

BISHTON COMMUNITY COUNCIL

CYNGOR CYMUNED TRESEFJOB

MINUTES OF THE BISHTON COMMUNITY COUNCIL MEETING HELD ON WEDNESDAY 1st May 2019 at Bishton Village Hall.

ROLL CALL

Councillors Mike Hillman (Chair), Keith Boot, John Davies, Rob Hepworth, Anke Hillman, Georgina Jennick, Craig Johnson, Ian Long, Graham Watts and Reg Southall (Clerk).

IN ATTENDANCE

Councillor Martyn Kellaway (Ward Member, Newport City Council) and a number of members of the public with an interest in the Underwood Allotments.

APOLOGIES FOR ABSENCE

Councillors Gillian Burton and Ben Rice.

DECLARATION OF INTEREST

Councillors Mike Hillman and Craig Johnson declared their interest in Underwood Allotments.

ANNOUNCEMENTS

There were no announcements.

PUBLIC PARTICIPATION

Underwood Allotments

A number of representatives who held allotments at Underwood reported back on the problem of rat infestation re AP3(3/4/19). It was reported that there had been no visible reduction in the rat population following the Clerk's letter issued to allotment holders who kept chickens. In addition, it was reported that the chickens were still roaming freely across all allotments. Although it had been pointed out by pest control companies that chickens are not the sole cause of the rat infestation, they are a contributory factor. As such, it is important that chickens are kept secured and not permitted to roam the site and consequently the situation would be monitored closely.

In response to the rat infestation, Councillor Jennick had been in contact with two pest control companies for their observations and recommendations. They were also invited to tender for the contract to reduce and control the rat population. Both companies identified similar issues which had to be addressed as a matter of urgency, including removal of a number of the older sheds, a major clear up of the site to reduce the levels of rubbish generally and no more manure to be brought to the allotments until the rat population was under control. It was agreed by all present that the recommendations must be implemented in order for subsequent control measures to be effective.

The Council reviewed the two quotes and it was agreed by the Meeting that the contract be awarded to P&P Pest Control Ltd (the Contractor) who provided the lower quote of £370 ex-VAT. Under the annual contract, the Contractor will initially put down traps with industrial strength rat poison at specific locations where the infestation was most marked. The Contractor will return at intervals and complete progress reports for reporting back to Council. All plots will need to be visibly numbered so the Contractor can provide ongoing advice and recommendations for each plot as the remedial action progresses. The Contractor has been authorised to enter any allotment to carry out the work and also have access to sheds and outbuildings as required.

AP1(1/5/19) – Chair to ensure plots are readily identifiable via painted boards ahead of the work taking place.

Progress on the work and other potential contributory factors to the problem would be under constant review and will be included as an agenda item for the 5th June Monthly Meeting.

AP2(1/5/19) – Clerk to include agenda item to review progress on reduction of the rat infestation at 5th June Monthly Meeting.

A number of Councillors suggested that the costs involved in reducing the rat population should be recouped from the plot holders themselves. It was agreed by the Meeting that annual cost of the allotments for 2020 onwards should be reviewed to meet the expenditure.

POLICE MATTERS

The Chair welcomed CSO's Sarah Skillett and Faith Reynolds and thanked them for attending in place of the local CSO Rebecca Morgan who was unavailable for the Meeting. The Meeting however did express a wish that the local CSO attend for the next quarterly Police Matters agenda item. To this end, the Clerk will write to the local CSO nearer the time and if necessary, re-arrange the date and/or location of the Monthly Meeting to accommodate her attendance.

AP3(1/5/19) – Clerk to contact local CSO Rebecca Morgan ahead of next appropriate Monthly Meeting to facilitate her attendance accordingly.

The Meeting was informed that the crime figures in the community for April had shown an increase, especially in burglaries and residents are to be especially security conscious. The message to keep reporting incidents was highlighted as the more incidents are reported, the more police patrols and responses would be seen. It was acknowledged that there had been a noticeable increase in the number of police patrols in Underwood recently. It was also confirmed that a variety of methods could be used to report incidents, all of which can be anonymous, including the telephone number **101**, or through the Social Media Desk via Facebook or Twitter.

AP4(1/5/19) – Councillor Johnson to liaise with the police Social Media Desk to establish a link to the Bishton Community Council (the Council) Facebook page.

The Meeting was also given information on Operation Harley, a Newport-wide initiative to target the illegal and antisocial use of off-road motorbikes. It was agreed that the Council should support the initiative by publicising the Operation Harvey poster around the community and on the Council website and Facebook page.

AP5(1/5/19) – Clerk to publish the associated poster on the Council website and Facebook page and circulate to Councillors for posting around the community.

At this point CSO's Sarah Skillet and Faith Reynolds left the meeting

MINUTES AND ACTION POINTS OF THE LAST MEETING

The minutes of the Monthly Meeting held Wednesday 3rd April 2019, having been previously circulated to all Councillors and published on the Council website, were approved as a true record and duly signed by the Chair. It was recognised however that care was needed in future to ensure due procedure was not compromised.

Councillors were reminded that draft minutes were circulated prior to the next meeting for comment and suggested amendments. This is to save time at busy Council meetings.

The Action Point list was also reviewed and it was agreed that AP16(6/3/19) regarding the list of names and addresses of allotment holders to be given to the Clerk is to be resurrected and an action point included for Councillor Hepworth to provide an update on progress on the initiative to take the loss of concurrent grant to the Wales Ombudsman.

AP6(1/5/19) – Clerk to resurrect AP16(6/3/19) and include an action point for an update from Councillor Hepworth on progress with Wales Ombudsman on loss of concurrent grant.

The minutes of the Finance Working Group Meeting held 16th April 2019, having been previously circulated to all Councillors and published on the Council website, were approved as a true record and duly signed by the Chair of the Finance Working Group.

A – PLANNING

No planning issues

B – ISSUES HELD OVER FROM 3RD APRIL MONTHLY MEETING

B001/1.5.19 Extension to Gymnasium (update)

The Chair informed the Meeting that there was an additional party expressing an interest in delivering the project as a whole. A meeting had been arranged with the Extension Project Management Committee to discuss costs, the outcome of which would be reported back to the Council at the 5th June Monthly Meeting.

At this point, Councillor Anke Hillman left the Meeting.

B002/1.5.19 Engaging With The Community

In order to improve engagement with the community as a whole, a Communications Working Group comprising Councillors Hepworth, Jennick and Johnson met on 12th March 2019. They produced a draft set of recommendations which were discussed by the Meeting and comprised the following:

- i. That as starting a separate Council newsletter would be too expensive and time-consuming, it is suggested therefore that the Council should seek to join in with the free, advert-funded Langstone-based Community First magazine. This would require a short summary of Council news every two months;

AP7(1/5/19) – Councillor Hepworth to investigate further with Sally Mogford (editor) of the magazine.

- ii. That the Council should re-activate its Facebook page. The Meeting agreed that Councillor Johnson should have responsibility for updating the Facebook page on behalf of the Council. It was also agreed that links be set up to the Langstone and the Underwood & Llanmartin Facebook accounts;
- iii. That all Council notice boards should have a permanent small poster to signpost that latest Council news can be found on our Website and Facebook page;
- iv. That there should be a change of name from Bishton Community Council to a name which includes Underwood (and possibly Wilcrick). It was felt that this would help to strengthen the Council's engagement with the most populous village and send a signal that would be widely appreciated on the estate;

AP8(1/5/19) – Councillor Hepworth to investigate potential legal implications and the process for changing the Council name.

- v. That the Council should devote more time to its role in chasing up local problems resulting from failures by the larger statutory bodies e.g. policing, pavements, dog control; and
- vi. That the Council should look to fill the current Councillor vacancies as a matter of urgency (see agenda item C004/1.5.19 : Co-opting Opportunities).

B003/1.5.19 Proposed Railway Work Adjacent to Llanwern Steelworks

A number of Councillors from the Council and also a Councillor from Llanwern Community Council met with representatives from Transport for Wales in March 2019 for an initial discussion on the proposed major railway project in the area. The major project would comprise two phases, the first phase would be concentrating on the railway stabling lines adjacent to Llanwern, to be followed by the development of a platform for local trains and an associated park and ride facility (planned for 2023).

Councillors raised issues around noise pollution in light of the planned removal of the trees to accommodate the new line, trees which were planted to screen the noise from Llanwern Steelworks. The issue of heavy plant and machinery in the community was also raised as a concern. Transport for Wales will provide a response to the concerns.

It is planned for another meeting with Councillors later in the year as the plans develop ahead of a public consultation when the plans had been more fully developed.

C – FINANCE AND LOCAL GOVERNMENT

C001/1.5.19 Accounting and Annual Governance Statements 2018/19

The agenda item was held over for an Extraordinary Council scheduled for Wednesday 8th May 2019 and Bishton Village Hall commencing at 6.30pm.

AP9(1/5/19) – Clerk to arrange Extraordinary Meeting.

C002/1.5.19 Finance Working Group Recommendations

The Meeting agreed the following Finance Working Group recommendations arising from the meeting of 16th April 2019:

- i. That the updated Standing Orders and Financial Regulations be adopted;
- ii. That the expenditure plan for April – September 2019 be implemented; and
- iii. That an increase of 10% in fees for hiring facilities within the community for non-community residents be implemented.

It was also agreed that other recommendations proposed would be discussed further at the Extraordinary Meeting 8th May 2019 ahead of a final report to the next Monthly Meeting 5th June 2019.

C003/1.5.19 Monthly Financial Statement

The monthly financial statement presented by the Clerk for March 2019 was agreed by the Meeting.

C004/1.5.19 Co-opting Opportunities

The Meeting agreed that there should be a co-opting exercise to fill the two vacancies on the Council. To progress this, the Clerk will circulate updated documents used during the previous exercise and circulate to Councillors ahead of publishing the requirement via posters throughout the community and via the Council Website and Facebook page. It was planned that the recruitment campaign would be taken forward around mid-May.

AP10(1/5/19) – Clerk to update and circulate co-opting documents to Councillors ahead of publishing.

C005/1.5.19 Youth Councillor Scheme

Councillor Long provided information on a proposed scheme to provide a young person (around seventeen years old) from within the community with the opportunity to serve on the Council for a period of one year as a Youth Councillor. It was pointed out that not only would there be a benefit to the Council by giving voice to the youth of the community, but also to the young person in terms of personal development.

The Meeting agreed in principle to the proposal and asked that Council Long prepare detailed information for an advertising campaign and selection timetable/process to bring to the June 5th 2019 Monthly Meeting.

AP11(1/5/19) – Councillor Long to prepare and bring to June 5th 2019 Monthly Meeting detailed information for implementing the Youth Councillor Scheme.

D – LEISURE AND AMENITIES

D001/1.5.19 Tree Liabilities

Councillor Johnson informed the Meeting that on further inspection, there were a significant number of branches overhanging the cycle speedway track from trees not on the Council's leased land causing an additional health and safety issue. In light of this, the quotes obtained by Councillor Johnson included both cutting down the tree struck by lightning and these overhanging branches (did not included removal). Three quotes were obtained and the Meeting approved the lowest quote of £460+VAT from a local contractor who was known to be reliable.

AP12(1/5/19) – Councillor Johnson to provide copies of the three quotes to the Clerk and instruct the successful tenderer accordingly.

D002/1.5.19 Allotments

The issues were dealt with under Public Participation.

D002/1.5.19 Planters

The Clerk read out a request from Bishton Church Project Group for a donation towards plants and compost for another three planters which had been built for siting in Bishton Village. It was confirmed that the agreed expenditure plan included provision for planters at both Underwood and Bishton Village and therefore the request was agreed by the Meeting.

The Chair also requested that he be allowed to use water from the allotments tap (on meter) for use on the planters in Underwood. This was agreed by the Meeting.

D – HIGHWAYS AND UTILITIES

E – FORTHCOMING MEETINGS

The next Extraordinary Meeting will be held at 6.30pm on Wednesday 8th May 2019 at Bishton Village Hall.

The next Monthly Meeting will be held at 7.45pm on Wednesday 5th June 2019 at Underwood Community Centre and finish no later than 9.30pm.

Signed.....

Date.....

Chair of Council