

REDWICK COMMUNITY COUNCIL

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Minutes of the Ordinary meeting of Redwick Community Council held on Thursday 9th November 2023 at 7.00pm in Redwick Village Hall.

Councillors: Cllr K James (Chair), Cllr E Jarrett,
Cllr R Waters, Cllr J Williams

In Attendance: Beverly Cawley (Clerk)

Apologies: Cllr M Duthie

Members of Public: three

Min No
2023/24-

Open Forum

Public Open Forum (*members of the public should be mindful of the Council's standing orders numbers 3.d - k*)

Mr Paul Cromwell, local landowner advised members that the problem he had encountered with flooding on his land had not been resolved following meetings with the Council, Natural Resources Wales, and its predecessor Caldicot & Wentlooge Levels Internal Drainage Board in 2019. As no action had been taken to resolve the flooding, he now had no option but to refer the matter to the Land Tribunal for them to intervene and take legal action if necessary. The Chair thanked Mr Cromwell for advising the Council of his intentions.

Mr John Evans, fundraiser for St Thomas' Church Redwick advised members that following the Quinquennial Report on the Church, there was an inordinate list of repairs and renovation required to bring the church back in to a reasonable state of repair. He advised that when applying for grants, the charities and foundations regularly required evidence that there was wider support for the works to be completed, especially by members of the local community. He was therefore asking the Council to provide a letter confirming their support for the works. (*refers agenda item 7*)

49

Chair's Announcements

49.1

To receive apologies for absence from Councillors

Apologies received and accepted from Cllr Mair Duthie.

49.2 **To receive any update and feedback from the Chair on meetings attended.**
None

50 Declarations of interest in items on the agenda.

50.1 **To receive any declarations of interest in items on the agenda**
None

51 Motion That Does Not Require Written Notice

51.1 The Chair proposed to change the order of the agenda, bringing forward item 7 for discussion, which would then allow Mr John Evans to leave the meeting, should he so wish. *Under Standing Order 10.vi*

Resolved: To bring forward agenda item 7 for earlier discussion.

52 St Thomas The Apostle Church Quinquennial Report 2022

52.1 **To receive and consider correspondence from St Thomas' Church requesting the Council's written support for work of repairs and restoration to the Church, to evidence community support when applying for grant funding. (agenda item 7 brought forward for discussion)**

Members were in support of the renovation works and repairs required to bring St Thomas' Church back to a safe standard and to maintain the heritage of the community. The clerk had already provided Mr Evans with details of charities and foundations that may be a source of grant funding.

Resolved: That the clerk provide a letter to St Thomas' Church, indicating the Council's support for the repairs and renovation. The clerk would also advertise the need for support from the community/residents via Facebook and the website.

53 Minutes

53.1 **To adopt the minutes of the Ordinary Meeting held on 28th September 2023**

Resolved: To adopt the minutes of the Ordinary Meeting held on 28th September 2023

The Chair duly signed the minutes.

54 Finance

54.1 **To confirm the Bank Reconciliation of the Council's Bank Accounts to 17th October 2023.**

Members noted that the balances included £8446.48 monies earmarked for the Community Fund.

Resolved: To accept the Bank Reconciliation of the Council's Bank Accounts to 15th August 2023

54.2 **To note and accept list of payments to be made for October/November 2023.**

The Clerk referred to the payments for Salary and Statutory deductions and advised that the NJC had agreed increases to salaries with the various unions, and that the increase would be backdated to 1st April 2023. As Council was signed up to the 'Green Book' with regards to staff appointments, the increase was therefore a matter of course.

Resolved: To accept the list of payments for October/November 2023

Resolved: To adopt the increase agreed with the NJC. The new rates to be paid with effect from the December pay, and any adjustment to the holiday pay, and for it to be backdated to 1st April 2023.

54.3 **To note that a claim has been made for a refund of VAT for the financial years 2021/2022 and 2022/2023. (refer to Clerk's update agenda item 13.1)**

Members noted that the VAT claim had now been made for the financial years 2021/2022 and 2022/2023. The Clerk advised that VAT had not been reclaimed since July 2018, and that Council was unable to claim anything prior to 2021/2022.

54.4 **To note that an overpayment has historically been made to HMRC in respect of NI & Tax (refer to Clerk's update agenda item 13.1)**

The Council's Payroll administrator DM Payroll had been unable to identify when this historical payment had been made. A spreadsheet had been put in place to monitor the deductions from this credit balance going forward.

55 Correspondence

55.1 **To note that miscellaneous correspondence has been emailed direct to Members as appropriate for information purposes.**

Noted

55.2 **To note request for Councillors and Clerk to each respond to a Welsh Government Survey in respect of a review of the health of town and community councils in Wales**

Noted. Some members had already responded.

56 Planning

56.1 **View applications at [Simple Search \(newport.gov.uk\)](https://www.newport.gov.uk)**

- 56.1. a **23/0861: - (Full) - The Bryn, Bryn Road Redwick Newport NP26 3DE – Demolition of the existing stone outbuilding to the rear of the property. Construction of a rear extension, internal reconfiguration, and the addition of conservation roof lights to the existing roof form of the property.**
Members considered the application and had no adverse comments.

Resolved: To support planning application 23/0861

- 56.2 **To note Newport Council weekly new and decided planning lists.**
[Weekly List \(newport.gov.uk\)](https://www.newport.gov.uk/weekly-list)
Noted

57 Future of the Redwick Community Council

- 57.1 **To receive feedback/an update from Cllr Jarrett in respect of Council’s proposal to disband the Community Council, following a meeting with Newport City Council.**

Cllr Jarrett advised members that following the meeting with Newport City Council there was a requirement to hold a second Community Meeting. There had been two fundamental blockers to what had already taken place.

1. Although members of the public had signed in at the first Community Meeting, they should have been ticked off the ‘electoral roll register’.
2. At the first Community Meeting members of the public had not agreed the wording for the poll.

Therefore, a second Community Meeting would need to be called. Cllr Jarrett had arranged two drop-in sessions at the Village Hall for anyone having questions or concerns about the proposal to disband the Community Council. These sessions had been advertised on the web, notice boards and Face Book as had the date of the second Community Meeting.

- 57.2 **To note the date set for the second Community Meeting at Redwick Village Hall on Thursday, 23rd November 2023 at 7pm**
Members noted the date of the second Community Meeting.

- 57.3 **To agree an agenda for the meeting on the 23rd of November 2023 and any other actions required.**

Members considered and agreed an agenda for the Community Meeting on the 23rd of November 2023 which includes a motion proposing the Community Poll.

58 Wales Audit Office – Completion of Audit for Financial Year 2022/2023

- 58.1 **To note that the WAO external audit has been completed for the Financial Year 2022/2023. The audit opinion is ‘Qualified.’**

Members noted the audit had been completed, and the contents of the report.

58.2 **To note the basis for the qualification and agree any actions to remedy the issues raised.**

The clerk had provided a short report on the items picked up by the Auditor General.

- i. Non receipt of Remittance Advice from the two Community Donations (Wind Turbines)
Resolved: Clerk to chase companies for Remittance Advice and/or notification if not received in the future.
- ii. Clerk's salary had been paid bi-monthly instead of monthly (as per contract) due to meetings being held bi-monthly.
Resolved: Clerk to estimate in advance the next monthly salary at each meeting, which council could agree in principle, with the exact amount being reported back at the next scheduled meeting.
- iii. VAT for 2021/2022 and 2022/2023 not claimed back.
Resolved: refer to Min No 54.3 That due to the low amount of VAT paid by the council it was impractical to claim several times a year. In future VAT would be claimed back once a year (April) for the previous financial year.
- iv. Payment made without prior approval at a formal meeting.
Resolved: That all payments would be made following approval of Council, except for any covered by Financial Regulations 5.5 & 5.6 which Council would be advised of retrospectively.
- v. Illegal spend and recording under section 137 monies.
Resolved: To check eligibility and power to spend before any future payments made.

54.358.3 To approve the detail for and the publication and display of the 'Notice of Completion of the Audit'

Resolved: To approve the publication and display of the 'Notice of Completion of the Audit' on the website and notice boards.

59 Consultations

59.1 **Newport City Council - a proposal to increase the capacity of Tredegar Park Primary School with effect from September 2024. Closing date: 12/11/23**
[Tredegar Park Primary Expansion | Newport City Council](#)
Council did not wish to comment.

59.2 **Older Peoples Commissioner for Wales - a survey to understand issues and challenges facing older people when accessing GP services. – closing date 30/11/23**

[Survey of Older People's Experiences of General Practices \(office.com\)](#)

Council did not wish to comment.

- 59.3 **Newport City Council – Newport Replacement Local Development Plan – Preferred Strategy (Pre-Deposit Plan); Integrated Sustainability Appraisal Report and Habitats Regulations Assessment; Candidate Site Register. (Closing date 20/12/23)**

[Replacement Local Development Plan | Newport City Council](#)

Council did not wish to comment at present. Members would advise the Clerk of any comments following their attendance at the Drop-in sessions being run by Planning Aid Wales on behalf of Newport City Council, for inclusion in a response.

Members did note however, that Redwick was not classed as a village within the RLDP.

60 Environment (Wales) Act 2016 Part 1 - Section 6

The Biodiversity and Resilience of Ecosystems Duty report 2019 & 2022

- 60.1 **To receive an update regarding the Free trees from the Woodland Trust, and the number of residents requesting saplings for their children to plant. (refer to Clerk's update agenda item 13.1)**

Two responses had been received, requesting a total of four trees. Cllr Jon Williams offered to plant trees at Longlands if there were no more taken. Photographic evidence of the trees being planted would be required.

Resolved: To firstly offer the trees out to all residents, prior to deciding on any final planting place at Longlands.

61 Redwick Play Park

- 61.1 **To note a request from a member of the public for the play equipment in Redwick Play Park (off Longlands Lane) to be refurbished/updated, and agree any actions required. (refer to Clerk's update agenda item 13.1)**

Members noted the request for play equipment to be updated/refurbished was in fact the second request received in 2023. The ownership of the Play Park area was uncertain, and grants for play equipment grant would require the ownership issue to be resolved. Members acknowledged that the equipment was old and not fit for purpose, and in fact should be removed pending any refurbishment.

Resolved: To close the play park to the public, with immediate effect on the grounds of equipment being unfit for purpose and potentially dangerous. Signage would be put in place.

Resolved: Cllrs Jarrett and Williams would arrange for the play equipment to be disabled and/or removed.

Resolved: That the clerk would investigate the ownership of the land via the Land Registry and/or Newport City Council Estates Department and report back to the January Council meeting

62 Reports

62.1 **To receive and note written reports from Clerk and Councillors**

62.1. a **Clerk's update**

The contents of the clerk's report were noted.

63 Future Meeting Content

63.1 **To accept proposals from Councillors for items to be included at future meetings.**

- Revised Local Development Plan
- Play Parks
- Disbandment of the Council

64 Meeting Dates

64.1 **To agree a date for the next Ordinary Meeting in January 2023 (subject to venue availability).**

Resolved: That the next Ordinary Meeting would be held on Thursday 11th January 2024 at 7pm in the Redwick Village Hall.

THE MEETING CLOSED AT 08:00 PM

REDWICK COMMUNITY COUNCIL BANK RECONCILIATION

Current account statement balance as at 17/10/2023	11,539.09
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less outstanding cheques

	0.00	0.00
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Current Account Balance		11,539.09
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Current Account	11,539.09	11,539.09
BPA1 - Gen Dep	4,003.68	4,003.68
BPA2 - Allotment Wardens	0.00	0.00
BPA3 - Community Trust Fund	0.00	0.00

TOTAL		15,542.77
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Total Receipts inc balances b/fwd		23,882.60
less total payments		8,339.83
		15,542.77

REDWICK COMMUNITY COUNCIL

Payments and Receipts for November 2023 Ordinary Meeting

PAYMENTS					
REF NO	PAYEE	DESCRIPTION	NET	VAT	GROSS
901	Various	Salaries & Statutory Deductions Oct	232.68		232.68
902	Various	Salaries & Statutory Deductions Nov	232.68		232.68
					-
					-
					-
					-
					-
					-
					-
					-
					-
TOTAL EXPENDITURE					465.36
RECEIPTS					
REF	RECEIVED FROM	DESCRIPTION			
	Lloyds Bank	Credit Interest			3.74
TOTAL RECEIVED IN					£ 3.74