**GROSMONT COMMUNITY COUNCIL**

**CYNGOR CYMUNED GROSMONT**

**Chairman/Cadeirydd Clerk/Clerc**

**Councillor Lowri Wynn Morgan Mr R Wade**

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**MINUTES OF THE MEETING OF THE GROSMONT COMMUNITY COUNCIL HELD AT THE GROSMONT TOWN HALL AT 7:00 PM ON THE 12TH OCTOBER 2022**

Those attending the meeting: Councillors Lowri Wynn Morgan (Chair), Jude Rogers (Vice-Chair), Witek Mintowt-Czyz and Jamie Edwards and the Clerk to the Council, Robert Wade. Also present at the meeting were Peter Clarke, Jan Chatfeld and Robin Tebbutt.

1. **To accept apologies for absence**

Apologies were received from Councillor Janet Williams. There were no apologies from Councillor Martin Davies, who was the only Councillor absent from the meeting.

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

It was agreed that these could be announced as and when the situation arose during the meeting.

1. **To consider and confirm appointment of a co-opted Councillor, who will then join the meeting in that capacity**

Following on from the interviews which had taken place by Zoom, it was decided to co-opt Margaret Barker to be a Councillor

1. **Public Forum**

(The meeting will be suspended to permit the Public Form – 10 minutes only and each participant limited to 2 minutes. The meeting will then be re-opened)

In the event, no members of the public wished to make any statement from the floor.

1. **Discussion on matters arising from the Police Report and police issues generally**

The Clerk had previously circulated the Police Report, which was noted. He said that he had received an e-mail from the new Inspector, who had said that he and another officer would definitely attend the next meeting.

1. **To approve as a correct record the Minutes of the Meeting on the 8th September 2022**

Councillor Mintowt-Czyz proposed a number of amendments which he said he had sent to the Clerk by e-mail but which the Clerk said he had not received. It was agreed that a copy of the Minutes, with these proposed amendments, should be considered at the next meeting for formal approval to be given. The proposed amendments were as follows:

1. He asked that item 3(b) should be deleted and that the Minutes should be written so as to show that the item regarding the Project and Reporting Structure should be shown as having been dealt with at item 7(b) (see item 6 (c) below) and amended in accordance with his suggested wording
2. In item 6 (b) Councillor Mintowt-Czyz asked that the words:

*“which was a welcome, albeit inadequate, temporary arrangement until such time as the Post Office in the shop might open.”*

should replace the current words:

“which it was generally agreed was inadequate, even if it was a temporary arrangement until the Post Office in Grosmont could open*.”*

He also asked that the words

*“Mintowt-Czyz indicated his view that there was miscommunication within PO management.”*

should replace the words:

“although Councillor Mintowt-Czyz said that he had conflicting information.”

1. (see above) In item 7(b) he asked that this item should now contain the wording in the current item 3(b) but that it should contain the heading:

“**To consider the Grosmont Community Hub Project and Reporting Structure document (previously circulated).**

He also proposed that the current words “Reference was made to a report put together by Peter Clarke, Lynne Potter and Mark Whitaker for a Project and Reporting Structure for the Grosmont Community Hub and which had already been circulated by e-mail.” should be deleted altogether.

1. He proposed that item 7(c) should now read and should be headed:

“**To consider the unexplained closure of the public toilets.”**

And should contain the information already in the Minutes under the current item 7(b) starting with the words “The Chair at this point mentioned that the toilets had been closed for a week….”

1. The current item 7(c) should now be replaced by a new Clause 7(d) starting with the heading “To consider an application for a CADW Maintenance Grant” currently in item 7(c) and that the words:

“This grant was generally felt to be highly desirable. Councillor Mintowt-Czyz suggested that GCC might consider accessing this funding source for immediately necessary maintenance such as clearing rainwater goods even if the main work to renovate work on the Town Hall would not take place until 2023. There was some discussion as to the whether there was adequate time and process to access this year’s funding. Jan Chatfield from the floor said that she had the relevant paperwork which she would pass on to the council via Drop-Box for further consideration. Peter Clark suggested that the CADW Maintenance Grant would fund a rolling maintenance programme up to 75% of the annual cost. The council was in the position of being able to fund the residual 25%”

should replace the current wording:

“This grant was generally felt to be highly desirable. There was some discussion as to whether work could be done and an application for funding made retrospectively. Peter Clark said that he believed a rolling maintenance programme could be organised in this way, subject to a grant which would cover 75% of the costs. Many organisations could not operate in this way because they lacked the initial money, but fortunately the Council was not in that position. Jan Chatfield from the floor said that she had paperwork which she would pass on to Peter via Drop-Box.”

1. The current item 7(d)(b) would be re-numbered 7(f) and should be headed:

**“To accept the Highlight report”**

and that the words

“He requested consideration and acceptance of the Highlight Report should also be a standing item on future Agendas. It was observed that the report was available on Dropbox, but Peter Clarke said that he would e-mail copies to the Clerk and to Councillor Edwards.”

should replace the words:

“He said that this should also be a standard item on future Agendas. It would be available on Dropbox, but Peter Clarke said that he would e-mail copies to the Clerk and to Councillor Edwards.”

1. In item 13, the words:

“Councillor Mintowt-Czyz proposed that the What Three Words mapping system should be used to map the sites accurately at which issues had been identified. The proposal was adopted after an explanation of its working and its utilisation through an app.”

should replace the words

“Councillor Mintowt-Czyz suggested that the app Just Three Words could be used to establish areas of concern.”

1. **To consider matters arising from the Minutes of the Meeting on the 8th September 2022**
2. Item 6(b) Councillor Witek-Czyz said he had not followed up the query with the Post Office and so had nothing to report.
3. **To consider the progress of the work relating to the Town Hall Project**
4. The Chair thanked all those who had organised the Engagement Event, and especially Jan Chatfield. From the floor, Jan Chatfield said that there was to be a meeting on the 19th October to discuss the project. There was concern over what it was doing to cost and where the money was coming from. It was noted that only £5,000 of the precept had been used. Peter Clarke said that his understanding was that the Capital work was to be funded by grants, but that the maintenance would be funded by the Council. Councillor Witek-Czyz mentioned that the previous Council had budgeted for repayment of a £35,000 loan which had not yet been put into effect.

1. Reference was made to the Architectural Heritage Fund (AHF) grant. The Clerk said that he had shared this information with Peter Clarke, and that his understanding was that the form had to be signed and returned by the 25th October, but that there was a difficulty in that it was required that it should be signed by signatories to the bank account who were still involved with the Council, which was not the case. The current signatories, David Hughes Jones and Andrew Farr, were no longer involved with the Council. He reported back on the difficulties he was having with Lloyds Bank, who had not yet accepted the new signatories (the Chair and Councillor Rogers) and – possibly because of tightening of security during the summer – were refusing to provide even a bank statement. It seemed that new forms would be needed to be signed. He would arrange for the Chair to have them and she could ask the relevant people to sign and return them to him. It was agreed that it was absolutely vital that the Council should be aware of its financial position.

Councillor Mintowt-Czyz proposed (seconded by the Chair) that the AHF grant should be accepted and that the Chair should act on behalf of the Council in doing what was required to that end. The Chair asked if we should need to ask for an extension of time for signing the form, and the Clerk said that might well be required, and that he would consult with Peter Clarke regarding the issue.

(c) Peter Clarke said that he intended to hold a work-shop that would inform people about the Grosmont Community Hub. He said that the architect had been engaged, and was including the pre-application advice in her fee, so there would be no extra cost. Councillor Mintowt-Czyz proposed (seconded by the Chair) that the Highlight Report number 6 should now be accepted, and this was agreed. Peter Clarke said that the Council had to pay Richard Browne £7.42 for a missing pin in the scaffolding. The Clerk said that would be attended to.

1. **To discuss the Grosmont Online update**

Councillor Rogers had distributed a separate document, containing the Minutes of the Grosmont Online Sub-committee, and went through it, confirmed the salient points. There were several points that required further discussion and clarification, and she would report back to the Council at its next meeting. However, essentially, it had been agreed to make the Grosmont Community Hub Facebook page the main page for regular Community Council/Town Hall posts. She would also use the Public Forum item in the Agenda to ask for new ideas.

In answer to the Clerk, she had consulted with Gaynor Henshall and Kath Patching and there was now a diary system in place which would enable bookings of the Town Hall to be organised better. She intended to organise a survey to encourage feedback on new ideas for the Grosmont web-site. 15 to 25-year-olds in particular would be encouraged to think how they might use the Town Hall in the future.

She proposed that they should go forward with the plan, and this was seconded by the Chair and agreed. It was also agreed (the Chair proposing and Councillor Mintowt-Czyz seconding) that it was not necessary for the Committee to come back to the Council for further authority for the wording of this questionnaire. Councillor Rogers said that it could be considered at the next Council meeting. The Chair said that one member of the public had indicated a clear intention of wanting to set up a magazine, and was willing to be involved with the sub-committee, She proposed (Councillor Rogers seconding) that he should be approached to see if he was willing to be involved, and this was agreed. Funding was discussed, and it was suggested that this could be considered. Councillor Rogers said she would look at the cost of printing. From the floor, Jan Chatfield said that Grosmont Events had previously had funding for their web-site, and there might be some money available for the new site proposed by Councillor Rogers. Councillor Edwards pointed out that people had previously paid for the Link. He also mentioned a photocopier in the Rectory garage which was currently unused, and he would look into that.

1. **To receive items of correspondence**

The Clerk said there were no items that were in addition to those already being discussed at other points in the agenda.

1. **To consider matters relating to Planning.**

The Clerk said there were no new items.

1. **To agree expenditure and other accounts matters**.

The Clerk said there were no items to put before the council at this time. The Chair asked about an invoice from Tracie Vaughan. The Clerk said he had specifically e-mailed her, asking for it, but had received no response. There was a regrettable lack of communication between him and Tracie. Councillor Witek-Czyz said that he had spoken to Tracie. The issue appeared to be regarding the issue of consumables. The last Clerk had changed a previous arrangement under which consumables were procured through the village shop. Apart from any other problems, it was thought to be good to support a local business rather than buy in Hereford. Tracie had now set up a line of credit, and invoices would be sent to the Clerk.

The Chair said that on-line banking was clearly required, and the Clerk said he was looking into this.

1. **To discuss the state of the roads in and about Grosmont**

The Clerk said he had e-mailed Mr Hand, and had received a response saying that the issue was in hand. The general sense of the meeting was that nothing had been done. It was reported that a resident had had a heavy fall in a pothole Councillor Rogers said she was able to send the Clerk an exact location of the pothole via What 3 Words. It was agreed that a more weighty e-mail should be sent to Mr Hand, asking him to undertake work. It was noted that work had started on cutting the verges, but it was not clear by whom the work was being done.

1. **To** **receive and consider any other business**
2. **The bin in Llangua**

It appeared that James Stark had complained about a bin which was in a desperate state of disrepair. The Clerk was authorised to seek quotations for a new bin. He questioned whether the Council’s logo should be on, although that would of course increase the cost. There was a question as to whether the Council in fact owned the bins or whether they were down to Monmouthshire County Council.

1. **Footpaths**

Andrew Stumpf was doing work on the footpaths to support the Ramblers, and had previously become a Councillor to do it. The footpaths were thought to be County Council responsibility, but the question was raised as to whether the Community Council should be doing its part to make the footpaths accessible. Councillor Edwards wondered if a Grosmont walk could be put onto the new web-site. Councillor Rogers said she would meet Andrew to discuss the situation.

1. **The toilets under the Town Hall** – this had already been adverted to, so no further discussion was undertaken at this stage

(d) **Dog waste bins** The Clerk raised the issue of dog waste bins especially in the light of e-mail correspondence from Sue Parkinson of Monmouthshire County Council. Councillor Mintowt-Czyz said that there had previously been a dog waste bin in the churchyard which was emptied voluntarily by a resident, who had found it ultimately so disgusting that he ceased doing it altogether. The County Council would not deal with it. It was agreed that bins were required – at least two, possibly three - one at the Castle, one in the village (one at Poorscript Lane was suggested) and one in the churchyard. The Chair proposed (seconded by Councillor Mintowt-Czyz) that the Clerk should approach Sue Parkinson to say that the Council was interested in joining in with a scheme she might be devising

1. **To decide the date of the next meeting**

The Clerk said that this would normally be the second Thursday in the month, but that Thursdays were going to be impossible for her from now on. It was agreed that the next meeting should be on the **9th November, starting at 7:00 p.m.**