

Minutes of Langstone Community Council Full Council

Tuesday 09/06/ 2026 at 19:00 PM

Present Councillors: R Bevan, J Bryant, S Davies, J Humphries, L Humphries, B Newport, S George, I Riley, R Lewis, J Smith and B Sheppard, Svoyle

Also Present: 1 member of the public, Clerk to the Council A Bird, NCC Cllr R Mogford

Not Present: Cllr J Bryant

26/078 Apologies for Absence

None were received

26/079 Declarations of Interest

None received.

26/080 Public Questions and Representations

None received

26/081 Update from NCC Councillors

RM updated on the work at Catsash Road, noting that work was nearing completion, but was still closed. RM also made mention of small parcels of land being sold, and also updated members that the Old Roman Road was to be resurfaced, members asked if this work would include drains being unblocked, RM was hopeful it would be included. The Flytipping on Abernant Road was also discussed with RM trying to set up meetings with the Celtic Collection Group (the Celtic Manor). Members also asked about the boundary changes, the clerk updated on the process and members discussed the proposed changes being recommended. (further discussion took place but as it related to road safety updates and the ongoing work in this area it will be minuted under Item 26/089)

26/082 Update from Gwent Police

Update to be circulated to members.

Minutes

26/083 Council Meeting: 12 May 26

- i. Members voted to accept the minutes of the meeting held 12 May 2026 and these were signed by Cllr S Davies. These were proposed by IR and Seconded by BN and voted unanimously by members

- ii. **Matters Arising:** 1. Dog Walking Field Update: members received update from RB and IR, currently the tenancy in place on the field does not support the use for dog walking or subletting.
2. War Memorial update: members received an update from The Clerk regarding the inclusion of Merchant Navy insignia and the name of a member of the merchant navy on Langstone War Memorial, members were in agreement with this and voted unanimously to support it. (note, this discussion took place before the accident causing damage to the war memorial)

26/084 Finance

- i. Members agreed to pay the following (clerks overtime subject to time sheet submission)

Payment Method	Payee	Reference	Amount
BACS	Anthony Bird	Clerks Wage (June)	£581.78
BACS	Anthony Bird	Clerks Overtime (May/June 120 hours)	£1,837.20
S/O	Storage Giant Newport	Storage (June)	£104.60
S/O	Rombourne	Virtual office (June)	£43.26
S/O DD	Microshade	Web hosting (June)	£61.01
BACS	HMRC	PAYE/ NI Contributions	£0.00
BACS	S Davis	Zoom	£33.58
BACS	I Riley	Laptop	£573.75

- ii. No Grant applications were received
- iii. Members reviewed and agreed the Q4 cashbook and bank reconciliations, BN asked about inclusion of cheques and petty cash in bank recs, Clerk relayed that the council does not use either petty cash or cheques, which is why accounts are reconciled instantly
- iv. Banking Arrangements- IR informed members that no update was forthcoming regarding a corporate card.
- v. Members reviewed and accepted the terms of reference for the councils internal control report
- vi. Members reviewed and accepted the findings of the internal audit, it was generally felt that the audit was an accurate reflection of where the

council currently is, and noted the great improvement that has been made, and members noted that almost all issues identified would be already in hand, with a new risk register in place and new PAYE systems already engaged. It was also agreed that a comprehensive inventory of council assets would be undertaken and the asset register would be updated during the summer recess.

- vii. Members were updated on the remaining work to be undertaken for the external audit which includes updating the annual report and writing a report on the budget setting and monitoring process.
- viii. Members agreed to the contents of the annual report, however wished for the inclusion of a visual breakdown of the budget spend, and agreed a pie chart would be the best way of doing so, and that the report would need more pictures, members also noted that the Welsh language translation had already been done. And was ready to be printed, members agreed to having 50 copies professionally printed.

26/085 Clerks Report

- a. Clerk had already updated on merchant navy
- b. Members received an update on the work of the clerk, notably the internal audit, the annual report, the annual return and end of year accounts, and noted that these are all in hand and still ongoing- Clerk presented completed accounts, and audit report and annual report.

26/086 Events, Amenities and Parks

Members gave the following updates.

- 1) **Events-** BN updated that she had received a reply from NCC regarding the power supply for Christmas Trees and was advised to go back to the national grid.

SD updated that there would be an update on the party in the park, it was noted that Hillcroft will put in a stall, members unanimously agreed a £750 budget for the event with a contingency fund to also be earmarked, members noted that the event would take place on Saturday August the 29th (the August Bank Holiday weekend).

- 2) **Parks and amenities**- no issues of drainage were noted, RB asked councils permission to stock more dog poo bags, members agreed unanimously. The topic of nets on the goal posts was brought up, but was deemed a non starter due to health and safety reasons, members discussed the possibility of fencing and RB agreed to look into options, however members did note the possibility of noise and RB to look at mitigations as part of the work.

- 3) **Planters**- no update

26/070 Planning

1. Members had no comments or queries regarding application 26/0387 and 26/0015
2. no pre planning applications were received by the clerk.

Community

26/088 Seminars and Outside Bodies

1. Members noted that clerk attended the One Voice Wales seminar on preparing year end accounts and prepping for the external audit.
2. Members noted the arrangements for the OVW national conference that the Clerk and IR will attend on 01/07

26/089 Highways and Footpaths:

(continued from minute 26/081) JS updated members on road safety/ highways objectives for the council these include: Zebra Crossings, speed drops. VAS signs on Hendre Lane, Cycle Routes to be risk assessed and maintained, railings on the a48 near langstone village hall, parking at Langstone Primary School, the reinstatement of the bus stop on Magor Road nearest to the crematorium, and the speed reduction on Hendre Lane to 30MPH, members noted from RM that Cllr Routley was working to set up an assessment and feasibility study regarding pathways to the Old Barn, RB also highlighted the need for to look at Tregarn Lane and the possibility of changing it to a one way system, but noted the current issues of no right turns from the junction

26/090 Llandevaud Common: no update

26/091 Council Improvement Plan

members were updated on improvement plan for council

1. Members discussed the risk register for Langstone Community Council and agreed to include asset register, and items included and identified

26/092 Items for future meetings

None.

26/093 Summary of Additions to Action Log

IT and telephony update- AB to set up google workspace with Microshade, SG to look at OWL 3 and projector for meetings, SD and Rb to sort phone for clerk, AB to attend rialtas training, AB to submit audit work, AB to begin newsletter, AB to make payments and circulate time sheet.

26/094 Dates of Future Meetings

Members noted that the next meeting will be 14/07

Anthony Bird

*Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)
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