



CYNGOR CYMUNED TREFESGOB

79 Birch Grove, Underwood, Newport NP18 2HW

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DRAFT MINUTES

Ordinary Meeting Wednesday 10TH December 2025 – Underwood Community centre

1. Attendance

John Davies (Chair), Pamela Davies, Richard Stokes, Cherie Hall, John Hall, Samantha Voaden - Miller

Chris Ashman (clerk)

Cllr R Mogford - NCC

(2) member of public in attendance)

2. Apologies – Cllr Routley

3. Declarations of Interest

John Hall, Samantha Voaden- Miller - allotments

4. Announcements

Cllr Mogford email seeking clarification on status of meeting with MP – Clerk emailed confirming held at MP office request.

Welsh spelling of council title – notice board incorrect spelling – Chair agreed to amend

5. Public forum

5.1 Public Participation

No questions had been received before the meeting.

5.2 County councillor updates

Cllr Mogford provided updates as below

Hedyn – building a good working relationship speaking about grass cutting responsibilities, car park etc)

Monks ditch – clarification on ownership of area with NRW, clean up undertaken – local clean ups by residents should be discouraged due to risks involved.

Diesel seepage needs further investigation

Magor Rd – short notice closure – NCC apologised – Clerk to write expressing disappointment of lack of notice

Cllr Mogford in contact with Cllr Fawcay regarding budget for play provision in area and local consultation - Cllr Hall reported discussion with NCC officers re playing fields, no reply as yet

Proposed Remembrance monument - Cllr Stokes requested Cllr Mogford support in identifying ownership of proposed site – action Clerk to provide What 3 words location

6. **Police report** –circulated – November report – noted

New “Neighbourhood Matters” website available where residents can report and get information on local crime and anti social behaviour

Councillors would like to meet PCSO – Clerk to arrange specific meeting

7. **Minutes of November ordinary meeting**

Minutes agreed

8. **Action Points & Clerk Report**

a. **Action Points**

- i. Action points reviewed and list to be updated (see below)

Relief cleaner – local contact obtained insurance so approach to establish as relief cleaner.

Vice chair of council still to be confirmed

Defib pads replacements – still awaiting parts – further chasing of source of replacements required – If no progress by next meeting consider new unit

UFC paid pitch fees

9. **Finance & Procedure**

- a. November reconciliation agreed

Finance and Procedure committee to be held 10th December in advance of council meeting – recommendation 26/27 council budget of £72,885 with a precept of £40,738 - **Approved**

Further discussion regarding seasonal charging rates and increase of hire charges/deposit

10. Maintenance & Facilities

- a. Changing rooms – water supply update

No update

Further action considered once Dwr Cymru legal feedback received.

11. Community

a. Allotments

Skip hire to remove rubbish agreed – clerk to check dates with Cllr SVM

- b. Football club update – fees paid
- c. Meeting with Jessica Morden 28/11 – positive meeting with MP/Cabinet member at NCC regarding number of issues – Clerk to follow up with MPs office
- d. Thanks to be noted for all involved in success of Carol concert- Two Pams baking , tavern and choir – booking choir for next year 5/12/26 agreed

- 12. **Planning** – Future solar energy correspondence outlining plans for solar farm at Llanwern discussed – Action – Clerk to write objecting to proposals

13. Date for Next Meeting

Ordinary Meeting Wednesday 14th January 2026 6.30 pm – Underwood Community centre

Meeting ends at 19.35

Action Points

Clerk Action Points – OCT /NOV 2025

1. Contact Wales & West Utilities to recommission gas meter at sportsground
 - a. Complete. WWU to carry out inspection of meter April 14th
2. Dwr Cymru water safety inspection for sportsground
3. Send any letters relating to allotment plots
4. Follow up issues with John Griffiths estate visit with councillors
5. Date set for meeting with Jessica Morden- COMPLETE 28/11/25
6. Date for Finance & Procedure Meeting
 - a. 10/12 /25
7. Draft football club SLA
 - a. Complete circulated for feedback
 - i. Update from meeting: Football club to send all information on which games are being played and when to work out totals owed / owing going forward. Clerk to chase by email
- 8. Write to football club re parking issues - complete**
- 9. Raised beds at allotments to be revisited by councillors**
- 10. Meeting with city councillors to discuss estate issus**
- 11. Defib pads -Underwood health centre**
- 12. Nominations for Vice chair**
- 13. Chair to report on meeting with Dwr Cymru**
- 14. Relief cleaner**
- 15. Insurance quotes for staff absence cover**
- 16. Mitigating actions from Internal auditor report**
- 17. Best in Bloom PR**
18. Risk assessment for 28/11 carol concert – not reqd
19. Email support of shop planning application - complete
20. Email football club re match fees - complete
21. Clerk purchase yellow vests - complete
22. Confirm 26/27 budget for consideration at December 2025 meeting - complete
23. Confirm Welsh spelling of council title and amend docs/ website as needed

24. **Smart meters** – changing rooms and Bishton hall – Clerk reported requests from agents of utility providers to arrange installation of smart meters at Bishton and changing rooms – Council agreed to proceed subject to 3 phase status at bishton being communicated and no cost to council

24. Change email passwords

25. Write to NCC highways – magor rd closure

26. Write to future solar objecting to proposals at Llanwern

27. What 3 words for memorial location

28. Meeting with PCSO to be arranged