

ST ARVANS COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD AT THE MEETING ROOMS ON TUESDAY JULY 11TH 2017 AT 7.00PM

Present Councillor B. Howell, Chair
 Councillor S. Banfield, Vice- Chair
 Councillor M. Davies
 Councillor R. Edwards
 Councillor B. Howells
 Councillor V. Kennedy
 Councillor A. Newman

In Attendance Mrs. Judith Bolton (in role of Minute Taker)
 County Councillor Ann Webb
 Brian Counsell, Trustee of Monmouthshire County Citizens Advice Bureau
 Shirley Lightbound, Chief Executive of Monmouthshire County CAB

Councillor Howell welcomed Brian Counsell, Trustee and Shirley Lightbound, Chief Executive of Monmouthshire County CAB and invited them to address the meeting. Notes of the presentation are appended to these minutes

1707.01 REPORT ON POLICE MATTERS

The Community Police report was received by email. There were no incidents in St Arvans in the last month

1707.02 a) 7.00- 7.30PM MONMOUTHSHIRE COUNTY CITIZENS ADVICE BUREAU PRESENTATION

See appendix for information about the presentation

b) 7.30PM UNTIL NO LATER THAN 7.45PM: PUBLIC SESSION

No members of the public were present

1707.03 MATTERS ARISING FROM THE PUBLIC SESSION

There were none.

1707.04 REPORT FROM COUNTY COUNCILLOR ANN WEBB

Councillor Webb arrived after the start of the meeting. Her report was delivered after item 1707.06

- a) Councillor Webb reported that the temporary traffic lights on A466 between St Arvans and Tintern would be in place for some time. Signs to advise drivers of cyclists were to be erected.
- b) Councillor Newman commented on the parking of cars on the verge on the A466 below the climbing cliff. Councillor Webb responded that she will involve MCC Highways department and report back to the Council
- c) Councillor Newman asked Councillor Webb as to whether or not the advertising around the racecourse site was sanctioned. She said that she had asked this question of MCC but had not received an answer. She would pursue the matter.
- d) Councillor Webb responded to a question from Councillor Banfield about small smouldering bonfires that had been witnessed near the end of Grange Rd. on land apparently belonging to Oak Grove Stud. Councillor Banfield was concerned about the content of these fires as it could be veterinary items. Councillor Webb will refer the matter to MCC again.
- e) The subject of fly tipping was discussed. Councillor Webb has asked National Resource

Wales to remove builder's rubble from its land near the Cot. She was disappointed with the response and will ask again. Councillor Edwards reported fly tipping opposite the entrance to Cop Hill Farm. Councillor Webb will ask for its removal.

1707.05 APOLOGIES

Helena McMahon, Clerk

1707.06 DECLARATION OF INTEREST

There were none

At 7.50pm, Councillor B Howells resigned as both Councillor and Chairman, and left the meeting.

The Vice-Chairman, Councillor Banfield took the chair.

1707.07 ADOPT MINUTES OF THE FULL COUNCIL MEETING HELD ON JUNE 13TH 2017

Councillor Newman considered there were issues with the style, presentation and content of the Minutes as presented. After considerable discussion, Councillor Davies proposed the acceptance of the Minutes, seconded by Councillor Edwards. Four councillors voted in favour and one voted against. One councillor was absent for the June meeting.

1707.08 MATTERS ARISING FROM THE MINUTES NOT REPORTED ELSEWHERE

Reference Minute Number:

- a) 1706.07b Meeting of Lower Wye Valley Committee. This was attended by Councillor Newman. He reported:
 - i. Supplementary Planning Guidance to the Monmouthshire Local Development Plan has been published by MCC and was available to the meeting. Councillor Newman proposed that all councillors have sight of the document
 - ii. At the meeting, he raised the matter of a diversion to the Monmouth bus route so that passengers could be picked up at Laurel Park. The walk to the main road is arduous for some passengers.
- b) 1706.08c): A quotation has been received from Vision ICT for the possible training of a new webmaster i.e. £75 for two hours. The webmaster in place offered to train at no cost.
- c) 1706.10: The webmaster has not received the Risk Assessment.
- d) 1706.11: Model Local Resolution Protocol. This has been drawn up by One Voice Wales and can be used by any Town and Community Council in dealing with complaints. This item will be on the agenda for the September Council meeting.
- e) 1706.12 Work on updating the Asset List is ongoing. Councillor Webb said that she will email the clerk with contact details regarding information on the village animal pound on Devauden Road.
- f) 1706.15 b) Traffic on Family Day Event. There has been no meeting with Chepstow Racecourse as yet.
- g) 1706.15 e) Possible extension of Yellow Lines on Devauden Road near the Fountain. There has been no response from MCC.

1707.09 SCHEDULE OF PAYMENTS AND RECEIPTS FOR JULY 2017

- a) **To review the current bank balance and approve schedule of accounts**

i) HSBC and Building Society Accounts	
HSBC, Current Account	£1,000.00
HSBC, Saving Account	£8,351.20
Monmouthshire Building Society Account	£4,110.12
Total (x)	£13,461.32

ii) Minus £ p, comprising outstanding cheques paid during January and outstanding debt to MCC

To whom	Reference to Work Done/Expenses/salary etc.	Cheque No.	Value £
i)MCC	Owing to MCC ref. Clerk's salary and expenses	Paid by MCC	698.67
ii)St Arvans Church	Outstanding cheque	101128	100.00
iii)Nigel Hoskins	Outstanding cheque	101130	153.00
		Total (y)	951.67

Bank Balance as at 1st July 2017 i.e. Total(x) – Total (y) = £12,509.65

iii) Invoices/Expenses and Salary Costs presented for Authorisation and Signature of cheques.

To Whom	Reference to Work Done/Expenses/salary etc.	Cheque No.	Value £
i).HM Clerk	Clerk's salary 1/7/17 – 31/7/17	Paid thru MCC	226.67
ii) Nigel Hoskins	Grounds maintenance	101132	211.50
iii) Merlin Waste	Dog Bin emptying (June and July)	101133	54.24
iv) St Arvans Trust	Meeting Rooms Hire	101134	23.40
v) One Voice Wales	Training – SB & RE (50% Bursary)	101135	40.00
		Total	£555.81

The payments were agreed

b) To Reconsider Appointment of Responsible Finance Officer

Councillor Banfield resigned as Responsible Financial Officer. The role will revert to the Clerk.

1707.10 REPORT FROM THE CLERK.

- The Clerk reported that the external auditor has made one request for information. Awaiting a reply from People Services Department of MCC
- The Council decided that the Society of Local Council Clerks membership was to be renewed.
- The Council agreed to the Clerk's request for training with One Voice Wales.

- d) Code of Conduct - Councillor Edwards to circulate the MCC 'Code of Conduct for Members and Co-opted Members'.
- e) Standing Orders – Councillor Edwards to circulate copies of a hard copy of the Standing Orders provided by Councillor Newman
- f) Alternative Communication Methods for the Council. This item will be on the agenda for the September meeting.

1707.11 PLANNING ADVISORY GROUP REPORT:

There has been no meeting

1707.12 HIGHWAYS ADVISORY GROUP REPORT:

There has been no meeting but Councillor Howells reported that:

- a) Members of the racecourse staff have dealt with overhanging tree.
- b) He was waiting on replies to all his queries to MCC.

1707.13 ENVIRONMENT & RECREATION ADVISORY GROUP REPORT:

Councillor Davies presented the report:

a) KGV Playing Field

- (i) One of the pair of cherry trees planted recently has died. It was resolved to purchase and plant a replacement tree at a cost of about £35
- (ii) The Wigloo has been woven and trimmed.
- (iii) Play equipment for less able children/adults; Councillors Banfield and Davies to visit Tutshill sports field to view equipment recently installed on the playing field there.
- (iv) Weekly inspections for insurance purposes have been done.

b) Memorial Hall Playing Field

It was decided that the gate-post on main gate should be inspected with a view to repositioning to allow easier access for cars when the field is being used for large events. Councillor Edwards will arrange a visit by WWH Morgan (Fencing & Landscaping Contractors).

c) Grass Cutting. It was agreed that a document be drawn up to show the areas covered/number of cuts by Nigel Hoskins & MCC (Nigel Leaworthy).

d) Overhanging branches were partially obscuring road signs. Councillor Howells and MCC have cut down overhanging branches and some road signs have been cleaned.

e) The Question of Ownership of the Fountain. Councillor Edwards reported that Ben Thorpe, Graduate Surveyor of MCC Estates Department, had confirmed in writing that the Fountain is not part of MCC's property list. Councillor Webb to check with MCC to see if it holds any further information.

f) GAVO Best Kept Village Competition

The results of two PCC-initiated Saturday working sessions for the clearing of St Arvans churchyards were very good.

g) St Arvans Front Gardens & Best Display of Hanging Basket(s) Competition Councillor Davies announced:

- i. The winners of the Hanging Basket Competition were Jane and Peter Thompson of Lowood Cottage, Devauden Road.
- ii. The winners of the Best Kept Front Garden Competition were Michael and Pauline Baron of 16, Grange Park. They were also commended for their hanging baskets.

iii. Sheila Burdon of 4 Sycamore Court was commended for her garden

h) Date Of Next Meeting: Tuesday 5th September 2017, Church House, St Arvans, 5pm

1707.14 CORRESPONDENCE RECEIVED AND NOT REPORTED ELSEWHERE.

- a) MCC email ref. information on the plans for the Wye Bridge Junction at Monmouth
- b) MCC email ref. Dog Fouling. In 2015 the Council decided that St Arvans should not take part in the Scheme entitled, 'Give Dog Fouling a Red Card' ref. Minute 2223a)ii) June 2015

1707.15 PARISH MAGAZINE AND ITEMS FOR THE WEB

- a) Resignation of Councillor Howell
- b) Garden and Hanging Basket Competition Results
- c) Defibrillator Photograph
- d) Work done in the community for GAVO Competition, including Village Church Clean Up

1707.16 DATE OF THE NEXT COUNCIL MEETING: TUESDAY 12TH SEPTEMBER 2017

The Meeting closed at 9.22pm

Minutes prepared by Judith Bolton

Amendments for final draft added by the clerk

Signed.....

Signed.....

Date.....

Date.....

APPENDIX

Monmouthshire County Citizens Advice Bureau (CAB)

The Chief Executive, Shirley Lightfoot, and Trustee, Brian Counsell, outlined the work of the organisation which has offices in Chepstow, Abergavenny, Monmouth and Caldicot. There are also outreach offices in Usk, Abergavenny (Foodbank and ACE Community Enterprise), Bulwark (Credit Union) and Raglan.

Free, confidential and impartial advice is offered and the organisation's goal is to help everyone find a way forward, whatever problem he/she faces. It is an independent charity and part of the Citizens Advice network across England and Wales.

People come to the Monmouthshire County CAB with all sorts of issues, including finance, benefits, housing, employment and marital disputes. Many clients have a complex range of problems. During 2015/2016 the organisation saw 4,209 clients throughout the service. Following trends the key areas were Benefits and Tax Credits 36%, Debt 15%, Relationship and Family 8%, Housing 8% and Employment 7%,

Relying on funding from the Welsh Government, Monmouthshire County Council and Town/Community Councils within the county, Mr Counsell said that it was expected that there would be a shortfall in funding of around £22,000 this year. He added that they were very proud of the fact that they had over 80 volunteers and only 9 paid members of staff, making it one of the best ratios in the country.

To read more about the organisation, please see www.citizensadvice.org.uk/local/monmouthshire-county where there is a link to the Annual Report.