re Neighbourhood Watch,
3. To receive a report or update on:

* One Voice Wales (CB)
* Langstone Primary School (CB)
* Planters (CB)
* Langstone Village Hall Trustees (HB)
* Newport City Council Liaison (HJ/HB)
* One Newport – Public Service Boards (JF)
* Neighbourhood Police Liaison (HB)
* Community Speedwatch / Road safety (HB/MG)
* Neighbourhood Watch (?)
* Environment - Litter, dog-fouling (HB)
* Play parks (HD)

1. **Training / Conferences**
2. To note that the Chairman will attend Magor-With-Undy’s re-dedication of their war memorial on 21st September. (Open to the public)
3. To note training received:

* 17/07/19 - Making Effective Grant Applications, Usk (Clerk & J Ford)

1. To note planned attendance on training courses:

* 23/10/19 - Social Media Training for Volunteers, Newport Centre

1. To identify any further training required by Clerk or Councillors

* To note that the Clerk has requested training on Declarations of Interests from the Monitoring Officer for all Newport CC Clerks

1. **Items for inclusion in next Agenda** – (form to be submitted)
2. **Date of next meeting –** 14th October 2019

**PLANNING COMMITTEE AGENDA**

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

**Planning applications**

1. To note planning applications dealt with by the Clerk using delegated authority

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Application** | **Address** | **Response** |
| 19/0800 | Erection of ground floor extension, first floor extension and conversion of dwelling to 3no. Residential apartments (resubmission of 18/0933) | Greylands, Chepstow Road, Newport, NP18 2LU | Objection: Reiterated objections on CONEX 18/0933 - Traffic turning within the parking space. Setting a precedent. |

1. To consider the following planning applications:

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Application** | **Address** | **Outcome** |
| 19/0707 | Erection of a two storey side extension to existing garage, installation of dormers and other external alterations and conversion to annex for occupation by family member | Brookland, Hendrew Lane, Llandevaud, Newport, NP18 2AB |  |
| 19/0769 | Two storey extension to rear and second storey extension to front over garage | 30, Blossom Close, Langstone, Newport, NP18 2LT |  |
| 19/0867 | Conversion of garage into habitable room | 1, Bailey Crescent, Langstone, Newport, NP18 2BL |  |
| 190881 | Proposed garage conversion and single storey rear extension | 23, The Nurseries, Langstone, Newport, NP18 2NT |  |

1. 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

**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 July and August 2019:
   1. Receipts/Payments listing
   2. Monthly bank statements and reconciliation

|  |  |  |
| --- | --- | --- |
| **Unity Trust Current Account** | | |
| Opening Balance | 1st July 2019 | 60,396.72 |
| Closing Balance | 31st July 2019 | 56,516.00 |
| Closing Balance | 31st Aug 2019 | 52,544.84 |

1. To note and approve payments made:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Method** | **Date** | **Payee** | **Description** | **Amount** |
| DD | 28/07/19 | Rombourne | Office rent | 647.08 |
| DD | 09/08/19 | Lloyds Corporate Card | PC & printer cable | 505.94 |
| SO | 12/08/19 | Microshade VSM | Citrix Hosting | 57.54 |
| 300263 | 21/08/19 | S J Haines | Fence repairs | 1,080.00 |
| 300264 | 21/08/19 | Sign Shop Newport | Sign for Centenary Field (deposit) | 89.50 |
| SO | 28/08/19 | H K Jones | Salary | 1680.60 |
|  | 28/08/19 | Torfaen BC | Pension |
|  | 09/08/19 | HMRC | Tax & NIC |
| DD | 29/08/19 | Rombourne | Office rent | 647.08 |

1. To authorise payments:

|  |  |  |  |
| --- | --- | --- | --- |
| **Method** | **Payee** | **Description** | **Amount** |
| DD | Lloyds Corporate Card | Various | 109.02 |
| BACS | Cllr J Ford | Mileage | 13.50 |
| BACS | H K Jones | Mileage | 106.87 |
| BACS | One Voice Wales | Training courses | 120.00 |
| SO | Microshade VSM | Citrix Hosting | 57.54 |
| 300265 | Blinds by Design | LVH roller blinds | 1,228.00 |
| 300266 | Fit My Floor | LVH flooring in Kennett Room | 1,100.00 |
| SO | H K Jones | Salary | 1680.60 |
| SO | Torfaen BC | Pension |
| SO | HMRC | Tax & NIC |

1. To sign bank mandate to remove J Lloyd as bank signatory.