**LANGSTONE COMMUNITY COUNCIL**

**Chair: Councillor Carol Bryant Clerk: Mr Robert Wade**

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**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL**

**HELD AT THE LLANDEVAUD VILLAGE HALL**

**ON THE 12TH SEPTEMBER 2023 AT 6:30 P.M.**

 **In attendance:**

 **Councillors: Apologies received:**

C Bryant (Chair) M Harring-Burn

 L Humphries J Harring-Burn

 J Humphries K Wilson

 J Bryant A Edwards (Clerk)

 M Oliver-Mardon

Mrs A Jarman **Absent:**

 Miss A Jarman

 7 members of the public

 **Newport City Councillors**: Will Routley and Ray Mogford

1. **Apologies for absence**

Apologies received from those named above.

1. **Declarations of interest**

No declarations were made. The Chair reminded those present about declarations of interest and forms needed to be completed.

1. **15 minutes set aside for Community interaction and members of the community to ask the Chair or elected members questions of local interest.**
2. **Langstone Ladies Friendship Group** They had previously made an application for a grant which had been turned down. The Group had re-applied with requested amendments to the Clerk with a copy sent to the Chair. No correspondence was received acknowledging receipt. They requested a grant in the sum of £200.00.

 Vote result: 4 councillors were for

 3 councillors were against

 Agreement was reached to go with the majority and the grant was approved.

1. **Vacant Seat on LCC** The Chair read out the Clerk’s briefing note. The Returning Officer had received 3 requests from residents of Langstone and Llanvaches; therefore there were not sufficient valid referrals from residents registered on the electoral register to trigger an election. LCC can place a notice of co-option to co-opt a valid nomination to fill the seat.

 Stuart Voyle stated he had applied for the position by emailing the Clerk on 3rd August 2023 but had not received a response/reply to his application.

 Members of the public informed the meeting that the Returning Officer had received 13 requests which would have triggered an election.

 It was pointed out that Andrew Halse had applied twice to become a LCC Councillor but on each occasion he had not received a response/reply.

 Chair will enquire about the above requests and speak to Elizabeth Bryant about co-opting. Chair will then get back to Mr Voyle regarding his application.

1. **1st Llanmartin Scout Group** Application for a grant for £278.00 for personalised clothing for the Scouts.

 Following discussions, LCC have requested further information from the Group to enable a decision to be made.

1. **Play Parks** An observation was made by a member of the public that there is no facility for over 7 year olds in the ward. LCC to take this on board and come up with some suggestions.
2. **Poppy Park** A member of the public informed LCC that there were issues in the park. LCC advised they were not responsible for the area. The member advised a sign in the park has LCC contact details listed. LCC need to arrange for this information to be removed.
3. **Communication** Jan Collins has sent a detailed email to the Clerk and Chair and received no response. She also produced further items for consideration by LCC. Chair will respond directly to her queries.

 It is clear to members of the public that communication with LCC has broken down internally and externally. Questions are raised and addressed but not finalised.

1. **Storage container** It was mentioned that sealed bids were opened on 2nd August 2023. The new owner should have received e-mail confirmation of the ownership within 7 days of the opening. To date, no written correspondence has been received. A cheque was handed to the Chair in the agreed sum of £220.00. LCC confirmed the contract would be sent out to the new owner and keys would be passed to them following signatures being sourced.
2. **To consider any verbal or written reports from Gwent Police**

No reports had been received.

1. **To receive and sign Minutes of the Ordinary Meeting on 11 July 2023**

Three amendments were agreed:

1. **23/574** relating to Agenda Item 10.

 Removal of the sentence “Cllr’s J Harring-Burn and M Harring-Burn remained in the meeting.”

1. **23/590** relating to Agenda Item 26

Removal of “to contact the Coldra Court with the cost of the meal being £24.95 for two courses or three courses for £29.95” and replace with “Clerk to contact Coldra Court to complete necessary paperwork to secure a three course meal booking and pay deposit”.

1. **23/577** relating to Agenda Item 13

 LCC require an itemised list of Clerk reimbursements. LCC are aware that the reimbursement dated 11.07.23 were for the hire of generators for the June 2022 event which the Clerk has no receipt. A receipt is required to be submitted.

1. **Matters to report**

No matters arose under this heading.

1. **To consider minutes from any Sub Committees or delegated powers to the Clerk**

No matters arose under this heading.

1. **Reports from City Councillors**
2. Cllr Mogford informed LCC that he had sent an email to the Clerk following a meeting on Llandevaud Common to discuss the ongoing maintenance. LCC confirmed receipt of the email and thanked Cllr Mogford for the information.
3. Cllr Mogford was surprised the sale of the container had taken such a long time to be finalised and was aware the public was not happy with how it was handled. He asked the question “with the time taken to come to resolution was the container now a profit for LCC or a loss due to admin time taken”.
4. There are ward meetings starting up again in October.
5. Cllr Routley sent an email to the Clerk with a copy to the Chair on 8th July 2023 regarding his dismay over the container “saga”. Councillors were not aware of the email. Cllr Routley read out the email. Cllr Routley stated how badly LCC had handled the whole matter and the public’s need was not at the forefront of LCCs decision to sell/lease and that he recommended the cheque be handed back to the new owner.

 Due to the decision to sell already made, the Chair will consider his request and report back.

1. **To consider any verbal or written reports from the Clerk**
2. **Ladies Friendship Group** See Agenda Item 3.
3. **1st Llanmartin Scout Group** See Agenda Item 3.
4. **Wales Audit Office** Chair read a briefing note from the Clerk. After requesting 19-20, 20-21, 21-22, 22-23 accounts it was apparent a complaint had been made about LCCs involvement in the organisation of events in partnership with other community groups as the WAO have been concentrating on the Jubilee events in June 2022. On 25th August 2023 bank statements, vouchers and payments were submitted to the WAO. To date no further requests have been made by the WAO.
5. **Safety Inspection Centenary Park** The safety officer advised of the risks relating to the cableway/zip and the BMX pump track:

**Cableway/Zip** – A contractor attended and reported it appeared to have been installed incorrectly - estimated cost of these remedial works were £180.00. This information was reported to NCC.

 The safety inspector has reported the cableway/zip is low and the parks supervisor at NCC stated the insulation of the equipment is correct.

 LCC to discuss at scheduled meeting on Monday 25th September 2023 at 5.45pm at Centenary Park. Chair will obtain the full report from the Safety Officer prior to this meeting.

**BMX Pump Track** – The Timber-Laminates-Splits require replacement - this low risk.

 Estimated cost for replacement would be around £800.00

 There are also 2 holes in the bank round the track at the end of the land drainage system.

 A duty officer from NCC has inspected and the Clerk has asked if the CC can suggest a way to improve this, LCC is awaiting a response to agree remedial works and estimated costs.

 These will also be discussed at the meeting on Monday 25th September 2023.

1. **Funding of Langstone Village Hall following public meeting**. Costs were provided to Councillors.
2. **To note finance matters, including Income and Expenditure**

(a) A payment list was provided to Councillors. Renumeration payments are missing from the list as follows:

 2022 Mrs C Bryant

 2023 Mrs C Bryant

 2022 Mr Lance Humphries

 2023 Mr Lance Humphries

 2022 Miss Angharad Jarman

1. Mr J Bryant

(b) Cheque No 613 needs to be cancelled as the grant has not been approved (see Agenda Item 3).

1. Bank mandates have been provided to Alison Jarman and Jackie Harrington-Burn for re-signature and return to the Chair.
2. **To note any miscellaneous items of correspondence received and distributed since the last meeting**

No matters were raised under this heading

1. **Macmillan Coffee Morning in Langstone – Sunday 10th September 2023**

The decision was made by Cllr Oliver-Mardon 48 hours prior to the event to cancel due to the following:

Burst water main closing the A48 in Langstone

No water available in Langstone Village Hall

M4 road works at nearby junctions

LCC are to re-schedule the event.

1. **Remembrance Sunday Service**

NCC’s arranged for Highways to contact LCC where a recommended Assessor (Andrew Brooks) has been arranged for 10.00am on 19th September 2023 to carry out a necessary Risk Assessment to establish whether it is safe for the above event to go ahead.

Quotations were obtained ranging from £425.00 to £630.00 inclusive. Above assessment cost is £425.00.

Vote result: 7 councillors were for the risk assessment to take place.

Cllr Oliver-Mardon will confirm appointment with risk assessor.

1. **Reports from members on outside bodies**

No matters were raised under this heading.

1. **Members requests for items for inclusion on the agenda**

No matters were raised under this heading.

1. **Miscellaneous**
2. LCC were advised the monthly meeting booking at Langstone Village Hall has not been cancelled since changing the venue to Llandevaud Hall. Chair to email LVH to cancel the bookings and request up to date invoice.
3. Complaint letter from Miss Newport requires a response within the next 6 days. Chair to respond.
4. **The Meeting was closed at 8.41pm and the date of the next meeting is 10 October 2023**.