



**Bishton Community Council
Ordinary Meeting 1830 – 2100
Wednesday 8th May 2024
Underwood Community Centre**

MINUTES

The meeting started at 1830.

1. Attendance

John Davies, Pamela Davies, Andrew Cork, Carol Cork, Chelsea Powell, Cherie Hall, John Hall, Rachael Stephens, Samantha Voaden-Miller

City Councillor William Routley
Members of public

Clerk: Jacob Richards-Powell

2. Apologies

Richard Stokes

3. Declarations of interest

Samantha Voaden-Miller & John Hall – Declared an interest in item 9A as both are allotment holders. Both remained present but did not take part in decision making.

4. Announcements

The Clerk will be meeting with John Griffiths the Assembly Member for Newport East on Friday 10th May 2024. Two Councillors can also attend if any are available. John Davies expressed an interest in attending.

John Davies reported worsening potholes along Bishton Road. He met with the road inspector to show him where the worst potholes are. Some have been scheduled for emergency repairs. Councillors were reminded that the ‘fix my street’ app can be used to report potholes. The clerk submits pothole issues through the Newport Council app.

5. Public participation (Limited to 20 Minutes)

- a. Questions from Members of Public (please submit to Clerk prior to meeting)
No questions to be presented at the meeting. The Chair invited comments from members of public but no comments were made at this time.
- b. City Councillor Participation
William Routley reported that:
 - The car park on the way to the football club adjacent to the new ecology garden is owned / maintained by Newport City Homes. City Councillors have contacted

NCH regarding the condition of the carpark but to no avail. He will contact Richard Stokes to discuss the ongoing matter.

- The bench on Waltwood Road that was removed was so that it could be repaired. (Joanne Gossadge) Allegedly the bench was meant to be relocated to replace the bench opposite the allotments. NCC would like survey local residents as to whether they would like to keep the bench there as apparently locals had complained about it. (Two residents met with Joanne who complained about it and wanted it to be removed – it was agreed that the bench would be relocated to the site opposite the allotment to replace a damaged bench. An NCC officer has been assigned to visit the houses local to the bench site to ask whether a replacement should be installed) William Routley responded to Joanne on May 1st, 2024, asking that Bishton Community Council be kept in the email loop regarding any updates on the bench. **Action: Councillor to forward information / emails to The Clerk.**
- The Chair noted that Community Councils within the Newport City boundary signed The People’s Charter and that NCC has a duty to improve its communication with Community Councils.
- Ongoing issues with the Leisure Centre in Underwood. Response from the planners received to City Councillors and circulated to Community Councillors. Dispute as to whether it is classified as ‘unsafe’ but CCs aware that Children can and have accessed the site. John H commented that the external metal cladding moves in the wind and could easily come away from the structure.
- NCH is being absorbed by Pobl who will manage all NCH assets.
- Andrew Cork commented on the large hole in the grass verge opposite the ‘lorry layby’ on Waltwood Road. Several vehicles have become stuck in the hole during poor weather as the white edge marking on the road cannot be seen.
- Andrew Cork raised the matter of the closed pedestrian access route through the shopping complex in Underwood. Ray Mogford has written to Pobl (HCH) regarding this matter and William Routley agrees with the proposal. John H commented that the roof section of the pedestrian walkway has partially collapsed and is a safety concern.

6. Approve Minutes from Ordinary Meeting

- a. Ordinary Meeting Wednesday 10th April 2024
 - i. Ordinary Minutes were accepted as accurate. This was proposed by Andrew Cork and seconded by John Hall.

7. Action Points & Clerk Report

- a. Report circulated to Councillors prior to meeting. Clerk updated Councillors on ongoing matters.

8. Finance & Procedure

- a. Review and agree bank reconciliation for April 2024
 - i. The reconciliation was checked and agreed as accurate by all councillors.
- b. Record end of year balance for 2024

Current Account £3031.51

Saving Account £36211.87

These were the bank balances for the Council’s bank accounts at 11:59pm March 31st 2024.

- c. Agree Date for Annual Meeting 2024
The Council’s Annual meeting will take place on the 29th of May 2024 at Underwood Community Centre at 0630pm.
- d. Review and agree renewal of OVW membership 2024/2025.
Agreed by majority to renew membership.

9. Underwood, Bishton & Wilcrick

a. Allotments

i. Update on allotment administration and issues.

1. The Clerk suggested that BCC join the National Allotment Society for the benefit of advice and assistance with managing an allotment site. Annual membership is £67 including VAT. Cherie Hall proposed joining the association and this was agreed by all voting councillors.
2. The Clerk confirmed that any letters that needed to be sent to allotment holders have been sent. A vast majority of plot holders have paid the rent for the year and are continuing to maintain their plots. A tenant has been served a notice of quit but remains on the site. The Clerk will seek legal advice on this matter.

ii. Authorisation of delegated authority for councillor to assist in allotment administration with Clerk.

1. The clerk requested that Samantha Voaden-Miller be given access to the contact details for the allotment holders to assist with information sharing. Samantha frequents her allotment and is already a point of contact for allotment holders on the site. The authority to view documents pertaining to allotment holders was granted by all voting councillors and the information will be shared via the Clerk and Councillor Samantha Voaden-Miller via OneDrive.

b. Community Planters

- i. Discuss and agree funding for Friends of Bishton and Underwood volunteers to plant flowers in community planters.

There is currently £250 allocated within the annual budget for the planting of the flower planters in Underwood and up to £150 for the planters in Bishton. Friends of Bishton submit an annual small grant request for the £150 to cover the cost of replanting the planters in Bishton. Councillors will arrange to replant Underwood planters themselves unless there are members of the community who are interested in planting a planter, materials will be provided.

Action: Clerk to write to Friends of Bishton to ask if they would consider replanting the planters at Bishton Village Hall.

c. Purchase of wreath

- i. Agree purchase of wreath from British Legion for Magor & Undy D-Day event on 6th June

1. Agreed by all Councillors. **Action: Clerk to respond to invitation from Magor with Undy Town Council to confirm attendance of Councillors.**

10. Planning

- a. Confirm receipt of latest planning decision notice list
 - i. Noted and received.
- b. 24/0318 – Proposed extensions Blue Hill, Chepstow Road
 - i. No comments.
- c. 24/0301 – relating to discharge of conditions at Llanwern development
 - i. No comments.
- d. 24/0231 – 30 Rockfield Glade, Parc Seymour. Demolition and replacement of existing porch
 - i. No comments.

11. Date and location of next meeting. Wednesday 12th June 2024 at Underwood Community Centre

Meeting ended at 2001