**Clerk: Ms Heather Jones**

**Merlin House**

**Langstone Business Park**

**Newport NP18 2HJ**

**Tel: 01633 415393**

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

5th June 2019

An **Ordinary Meeting** of **Langstone Community Council** is to be held on **Monday 10th June 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**
	1. To receive and approve minutes of Annual and Ordinary Meetings, including Committee Meetings, held on 13th May 2019
	2. To receive and accept the Clerk’s report for appending to the minutes
5. **Public Participation** (15 minutes) - To receive any questions or addresses to the Council from Members of the Public
6. **Gwent Police** (10 minutes) – To receive a report from Gwent Police if present
7. **City Councillors** (15 Minutes)
8. To receive any addresses/updates from City Councillors
9. To discuss Members’ questions for NCC or City Councillors
10. **Finance**
11. To note the Internal Auditor’s Report
12. To approve the Annual Governance Statement
13. Chairman to sign Annual Return report and Summary Receipts & Payments report
14. To resolve to purchase 2 litter bins to be sited on Tregarn Road near Langstone Primary School and at bus stop on A48 opposite Britannia Motors = £364.24
15. To select contractor to install bins
16. To select contractor to paint fence in Centenary Field (incl removal of vegetation)
17. To select contractor to supply signage for Centenary Field
18. Asset Register – To consider gifting the shipping container to Llanmartin Res Assoc
19. To agree amount which may be loaned to Langstone Village Hall for improvements
20. To resolve to purchase a bench for Llandevaud Common
21. To consider whether to purchase Brake Road Safety Week banner(s)
22. To resolve whether to make grants to Llandevaud and Llanmartin village halls in the light of legislation
23. **Risk Register** – To review and adopt the revised draft Risk Register
24. **Membership of LCC Committees** - To agree any changes to Committee membership requested by members
25. **Representatives / Reports** – To receive a report or update on:
26. Langstone Village Hall Trustees (HB)
27. Newport City Council Liaison (HJ/HB/JL)
28. One Newport (JF)
29. One Voice Wales (CB)
30. Langstone Primary School (CB)
31. Neighbourhood Police Liaison (JL)
32. Community Speedwatch / Road safety (JL)
33. Neighbourhood Watch (JL)
34. Environment - Litter, dog-fouling (HB)
35. Planters (CB)
36. Play parks (HD)
37. **Events for 2019**
38. To note future events and agree date of working party meeting
39. **Training / Conferences**
40. To note training received:
* 030/6/19 - Chairing Skills, Undy (CB & JF)
1. To note planned attendance on training courses:
* 19/06/19 - Understanding the Law, Undy (JF & HB)
* 17/07/19 - Making Effective Grant Applications, Usk (Clerk)
1. To identify any further training required by Clerk or Councillors
2. **Items for inclusion in next Agenda** – (form to be submitted)
3. **Date of next meeting –** 8th July 2019

**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 May 2019:
	1. Transaction listings
	2. Monthly bank statements and reconciliation

|  |
| --- |
| **Unity Trust Current Account** |
| Opening Balance | 1st May 2019 | 60,988.79 |
| Closing Balance | 31st May 2019 | 63,767.45 |

1. To note receipts:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Method** | **Date** | **Payee** | **Description** | **Amount** |
| BACS | 14/05/19 | HMRC | VAT refund | 7,029.47 |

1. To note and approve payments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Method** | **Date** | **Payee** | **Description** | **Amount** |
| DD | 29/05/19 | Rombourne | Office rent | 647.08 |

1. To authorise payments:

|  |  |  |  |
| --- | --- | --- | --- |
| **Method** | **Payee** | **Description** | **Amount** |
| DD | Lloyds Corporate Card | Various | 28.99 |
| BACS | Lyn Llewellyn | Internal Audit fee | 255.00 |
| BACS | Cllr Carol Bryant | Mileage & planting costs | 685.28 |

1. To amend bank standing orders for one month:

H K Jones Salary

HMRC Tax & NIC

**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 - None
2. To consider the following planning applications:

|  |  |  |
| --- | --- | --- |
| **Ref** | **Application** | **Address** |
| 19/0560 | Partial discharge of condition 02 (landscape and boundary details) of planning permission 18/1187 for proposed two storey side extension, single storey side extension, single storey rear extension with roof terrace, second floor rear dormer and associated alterations including formation of off road parking and turning area and use of existing agricultural access by domestic vehicles | The Cottage, Llandevaud Farm, Llandevaud Lane, Llandevaud NP18 2AD |
| 19/0520 | Conversion of existing domestic outbuilding to annexe and external alterations | Pencoed Manor, Magor Road, Newport NP18 2EB |

1. To consider any Planning Applications received after the Agenda was published to be dealt with by the Clerk under delegated authority
2. To note the appeal to the Welsh Government re 19/0007 Seymour Cottage, Caerlicken Lane, Langstone NP18 2JZ [Two-storey side extension]. (LCC made no objection to the original planning application.)

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

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