

**PONTHIR COMMUNITY COUNCIL  
CYNGOR CYMUNED PONTHIR**

**Minutes of Monthly Meeting  
12<sup>th</sup> November 2014**

1. **Present:** Cllr. R. Davies (Chair), Cllr. S. Bailey, Cllr. D. Green, Cllr. Mrs. J. Morgan, Cllr. P. Matthews, Cllr. Huw Bevan, TCBC (from 7.30pm), Marianne Manello, Play Wales  
**Members of Public Attending:** 4 Ponthir Residents  
**Clerk:** Karen Price
2. **Apologies:** Cllr. Mrs. J. Bold, Cllr. T. Roberts, Tom Bold, PCSO Nicola Redman.
3. **Declarations of Interest:** Cllr. Davies declared an interest in Item 10c as he attends the meetings of the Llanfrechfa Village Association. Cllr. Davies took no part in the discussion for this item.
4. Matters raised by the members of the public present – **See after Item 6**
5. **Police**
  - a. **Police Report** - PCSO Redman had e-mailed a Police Report to the Clerk. Since the last Community Council meeting there had been an attempted burglary at a property in Candwr Park and a theft of lead from the roof of Ponthir School.
  - b. **Speeding vehicles travelling along Caerleon Road approaching the Hafod Road junction** Council noted that this issue has been raised previously with TCBC Highways Dept. Cllr. Davies also stated that a number of large lorries had travelled through Ponthir this week. (**Action: Clerk to write to TCBC Highways Department to request that the safety of this junction be reviewed, to contact PCSO Redman to request data from the last speed detector installed in Ponthir and to discuss the number of large lorries travelling through Ponthir**)
6. **Presentation on the Ponthir Children's Play Area** – Chair introduced Marianne Manello from Play Wales. This is a national charity concerned with supporting play opportunities for children and young people in Wales. Marianne explained that, at the time the Children's Play Area Project was decided as our community project, Bron Afon had run a number of workshops concerning community projects which is how we came to get in touch with Marianne.  
**7.10pm** – Two members of the public entered the meeting and asked to speak to the Council concerning the safety of the Hafod Rd/Caerleon Rd junction. Council informed the residents that this item had already been discussed and a course of action agreed (See Item 5b) but if they could wait until after this presentation Council would listen to their concerns.  
Marianne made the following points:
  - a. A draft plan was circulated with an overall vision for the area but could be broken down into smaller sections to make it financially achievable over a longer period of time. It was stressed that this was a draft plan and not set in stone.
  - b. She had visited the play area whilst children from the play club were there. She observed that many of the children played around the equipment e.g. picking up leaves, nuts, making dens in the bushes rather than on the equipment itself.
  - c. The draft plans were based on landscaping the area to create interest as well as installing new pieces of play equipment, benches and picnic tables. Cllr. Matthews noted that these plans were similar to a park in Beechwood.
  - d. A costing had been produced which came to over £50K but as Cllr. Bailey noted this could be scaled down.

- e. Marianne had been in contact with Natural Resources Wales in Cwmcarn. They have a wooden framed bucket swing which they are removing from Forest Drive which they are looking to donate it to a community group. Clerk has already contacted TCBC but they had some reservations about accepting this swing. Marianne was looking for somewhere to store the swing until a decision from TCBC was received.
- f. Natural Resources Wales are also able to supply, free of charge, logs which could be used in the play area e.g. as stepping stones between pieces of equipment.
- g. Marianne discussed the possibility of a willow structure to provide a den, an earth mound which would have a higher slide set on it and using low mounding to provide playful slopes etc.
- h. It was noted that Play Wales could put together a maintenance plan and could also provide details on companies that would be able to carry out post installation inspections.

**7.30pm** – Cllr. Huw Bevan, TCBC entered the meeting.

Council agreed that the next step was to speak to TCBC as their permission was required for any work to be undertaken on the play area. Marianne also stated Play Wales could assist the Community Council manage expectations given the finances available to undertake this project. The Community Council has set aside an initial budget of £5K and is also looking at additional sources of funding e.g. Awards for All, National Lottery. **(Action: TCBC to be contacted to discuss these proposals. Cllr. Morgan to confirm with the Clerk whether or not she could store the swing. Marianne to forward electronic copies of costings and plans as well as a project plan.)**

**7.40pm** - Cllr. Davies thanked Marianne for this presentation and she left the meeting. Two more residents entered the meeting.

4. **Matters raised by the members of the public present** –Two members of the public stated that they gathered signatures for a petition asking for the safety of the junction of Hafod Rd/Caerleon Rd to be improved. It was noted that there had been an accident recently at this location. Council agreed that this junction was dangerous especially when turning right onto Caerleon Rd. TCBC Highways Dept. had been made aware of the Council’s concerns some time ago. Council repeated the actions that the Clerk would be undertaking as agreed in Item 5b and recommended that the petition be handed in to TCBC, or given directly to Cllr. Bevan if more convenient

**7.50pm** – Cllr. Matthews left the meeting.

Cllr. Bevan apologised for arriving late but had come straight from his own surgery where residents attending had complained of the speed of vehicles traveling through Ponthir. **(Action: Clerk to forward any data received following the request in Item 5b to Cllr. Bevan)**

**8pm** – All 4 residents left the meeting.

7. The Minutes of the Meeting held on 8<sup>th</sup> October 2014 were approved as a true record and duly signed. Proposed by Cllr. Davies and seconded by Cllr. Morgan.

8. **Matters Arising from the Meeting held on 8<sup>th</sup> October 2014**

- a. **Community Council Facebook Page** – **(Action: Clerk to add photographs for header page)**
- b. **Freedom of Information and Data Protection** – Cllr. Bailey reported that the work on the new e-mail accounts was progressing **(Action: Clerk and Cllr. Bailey will advise when the new e-mail addresses can be used)**
- c. **Youth Council** – It was agreed to wait a few months and review before proceeding with this item. Any initial step would be to gather expressions of interest from younger residents. **(Action: Clerk to include on February’s agenda)**
- d. **Letter Headed Paper and Compliment Slips** – **(Action: To be ordered when new e-mail addresses are in place.)**

- e. **Llanfrechfa Noticeboard** – Clerk informed Council that she had placed a notice in the Llanfrechfa Noticeboard and delivered letters to the neighbouring properties informing residents of the Councils proposals and asking for any comments. Two comments had been received. The first asking for the noticeboard to be turned to face the bench but Council felt that there was not enough room between the wall and bench. The second comment was from a resident who did not want a bigger noticeboard. Clerk had also contacted TCBC and Pontypool Estates to confirm ownership of the land. TCBC stated that they did not own it and Pontypool Estates were not sure but in any case viewed this area as a ‘village green’ and would not object to a new sign. Having considered both residents comments Council agreed that the Clerk should still proceed and apply to TCBC for advertising consent, with a fee of £166.00, and if agreed then order the larger noticeboard from Greenbarnes Ltd. (**Action: Clerk to apply for advertising consent**)
- f. **Christmas Tree Lighting Event 2014** – Cllr. Davies had spoken to Mr Bubela who will be supplying a hog roast. Unlike last year there will be a charge for the hog roast. The event will start at 6.30pm with Ponthir School children singing carols around the tree. Mr Bubela has informed Cllr. Davies that the hall has a PA system. Unable to book a band, to play after the schoolchildren, we will instead have recorded Christmas music in the background. (**Action: Cllr. Davies to speak with Cllr. Matthews re music and banner**)
- g. **Gateway Project** – Cllrs. Roberts and Davies are due to meet with TCBC Officers this Friday.
- h. **Best Kept Village Competition** – (**Action: Cllr. Bold to contact Clerk to order additional planters for the Candwr Park Bus Stop**)
- i. **Local Council Partnership Meeting** – Clerk has confirmed that Lloyd Harris can attend this meeting if he wishes to do so.
- j. **Remembrance Day Services** – Council noted that the Clerk had represented the Community Council at the All Saints service.
- k. **Dog Fouling on Playing/School Fields** – TCBC have informed the Clerk that they have two notices that we could have. (**Action: Clerk to arrange collection**)
- l. **Issues Reported to TCBC**
  - i. Faulty Lights at junction of The Orchard/Hafod Road and between Stokes Court and Stokes Drive – Fixed
  - ii. Fly Tipping in Longbridge – Removed
  - iii. Cleaning of Road Surface Drains – TCBC have stated the drains along Caerleon Rd have been inspected and work should be completed in the next two to three months.
  - iv. The condition of the road surface in Longbridge – TCBC Highways have inspected this road but have stated that there are other roads in Torfaen in a worst condition which would take priority.

## 9. **Finance and Accounts**

- a. Balance of Direct Plus Account as at 31<sup>st</sup> October 2014 = £23,404.32
- b. **Authorisation of Cheques**
  - i. T Matthews (Band Hire Xmas Event 2013) = £100.00
  - ii. K Price (Toner £19.99, Stationery £18.59, Mobile Phone Top Up £20.00) = £58.58

The above cheques were approved. Proposed by Cllr. Davies and seconded by Cllr. Morgan.

- c. **To Approve Cheques already Paid**
  - i. Cwmbran Community Council (2 Remembrance Day Wreaths) = £35.00
  - ii. ThatMediaGroup (Newsletter) = £283.00

The above cheques were approved. Proposed by Cllr. Green and seconded by Cllr. Morgan.

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- d. The Standing Order payment TCBC (Clerk's Salary) on 20<sup>th</sup> October 2014 was noted.
- d. Council approved a payment for extra hours worked by Clerk during September 2014/October 2014. Proposed by Cllr. Bailey and seconded by Cllr. Morgan.
- e. Council approved Cllrs. Davies and Cllr. Bailey sign the application forms for a Government Procurement Card to be used by the Clerk. Proposed by Cllr. Morgan and seconded by Cllr. Green.

**10. Grant Applications:**

- a. The following grant was approved using the appropriate power:

**The Local Government Act (Misc. Provision) Act 1976 s 19**

Organisation	Amount	Proposed	Seconded
Ponthir Play Club	£250.00	Cllr. Bailey	Cllr. Morgan

- b. **Torfaen Young Peoples Music and Arts Trust** – Council noted that an audited set of accounts had not been submitted and so a decision was deferred until the paperwork was complete. (**Action: Clerk to contact this organisation**)
- c. **Llanfrechfa Village Association** – Cllr. Davies declared an interest and took no part in this discussion. This application was applying for a total of £1200 consisting of a Community Library project, a Christmas event for Llanfrechfa and a Summer Scarecrow Event to be held next year. In view of the amount quoted it was agreed that some further clarification was required. (**Action: Village Association to be contacted**)
- d. The following grant was approved using the appropriate power:

**The Local Government Act (Misc. Provision) Act 1976 s 19**

Organisation	Amount	Proposed	Seconded
Ponthir Cricket Club	£500.00	Cllr. Green	Cllr. Morgan

- e. **Ponthir Playgroup** – Clerk was waiting for a set of audited accounts to be submitted with this application. Decision deferred until paperwork complete.
- f. **I-Am Youth Ministry** – Mrs Jill Williams has contacted the Clerk and will be submitting the information required for the Council to consider this application.

**11. Planning** – The following observations were made:

- a. 12/P/00288 – Outline application for the development of land at Llantarnam, adjacent to Malthouse Lane, Llantarnam, Cwmbran – No Observations
- b. 14/P/00417 – Crown lift trees to the rear of 12-20 Oaklands NP18 1GS – No Observations
- c. Diversion of Public Footpaths No's 42, 43 & 53 and extinguishment of public footpath No. 54 at Llanfrechfa Grange Hospital – No Observations
- d. 14/P/00448 – Alterations to existing covered area making an internal space and additional replacement shelter erected at Seren Fach Nursery, School Close, Ponthir – Council agreed that TCBC's attention should be drawn to the severe problem with parking in School Close as well the problems with the access to Ponthir School. Council also commented on the number of planning applications that had been submitted since the nursery was first built and that it considered the site to be overdeveloped.
- e. 14/P/00583 - Pollard 1 x London Plane to previous cuts & crown thin Copper Beech no more than 25% at Rothery, Caerleon Road, Ponthir, Cwmbran, Torfaen, NP18 1PN – No Observations

## **12. Reports and Updates**

- a. **Update on Afon Lwyd Greenway** – Cllr. Bailey reported he and Cllr. Roberts had attended a second meeting of this working party. Council noted the following:
  - i. TCBC have confirmed that the lane from Hafod Road leading to the underpass is not an adopted highway. It was also confirmed that the strip of land, which use to be a railway siding running from the underpass to the lane used by Welsh Water, is owned by Network Rail. **(Action: Cllr. Green to make enquiries re the ownership of the lane with residents)**
  - ii. Responses received from Newport CC and TCBC were discussed as well as the new hospital in Llanfrechfa. **(Action: Community Council to write to TCBC requesting confirmation that no construction traffic will be travelling through Ponthir)**
  - iii. Separate meetings are to be arranged with the owner of The Star Industrial Estate and Welsh Water.
  - iv. Caerleon and Cwmbran running clubs are supportive of the proposed route.
  - v. It was noted that Network Rail’s current nationwide policy is to close unmanned crossings and this could possibly have a bearing on the proposed route and funding.
  - vi. Mr Palmer is contacting Sustrans to ask if the ‘Bike It’ officer could attend the schools in Ponthir and Caerleon to promote cycling.
  - vii. Pat Bates, TCBC had contacted Mr Palmer re Safe Routes in the Community.
  - viii. The facts that there was no longer a village shop in Ponthir, the amount of traffic travelling to the medical centre in Stokes Court and the narrow pavements on the B4246 would be included in any submitted documents.
  - ix. Funding opportunities were discussed.
  - x. Two letters had been drafted for the Community Council to consider sending to NCC and TCBC. Council approved that these be sent. **(Action: Clerk to send letters)**
  - xi. The next meeting has been arranged for January.
- b. **Update on the Llanfrechfa Noticeboard** – See Item 8e
- c. **Update on the Gateway Site** – See Item 8g

**13. Community Council’s diary procedures for November/December 2014** – A Finance Meeting has been arranged to complete the diary procedures.

**14. Suggestions for agenda items to be taken to the next Local Council Partnership Committee Meeting** – Council noted the content of the letter received from Cllr. Daniels, TCBC. Cllr. Davies had attended the last Local Council Partnership Committee Meeting and believed that this concerned community councils taking on more responsibilities. It was agreed that the costs TCBC quote to the Community Council often appear to be on the high side. **(Action: Cllr. Davies to take this to the next meeting)**

## **15. Correspondence Received**

- a. Exploring Community Planning event - Planning Aid Wales
- b. Information for Community Councils – Planning Aid Wales
- c. The Review of Designated Landscapes in Wales – OVW
- d. Space Saviours Newsletter
- e. Annual Report 2015/16 - Independent Remuneration Panel for Wales
- f. Invitation to Meet the Police and Crime Commissioner and Gwent Police
- g. Invitation to TCBC Budget Engagement Roadshows
- h. Invitation for Chair to attend a Charity Halloween Party - TCBC
- i. Invitation for Chair to attend Mayor’s Charity Old Time Music Hall Event - TCBC
- j. Invitation for Chair to attend Cwmbran Senior Schools Choral Festival
- k. Invitation to Meet the Commissioner and Gwent Police

- l. Champion Event Agenda -22/10/ 14
  - m. Letter of thanks for Community Grant - Caerleon Comprehensive
  - n. TCBC Budget 2015/2016 – Invitation for Chair to attend a meeting with TCBC
  - o. The Ombudsman's Casebook - Issue 18
  - p. Gwent Valleys Area Committee Meetings – OVW
  - q. Letter of Thanks for Community Grant – Ponthir Baptist Church
  - r. Llangollen International Musical Festival
  - s. Badger Survey – OVW
  - t. Torfaen Young Peoples Music & Arts Trust - Fundraising Concert - 14th November 2014
  - u. Letter of Thanks for Community Grant - Ponthir District Sports Club
  - v. Proposals for Llantarnam Community Primary School and Ysgol Panteg - TCBC
- The content of the above correspondence was noted.

#### **16. Issues Reported by the Clerk to TCBC**

- a. Leaves on the footpaths around the Village Hall – Council noted that this work has been done.
- b. Overgrown ditches – TCBC have stated that the ditches are not owned by TCBC and did not form part of the public highway. (**Action: Clerk to inform resident who raised this issue but also monitor the ditches in case of flooding**)
- c. Overgrown bushes near the Children’s Play Area – Council noted that the bushes have been cut back.

#### **17. Date of the Next Meeting**

To confirm that the next Meeting of the Council will be a Finance Meeting held on **Wednesday 26<sup>th</sup> November 2014 at 7.00pm at Ponthir District Sports Club.**

**18. Cllr. Huw Bevan, TCBC** – Cllr. Bevan stated that he would not be able to attend our next monthly meeting on 10<sup>th</sup> December. He informed the Council of the following issues raised at his surgery:

- a. A number of complaints concerning the parking of vehicles on the evening of the Sports Club’s Firework Display. Council noted the contents of Cllr. Bevan’s e-mail to the Community Council, on this same subject, which had been received prior to tonight’s meeting. The Clerk will be forwarding this to the Sport Club’s committee requesting them to respond directly to Cllr. Bevan.
- b. The issue of speeding vehicles and heavy goods lorries travelling through Ponthir/Llanfrechfa. (**Action: See Item 5b. Clerk to forward any data received to Cllr. Bevan**)

Meeting Closed at 9.30pm

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