**LANGSTONE COMMUNITY COUNCIL**

**Chair: Councillor Sharon Davies Acting Clerk: Mrs Jacqueline Ford**

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**MINUTES OF THE FULL COUNCIL MEETING AT LLANDEVAUD VILLAGE HALL**

**ON 24 APRIL 2025**

**Councillors:** Cllr S Davies (Chair), Cllr R Bevan, Cllr S George, Cllr B Newport, Cllr B Sheppard, Cllr, J Smith,

Cllr S Voyle. Cllr J Bryant, Cllr J Humphries, Cllr L Humphries

**Apologies received:** Cllr Rob Lewis, Cllr I Riley, City Councillor Will Routley

**In attendance:** Jacqueline Ford (Acting Clerk), City Councillor Ray Mogford.

**Members of the public:** 2 members of the public

**25/053 Apologies for absence**

Apologies had been received as noted above.

**25/054 Declarations of interest and consideration of Councillors’ declarations of interest forms**

Cllr B Newport declared an interest in the Grant Application received from Wales Air Ambulance.

**25/055 To approve and sign minutes of the Full Council Meeting on the 18th March 2025**

The Council agreed that the Minutes be approved.

**25/056 Matters arising from the Council Meeting on the 18th March 2025** (not covered in agenda items)

There were no matters arising from the Minutes of 18 March 2025.

**25/057 To consider any verbal or written reports from the Clerk or Councillors and correspondence received (**where not covered in agenda items**)**

A letter has been received from the Audit Wales Office asking for information regarding the previous Clerk – Mr Robert Wade.

1. One question related to the circumstances that led to the Acting Clerk, Mrs Ford, taking over responsibility from the previous Clerk
2. Were there any specific challenges faced by the Acting Clerk during the transition period
3. Were there any concerns that the Acting Clerk wished to share with the Audit Office

A response has been sent to Audit Wales.

Awaiting correspondence from our Internal Auditor regarding 2023/24 accounts

Correspondence received from a resident regarding the road sign on Spartan Close which is illegible.

**Action:** Acting Clerk to pass details of resident to City Councillor Ray Mogford

**25/058 15 minutes for the Newport City Councillors to report**

City Councillor Ray Mogford raised the issue of Llandevaud common where some trees have been damaged which are subject of a Tree Preservation Order and stated that there should be a plan to replace cut down trees (following the discussion of trees that have been cut along the A48 as part of the ash die back works). Items have appeared on social media raising the question of ownership of the common. Cllr Sharon Davies (Chair) outlined the background of the Llandevaud Common stating that a gentleman bought it from auction but that the land is not registered in his name and therefore has no right to take control of the common. City Cllr Mogford informed Council that It is protected so people should not be driving on it and damaging the wild flowers. A Welsh Government member lives nearby and asked that LCC should be more aware, through the residents, as to what is going on.

Water run-off is a problem on the lane in Llandevaud and flooding is an ongoing issue. The rean itself also needs to be cleaned out to assist run-off.

The land grab and barbed wire issue in Langstone is currently a work-in-progress.

**25/059 Finance Committee/Working Group Update.**

1. Update on Finance Working Group meeting outcomes

Cllr B Newport gave an update on the work of the Finance Committee who are working to produce 2 documents including the Financial Regulations 2024 and the Terms of Reference. The Finance documents were circulated to Council setting out where the Committee felt that amounts should be limited.

1. Recommendations or resolutions of importance from Finance Committee

Two areas were highlighted regarding the possibility of credit references being taken up for the Clerk (this was felt unnecessary) and DBS checks for Bank Signatories.

1. **Motion:** To adopt the revised Financial Regulations (2024) as recommended by the Finance Committee following drafting by Working Group

**Action:** To circulate the necessary Finance Documentation and agree a motion at the next meeting before placing on the Website.

1. The monthly accounts for March 2025 were approved.

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| --- |
| **Unity Trust Bank Account** |
| Opening Balance | 1 March 2025 | £116,064.75 |
| Closing Balance | 31 March 2025 | £109,452.43 |

1. Payments approved:

|  |  |  |  |
| --- | --- | --- | --- |
| **Method** | **Payee** | **Description** | **Amount** |
| BACS | Newport CC | Bi-election costs | £8,405.16 |
| BACS | Storage Giant Ltd | Storage rent | £108.60 |
| BACS | VisionICT | IT (email added)/Website | £320.00 |
| BACS | Microshade | Citrix hosting | £61.01 |
| BACS | Rombourne | Virtual Office | £43.26 |
| BACS | Interim Clerk | Hours/Travel expenses | £1009.40 |
| BACS | Heather Jones | IT Support/year end | £195.50 |
| BACS | Royal British Legion | Silhouete | £200.00 |
| BACS | Metro Rod | Park/Drainage | £288.00 |
|  |  |  |  |

**Action:** Only new payments to be listed on schedule (DD and SO) to be considered approved at previous meetings.

1. Consider and decide on any further Grant Applications received for 2024/25

A request had been received for a donation from Wales Air ambulance for up to £500.

Cllr J Humphries put forward the motion for a £500 grant (seconded by Cllr R Bevan). All were in agreement.

1. Date(s) for bookings for Llandevaud Hall for 2025.

**Action:** The Acting Clerk to book the second Tuesday of each month, including December, as January is busy for precept etc.

**25/060 Police report**

The monthly Police Report has been circulated**.**

**25/061 Community**

1. Decision on NVA planter painting design options and update on project progress

Cllr S Voyle had a meeting with the group to discuss the planter designs. On Monday (28 April 2025) the group want to come and prep the concrete planters and seal them and put on a base coat. Council agreed a budget of up to £500 to cover materials. The planters will be prepared in a plain colour (green) and stencils used to highlight.

1. Update on Community volunteers agreeing to look after planters and feedback from NCC

10 volunteers have now agreed to look after planters - 4 in Llanmartin, 2 in Llandevaud and the remaining planters in Langstone including the one by the big wall. The one by Shepherd Drive is not yet allocated. Each volunteer will be provided with a £50 voucher (Halse Garden Centre) for plants and compost.

1. Agreement on number of planters to be managed by contractor and final cost

NCC are willing to do the remainer of the planters (6), twice a year, at a cost of £200 per planter.

1. **Resolved:** Cllr R Bevan proposed that NCC do the planting and care for 2025/26 and a decision taken at the end of the year on effectiveness of the scheme.
2. LCC to consider whether to follow Newport City Council in banning the release of helium balloons whilst also publicising and encouraging alternative, more environmentally friendly means of celebration and remembrance. (*Refer also to additional document LCC-24-Apr-2025 Doc01*)

It was agreed that LCC support NCC in their endeavours to encourage alternatives to helium balloons. Cllr Bevan confirmed that this matter had been raised in a recent Liaison meeting.

**Action:** All were in agreement that we should place an item on our website actively discouraging the use of helium balloons. Following discussion, it was agreed that we should also discourage the use of fireworks on council land and particularly in the park.

**25/062 Planning Committee/Working Group Update**

1. Consider report from the Planning Committee/Working Group (if relevant)

The application for installation of a totem pole for Costa Coffee has been refused.

(ii) Consider any Planning applications considered or received before meeting [Weekly List](https://publicaccess.newport.gov.uk/online-applications/search.do?action=weeklyList)

1. 25/0226 The Arch Bungalow, Watery Lane, Langstone. Proposal: Side and rear extension and relocation of existing outbuilding.
2. 25/0241 Stonewall, Lower Road, Llandevaud. Proposal: Additional storey including new higher roof and dormers.

There were no objections to the planning application for Arch Bungalow.

Stonewall – additional storey. Cllr J Bryant to look into it and send details to the Clerk.

Cllr S George confirmed attendance on a planning course which gave information on feedback and how to categorise responses, but there had not been a focus on the community and how appeals are made etc.

**25/063 Events Committee/Working Group Update**

1. VE Day 80th anniversary events update
	1. Langstone Memorial service (beacon lighting etc) and decision on whether will include singing the hymn “I Vow To Thee, My Country”

A Minister has been booked for the VE 80th anniversary Memorial service which will include the hymn “I vow to thee my country”, music and words to be provided. Cllr S Davies will organise the printing. A PA system has been purchased and preparations for the Beacon lighting are in hand. Cllr S George will host the event prior to the Memorial Service which will include sandwiches, tea and biscuits (budget set at £200). An urn will be available. The Acting Clerk offered tables and chairs, etc. The event will commence at 8.30 pm at Belvedere.

Promotion for the event will include posters that have been downloaded and can be adjusted to show details. 8.30 pm and just after 9.00 pm at the Memorial. Cllr S Voyle pointed out that the Memorial needs cleaning – it is grubby at the moment and suggestions that some of the planting could be updated around the Memorial.

**Action:** Cllr J Bryant to look into who holds the contract for cleaning the memorial.

* 1. Update on any community requests for support of events (including any relevant Council decisions to contribute necessary)

No requests had been received for financial support for public events. It was agreed that another series of posters be placed on social media offering funding.

Cllr B Newport approached Beefeater for support, but no response. MacDonalds have given her contact details. It would be useful to tap into this involvement in the future. Cllr B Newport also mentioned the Newport Male Voice Choir for such future events. Any contact should be made through their secretary.

**25/064 HR Committee /Working Group Update**

1. Update on Clerk recruitment (interviews)

Anthony Bird was chosen from 3 candidates interviewed by the HR Committee. He has experience with Councils both as a Clerk and a Councillor. He will be present at the Annual Meeting on 27 May 2025. Mr Bird is hoping to take up the position at the beginning of May 2025.

**25/065 Parks Committee/Working Group update**

1. Update on Centenary Park flooding/drainage issues

From recent investigations the drain on the lane, into the main road is only 18 inches long on the park side. A new drain will be put in from the top and lead into the land drain in the lane. This will solve the problem of water going over the pump track. There is a highways’ drain in the road but unfortunately the road is higher than the position of our drain. 2 quotes have been obtained – one for £11,750 plus VAT. The other is £8,400 plus VAT.

1. Update on park equipment maintenance situation (also FoI from Mr Oliver-Mardon)

Iain Riley still looking for sufficient quotes to undertake this work.

**25/066 15 minutes set aside for Community interaction and members of the community to ask the Clerk or Councillors questions of local interest.** Whilst members of the community should feel free to raise matters of importance, it is requested that any questions should be submitted to the clerk at least 24 hours before the meeting

No questions were received from the public.

Cllr Julian Smith is hoping to run a Road Safety Conference in Cardiff on 1 July 2025. Cllr Smith extended an invitation to any members of LCC who would like to attend.

Full details will be circulated to all Councillors.

Discussion took place on the Signage in Centenary Park – Dog exclusion sign. Cllr S Voyle says that the sign indicates dogs should kept be on a lead. Cllr Voyle suggested

when we do work on Centenary Park that some cordoning off should be introduced so that dogs can’t encroach on the play area.

**25/067 Agree next meeting (Annual Meeting) –** scheduled provisionally for 27 May 2025**.**

The date of the next meeting will be Tuesday 27 May 2025. The Annual Meeting will commence at 6.30 pm followed by the Ordinary Meeting of Langstone Community Council.

**Meeting closed at 9.11 pm.**