



CYNGOR CYMUNED TREFESGOB

79 Birch Grove, Underwood, Newport NP18 2HW

07988624393 – clerk@bishton.org.uk

MINUTES

Ordinary Meeting Wednesday 17TH JUNE 2026 – Bishton Village Hall

1. Attendance

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

Chris Ashman (clerk)

Cllr Mogford, Trudy Smith, observing

(2) members of public in attendance)

2. Apologies – Cllr Routley

3. Declarations of Interest

John Hall, Samantha Voaden- Miller – allotments

4. Announcements

Chair welcomed Trudy Smith as an observer – application to be councillor to be considered at July meeting

Subject to council approval of quote for audio improvements work at UCC the works will be undertaken w/c 27/7 for 2/3 days – all those affected to be informed.

5. Police report

Noted and recorded seizure of e-bike welcomed. All encouraged to report illegal use of scooters/ ebikes using the neighbourhood matters app.

6. Public Forum

6.1 Public Participation

Query regarding new format for monthly finance reports not giving detail of all income/exp.

Explained new software in operation and bank statements provided to members along with quarterly breakdown

Clerk to explore if software can provide more detail in monthly reports – **Action - clerk**

Mr Devlin presented new Bishton sign to council – chair thanked Mr Devline for enabling – clerk to write to letter of thanks to “Moving Art “ ltd for donating the production of the sign- Cllrs Hall and Davies seeking to fix sign to local posts.

6.2 County councillor updates

Cllr Mogford would investigate the current position regarding an Underwood sign

Cllr Mogford confirmed the start of the new head at primary school and a linked public authority governor vacancy was still available for a Bishton CC rep to fill

The school has an old container this wish to dispose of.

Councillors asked if school might consider making defib available outside of school hours – clerk to write to head.

Enforcement action being investigated on caravan located near to school – councillors reported owner seeking to move

Pothole near school filled in

Clerk reported replacement of sleeping policeman on Birch Rd

Chair asked Cllr Mogford about caravan in Bishton – planning enforcement keeping under review and changes to current situation to be reported to NCC

Chair also flagged continuing environmental health risk at Oak cottage , Bishton.

Memorial – Chair confirmed utilities mapping being collated and council would keep Cllr Mogford updated on future contact with NCC .

Boundary review – Cllr Mogford to seek update from Cllr Routley

7. Minutes of 13th May 2026 ordinary meeting

Minutes agreed

Tavern booked for carol service by Cllr Cherie Hall

Feedback from parents/school has been positive on new head – Cllr John hall to offer allotment visit by school.

Planning meeting for Bishton in Bloom still to take place – confirmed 1st July 6pm UCC

8. Action Points & Clerk Report

a. Action Points

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

Reactivation of de- fib pads at health centre noted and welcomed (other potential additional locations discussed) – fundraising at Bishton I bloom and approach Hedyn on issue re further defib locations

9. Finance & Procedure

- a. May 26 reconciliation agreed – see note above re reporting
- b. Council reviewed and approved the 25/26 WAO return including internal auditor report – observations to be considered at finance sub committee

Main issue is absence of software use for 6 months of 25/26 caused issues in reconciling balance.

- c. Council approved the quote from AV systems ltd and payment of £5700 deposit for works at UCC (lottery funded)

10. Maintenance and Facilities – AV improvement works as above

11. Community

a. Allotments

POCs reported continuing misuse of water supply by plotholder. Council agreed to suspend stand pipe access to plots at western end of allotments – water can access to be maintained further along towards east. Temporary measure while behaviour /use improves

Warning letter to unauthorised water user needed

Letter to unsafe structure allotment holder confirming made safe needed

Clerk to action both

Seek advice on bee- keeping for allotment holder – British bee keeping assoc recommended

- b. **Football club update** – Agreed speedway request to use showers for event £25

c. Bishton/Underwood in Bloom 2026

Planning meeting 1/7 – UCC

Thank you to Cllr Hall for Bishton planters and boxes

11. Planning – no applications for consideration

12. Date for Next Meeting

Ordinary Meeting Wednesday 8th July 2026 **6.30 pm** – Underwood Community centre

-preceded by a Finance and Procedure meeting at 5.45pm

Meeting ends at 20.30

Action Points

Clerk Action Points – June 2026

1. 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
2. **Raised beds at allotments to be revisited by councillors -plot let/complete**
3. **Meeting with city councillors to discuss estate issues - ongoing**
4. **Defib pads -Underwood health centre**
5. **Mitigating actions from Internal auditor report -ongoing**
6. **Best in Bloom PR**
7. **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
8. **Bishton village road sign**
9. **Memorial – follow up agreement in principle with NCC**
10. **Follow up on Jessica Morden points/rearrange meeting**
11. **Write to plot holder re decision on raised decking structures - complete**
12. **Clerk to follow up speed bump replacement -complete**
13. **Planning meeting for Bishton in bloom – event 19th September – meeting 1/7**
14. **Follow up meeting with headteacher – Dec/Jan26**
15. **Letters to allotment holders**
16. **Letter to Moving art thanking for Bishton sign**
17. **Beekeeping advice for allotment holder**
18. **WAO audit statement to be sent**