



**Minutes of an Ordinary Meeting
held at St Arvans Meeting Rooms on Tuesday 12th June 2018 at 7.00pm**

The Chair welcomed the newly-appointed Clerk, Ms Vicky Clode, to the meeting following her successful interview and appointment on 7th July.

1806.01 **ATTENDANCE:** Cllrs Banfield (Chair), M Davies, R Edwards (Minutes), B Howells, V Kennedy, T Newman. Ms V Clode (observer).
a. To receive apologies – there were none.

1806.02 **DECLARATION OF INTERESTS:** there were none

1806.03 **TO ADOPT MINUTES OF THE MEETING** held on 8th May 2018. The minutes were adopted, proposed T Newman, seconded M Davies.

1806.04 **PUBLIC SESSION:** no member of the public was in attendance.

1806.05 **TO RECEIVE REPORT FROM COMMUNITY POLICE:** report received by email and noted.

1806.06 **TO RECEIVE MCC REPORTS**

- a. MCC Ward Councillor A Webb: no report received.
- b. Lower Wye Area Meeting: no meeting held since last month.

1806.07 **TO RECEIVE FINANCE REPORT**

- a. **to receive bank balances** at 12/06/18

Barclays current account	£10,494.22
Monmouthshire BS	£4,132.73

- b. **to approve schedule of Payments & Receipts** since 8th May 2018

Payments

i. Monmouthshire Beacon – advert Clerk vacancy	£164.40
ii. Annual Community Councillor allowance - S Banfield	£150.00
iii. Annual Community Councillor allowance - R Edwards	£150.00
iv. Clerk Salary HM 01/04 – 08/05 plus holiday pay	£372.98
v. V Kennedy – reimbursement repair to metal bin	£20.00
vi. Grant – St Arvans Steering Group (1806.11a)	£100.00

Receipts - none since 8th May 2018.

c. Annual Accounts 2017-18

Papers circulated and noted: draft Financial Statement; Income/Expenditure; Asset Register

d. Insurance Policy renewal through Came & Co.

due 31st May 2018. £511.61

e. Computer data storage device

for Clerk as per GDP Regulation £42.97

1806.08 **TO RECEIVE REPORT FROM CLERK:** there was none.

1806.09 **PLANNING:**

- a Planning Applications considered by Planning Advisory Group since the last council meeting:
 - i) DM/2018/00738 May 17th Little Cophill, Itton Road, NP166BL: Construction of new open-air manège area: recommended for approval
 - ii) DM/2018/00824 June 2nd Wyndcliffe Court, Trellech Road, NP166EY: Construction of general purpose agricultural building: recommended for approval.
- b Planning Issues:

- i) scheduled removal of temporary telecast mast Porthcasseg Farm (scheduled removal date 21st May). MCC Planning Officer, Craig O'Connor has been informed that the mast has not yet been removed. It was agreed by SACC to monitor
- c To note MCC Planning decisions including Enforcements and Appeals: none.
- d To note receipt of planning applications received since the preparation of this agenda: none.

1806.10 HIGHWAYS

- a. It was agreed to voice concerns about speeding on Devauden Road as evidenced by recent data at the proposed meeting with Roger Hoggins (MCC). It was agreed that Cllr BH asks IW to share raw Speedwatch data.
- b. It was noted that a meeting will be arranged between MCC, Devauden CC and SACC re: Howick/Itton Road speeding.
- c. It was recommended that SACC proceed with Picket Fence project subject to costs: Cllr Howells to contact MCC and Martin Hancock (local carpenter).
- d. It was recommended that Highways group further investigate the possibility of Radar Speed Signage for Devauden Road.
- e. A report on the progress towards installation of Howick/Itton Road Defibrillator was deferred: to be discussed with MCC in conjunction with item c.
- f. It was agreed to consult with residents of other localities who had shown an interest in possible placement of further defibrillators. It was agreed to raise awareness of this at the forthcoming Village Fête.
- g. It was recommended that AONB are contacted to request support to curtail the flyposting of advertising material in the community: Cllr Newman issued copy of MCC information leaflet to the meeting. Clerk to contact AONB Officer, Andrew Blake.
- h. It was agreed to alert MCC to the poor condition of recently-resurfaced pavement on A466 (weeds coming through).
- i. It was agreed to request further details of MCC's proposals for autumn closure of A466, including dates.

1806.11 ENVIRONMENT AND RECREATION

- a. It was recommended that SACC support Steering Group in their aim to upgrade KGV play equipment and to contribute £100 grant.
- b. It was agreed to request quotations for KGV Annual Inspection from MCC and RoSPA.
- c. It was agreed to contact Insurers for further information re: KGV play equipment check protocol.
- d. It was agreed to progress towards final judging of local garden and hanging basket competition and preparation for Gwent Association of Voluntary Organisations (GAVO) Best Kept Village competition: pre-judging areas having been allocated to councillors, final judging will be carried out by Cllrs Banfield & Davies before July meeting.
- e. It was agreed to defer discussion of a range of Playing Field matters so that more time could be allocated to discussion.
- f. It was agreed to draw up a tender document for village maintenance.

1806.12 COMMUNICATIONS

- a. St Arvans SACC Website maintenance: It was agreed that Cllr Banfield will act as Webmaster and receive due payment for time spent.
- b. It was confirmed that SACC banner, defib equipment, large map will be taken to Fête.
- c. It was agreed that clerk will address the need to change the Facebook name 'Clerk to St Arvans Community Council' Facebook to 'St Arvans Community Council' to attempt to attract more hits.
- d. Responding to GDPR, Chair reported that she has updated Clerk's Permissive Distribution list to include only residents who have given written permission to be contacted in response to her email request or at the Forum in May.

1806.13 CORRESPONDENCE: a range of correspondence was noted

- a. Darren Bryce -notified us of June 4th purchase of Livox site.
- b. Resident – JW – 24th April – requested information on availability of Playing Field by the Memorial Hall for a children's party. Chair (as Clerk) has responded and followed up: (see 1806.11f).
- c. MCC Andy Smith – 4th May – Chair (as Clerk) has responded to request for information regarding Broadband infrastructure in our meeting venues as grants may be available.
- d. Documents relevant to OVW Monmouth/Newport Area Committee were shared via email.
- e. Prior warning of UK Cycling Event Wiggle Warrior 12th August was noted (Chair as Clerk has circulated to distribution list)
- f. It was agreed that ERAG respond to DW request.
- g. It was agreed to send a card reflecting our appreciation of NH maintenance work over the years.
- h. It was noted that Dean Close Robins Nursery has responded positively to our request for Best Kept Village support.
- i. It was noted that Steering Group Events Committee (St Arvans Fête) Hannah Marangon appreciated organisation of MCC Playing Field grass cut prior to the Fete. Cllr SB confirmed her attendance at the link meeting 4th June.

- j. Residents on Distribution List have received details of a range of future Traffic Orders relating to events at the Racecourse.
- k. It was agreed that New Model Standing Orders issued by OVW on 7th June will be scrutinised by Clerk to highlight differences from former document and update Councillors in September.

The meeting closed at 9.10pm.