



**Ordinary Meeting Tuesday 26th  
November 2024 – Little Mill Village  
Hall, Buffet Room – 1800 - 2000**

**MINUTES**

**1. Attendance**

Colin Deakins, Jenny Carpenter, Ann Bowyer, Jo Storey, Janet Clarke, Julian Bowen-Sargent

County Councillor: Meirion Howells

Clerk: Jacob Richards-Powell

**2. Apologies**

Hannah Dando, County Councillor Tony Kear

**3. Declarations of Interest**

None received

**4. Chair's Remarks**

The Chair welcomed everyone to the meeting

**5. County Councillor Participation**

- a. Meirion updated Councillors on matters outstanding
  - i Bridge Street in Usk will be closed on November 30<sup>th</sup>, 2024, for a Christmas event.
  - ii Stop notice 18<sup>th</sup> October 2024 on property at Little Mill which has carried out work creating a junction from the main road without sufficient planning. The entrance has been blocked off by Planning Department to prevent further unauthorised works being carried out.
  - iii Reminder that RLDP is under consultation period and any comments should be submitted to MCC before the plan is submitted to Welsh Government for scrutiny.
  - iv Ann Bowyer referred under S9 that residents surrounding Morris' Garden Centre have requested speed signs to be installed on the main road to mitigate speeding vehicles passing through. Meirion has requested that additional signs are installed in this area. The matter has been raised before through the Community Council who have pushed for the signs to be installed. The area is approved for a Speed Watch Team to operate but there

have been insufficient volunteers to carry this out.

## **6. Comments from Members of the public**

A member of public attended the meeting as a representative of the Little Mill Village Hall Association. It was reported that the plans for LMVH going forward are:

- To have solar panels installed to mitigate utility / running cost (Hall has been advised that a large array can be installed with batteries) the estimated cost is around £20,000
- To have the interior and exterior of the village hall decorated / renovated. Estimated cost £8-£10,000
- To refurbish the annex, including the modernisation of the doors and improvements to disabled access
- To have the porch checked by a professional as water is running into the structure and the outside lights are not working correctly due to ingress of water
- The sports area needs to be resurfaced
- Wiring inspection and heating improvements to the buffet room
- The last fundraising took place on bonfire night and £1,000 was raised towards the hall improvements
- Short-term hoping to gain another £1,000
- Negotiating a lease with western power which could see a wayleave agreement achieved, and additional income received
- The contingency fund for running costs for the hall is £10,000

## **7. Clerk's Report & Action Updates**

- a. PSPO signage for Little Mill Park
  - i Price for sign only has been requested from MCC as signs have been ordered – Clerk has gone back to MCC to ask for prices including installation. Councillors agree that 3x signs are required along with brackets, but Councillors can install signs themselves by affixing them to the fence.
- b. Hedge cutting at Little Mill at the Playing Field
  - i This has now been completed by MCC. MCC had given a credit refund to LCC as the work had not been carried out but now it has. LCC will anticipate a new invoice £153.88
- c. Woodland Report for Twyn Y Cryn
  - i The report has not yet been received. Clerk has chased up with Farming Connect and is awaiting a response.
- d. Planning matters
  - i Planning Officers have been chased up for comments to go onto website.
- e. Schedule of work from MCC
  - i Not yet received.
- f. Update on Lower Common
  - i Clerk has requested a copy of plans that set out which properties have Commoner's Rights from MCC. A list of properties has been provided but

not the specific rights. Clerk sent letters to residents of the Lower Common area setting out that unauthorised planting and fencing of the Common will result in the structures and plants being removed. Clerk to go back to MCC to invite maintenance officer to meet to discuss work going forward.

## **8. Approval of Minutes**

- a. September 2024 Ordinary Minutes
  - i Proposed by Ann Bowyer seconded by Colin Deakins
- b. October 2024 Ordinary Minutes
  - i Proposed by Ann Bowyer seconded by Colin Deakins

## **9. Community**

- a. Discuss and agree to send correspondence to relevant authority about the removed filter-lane sign into Little Mill on the A4042
  - i Concerns were raised with LCC that due to the lack of signage indicating the road to Little Mill
  - ii Clerk to email SEWTRA about reinstatement of sign
- b. Consider £100 grant submission for Little Mill Children's Christmas Party
  - i Councillors agreed that LCC will cover the cost of selection boxes up to the value of £100 subject to receipts
- c. Note any comments to go back to MCC about extended Traffic prohibition on identified footpaths
  - i Councillors have no issues with the proposal and are happy for the extension to proceed.
- d. Consider presentation from Severn Wye Charity
  - i S.W.C carry out presentations to help people with fuel poverty and struggling energy needs. LCC agree that this is of no immediate benefit to the Council

## **10. Finance & Procedure**

- a. Authorisation of payments to be made and review payments made since last meeting
  - i MCC Maintenance payment of £866 (£173.20 VAT)
  - ii Little Mill invoice for £34 for Special Meeting October
  - iii SO was suspended by The Chair to accept a quotation of £667.90 for insurance cover with Zurich which will renew in December. Jenny proposed accepting the quotation but to ask Zurich for a three-year insurance quotation.
  - iv Councillors accepted making the above payments.
- b. Review and update Risk Register accordingly
  - i Councillors will go through the Risk Register to see if any points need updating or adding.
- c. Councillors to consider spending for 2025/2026 in anticipation of precept submission in January 2025
  - i Precept will be agreed in December meeting for submission in January and are encouraged to think about what to spend on in the new financial year. F&P meeting agreed for 7pm on Tuesday 10<sup>th</sup> December 2024.

- d. Note NALC agreed uplift in Clerk's salary 2024/2025
  - i Increase of 63p per hour on SCP-14 increasing from £14.21 to £14.84 the uplift is .63p
  - ii Staff appraisal is due and will be carried out by Colin Deakins and Julian Bowen-Sargent.

#### **11. Maintenance**

- a. Set time and date for Councillors to walkaround woodlands to confirm which trees to quote for annual woodland maintenance
  - i Councillors to meet up at a convenient time on the morning of December 7<sup>th</sup>, 2024, to carry out a walkaround from 10am.
- b. Agree to commission one PICUS survey for oak tree at Jenny's Bushes
  - i Cost of £325+ VAT for one PICUS survey to be carried out as one was carried out last year.

#### **12. Planning**

- a. DM/2024/01424 – no objections

Signed:

Dated: