

Raglan Community Council
Minutes of the Ordinary Meeting held on Wednesday 30 January 2019
at Raglan School
at 7.00 pm

Present

Cllr Dave Bevan
Cllr Hazel Davies
Cllr Charlotte Exton
Cllr Helen Tilley

Cllr Penny Jones
Cllr Sylvia Price
Cllr Brian Willott (Chairman)
Cllr Richard Moorby

4618 In attendance: Adrian Edwards Clerk

Two members of the public in attendance

The chairman invited one resident to address the members of the council relating to a planning application received by the planning authority. The resident expressed concern over the size and the overbearing the building will have on their property. After some discussion, it was:

Agreed: that a sub-committee would visit the site and make any relevant observations

Both members of the public left the meeting at 19.10hrs

4619 **Agenda 1:** - Apologies for absence.

Cllr's Martine Dorey, Chris Butler-Donnelly and Adrian Merrett

4620 **Agenda 2:** - Declarations of interest.

No declarations made

4621 **Agenda 3:** - Item 14 on this agenda where the press and public may under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be 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

Proposed: by Cllr H Tilley seconded by Cllr Moorby the press and public under the Public Bodies (Admission to Meetings) Act 1960, excluded from the meeting.

All those present agreed

4622 **Agenda 4:** - To consider requests for Grants /Donations. Applications should be made on the council's application form.

The clerk presented the grant applications that the council had received before the meeting. He explained this year the total amount is not the same demand as in 2018/19 financial year. The clerk presented a table of the applications and the grants that have been paid.

Grant payments for applications received 18/19	£	
March 17) Raglan Baptist Church	3,500.00	Paid
Nov 17) Raglan Afternoon teas (Minor Grant)	500.00	Paid
Jan 18) Raglan Church in Wales School	2,350.00	Paid
Jan 18) Raglan Junior AFC	2,000.00	Paid 1,100
Jan 18) Raglan Festival	2,000,00	Paid
Feb 18) Raglan Twinning Association (Minor Grant)	500.00	Paid
April 18) Llandenny Village Hall	1,902.99	Paid
April 18) Llandenny Village Hall (Minor Grant)	370.00	Outstanding

The clerk presented the grant applications received before this meeting. He explained that these grants will not be paid until the start of the new financial year and a report will be required informing the council what the grant was spent on. One member asked about the outstanding payment for Llandenny Village Hall. The clerk explained that the council had not received an application for payment. He explained that he would revisit the ledger for the accounts. One member asked about the grants to maintain the grave yards. The clerk explained that the only grant applications to date are below.

Grant applications 2019/20	£
May17 Penyclawdd & Llangovan Village Hall	500.00
Jan 19 Raglan in Bloom	500.00
Jan 19 Raglan Sports Association	2,500.00
Jan 19 Raglan Festival	2,000.00
Jan 19 Raglan Afternoon Teas expression of interest	500.00
Jan 19 Raglan Twinning Association	500.00

After some discussion it was:

Proposed: by Cllr Jones seconded by Cllr Tilley to support the above applications and others that may be submitted later in the year.

Resolved: to support the above applications and consider any further application as and when any applications are made.

All those present agreed

4623 Agenda 5: - Consider the clerks report up to month 9 in 2018/19 financial year

The clerk presented the clerks report up to month 9. A number of members asked about different heading on the budget and the clerk gave explanations for those points. There was some discussion about street cleansing and the general highway maintenance in the village. There was some robust discussion and the budget that was set aside for projects like this and the devolution of duties from the county council. After further consideration it was:

Proposed: by Cllr Moorby seconded by Cllr Price the clerk should obtain estimates to mechanically sweep the roads in the village

All those present agreed

See appendix

4624 Agenda 6: - Consider and recommend a precept for 2019/20

The clerk gave members a break down on the projected figures relating to the 2019/20 financial year. The clerk reminded members that the precept is set against properties in band (d) on the table.

The clerk explained that the table presented to members will provide a predicted budget, and those predicted figures can be seen in column five of the clerk's report, income and expenditure up to month 9.

The chairman explained to members anything relating to the village hall project is going to be in the second half of the financial year, so that can be considered at that stage if required.

There was some discussion and the predicted budget and the devolution of services the county council may consider cutting or reducing. There was also consideration given to projects the community council will be considering in the next financial year. After further consideration it was:

Proposed: by Cllr Tilley seconded by Cllr Bevan to set the precept by 3% increase.

Resolved: the precept would be increased by 3%

All those present agreed

4625 Agenda 7: - Appoint an internal auditor 2018/19 financial year

The clerk asked members to consider the appointment of a internal auditor for 2018/19. It was:

Proposed: by Cllr Davies seconded by Cllr Bevan to invite Mr Lyn Llewellyn

Agreed: to invite Mr Lyn Llewellyn to audit the accounts.

All those present agreed

4626 Agenda 8: - To receive and if appropriate to adopt the Minutes of the Ordinary Meeting held on Wednesday 28 November 2018

The chairman gave a verbal report relating to the minutes of the 28 November 2018 following the last council meeting. There was some discussion and it was:

Proposed by Cllr Exton seconded by Cllr Moorby the minutes are accepted and signed as a true and accurate record.

All those present agreed

4627 Agenda 9: - To receive and if appropriate to adopt the Minutes of the Ordinary Meeting held on Wednesday 12 December 2018

Proposed by Cllr Exton seconded by Cllr Moorby the minutes are accepted and signed as a true and accurate record.

All those present agreed

4628 Agenda 10: - Planning applications.

- **DM/2018/02055** Llanerthil Farm, Kingcoed. To Lower Raglan Road, Llandenny Monmouthshire. Repairs to Listed barn, including rebuilding of both apexes and walls of project
- **DM/2018/01841** High Street, Raglan, A 1500mm x 1965mm wall mounted entrance feature
- **DM/2018/0200** Little Castle Farm, Pen Y Parc Raglan, Usk Monmouthshire, Conversion of existing garage to residential use including a single storey extension.

Members considered the above planning application on-line and offered no objections

All those present agreed

4629 Agenda 11: - Reports from the County Councillor

Cllr Jones gave members a verbal report relating to a number of matters. Cllr Jones explained about the current LDP process and the stages the process are going to follow. It was explained that the candidate sites will be published shortly and the deposit plan will go for public consultation in May.

Cllr Jones gave members an overview of the county council's budget and the county council will be convening a number of consultation meetings with residents of Monmouthshire.

4630 Agenda 12: - To note finance matters, including Income & Expenditure.

Payments December & January	Amount
Merlin Waste	60.00
Salary and Tax	
Came & Co insurance	356.52
City Illuminations	4,680.00
Karl Davies	165.00
Balance	48,615.53

It was: **proposed** by Cllr Jones seconded by Cllr Exton the invoices are paid. All invoices were available for inspection

All those present agreed

4631 Agenda 13: - Items of correspondence.

Welsh Government:

1. None

Correspondence:

2. Abergavenny Eisteddfod
3. MCC seeks independent members to maintain standards
4. Council's area committees to discuss budget and speed management

5. Dates for Diary - Charity Events being held by the Chairman of Monmouthshire County Council, County Councillor Peter Clarke
6. From 7 January 2019, all new developments of more than 1 dwelling house or where the construction area is 100 square meters or more, will require SuDS for surface water.
7. Alzheimer's Society Cymru conference 2019
8. Living Memory' Workshops - National Library of Wales
9. March on for recycling, council rolls out glass box collection
10. One Voice Wales Innovative Practice & National Awards Conference 2019
11. Statutory Consultation on the Review of ALN & Inclusion Services
12. Council plans evening meetings to talk budget
13. Statutory Consultation on the Review of ALN & Inclusion Services
14. How can you help reduce homelessness and end rough sleeping?
15. Monmouth Community Hub – Newsletter
16. Application No: DM/2018/02055 Llanerthil Farm, Kingcoed, to Lower Raglan Road, Llandenny

The above correspondence was noted and accepted

4632 **Agenda 14:** - The clerks Job Evaluation and Grievance.

The clerk left the meeting at this stage at 20.53hrs. No minutes have been produced for this agenda item before publishing the minutes.

4633 The Chairman thanked everyone for attending. The meeting closed at 21.17 hrs.

The date of the next meeting 27 February 2019

Signed by _____

Chairman
Date 27 February 2019

**Raglan Community Council
Clerks report
Income and Expenditure to month 9 including projected expenditure to
31 March 2019
Forecasted Income & Expenditure
figures for 2019/20 precept**

		2018/19 Budget	1 Apr 18 - 31 Dec 18	£ Over Budget	Projected exp/inc to 31 March 19	Predicted Budget 2019/20
Ordinary Income/Expense						
Income						
1.	Allotment Income	432.00	36.00	-396.00	480.00	480.00
2.	Grant Income	0.00	0.00	0.00		0.00
3.	Interest Income	5.00	5.17	0.17	3.50	4.00
4.	Miscellaneous	0.00	445.24	445.24		0.00
5.	Precept	36,924.00	36,924.00	0.00	0.00	40,616.00
	Total Income	37,361.00	37,410.41	49.41	483.50	41,100.00
Expense						
6.	Allotments Expenses	2,000.00	0.00	-2,000.00	200.00	1,500.00
7.	Bank Service Charges	25.00	25.00	0.00		25.00
8.	Charitable Donations	500.00	50.50	-449.50		500.00
9.	Councillor Expenses	650.00	900.00	250.00	150.00	2,150.00
10.	Hall Hire	400.00	1,558.50	1,158.50	60.00	200.00
11.	Total Insurance Expense	900.00	344.73	-555.27	396.00	400.00
Office Expense						
12.	Audit	600.00	275.00	-325.00		500.00
13.	Consumables	133.00	87.43	-45.57	50.00	200.00
14.	Copying	40.00	0.00	-40.00		0.00

15.	Election Expenses	300.00	-535.91	-835.91	0.00	250.00
16.	Equipment	0.00	0.00	0.00		500.00
17.	Members Training	500.00	0.00	-500.00	200.00	500.00
18.	Office allowance	350.00	0.00	-350.00	350.00	400.00
19.	One Voice Wales	350.00	0.00	-350.00		360.00
20.	Postage	300.00	259.12	-40.88	62.00	360.00
21.	Professional Fees	250.00	623.60	373.60		600.00
22.	Rates	0.00	0.00	0.00	0.00	0.00
23.	Rent	0.00	0.00	0.00	0.00	0.00
24.	Software	60.00	0.00	-60.00		60.00
25.	Staff Training	150.00	0.00	-150.00	70.00	200.00
26.	Stationery	120.00	0.00	-120.00	60.00	120.00
27.	Supplies	0.00	26.64	26.64		
28.	Travelling Expenses	150.00	0.00	-150.00		150.00
29.	Website	300.00	543.42	243.42	1,650.00	400.00
30.	Total Office Expense	3,603.00	1,279.30	-2,323.70		
31.	Staff Costs	6,600.00	5,079.60	-1,520.40	3,047.00	7,924.00
32.	Uncategorized Expenses	0.00	0.00	0.00		
Village						
33.	Christmas Lights	5,100.00	0.00	-5,100.00	4,680.00	4,680.00
34.	Costs of Memorandum	13,000.00	0.00	-13,000.00		13,000.00
35.	Dog Waste Bins	754.00	484.40	-269.60	180.00	840.00
36.	General Maintenance	1,200.00	15.40	-1,184.60		
37.	Ground Maintenance	1,400.00	119.83	-1,280.17	300.00	1,400.00
38.	S151 Officer Payments	0.00	12,852.99	12,852.99		15,000.00
40.	Village - Other	5,000.00	2,729.00	-2,271.00		3,000.00
41.	Total Village	26,454.00	16,201.62	-10,252.38		

			31 Dec 18			
42.	Total Expense	41,132.00	25,439.25	-15,692.75	11,455.00	55,219.00

The forecasted Income and Expenditure has been calculated for 2019/20 has been based on actual spend 2018/19 and a 10% increase on the 2019/20 precept. On the forecasted budget 2019/20 the council would expect to draw on £14,119.00 from the council reserves.

The Budget Heading 'Costs of memorandum' includes £10k ring fenced for local projects and works relating to the MUGA. This amount has been carried over from the 2016/17 financial year due to delays with the MUGA and adjacent field CAT process. The forecasted expenditure to the end of the financial year includes new IT, new website and other anticipated expenditure

ASSETS	
Current Assets	
Cash at bank and in hand	
Business Reserve	8,835.99
Current Account	69,414.57
Petty Cash	121.43
Total Cash at bank and in hand	78,371.99
Total Current Assets	78,371.99
Current Liabilities	
Other Current Liabilities	
VAT Liability	-2,325.21
Total Other Current Liabilities	-2,325.21
Total Current Liabilities	-2,325.21
NET CURRENT ASSETS	80,697.20
TOTAL ASSETS LESS CURRENT LIABILITIES	80,697.20
NET ASSETS	80,697.20
Capital and Reserves	
Opening Balance	25,533.81
Retained Earnings	43,192.23
Profit for the Year	11,971.16
Shareholder funds	80,697.20

The table below will provide members with information to consider any increase in the 2019/20 precept. If members are minded to increase the

community council precept, the tables below show the estimated increased amount against 2018/19 financial year £36,924. The precept would still show a small difference due to the 18/19 formula. Band D in 2018/19 was £32.94. All of the below is subject to change from MCC calculations once the figures are submitted. The precept figures will be based on properties in Band D. All the other figures are for members information regarding the calculation.

Precept 0% increase 2019/20 £36,924									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£22.69	£26.47	£30.25	£34.03	£41.59	£49.15	£56.72	£68.06	£79.40

Precept + 3% 2019/20 £38,032									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£23.37	£27.26	£31.16	£35.05	£42.84	£50.63	£58.42	£70.10	£81.78

Precept + 5% 2019/20 £38,770									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£23.82	£27.79	£31.76	£35.73	£43.67	£51.61	£59.55	£71.46	£83.37

Precept + 10% 2019/20 £40,616									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£24.95	£29.11	£33.27	£37.43	£45.75	£54.07	£62.38	£74.86	£87.34

Precept + 12% 2019/20 £41,355									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£25.41	£29.64	£33.88	£38.11	£46.58	£55.05	£63.52	£76.22	£88.92

Precept + 15% 2019/20 £42,463									
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£26.09	£30.43	£34.78	£39.13	£47.83	£56.52	£65.22	£78.26	£91.30

							Precept + 20%2019/20 £44,309		
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£27.22	£31.76	£36.29	£40.83	£49.90	£58.98	£68.05	£81.66	£95.27

							Precept + 30%2019/20 £48,001		
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£29.49	£34.40	£39.32	£44.23	£54.06	£63.89	£73.72	£88.46	£103.20

							Precept + 50% 2019/20 £55,386		
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£34.03	£39.70	£45.37	£51.04	£62.38	£73.72	£85.07	£102.08	£119.09

							Precept + 75% 2019/20 £64,617		
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£39.69	£46.31	£52.92	£59.54	£72.77	£86.00	£99.23	£119.08	£138.93

							Precept + 100% 2019/20 £73,848		
By Band	A	B	C	D	E	F	G	H	I
Number of Properties	16	36	84	126	201	171	185	55	20
Precept	£45.37	£52.93	£60.49	£68.05	£83.17	£98.29	£113.42	£136.10	£158.78

Raglan Community Council
Action Points from meeting dated 30 January 2019

	Action	Allocated to	Date issued	Status	Comments
1	Meeting regarding Website	Clerk	28 June 2017	Ongoing	Task & Finish group with Butler-Donnelly, Merritt, Tilley & Clerk
2	Road cleaning	Cllr Davies	27 June	Ongoing	Clerk to contact MCC street cleansing
3	MUGA	Clerk & Chair	27 June	Ongoing	Waiting reply from MCC
4	Waste bins in the main village	Clerk	24 Oct	Ongoing	Clerk to contact MCC street cleansing
5	Street cleansing on Usk Road,	Clerk	12 Dec	Ongoing	Clerk to contact MCC street cleansing
6	Community meeting	Chair & Clerk	12 Dec	Ongoing	Arrange a meeting in 2019
7	Replacing the waste bin on Usk Road & High Street	Clerk	12 Dec	Ongoing	Clerk to contact MCC street cleansing
8					
9					
10					