**GROSMONT COMMUNITY COUNCIL**

**CYNGOR CYMUNED GROSMONT FAWR**

**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 7:30 PM ON THE 9TH JUNE 2022**

Those attending the meeting: Councillors Lowri Wynn Morgan (Chair), Jude Rogers (Vice-Chair), Martin Davies, Witek Mintowt-Czyz, Janet Williams and Jamie Edwards and the Clerk to the Council, Robert Wade. Also present were a number of members of the public, including Janet Chatfield , Jane Moggridge, Deb Noble, Susannah Jones, Alex Minton and Russell James.

1. **To accept apologies for absence**

Apologies were given by Councillor Daisy Learmond.

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

None were given at the start of the meeting. It was agreed that these would be given as and when the issue arose during the course of the meeting.

1. **To discuss the co-option of Councillors following consideration of the applications for co-option**

The Chair advised the meeting that three new Councillors - Witek Mintowt-Czyz, Janet Williams and Jamie Edwards – had already been selected as a result of the co-option procedure that was instituted following the election, and had signed their Declarations of Willingness to serve.

1. **The Public Forum** – **this will include an opportunity for consideration of the issues of the layers of responsibility for different aspects of the Grosmont Town Hall project**.

Alex Minford was invited from the floor to address the meeting from the perspective of Grosmont Futures (GF). He said that a number of persons from GF were already in the room; Oliver Huntsman was missing, and Peter Clarke, who had been chosen to be the Project Manager, was on holiday. Peter Willis of Rural Futures, who had been key to the project’s financing, was not there, and Mark and Jane Whittaker were also absent. He said that the objective of GF was to work with the Council on what had become recognised to be a single project – a modern hub, used by the community. A survey commissioned by the Council had identified deficiencies in the Town Hall building which needed to be remedied with varying degrees of urgency. The project aimed to remedy those deficiencies and to establish a maintenance regime for the future.

The funding was to come from grants, and the starting point was a grant (the Capital Development Grant (CDG)) of £14,000 from the National Lottery Community Fund (NCLF) to enable the employment of an architect to work out the specifications. A further grant of £50,000 was to be applied for to the Architectural Heritage Fund (AHF) by the end of June, and yet a further grant for £185,000 from the NCLF by the end of 2022. In addition, the pre-May the 5th Council had voted to apply for a Public Works Grant of £30,000, but had not taken any further action. The advantage of the AHF grant was that it could take in the need for repairs while the NCLF grant was confined to work of community-focused aspects. This might enable some mixing and matching of fund allocation between what the different funds would permit.

Since the Council was the owner of the Town Hall, it would receive the grant money ties and the applications for money would go through the Council. The Chair commented that the Council would also have to formally appoint the architect. A fee proposal from her was required. Jan Chatfield said this had been given in about July 2021, but clearly would need to be repeated. Alex Minford said that it was not necessary for her to absolutely know tonight, but clearly some speed was necessary because she was needed on board to help with the AHF grant application.

The Partnership Agreement between the Council and GF had been devised to further the project, under which there was a Steering Committee (SC) comprising member of both organisations with the Clerk to the Council as secretary. In answer to a question from the Clerk, Alex Minford said there was no formal structure to the deliberations of the SC and no Standing Orders, nor a specified quorum.

1. **(a) to agree the appointment of members of the Council to the Steering Committee of Grosmont Hub**

The Chair said that it had been agreed by the Council that Councillors Rogers, Learmond and Mintowt-Czyz should represent its interests on the SC, although with the proviso that she would take the place of Councillor Learmond in the event that she was unable to attend a meeting. There was to be a meeting at 10 a.m. on the 17th June with Adam Hitchins of the AHF to further the application for the AHF grant.

**(b) To meet the proposed architect for the Grosmont Hub project and consider her formal appointment by the Council to act up to the current limit if £14,000 imposed by the Community Fund**

Sarah Browne joined the meeting, and introduced herself. The Chair welcomed her, and introduced the members of the Council. Sarah said that she was especially interested in listed buildings and scheduled monuments and was currently working on a similar place in Monmouth. She confirmed that she understood the need for urgency in relation to the AHF grant. It was agreed that she would make a fee proposal to the Council through the Clerk, and Councillor Mintowt-Czyz proposed (seconded by the Chair) that the Chair should be given executive power to formally appoint Sarah on the basis of that proposal. This was agreed unanimously.

Sarah asked that a formal determination should be made as to what exactly was owned by the Council. If, for instance, only the building was owned, and not the surrounding pavements, then the County Council would need to be involved. The Clerk was asked to check the Land Registry Title to see if this was helpful. The Clerk said that he knew that Land Registry plans were on a very small scale on which the thickness of a line could represent as much as three feet, but he would check. He wondered if the original Conveyance might help, although it was uncertain whether this had been retained by the Land Registry.

Sarah also asked if a formal survey could be undertaken. A request had been made to the Clerk already. The Clerk said he had not seen this, but would check.

Sarah asked who it was she was supposed to report to. It was agreed that she was to be employed by the Council, but that she should confer with Peter Clarke, who in turn would approach the SC, which would report back to the Council and GF in the event of any complexity arising. It was not thought that this would be required for every decision.

Finally, Sarah asked if the project had to have VAT on it. The Clerk was asked to check. Even if if it was, part at least could be zero-rated. This would all serve to reduce the overall cost.

The Chair thanked Sarah for attending the meeting. Sarah then left the meeting, which continued in accordance with the Agenda.

1. **To approve as a correct record the Minutes of the meeting held on the 16th May 2022**

The Chair proposed (seconded by Councillor Rogers) that the Minutes should be approved, and this was agreed.

1. **To consider matters arising from the Minutes of the meeting held on the 16th May 2022**
2. Clause 6(b) The Clerk commented that the Jubilee event had clearly gone well despite the rain. Janet Chatfield said that they had originally thought to have 80 to 100 people, but had ended up with 150. Despite this, they had had enough Cava for everybody. She asked about the £200 promised by the film company earlier in the year, and the Clerk said he would check on this. He had not observed it in the bank statement for May 2022.
3. Clause 6(a) Councillor Rogers reported on her meetings and conversations with Mrs Chaffield, with Lizzie and Anthony Thomas, all involved with the development of the Post Office. It seemed that progress had been slowed by the departure of the Conservation Officer of the County Council at the end of 2021, but his successor was now on board and the project was progressing. She has discussed the planning proposals put in. It seemed that it was proposed to split off the Post Office part from Richards, so that there would be two residences – below the Post Office and a new flat up and behind it. Jane Moggridge said that she understood that the entrance to the flat was proposed to be through the churchyard, which was unacceptable, but this was being looked into.
4. **Discussion on matters arising from the Police Report and police issues generally**

The Chair said that the report did not appear to show anything of great moment. She again expressed concern at the distraction burglaries described in the April, and wondered if there had been a follow-up. The Clerk said he had written to the officer, but had not encouraged attendance at this meeting, knowing it was going to be a long one. He would write again.

1. **To receive items of correspondence**.

There no items under this heading.

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

There no items under this heading

1. **To consider the Financial Reports for 2021/22 and 2022/3 and to agree expenditure and other accounts matters**.
2. **Financial statements**

The Clerk distributed the statement for 2021/22, which he had just been able to complete, having obtained the missing bank statements. He was given authority to treat this as the basis for the audit. He also distributed the statement for the first two months of 2022/23. He said that there were two lots of grant money in the Council bank account, and he had treated them as ring-fenced in his statements, to ensure they were not confused with the Council’s other funds. He had specifically stated that money was ring-fenced which had come in during the year 2021/2 and was described as the “Green Grant”. Councillor Mintowt-Czyz said this was money set aside for audio-visual facilities for the Town Hall, and should have been spent in 2021/2, but for obvious reasons were not. The Clerk was instructed to write to the funders to ask if the money could be retained. The 2022/3 financial statement was approved.

1. **Expenditure**

The following payments were agreed:

Admin (Stamps + envelopes) - £51.19

Tindle – the advertisement for the Co-option - £144.00

NFU – buildings insurance £1,096.39

1. **The Bank Account**

The Clerk gave bank mandates to the Chair and Councillor Rogers and asked that they be completed so that he could arrange for them to sign cheques in future, as presaged by item 12(c) of the Minutes of the meeting on the 16th May.

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

The Clerk said that there had been a regular agenda item entitled “rural roads” at previous meetings. At the meeting on the 14th March 2022, the then Councillor Farr had mentioned a number of defects. Councillor Mintowt-Czyz said this was a perennial problem. Councillor Davies said that Whitehouse Pitrch especially needed to be resurfaced because it was in a dreadful state. The Clerk said he was aware that the then Chair had e-mailed the County Council after the March meeting to assist the Clerk, who was obviously less familiar with the roads and the names of the roads concerned. The Clerk said he was not aware if there had been any response. The general view was that nothing had been done, and the Clerk was asked to investigate if there had been a response, and, if so, to what effect. The Chair suggested that a committee might be set up to look into this, and Councillor Mintowt-Czyz said it needed somebody with local knowledge. Councillor Williams proposed (seconded by the Chair) that this committee should be set up and it was agreed that Councillors Edwards and Davies should comprise that committee.

1. **To receive and consider any other business**

There was no other business

1. **The Date of the next meeting**

It was agreed that meetings should for the time being take place every month rather than every two months, and in principle on the second Thursday in the month at 19:30 p.m. That meant that the next meeting would take place on the **14th July** **2022 at 19:30 hours.** The meeting ended at 21:30