



**Monday 15<sup>th</sup> December 2025 at 7:00pm – Tintern Village Hall**  
**Ordinary Meeting**

---

**DRAFT MINUTES**

**Attendance**

Cllr Stephen Evans, Cllr Angus Ashman, Cllr Lynne Parker, Cllr Stephanie Shewell, Cllr Ian Mawdsley

Cllr Ann Webb – County Councillor  
Jacob Richards-Powell (Clerk)

**4029. Apologies for absence**  
Cllr Jamie Morrison, Cllr Carla Snell

**4030. Declarations of Interest**  
None

**4031. Police Reports**  
Noted received Llandogo report – Tintern reports are still not being received. This has been raised with Gwent Police.

**4032. County Councillor Report**  
Ongoing issues with Abbey lights – a broken cable has been identified as the issue and CADW and National Grid are working to carry out repairs.

**4033. Public Participation**  
No members present

**4034. Approve the Minutes from October and September meetings**  
Minutes approved for September and October meetings

**4035. Clerk's Report & matters arising from last Meeting**  
Site visit to Tintern Wharf with Chair, Clerk and contractor to ascertain work needed and prepare a three-part quotation. This will be used to gather additional quotations for the work required.  
The payroll service for Clerk's monthly salary has now been setup, and the accountant is reviewing any historic issues with HMRC to ensure they are put right.  
Clerk has spoken with the flood officer from MCC who is happy to attend a meeting to discuss ongoing works in the area for flood prevention and mitigation.  
Christmas tree has been ordered with delivery to the village green in Tintern. Cllr Ashman and his son sited the tree and installed the lights.

**4036. Financial Report**  
Each year MCC asks community councils how they'd prefer to receive the annual precept. Either as a single payment at the start of the financial year or as three

payments throughout the year. Currently WVCC receives three payments throughout the year. Councillors agreed that they would be happy to receive one payment at the start of the year for the benefit of accruing interest.

Total expenditure October: £906.64

Total expenditure November: £876.03

Current account balance: £4,123.97

BMM account balance: £32,454.10

**4037. Approval is sought for the following payments**

- Christmas Tree Bluebell Farm - £160
- Clerk's salary November, December
- Merlin £113.78 (November)
- Merlin £113.78 (December)

**4038. Internal Audit Effectiveness Review**

The Internal Audit Effectiveness Review did not identify any issues with the current framework for WVCC carrying out its internal audit. The report has been marked as compliant for the year 2024/2025, this will be carried out annually.

**4039. External audit report response**

Item to be discussed at January 2026 meeting to allow councillors sufficient time to read the report and recommendations.

**4040. Car park terms of use at Fryer's Wharf**

Clerk and Councillor to visit car park to ensure boundaries are not being encroached upon. Clerk to find quotations for a set of signs and posts that will identify WVCC as the owner of the car park and include a liability waiver.

**4041. Quotation for remarking Wharf Car Parking bays**

Proposed by Cllr Parker and seconded by Cllr Evans to accept Roman Roadmarking's quotation of £250 + VAT for a disabled parking space at Tintern Wharf car park

**4042. finance committee budget review for 2026-2027**

Date booked for Monday 19<sup>th</sup> January 2026 to review and agree budget for the financial year 2026-2027 and to review monthly ordinary meeting dates from March 2026

**4043. Planning applications:**

**DM/2025/00495** – Proposed change of use and temporary drink / food stand  
Whitestone Llandogo

Comments: WVCC objects to the application on the grounds that increased traffic will be a danger on the narrow roads and will create more fumes and reduce air quality in an area dedicated to natural preservation

**DM/2025/01365** – Alterations to existing dwelling Wyemeadow View Llandogo  
Comments: No comments

**DM/2025/01383** – Conversion of house into two dwellings – Stream Cottage  
Tintern

Comments: No objections

**DM/2025/01391** – information only – Harvesting track Cuckoo Wood, Llandogo for treatment of infected Larch trees

Noted

**4044. Grant applications received:**

- Tintern Village Hall - Proposed by Cllr Shewell, seconded by Cllr Ashman to pay the following:

Insurance premium for the hall	£1235.53
Contribution towards business rates	£395.33
Contribution towards utilities	£250
Contribution towards manhole repairs	£250

- Tintern Village Fete – More information required prior to the January meeting. Clerk to contact treasurer for additional information.

- Lads & Girls Brigade – proposed by Cllr Shewell and seconded by Cllr Mawdsley to pay a grant of £500 to allow the club to reduce its costs to its members

**4045. Councillor Reports & update**

- Cllr Mawdsley: Tracks and Trails reports received

- Cllr Shewell: Raised the matter of the rent agreement between WVCC and The Filling Station Café, the wall outside Tintern Village Hall still requires repair. The road markings by Tintern Village Green needs to re-applied and clarified to show that it is a ‘no parking’ area.

- Cllr Stephens: had a request for the damaged wall at Tintern Village Hall to be partially removed to widen the junction

- Cllr Parker: Replacement keys have been produced; Cllr Parker has one. Lock to be removed from the ‘public’ side of the notice board to allow access. Flood relief work in Llandogo is ongoing and due to be complete in January.

- Cllr Ashman: The white lines on the main road as you pass by the shop is causing issues with people knowing where to position their vehicles on the road.

**4046. Other Reports**

-Churches: Church report and list of upcoming events provided.

-School: nothing to report

-Village Halls: Llandogo hosted a murder mystery night which was well attended. In response to a letter sent to LVH in May 2025 concerning its annual accounts LVH has instructed a local accountant to carry out the work as set out in the letter with a view to submitting a grant application in early 2026.

**4047.** Correspondence: Nothing to report.

**4048.** Items for next agenda (at Chair’s discretion)  
Licence agreement with Filling Station Café  
To add Llandogo Village Hall accounts to January agenda

**4049.** Date & time for next meeting

Signed \_\_\_\_\_ dated \_\_\_\_\_