



CYNGOR CYMUNED TREFESGOB

79 Birch Grove, Underwood, Newport NP18 2HW

07988624393 – clerk@bishton.org.uk

MINUTES

Ordinary Meeting Wednesday 13TH MAY 2026 – Underwood Community Centre

1. Attendance

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

Chris Ashman (clerk)

Cllr Mogford, Cllr Routley

(3) member of public in attendance)

2. Apologies – Cllr Cherie Hall

3. Declarations of Interest

John Hall, Samantha Voaden- Miller – allotments

4. Welcome Travis Prewett – new head Llanmartin Primary school

Cllr Mogford (school governor) introduced Mr Prewitt and Mrs H McCormick (acting head) to the community council

Mr Prewett explained the background to his recent appointment as an Executive head covering both Ringland and Llanmartin primary schools.

Cllr Mogford confirmed the governors had attempted to find a full time head without success and the Executive head option had been proven to work elsewhere

Mr Prewett confirmed the arrangement would for a 2 year trial after which governors of both schools would consider if they wanted to continue the arrangement. He would be working hard to support the development of the children and staff in both schools and was keen to see both schools learn from each other.

Mr Prewett acknowledged the work done by Mrs McCormick as Acting head and looked forward to continuing to work with her and the other staff on taking up appointment at the end of May. Recruitment was underway for an Assistant head increasing management capacity, the budget settlement had also been positive for the coming year

Councillors expressed concerns raised by parents regarding the appointment of a “part- time” head and the number of children travelling out of catchment to school

Mr Prewett confirmed he would be communicating the benefits of the arrangements and hoped to convince all that it can be a success.

A vacancy for a minor authority school governor existed and the community council were asked to consider nominating a councillor for this post. The Chair confirmed the council would consider nominating someone as soon as possible noting the council had several vacancies itself.

Mr Prewett agreed to provide an update on progress in 6 months at a future council meeting

1. Announcements

Clerk reminded councillors regarding training schedule and opportunity to undertake training as set out in council training plan

Chair announced confirmation of £9.500 grant from National Lottery to upgrade hearing loop and av equipment at Underwood Community centre – Councillors thanked the chair for making the successful application – contractors to be identified and Chair/clerk designated to progress project on behalf of council

Clerk confirmed council had been contacted by Hedyn housing commercial manager regarding lease titles for council buildings. Paul Tarling had agreed to meet councillors to discuss shops access and parking concerns (2st May)

6. Public Forum

6.1 Public Participation

No questions had been received before the meeting.

6.2 County councillor updates

Cllr Routley confirmed report of a caravan being located near the school being dealt with by planning enforcement

Cllr Routley also continuing to work with enforcement on house in Bishton – Chair expressed concern over time taken and further dilapidation

Cllr Routley confirmed he was highlighting shared views on the community councils review with the relevant committee looking at this suggesting Bishton council needs to do more to promote its activities

Cllr Mogford and Routley asked to be ccd with any follow up of recent highways meeting

Councillor Stokes updated the council on the proposed memorial confirming that location would be determined once information on underground services had been determined.

Council agreed the clerk should support the development of this project

7. Minutes of 15th April ordinary meeting

Minutes agreed

8. Action Points & Clerk Report

a. Action Points

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

Quote for Bishton sign discussed – mop (Mr Devlin) reported sign be sourced via donation of local company

JH reported NCC have confirmed new benches and connection of floodlights in hand

Reactivation of de- fib pads at health centre noted and welcomed (other potential additional locations discussed)

9. Finance & Procedure

- a. April 26 reconciliation agreed –

Councillors noted new budget software reporting system and confirmed this could now replace previous spreadsheet approach

10. Maintenance and Facilities – Lottery grant for AV /hearing loop at UCC as noted above

11.Community

a. Allotments

New plot holders working hard to tidy/activate unused plots

Users leaving taps on – all notified , POCs monitoring usage

Chair thanked JH/SVM for their continued hard work supporting the allotments

- b. **Football club update** – Payments up to date.Deep clean/internal refurb promised.Sink repair still required

c. Bishton/Underwood in Bloom 2026

Date confirmed for awards 19th September 2026, early evening

Budget increase to £600, voucher prizes £15 each, raffle prizes to be requested as fundraiser for de-fib

Appetite to open event for families

Inspection to take place end July/Aug

Planning meeting to be held – action – clerk to arrange

11. Planning – Farm warehouse, Church farm – NCC request for comments -no comments

12. Date for Next Meeting

Ordinary Meeting Wednesday 17th June 2026 6.30 pm – Bishton Village Hall

Meeting ends at 20.30

Action Points

Clerk Action Points – April/May 2026

1. Dwr Cymru water safety inspection for sportsground - ongoing
2. Send 26/27 agreements to allotment plots - complete
3. Follow up issues with John Griffiths estate visit with councillors
4. Date for Finance & Procedure Meeting – complete 15/4/26
5. 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
6. **Raised beds at allotments to be revisited by councillors -plot let/complete**
7. **Meeting with city councillors to discuss estate issues - ongoing**
8. **Defib pads -Underwood health centre**
9. **Mitigating actions from Internal auditor report -ongoing**
10. **Best in Bloom PR**
11. **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
12. **Bishton village road sign**
13. **Memorial – follow up agreement in principle with NCC**
14. **Follow up on Jessica Morden points**
15. **Write to plot holder re decision on raised decking structures - complete**
16. **Clerk to follow up speed bump replacement**
17. **Planning meeting for Bishton in bloom – event 19th September**
18. **Follow up meeting with headteacher – Dec/Jan26**