



Minutes of Langstone Community Council Full Council

Tuesday 10/06 2025 at 19:30 PM

Present Councillors: R Bevan, J Bryant (online), S Davies, , J Humphries, L Humphries, R Lewis, B Newport, I Riley, B Sheppard, J Smith, S Voyle.

Also Present: Cllr R Mogford (NCC), Cllr W Routley (NCC) + 7 members of the public

25/088 Apologies for Absence

Members accepted apologies from Cllr S George

25/089 Declarations of Interest

Cllr I Riley declared a non prejudicial interest in item 25/090

25/089 Public Questions and Representations

Members received representations from Minister Maureen Earle Assistant Pastor of New Dimensions Community Fellowship, Newport regarding the purchase of the Methodist Chapel. Members noted that whilst sold, little work has been done to improve the building. Members noted the desire to see the chapel remain as a place of worship if possible.

[Action: Clerk to liaise with NCC regarding planning permission and change of use. Also to check with land registry on details of ownership within the next month.](#)

25/090 Update from NCC Councillors

Members received updates from NCC Councillors: R Mogford & W Routley

Cllr W Routley gave an update on working with the road safety team regarding the A48 and Magor Road, looking at potentially putting in calming measures such as “rumble strips”, WR was also looking at further rights of way and access issues on the A48. Cllr Routley also updated members on the new boundary review being undertaken by NCC and the Electoral commission. The clerk used this opportunity to update members on the process boundary reviews have historically taken.

[Action: Clerk to circulate NCC liaison meeting invite to members by 19/06](#)

Cllr R Mogford gave an update on NCC's road plan and was due to meet with the head of highways department to discuss the plan further. Cllr Mogford also gave an update on suspected arson at the Priory- PCSO's would be looking into youth involvement, members were also updated on Langstone Primary School's Langstonebury summer fete. And received an update abandoned car at Langstone Village Hall which has now been reported.

Members asked about potholes on Langstone Court Road.

[Action: Clerk to email NCC Cllr's by 17/06 for update to bring to next meeting.](#)

25/091 Update from Gwent Police

A written report from PCSO Dan Sutherland was circulated to members before the meeting. No questions were submitted from members

Minutes

25/092 Council Meeting: 27 May 2025 (Enclosed is a copy of the minutes of the above meetings.)

- i. Members Agreed the minutes from the AGM and Regular meeting held on 27th May 2025, these were signed by the chair of the council
- ii. To discuss matters arising from the meeting held on 27 May 2025
 1. The chair of the council signed the declaration of acceptance of office.
 2. Members agreed to a new committee structure which would see the formation of policy and finance committee which will oversee all finance, grants and HR related tasks (membership IR [Chair] RB, BN, BS, RL [EX Officio SD & RS]). An events Committee (membership RB [Chair] BN, SV, JH, LH [EX Officio SD & RS]) with working groups for parks and IT reporting back to the full council and with planning issues also going to the full council.

[Action: Clerk to draft agendas for committees as needed on ongoing basis.](#)

25/093 Finance

- i. Members agreed the following expenses:

Payment Method	Payee	Reference	Ammount
BACS	Anthony Bird	Clerks Wage	£563.91
S/O	Storage Giant Newport	Storage	£104.60
BACS	EH Accountancy Ltd	Internat audit 2023/2024	£1104.00
BACS	NCC	Planters x 8	£800
S/O DD	Rombourne	Virtual Office June	£43.26
BACS	Vision ICT	ICT Support May	£576
BACS	Vision ICT	ICT Support December (Outstanding)	£78.00
BACS	Microshade	Web hosting June	£61.01
BACS	St Johns Ambulance	Event Support VE Day	£31.20

[Action: clerk to make payments by 20/06](#)

- ii. No Grant applications were received
- iii. Members received the report of the internal Auditor for the 2023/2024 financial year. Members voted to accept the recommendation of the internal auditor, but it was noted that the clerk should devise a system for the monitoring of reserves and their expenditure over the coming months to see how best the council can divest itself of excess funds gradually so as not to foster unrealistic precept expectations. Members also asked about the sharing of audit documents and were reminded that as an item on the public agenda all documents are in the public domain.

- iv. Members received a proposal from the clerk for the finance committee to see quarterly financial monitoring which would show real time spend against the budget, would track spend against legislative powers and show variance of spend vs budget and look at previous years spend and identify areas of overspent to be plugged with reserve budget
[Clerk to set up quarterly financial monitoring with Q1 data to be presented to september meeting of Policy and Finance Committee.](#)

25/094 HR and Staffing

1. Members received staffing update on clerks hours.
[Clerk to find organisation to administer payroll ASAP](#)

25/095 Events, Amenities and Parks

1. Members began planning a programme of events for the events committee. Discussion focused on Remembrance Sunday service with the chair of the council to work out details with Royal British Legion regarding a flag bearer for the day, and booking a minister to lead the associated service. Chair to also organise the sponsorship of wreaths for the day and make changes to listed next of kin for local veterans.

[Action: Chair to report back to next events committee meeting.](#)

Cllr Newport also raised the idea of a christmas event featuring a male voice choir

[Action: Members to explore X-Mas event at next events committee meeting](#)

2. Members received an update on the works at centenary park. Cllr Riley updated members regarding the state of play equipment, concerns were noted on safety of the zipwire. Quotes for the update of equipment were expected imminently and would be report at next full council meeting.

[Action: IR to bring quotes to next full council](#)

Members also received an update from Cllr Bevan regarding the drainage works to be undertaken at the park, members noted that the park would need to be closed from between 1-5 days but work would be undertaken at the beginning of

July so that the park would be open for use during the summer holidays. Members expressed concern over the closure of the park and the potential negative reputational impact, but it was decided that a proactive notice period would be ideal approach going forward. Members heard two quotes for work on drainage and pipes and voted unanimously to award the contract Ulysses for the sum of £9842 +VAT (£11,810.40) due to their existing relationship of prior work with the council

Action: RL to begin social media publicity for park closure ASAP

RB to instruct Ulysses to begin work ASAP

3. Members received an update on community planters, it was noted that all planting work had been completed.

Action: SV to chase up painting of planter with the Youth Academy before summer holidays.

25/096 Planning

1. Members Noted schedule of planning decisions by Newport City Council circulated before the meeting
2. Two planning applications were received before the meeting. No objections were given
3. No pre planning applications were received by the clerk.

Community

25/097 Bethel Cemetery

Members received an oral update on proposal of The Old Hamlet of Llanmartin Residents Association regarding the maintenance of Bethel Cemetery. It was decided by members that the council would fund the ongoing upkeep in the current manner, but the Clerk would write to NCC regarding ongoing status and ownership.

Action: Clerk to contact NCC ASAP and Contact OHLRA to arrange maintenance handover.

25/098 Policy Updates:

1. Members agreed to beginning the process for instigating a “Langstone Community Council Place Plan” which will begin with a community audit to assess what services are available in langstone and what needs there are.
[Action: Clerk and members to begin consultation period over summer recess.](#)

25/099 Correspondence

None received

25/100 Seminars and Outside Bodies

Members were updated on future training opportunities from One Voice Wales.

Members also raised a few regarding format of agendas and minutes which the clerk will address going forward.

[Action: Chair to circulate OVW Training schedule.](#)

[Clerk to produce full agenda for coucillors and condensed version for notice boards](#)

25/101 Dates of Future Meetings

Date	Meeting
June (10/06)	Full Council
July (08/07)	Full Council (annual return)
August	Recess (The chair of council reserves the right to convene meetings during this time period where appropriate notice is given)
September (09/09)	Full Council
October (14/10)	Full Council
November (11/11)	Full Council (Clerks Performance Review)
December	Recess (The chair of council reserves the right to convene meetings during this time period where appropriate notice is given)
January (13/01)	Full Council (Precept)
February (10/02)	Full Council
March (10/03)	Full Council
April (14/04)	Full Council
May (12/05)	AGM & Full Council

Anthony Bird

*Clerk to the Council/Clerc i'r Cyngor (Proper Officer / Swyddog Priodol)
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17 June 2025/ 17 Mehefin 2025

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