

Trellech United Community Council
AGENDA 19th May 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 19th May 2025, following the AGM at 7pm**, for the transaction of the business specified in the following agenda.

Yours faithfully,

Sue Baker

Clerk to Trellech United Community Council

<https://us02web.zoom.us/j/88141338474?pwd=5jKzVwdTkTsQnrq9BzrGINTAochbLL.1>

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 April OM Meeting 17/3/2025 April 2025 Minutes
5	COUNTY COUNCILLOR & Police UPDATES To receive reports from County Councillors. The latest Police report is here. April-Police-Report.pdf
6	FINANCE 1. To note bank balances at 30/04/2025: a. Account 1 £47,601.78 (Precept payment April £15,462) b. Account 2 £11,692.23 c. Total £59,294.01 2. To approve payment schedule for May 2025 as below:

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Payee	Details	Amount	Power to Pay	Budget
Merlin Environmental	May Dog waste collection	£205.92	PHA1875 s164 (LGA1972 sched 14, power 27)	Dog Waste
Salaries inc. tax/NI	May Salaries	£948.50	LGA1972 s111	Salaries
HMRC PAYE	May	£144.80	LGA1972 s111	Salaries
Barclaycard	Smarty Phones	£10	LGA1972 s111	Office Expenses
Catherine Williams	Payroll	£36.00	LGA1972 s111	Salaries
One Voice Wales	Peter Induction Training	£42.00		Training
Trellech School	Bike Rack Shelter	£1380		
Cyfannol Womens Aid	Charity Donation	£300.00		Charity Donation
Wales Air Ambulance	Charity Donation	£300.00		Charity Donation

3. To note:

Payments made post March OM:

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

Payment Authorisation Schedule to be confirmed:

- May 2025 Chair & Cllr Wakerley
- June 2025 Cllr Scarr & Cllr Wakerley
- July to be agreed

4. Play Inspections for 2025-2026 for Approval.

To approve the quotation received from The Play Inspection Co. of £198.00.(£189.90 previous year).

5. Annual Return Document for 2024-2025

Approval required for the above document for the Internal Audit Submission.

6. To note documents issued by RFO prior to meeting as supporting documents for Annual Return:

- Final updated Year End Actual v Budget for 2024-2025
- Final Summary Bank Reconciliation for 2024-2025
- Asset Register for 2024-2025
- Allocation of Reserves for 2025-2026
- Internal Audit File Structure
- Internal Audit Summary Document

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	- Annual Return Document for 2023-2024 7. Barclaycard Signed documents to be received. 8. Unity Bank Mandate Review signatories 9. Grant Policy for 2025/6 The Clerk has contacted a couple of other local Community Councils for comparison. Village Halls have been contacted requesting utilities and rates costs for the last 5 years for information. 10. Penallt Recreational Ground Charity-update To approve Babington Meadow Accounts.(previously circulated). To agree the future working of the Charity and Insurance status. 11. Finance Working Group Update
7	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 DM/2025/00410 To build a garden room. Crick Farm, Penygarn Road, Penallt Monmouthshire NP25 4RP. DM/2025/00593 General agricultural building for storage and maintenance of farm machinery, equipment and ancillaries. Caedallan Llanishen Road Llangovan NP25 4BU Planning Updates/Enforcement/Licensing - Devauden Festival To note correspondence from the Festival over Transport routes.
	REPORTS & STANDING ITEMS - Rights of Way Group. To note any further updates. - Risk Register-Tree Survey & Land Holdings The Clerk has contacted 3 Companies to arrange quotes for a Tree Survey. Input is needed from Councillors to prioritise those pieces of land at most risk.

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	3. Wye Valley Consortium-report on 15/5/2025.
10	COMMUNITY COUNCILLOR UPDATES 1. Cllr May Penallt Village Green No Parking Replacement Signs
11	TUCC SPECIFIC CORRESPONDENCE Already in the Agenda
12	CLERK UPDATE 1. All Clerk actions arising from the April OM have been completed.
13	FORWARD LOOK June 2025 Annual Report & Annual Plan Grants Policy Risk Register Finance and Governance Toolkit GAP Analysis Biodiversity
14	Next Meeting will be 16 June 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

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