

**Raglan Community Council**  
**Minutes of the Ordinary Meeting held on Tuesday**  
**23 May 2017 at Raglan School, Station Road, Raglan,**  
**at 7.00pm**

**PUBLIC COPY of MINUTES**

**Present**

Cllr Dave Bevan

Cllr Chris Butler-Donnelly

Cllr Marty Dorey

Cllr Hazel Davies

Cllr Richard Moorby

Cllr Penny Jones

Cllr Sylvia Price

Cllr Andrew Watkins

Cllr Brian Willott

**4254 In attendance:**

Adrian Edwards, Clerk to the Council.  
4 members of the public in attendance

**4255 Agenda 1:-** Apologies for absence.

No apologies offered

The clerk asked members if they wished to stand and show respect for the people involved in the incident in Manchester. Members stood and showed their respect to those involved in the incident.

**4256 Agenda 2:-** Declarations of interest.

The clerk explained that he has not received any declarations before the meeting. He explained to members that declarations should be made before the meeting as soon as the agenda has been published and if a member finds that they may have a declaration in the meeting a verbal declaration should be made at the time and that member should complete a declaration form. No declarations made at this time.

The chairman wished to move agenda items 3 and 9 to the end of the meeting. The clerk explained that any declarations or if it's the intension of the council to exclude members of the public and press from a meeting that should be done as soon as possible to the start of the meeting. After some debate it was:

**Proposed:** by Cllr Butler-Donnelly seconded by Cllr Andrew Watkins item three is adopted and item 9 is moved the end of the meeting.

**All members agreed**

**4257 Agenda 3:-** Items 9 below: the press and public under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the

confidential nature of the business to be transacted.

**4258      Agenda 4:-** To receive and if appropriate to adopt the Minutes of the Ordinary Meeting held on Wednesday 26 April 2017.

**Proposed:** by Cllr Richard Moorby seconded by Cllr Penny Jones that the minutes are signed as a true and accurate record.

**All Members Agreed**

**4259      Agenda 5:-** Matters to report.

One member asked if a member of the public could speak. The clerk explained on this occasion there is no item on the agenda for this meeting. Cllr Watkins asked if the meeting can be adjourned to allow the members of the public to address the meeting. Seconded by Cllr Butler-Donnelly.

One member of the public asked about the road traffic accident on the A40 Dingstow junction. Cllr Penny Jones explained that she has spoken to Welsh Government members regarding this matter and she will contact the local Assembly Government member relating to this matter.

One person asked if it is in the county council remit to find out how many accidents have been in this area.

Cllr Watkins asked if the Welsh Government doesn't have the finances to improve the signage why the community council can't contribute towards the signs in the first instance. It was explained that the trunk road is not in the remit of the community council. After some debate it was:

**Resolved:** That a working group is set up and MCC highways invited along with SWTRA to a meeting, and a further letter is sent to Welsh Government.

**All members agreed.**

The clerk explained that he has produced a clerks report with some suggestions for road improvements including the A40 issues. There was one suggestion that a bridge is erected over the A40 between the village and the Castle Road.

Cllr Watkins asked about planning applications that are made after the work as started. It was explained that if the community council believes the planning application is a retrospective application those comments are included in the community council's observations.

Cllr Watkins asked about the cost of the room hire for the public exhibition.

Cllr Moorby asked about the notice board for Llandenny, the clerk will contact the joinery firm.

Cllr Moorby asked about minute 4248. Cllr Moorby believes the pot holes are getting larger. There

was debate over this part of the highway where SWTRA and MCC highways have a responsibility for the maintenance

Cllr S Price asked about the minute 4244, it's the footpath surface not the lighting column as recorded in the minutes. The clerk will contact MCC Highways over this matter.

A question was asked about cutting the hedges on the dog walk. It was explained that all hedges are the responsibility of a landowner or property owner. It was explained that the community council cut the hedges in this location last year, and Cllr Price explained that the community council have engaged the services of a contractor to cut the grass and other works as and when. It was asked why volunteers can't be asked to cut the grass and hedges. It was explained that this has been tried in the past and found not to be successful, and the community council will still have a duty of care to those volunteers.

The member of public left the meeting at 19.37 hrs

**4260      Agenda 6:-** To receive and if appropriate to adopt the Minutes of the Annual General Meeting held on Wednesday 17 May 2017.

The minutes were deferred to the next meeting. It was explained that the minutes should be dealt with at the next meeting. It was:

**Proposed:** that the minutes are accepted and considered at the next meeting.

**All members agreed**

There was some debate over the action point list.

**4261      Agenda 7:-** Planning applications.

No application received before the meeting

**4262      Agenda 8:-** The Community Council to consider, the 100th Anniversary of Armistice (11 November 2018) (Cllr Price)

Cllr Price explained that the community council should be considering this anniversary. There was some debate over the past anniversaries where Raglan community council and the community have been involved in this process. Cllr Bevan explained that he will contact his former Amy unit. It was explained that MCC has an Armed Forces Champion. One member asked if the local residents should be asked and invited to be involved. Cllr Butler-Donnelly will update the Raglan matters portal.

The clerk asked what action members would like to record so the council can celebrate the 100<sup>th</sup> Anniversary of the Armistice.

**4263      Agenda 9:-** Consider allotment dispute.

It was proposed: by Cllr Bevan seconded by Cllr Moorby this item is deferred.

**All members agreed**

**4264      Agenda 10:-** To note finance matters, including Income & Expenditure.

Payments in April & May	Amount
Clerks salary & HMRC March and May	£
Macemain & Amstad	£698.40
SET Office Supplies	£50.40
Merlin Waste	£40.68

*It was: proposed by Cllr Sylvia Price seconded by Cllr Richard Moorby the invoices are paid*

**All those present agreed**

**4265 Agenda 11:-** Members concerns on highway issues.

Cllr Moorby expressed concern over the following road, 42.3 in Twyn-Sheriff. Cllr P Jones will contact MCC regarding this matter.

No further matters to report

**4266 Agenda 12:-** Items of correspondence.

**Welsh Government:**

1. Battles Over, A National Tribute November 2018
2. Meat Promotions Wales Appoint a Chair
3. Call for Small Scale Renewable Energy Proposals

**Other Correspondence:**

4. MCC Emergency Contacts

*Cllr Watkins and Butler-Donnelly will be the contacts within the community with the clerk.*

5. One Voice Wales Membership for 2017/18
6. One Voice Wales larger Councils and Innovative practice Awards and Conference

*The Clerk gave members a verbal report on the difference between the larger and smaller councils in Wales. The Clerk will attend this conference.*

7. Fostering

*Cllr Jones gave members a verbal report on Fostering, and further information can be found on MCC website.*

8. WAO Audit fees and other matters

**Emails**

9. Reply from MCC legal team relating to the MUGA
10. Farm Business Grant
11. Press Release – Monmouthshire Council proud to support Fostering Fortnight - Monmouthshire children need Monmouthshire families.
12. Station Road walkway - pedestrian access to Raglan School, Puddleducks and the playing fields

The clerk read out the email from MCC highways and the issues with the definition of

the highway and a safe route for pedestrians.

13. Call for Sustainable Employment.
14. Changes to Welsh EIA regime highlighted.
15. Welsh ministers mull over new legislation for National Parks and AONBs.
16. Email from Phaedra Cleary relating to public exhibition.
17. Feedback to Raglan CC - traffic management consultation.

The clerk explained that all correspondence should be sent and received by the clerk's office and all correspondence should be sent by the clerk's office.

All the correspondence was available for members to inspect. Members noted the correspondence received.

**4267      Agenda 13:-** Clerk reports.

Planning permission granted on an access opposite Llanwecha Farm.

This report is to update members following the community council receiving and considering a Planning Application as a consultee. The application was a retrospective Planning Application to widen and set back the gateway into the field South and West of Llanwecha Farm, (known locally as Cottage Field) Llandenny.

The application was considered and the community council offered no objection, on the grounds that the application was to gain access to the field to off load vehicles without blocking the lane. A number of members have received complaints about the amount of heavy vehicles using the lane to deliver timber to this field. The application as described on the application was to widen the field gate in retrospect. It would seem from the commercial activities in this locality it is more than vehicular access to the field.

I have attached a photograph of one of the vehicles that is using the lane to access the field.

**Recommendations:**

- The community council formally contacts the Planning Dep't expressing concern over the activity on the site and the disruption to local properties.
- Contact the Highway Authority over the use of the lane which is not suitable for heavy vehicles delivering materials for commercial use.
- Contact the Environmental Dep't over the commercial use of a site without consent

After some debate it was:

**Proposed** by Cllr Butler-Donnelly seconded by Cllr Moorby that the first two bullet points in the recommendations are implemented

**All members agreed**

**Road Traffic Management and waiting restrictions**

Further to the Public Exhibition and the feedback forms that were returned on the evening.

Members will be mindful where local businesses have attended the Community Council meetings and expressed concern over vehicles parking in the High Street from early morning to early evening. The businesses have expressed concern that these vehicles are having an impact on their businesses.

I have collated some of the information and a number of points were significant to the safety of the public. I believe members should now become proactive due to the number of residents who have attended a number of Community Council meetings since October 2016. A number of residents who attended on the 22 March made comments that Raglan Community Council has not been proactive. I would like to make a number of suggestions for members to consider. These figures and observations have come from the feedback forms on the 6 March and data from the Community Plan.

- 17% of the feedback forms agreed with parking limits in the High Street.
- 60% of the feedback forms returned for the Community Plan made reference to parking restrictions.
- 22% of the feedback forms agreed with weight limits in the High Street.
- 73% made reference to re-routing HGV's on the Community Plan feedback forms.
- 13% of the feedback forms believed greater presence and enforcement is needed.
- 63% made reference to speed.
- 38% made reference to cameras.
- 55% of the residents who completed the feedback forms for the Community Plan have resided in the Community for over 10 years.

I would like to present members with proposals for consideration, these proposals reflect the concern expressed in the past by businesses and the comments on the feedback forms returned on the evening of the 6 March.

<b>Description</b>	<b>Action</b>	<b>Cost</b>	<b>Probability of change</b>
Speed	The Community Council purchase a Vehicle Activated Speed (VAS) enforcing sign to be located at the entrance to the village from the A40 Roundabout west of the village	Cost met by RCC Power of Well-being	High
Village gateway markings	The Community Council fund the road markings warning drivers of the speed restriction through the village, located at the entrance to village from the A40 Roundabout west of the village	Cost met by RCC Power of Well-being	High
Parking limits	To install parking limits both sides of the High Street for 2 hours and no return in 1 hour. These parking restrictions will be enforceable from 8.00 hrs to 17.30 hrs. The enforceable area will be from the Ford Garage to the gateway marking at the Beaufort Hotel, East bound and West bound from the bus shelter to the access lane to the Scout building. Between the hours of 17.30 and 8.00 hrs there should be no restriction		Medium/Low
No Parking limits	No parking restriction from the access to the scout building to the junction of Usk Road	No Cost	Medium
Parking permits	Parking permits should be issued to local residents who have no parking facilities to the front or rear of their properties. This function should be a devolved function to the Community Council	No cost to residents	Medium
Disabled parking bay	To expunge the current disabled parking bay outside Fairview on the High Street, and replace it with a new Road Traffic Order placing a new disabled parking bay outside the		Medium

Pharmacy on the High Street. This would enable individuals with mobility issues to have access to the Pharmacy, and when the parking bay is not used it will give individuals with wheel chairs or push chairs greater access to the footpath in this location.

No Parking	No parking from the Beaufort Hotel around into Castle Street to the obsolete bus shelter. No parking on the junction to Fairfax View.		Medium
Weight restriction and Re-Routing HGV's.	Apply for a Road Traffic Order, East Bound into the village from the A40 roundabout; impose a weight restriction through the village. Install a diversion sign at the junction of Usk Road for HGV vehicles to re-join the Usk Road by-pass. This order will also place restrictions on large machinery through the village.	Officer time and publication costs. Plus material cost	Low/Medium
	Apply for a Road Traffic Order to restrict HGV vehicles and large machinery from turning left out of Chepstow Road into the village. This will need to be relaxed to allow HGV vehicles to deliver goods to local businesses.	Officer time and publication costs.	Low/Medium
Access through Caestory Avenue & Fayre Oaks	Apply for a Road Traffic Order to make the access through Caestroy Avenue and Fayre Oaks access only	Officer time and publication costs. Plus signage	Low/Medium
A40 and safer walking routes	Apply for a Road Traffic Order to reduce the width of the carriageway by installing white carriageway markings in the East Bound direction.	Officer time and publication costs.	Low



This would mean one lane of traffic from the A40 roundabout past the junction to Raglan Castle. This would also need a speed restriction from 70 MPH to 50 MPH which would reduce the speed and allow individuals who were crossing the carriageway in this location more visibility and a protected area to cross the carriageway.

Realignment costs for reconfiguration of the highway

Section 14 (1) (b) a temporary prohibition or restriction on roads could be considered. The Secretary of State may also consider action under section 22B (1) (a) Traffic regulation on long distance routes. A similar Road Traffic Order would need to be applied for on the west bound carriageway.

Officer time and publication costs.

Low

Access across the A40 from Monmouth Road

A traffic scheme should be considered by increasing the width of the highway in this location. The access slip road East Bound onto Groesnon Road, should be extended Northwards. This would enable the centre reservation to be widened allowing traffic wishing to cross both carriageways East and West bound in a safe manner without restricting the width of the carriageway due to long vehicles over hanging the live carriageways.

Low

The second option would be to construct a small interchange junction with traffic light controls. This could be done by constructing a hot dog junction allowing vehicles travelling East and West a clear through route and traffic joining the carriageway from Monmouth and Groesnon Road, would be controlled

by a traffic light system. This would mean a civil engineering project and funding would need to be bid for and political support would be needed to back this proposal.

After some debate it was:

**Proposed:** by Cllr S Price seconded by Cllr Bevan, due to the issues with speeding traffic entering the village from the A40 Roundabout, it was agreed that the community council purchase one VAS sign to be located on the existing post by West Lea.

Cllr Watkins asked about the sponsorship for purchasing the sign. The clerk explained that he would need to find out more information relating sponsorship. The clerk also reminded Cllr Watkins that he should sign a declaration of interest form and return it to the clerk.

Village Gateway signs: members debated this traffic management and after some debate it was:

**Proposed:** by Cllr C Butler-Donnelly seconded by Cllr S Price that the clerk contacts Monmouthshire Highways relating to road gateway markings. It was also agreed that the road markings on Station Road are included in this process.

**Proposed:** that this report is deferred until a meeting has been convened between Raglan Community Council and officers from Monmouthshire Highways.

**All members agreed**

**4268 Agenda 14:-** Reports from members on outside bodies.

- Cllr C Butler-Donnelly informed member that he attended the school fete and it was a success, and he is in the process of completing his DBS checks before taking up his role as the co-opted member onto the schools governing body
- Cllr Moorby gave members a verbal report following the Raglan Village Hall Association AGM. He explained that the Planning Application has been made and it's in the consideration process and hopefully consent will be grant shortly.
- Cllr S Price gave members a verbal report relating to the new development on the former St Cadacts Court site. Cllr Price explained that Monmouthshire Housing and the builders will be holding an informative meeting in the Beauford Hotel between 14.00 and 16.00 hrs on the 24 May. One member asked how long has this been in the public domain. It was explained that this will be the third meeting and all the notice is short notice. There was some debate over the renting of the new development and it was:

**Proposed:** by Cllr Watkins that the community council should write to Monmouthshire housing asking why the changes have been made from affordable to rentable properties.

*This proposal was not seconded, and the question will be asked at the meeting on the  
24 May.*

Cllr Jones has contacted Monmouthshire asking if this meeting was advertised wider than the immediate area around the development site. Cllr Jones also explained that a meeting has been convened between MCC and Monmouthshire housing. Cllr Jones also explained that a meeting has been requested for early evening to enable residents who work to be able to attend.

- Cllr Price explained that she has had a report from a local resident where a dog has bit the resident. One of the residents that was in attendance at the meeting and explained the dog was her dog, and it was explained it was tied up outside a local shop. The chairman asked if this discussion can be discussed outside the meeting.

**4269      Agenda 15:-** Reports from the County Councillor

Cllr Jones explained about the broad band issues in the community. Cllr Jones explained that meetings have been convened with the rural development manager and a community consultation process will begin. Cllr Moorby explained that the existing broad band provider has gone into administration. He explained that a number of residents have had their broad band affected.

The chairman invited members of the public to leave the meeting at. 21.10 hrs.

- 4270**      Please note: this report is not for public distribution under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Press and Public Excluded

- 4271      Agenda 16:-** Agenda items from members for inclusion on the June agenda as Standing Orders 9 (b)

AGM minutes, 5 minutes for the public to address the council.

- 4272**      The Chairman then thanked everyone for attending. The meeting closed at 21.30 hrs.

The date of the next meeting 28 June 2017

Signed by \_\_\_\_\_  
Chairman  
Date 28 June 2017

**Raglan Community Council**  
**Action Points from meeting dated. 23 May 2017**

	<b>Action</b>	<b>Allocated to</b>	<b>Date issued</b>	<b>Status</b>	<b>Comments</b>
1	Traffic issues on the A40	Clerk	26 April	Ongoing	SWTRA Waiting Planned programmed works
2	Footpath Surface at Caestory Avenue	Clerk	26 April	Ongoing	Waiting response from MCC
3	Benches on the dog walk.	Clerk	26 April	Completed	Benches installed
4	Notice board	Clerk	26 April	Ongoing	Waiting on Joinery
5	Findings from the feedback forms	Clerk	26 April	Ongoing	MCC attending next meeting 28 June
6	Potholes and gravel Etc on the roads	Clerk	26 April	Ongoing	Waiting response from MCC
7	Road gullies and the Grips	Clerk	26 April	Completed	Works placed on the works programme
8	Letter to be sent individuals relating to allotments	Clerk	29 May	Ongoing	Email received from the recipient
9	CLlr Butler-Donnelly will update the Raglan matters 100 <sup>th</sup> Anniversary	CLlr C-B-D	29 May		Update Raglan Matters
10	CLlr Bevan to contact former Amy unit 100 <sup>th</sup> Anniversary	CLlr Bevan	29 May	Ongoing	Contact former Amy unit