

Trellech United Community Council
AGENDA 16th June 2025

Dear Councillor,

You are hereby summoned to attend the Ordinary Meeting of Trellech United Community Council via Zoom or in person at Pelham Hall on **Monday 16th June 2025, 7pm**, for the transaction of the business specified in the following agenda.

Yours faithfully,

Sue Baker

Clerk to Trellech United Community Council

Join Zoom Meeting

<https://us02web.zoom.us/j/88141338474?pwd=5jKzVwdTkTsQnrq9BzrGlNTAochbLl.1>

Meeting ID: 881 4133 8474

Passcode: 029032

Public Forum - 15 minutes may be allocated for members of the public to address the council on matters for future consideration.

(Note: Members of the Council are not required to respond, except to ask questions for the purposes of clarification. There is a maximum of 5 minutes speaking time per person.)

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive declarations of interest in items on the agenda

3. PUBLIC FORUM

4. MINUTES

To approve the minutes of May OM Meeting /5/2025 [Minutes from May 2025 OM](#)

5. COUNTY COUNCILLOR & UPDATES

To receive reports from County Councillors.

6. FINANCE

1. To note bank balances at 31/05/2025:

a. Account 1	£ 43,923.14
b. Account 2	£11,692.23
c. Total	£55,615.37

2. To approve payment schedule for June 2025 as below:

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Payee	Details	Amount	Power to Pay	Budget
Merlin Environmental	Dog waste collection	£210.22	PHA1875 s164 (LGA1972 sched 14, power 27)	Dog Waste
Salaries inc. tax/NI	Salaries	£937.50	LGA1972 s111	Salaries
Additional 68 Hrs- Clerk	Salaries	£1,094.80	LGA1972 s111	Salaries
HMRC PAYE	Salaries	TBC depending on above	LGA1972 s111	Salaries
Barclaycard	Smarty Phones	£10	LGA1972 s111	Office Expenses
Catherine Williams	Payroll	£36.00	LGA1972 s111	Salaries
Chilli Pepper Signs	Penallt Village Green -2 Replacement Signs	£108		
One Voice Wales	Annual Membership	£437.00	LGA1972 s111	Subscriptions

3. To note:

Any payments received following the publication of the formal agenda or any expected payments to be discussed here.

Payment Authorisation Schedule to be confirmed:

- June 2025 Cllr Scarr & Cllr Wakerley
- July Cllr Poulter & Cllr Wakerley
- August to be agreed

4. Replacement Sign for discussion & approval & payment:

Provision of 2 signs pre-drilled from Chilli Pepper signs.

5. Penallt Tree Quotes for discussion/decision.

- Ginkgo Quote or Wye Valley Country Services, other quotes are being sought from MCC and TrunkArb. Fin Regs require 3 estimates between £500 and £3,000.

6. Babington Meadow-maintenance

To consider quote received from MCC, includes free Tree Survey and playpark inspection.

7. VAT Reclaim for 2024-2025

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Documents submitted online on 6th June 2025 a total of £710.00

8. Audit Update

Internal audit submitted on 22nd May 2025.

Display Notice uploaded to website and issued to Councillors 12th June 2025.

9. Internal Auditors Report

RFO to issue this out prior to the meeting for review and information.

10. Annual Governance Statement

RFO to send this out prior to the meeting for review and approval, RFO and Chair to sign in the meeting.

11. Finance Report for 2025-2026

RFO to issue out the first financial report for 2025-2026 to show Actual v Budget.

12. Barclaycard & Unity Bank Mandate

RFO researched into bank accounts and options for other interest accounts, update to be provided here.

Barclaycard and Bank Mandate still to be updated.

13. Penallt Recreational Ground Charity (Babington Meadow)

RFO has contacted Unity reference adding an additional account.

14. Finance Working Group Update (Cllr Wakerley, Cllr Roderick, Cllr Scarr, with the RFO and Clerk)

To discuss the updated Community Grants Policy and Form (to be circulated) and next steps

7. Forward Plan and Report

To agree the focus of the Annual report and priorities/forward plan from Councillors. (15 mins discussion).

8. PLANNING & PLANNING UPDATES/ENFORCEMENT

Any planning application received between the issuing of the Agenda and the meeting may still be considered at the OM.

Fast Track applications received between OMs will be devolved to the Clerk to provide a response on behalf of TUCC.

New Planning Applications

1. **DM/2025/00621** Horse menage and associated works, Alpine Farm Penrhos Road To Trellech Monmouthshire NP25 4PY.
2. **DM/2025/00665** Extension and alterations at Petersbrooke Moor Lane Pen Y Fan The North Monmouthshire NP25 4RA

Planning Updates/Enforcement/Licensing

Referred to enforcement (Pen Y Fan).

9. REPORTS & STANDING ITEMS

1. Police Monthly Report [May-2025-Police-Report.pdf](#)
2. **Rights of Way Group.** (Cllr May, Cllr Wakerley, Cllr Ash and Cllr Roderick)
To note any updates.
Bridleway-Penallt-overgrown clearance.
3. **Land Holdings/Biodiversity Group** (Cllr Decker-Thomas, Cllr Wakerley, Cllr Roderick and Cllr Weston)
a)The following are on the list for tree surveys/works and the Clerk is in the process of obtaining 3 quotes, as per in Fin Regs. MCC will provide free tree surveys for those pieces of land that they maintain on our behalf.

Penallt Green Tree	Cllr May	2 Quotes received, no survey required.
Llanishen Village Green	Cllr Weston	MCC mow-free Tree survey
Pen-Y-Fan Green	Cllr Ash	Issues raised, MCC mow, free tree survey.
Babington Meadow	Penallt Councillors	To confirm arrangements ref mowing/tree survey.
Wells Wood	Cllr Weston	1 Site visit completed

4. Appointment to Outside Bodie
To confirm the position for reporting and communication with outside bodies and the response from Celyn over additional representatives.

Body	Representative	Action
Village Hall-Pelham	Cllr David May	n/a
Village Hall-Llanishen	Cllr George Weston	n/a
Village Hall- Whitebrook-	No formal requirement	For Cllr Ash to raise at the next Whitebrook Village Hall meeting.
Village Hall-Catbrook	None appointed, no formal requirement.	
The North Village Hall	None appointed	No Councillor representative
Babington Meadow (Penallt Recreation Ground Charity)	None appointed-TUCC managing directly	
Trellech School Governor	Cllr Nikki Scarr	n/a
Wye Valley Consortium (new 2024)	Cllr Decker Thomas and Cllr Wakerley	n/a
Catbrook Educational Trust	Appoint 4, includes Cllr Wakerley.	n/a
Catbrook Football Field	No appointment	Cllr Wakerley to confirm.
Wye Valley Villages Group	Cllr Geddes and Cllr Weston	n/a
Charity of William Jones-Llanishen	George Weston	n/a

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Babington Centre (Babington Educational Trust)	No appointment	Cllr Darlow to confirm arrangements
Penallt Babington Educational Foundation	No appointment	Penallt Councillors to confirm
Trellech Consolidated Charities	Cllr Decker Thomas	

10. COMMUNITY COUNCILLOR UPDATES To receive any specific correspondence from Community Councillors not already covered.
11. TUCC SPECIFIC CORRESPONDENCE Correspondence is forwarded to Councillors upon receipt, or added to the Agenda for discussion. Specific correspondence is recorded below. • A resident has raised concerns about Japanese Knotweed on the verge in Cleddon, and MCC will treat towards the end of the summer when in flower. • Quabb Lane Bridleway-Pine Tops correspondence to note. • E-mail from resident about a local planning issue in Pen Y Fan affecting the Village Green, forwarded to Enforcement.
12. CLERK UPDATE 1. All Clerk actions arising from the May OM have been completed or are ongoing. 2. Prioritisation
13. FORWARD LOOK July 2025 Annual Report & Forward Plan-to approve. Grants Policy Updates Risk Register Finance and Governance Toolkit GAP Analysis Biodiversity
Next Meeting will be 21 July 2025 via zoom and in person at Pelham Hall at 7pm. The additional planning meeting will only take place if required and enough planning applications are received that cannot be managed within an OM.

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FORWARD LOOK/ROLLING PLAN

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