**GROSMONT FAWR COMMUNITY COUNCIL**

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**13TH JULY 2020 7.30PM – ZOOM MEETING TO FACILITATE THE BI-MONTHLY COUNCIL MEETING**

**DRAFT CONFIDENTIAL MINUTES**

**Present:**

 C.Cllr David Hughes-Jones (Chair) Cllr Andrew Farr (Vice Chairman)

 Cllr Peter Mcvann Cllr Paul Sheridan

 Cllr Witek Minowt-Czyz Cllr James Stark

**In attendance:** Ms Clare Preece (Clerk) Mrs Jane Moggeridge Mrs Claire Lindsey-McGrath

1. **To accept apologies for absence:**

(None received)

1. **To disclose personal and pecuniary interests in items of business listed below:**

None declared

1. **Public Forum –** (The meeting was suspended to permit the Public Forum – 10 minutes only and each participant limited to 2 minutes. The meeting was then reopened.)

Mrs Claire Lindsey-McGrath had emailed the Council to make them aware of a dangerous dog attack she had reported to the police. The police have registered the attack as an offence under the Dangerous Dog Act 1991 and have presented the owner of the dog with a Community Resolution Order and have asked him to make an apology. To date Mrs McGrath has received no apology and joined the meeting to introduce herself to the Council and asked if there was anything the Council could do to resolve the matter. Cllr Farr stated that the Council have no law enforcement powers and suggested that in the future, if the matter did not resolve itself, it would be possible to have a friendly word with the gentleman. Mrs McGrath clarified that she chose not to press charges as no injuries had been sustained by her daughters or herself and she stated that she had avoided the area around the castle since, where the incident took place. She expressed concern that the area was being considered as a play area and a dangerous dog would pose a threat. C Cllr David Hughes-Jones said that the Council could have a word with the police if an incident was repeated.

1. **To consider matters relating to the Grosmont Futures project including play area at the castle. Resolved** Cllr Witek Minowt-Czyz confirmed that he was happy to represent the Council with the Grosmont Futures project. Grosmont Futures have been unable to meet since the outbreak of the pandemic.
2. **To approve as a correct record the Minutes of previous meetings held.** **Resolved** Councillors approved the minutes of the last meeting in March, the AGM and Interim meeting to accept the accounts
3. **To consider matters arising from the minutes.** Street Light at Onaway – **Resolved** Jane Moggeridge confirmed that the street light is now working but instead of switching off at mid-night it goes off at 1am. **Resolved** Clerk to email Stephen Harrhy to see if this is possible. Fire risk assessment C Cllr David Hughes-Jones stated that it would be preferable to complete the work necessary to comply with the recent Fire Risk assessment before the Town Hall reopened following the Coronavirus. Smoke alarm synchronisation **Resolved** Cllr Farr will speak to the electrician with regards to synchronizing the smoke alarm upstairs with one downstairs. Gap in ceiling **Resolved** Cllr Farr said that the gap in the ceiling between the upper and lower floors in the lift shaft may have been left open to enable pipework to be accessed but it could be easily filled with a can of expanding foam. Cllr Farr to action this. Replacement of fastening device to front door **Resolved.** C Cllr Hughes-Jones pointed out that this finding which requires the replacement of the fastening device on the front door was not specific and the Clerk is to obtain the Fire risk assessment and identify the area in more detail for the next meeting. Cllr James Stark suggested a push bar fixing would be needed. Broken toilet seat. This was reported to the council by Tracey Vaughn the cleaner before the lockdown. The toilet lid is broken and Cllr Paul Sheridan asked the question as to whether it could be considered dangerous, as the council could then be answerable if somebody injured themselves. Cllr Farr said that a new toilet seat would need to be fitted.**Resolved** Cllr Andrew Farr to examine it next time he is in the area. Leaking hot water system **Resolved**  Cllr Andrew Farr expressed his frustration with this item. He had seen the plumber in a nearby village who had denied all knowledge of it despite being contacted by the electrician. Cllr Farr said he would persue the matter once more only. Old storage heaters **Resolved** Cllr Paul Sheridan to ask the landlord of the Angel Inn if the council can dispose of them in the skip he has at the pub at the moment. Calls for the reduction in hall hire charges **Resolved** Cllrs and the Clerk to do the groundwork into researching the charges made by similar venues for the next meeting. Overhead Wiring Cllr Witek Minowt-Czyz updated the Council. Nothing specific has happened and Western Power say they have little scope to allocate resources. They can reduce the amount of wire they use as they upgrade their system. Openreach are open to a discussion with Western Power. **Resolved** Cllr Witek Minowt-Czyz to continue with his investigations and will inform the Council when he believes an official letter from the Council to help with the matter will be needed.

 AT THIS POINT, DUE TO THE TIME CONSTRAINTS NOW PLACED BY ZOOM ON THE LENGTH OF TIME FOR THE FREE USE OF THEIR APP, THE MEETING WAS TEMPORARILY AND UNEXPECTEDLY ENDED. THE CLERK SET UP A NEW MEETING AND CONTACTED THE COUNCILLORS WITH THE NEW MEETING ID AND PASSWORD AND THE MEETING WAS RECONVENED. THIS WAS A LENGTHY MEETING WITH A LARGE AGENDA DUE TO THE FACT THAT NO COUNCIL MEETING HAD BEEN HELD SINCE MARCH DUE TO THE CORONAVIRUS.

Cllr Paul Sheridan made his apologies and Mrs Claire Lindsey-McGrath could not be contacted so the meeting continued without them.

Subscription to Zoom Cllr Witek Minowt-Czyz proposed that a monthly subscription be taken out with Zoom to avoid the interruption to any future meeting. **Resolved**  This proposal was unanimously approved and the Clerk will set up a pay monthly plan with Zoom before the next meeting .

1. **To receive items of correspondence** Items of correspondence as follows were noted: i)Email from PC Sarah Mason to say the area is now policed by CSO’s Chris Watkins and Stephen Cowels. ii) Dangerous dog report from Mrs Claire Lindsey-McGrath dealt with under the public forum.iii) A reminder that the Council Website is to be WCAG 2.1 compliant by 20th September 2020. iv) Monmouthshire CAB request for funding **Resolved** To be put as an item to discuss on the agenda for the next council meeting . v) Fly tipping – a report had been made regarding fly tipping on the Grosmont to Skenfrith road between Pear Tree Cottage and Clarkes Barn reference 6404374.**Resolved** Cllr Andrew Farr said that the council had removed some of the waste but had left the builders rubble. The Chairman is going to report this to Monmouthshire County Council. vi)Independent Remuneration panel for Wales **Resolved** Councillors stated they had received no payments during the previous financial year and the clerk is to report this fact.

vii) Latest Press Releases from Monmouthshire County Council about developments regarding the lifting of the lockdown were cut short due to the time constraints on the length of time the Council had left to discuss matters via Zoom.

**REVIEW OF THE ELECORAL ARRANGEMENTS FOR THE COUNTY OF MONMOUTSHIRE** The Council’s objection has been made to One Voice Wales who are asking for a rerun of the Community Boundary review on behalf of local councils. Cllr Witek Minowt-Czyz voiced his support and Cllr Pete McVann, Cllr Andrew Farr, Cllr James Stark and C Cllr David Hughes-Jones voiced their objections. Councillors are in receipt of letters and maps and are asked to provide their initial observations. The review period is for 12 weeks commencing 7th July and ending on 28th September by which time Council’s views must be received by the Local Democracy and Boundary Commission for Wales. **Resolved** Cllr James Stark asked the Chairman C Cllr David Hughes-Jones if he would formulate the Council’s response opposing the Community Boundary review and he accepted the task.

1. **To consider matters relating to Highways and Rural Roads.** Councillors were informed oftemporary road closures to Old Court Road Llanvetherine between 24th and 26th August 2020 and the Emergency Traffic Regulation order 2020 for Monmouth Town Centre. Cllr Farr mentioned verge cutting and that the majority had been done but there was a stretch between Kentchurch and Skenfrith which had not. **Resolved** C Cllr David Hughes-Jones has enquired and will enquire again as to why this has not been done. Cllr Andrew Farr pointed out areas of road which were in a poor state of repair and require resurfacing work. The straight mile/Grosmont Wood Farm pitch to the old Cross Ash school stretch, sometimes referred to as New Inn Road. The Grosmont to Llanvihangel Crucorney/Pandy Road above White House Farm. **Resolved**  Clerk to report these to Highways.
2. **To consider matters relating to planning.** To date all matters of planning have been dealt with immediately due to the coronavirus restrictions placed upon meetings. The following applications have received Council approval during the period. DM/2020/00017, DM/2020/00489, DM/2020/00653, DM/2020/00482, DC/2014/00095, DM/2020/0072, DM/2020/00500 and DM/2020/486.
3. **To consider matters relating to Grosmont Town Hall.** Due to time constraint various matters which were for information and not requiring a decision were omitted from discussion. These were clarification that the Town Hall had been closed from March 18th 2020 due to Covid 19. The Town Hall insurance with NFU mutual had been renewed. The fire extinguishers had been serviced by Fire Rite. The smoke alarms and defibrillator require safety checks and these matters will be carried forward to the next meeting. Chlorination of the Public toilets and water systems at the Town Hall. Initially the advice from Monmouthshire County Council was to recommend chlorination and the clerk obtained a quote from Trident Water of £236.88 to carry this out. The Clerk saw a public information notice from Welsh Government on Facebook recommending the running of water and flushing of toilets to avoid Legionella and asked Roger Hoggins at MCC what he now recommended. He said that it would now to be down to individual councils to decide their course of action.**Resolved** Cllrs unanimously agreed the systems should be thoroughly flushed through before use and that there was no need for chlorination.
4. **To consider matters relating to Grosmont Events.** There have been no updates from Grosmont Events who have been unable to hold meetings during the Coronavirus.
5. **To agree expenditure and other accounts matters.** The Clerk had reported that the Year End Accounts and Annual return had been submitted to BDO on 19th June well within the cut off date of 10th July.

The following items were approved for payment by the council.

MS C PREECE SALARY APRIL £338.69

MS C PREECE SALARY MAY £338.69

MS C PREECE EXPENSES MARCH APRIL AND MAY £178.25

CATH WILLIAMS LTD AUDIT FEES £360.00

SOCIETY OF LOCAL COUNCIL CLERKS SUBSCRIPTION £109.00

NFU MUTUAL TOWN HALL INSURANCE £1070.61

MS C PREECE SALARY JUNE £338.69

FIRE RITE SERVICE OF FIRE EXTINGUISHERS £36.00

MS C PREECE SALARY JULY £338.69

The Chairman had been emailed the bank reconciliations for April May and June and agreed them.

1. **To receive and consider any other business(items for noting only – matters requiring further consideration and will be listed for a future council meeting)**Request for funding from Citizens Advice Bureau.
2. **Closed session of the Council to consider matters arising from the internal audit and staffing matters.** No discussion held.

The members of the public were then thanked and the Chairman C Cllr David Hughes-Jones thanked everyone for their forbearance with the evenings proceedings and thanked the Clerk for her hard work.

**Date of next council meeting – Monday 14th September 2020 7.30pm Zoom**

The meeting was closed at 20.40pm