

ST ARVANS COMMUNITY COUNCIL

MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 10th DECEMBER 2013 at 7.15 pm

Present: Chairman T. Vickers
Councillors B. Howell
A. Bolton
M. Davies

In Attendance Judith Bolton (clerk)
Mrs S. Gilbey
Mr V. Kennedy
Councillor Ann Webb

1925 APOLOGIES

Apologies received from Councillors Howells and Jarrett

1926 REPORT FROM PC LOUISE THORPE

The report was sent by e mail. There was no police presence at the meeting
St Arvans Report 12/11/13 - 10/12/13

19/11 – A suspicious vehicle (Green Landrover Defender) was seen in Court Gardens, St. Arvans at approximately 1pm. Unfortunately, an incorrect index number was taken. Police were unable to identify and speak with the driver of the vehicle.

19/11 – An unknown male was in Court Gardens at approximately 2:45am, carrying a torch. The call was retrospective, so the police did not attend. Intelligence was submitted.

19/11 – A catalytic convertor was cut and stolen from a vehicle in Forge Gardens, overnight. The vehicle was parked securely at the roadside, outside the location when the incident occurred. There were no witnesses or CCTV available.

1927 DECLARATION OF INTERESTS

There were none

1928 TO APPROVE MINUTES OF MEETING HELD ON 12th November 2013

These were agreed as a true record. Councillor Howell proposed and Councillor Bolton seconded

1929 MATTERS ARISING FROM THE MINUTES OF 12th November 2013 (for information only)

- a) 1919c) Councillor Bolton has delivered maps showing the layout of numbers in Grange/Laurel Park to all houses there, along with information about the manufacture of house signs at Usk Prison. There has been a good response, with 4 phone calls and two e mails.
- b) 1919e) MCC has replied to say that gully clearance has been added to appropriate work programme
- c) 1908. The community police team has said that its teams will patrol the KGV playground as frequently as possible, and will continue to do so depending on available resources. The Racecourse had not informed the police about the new parking arrangements for the Sunday market but PC Thorpe said it would not have been expected.

1930 PLANNING MATTERS

- a. Considered by Planning Group since the last meeting:
 - i. DC/2013/00253. Outline Planning Application for one dwelling alongside Glasserton, Grange Rd
The Council decided that it was in agreement with the development of this infill site in the heart of the village but was concerned about the size of the proposed dwelling, especially as there is no garage and residents may find the need for one in the future. Also it appears to be impossible to carry out the construction without encroaching into

- the protected area surrounding the walnut tree. Therefore the Council decided that it would recommend refusal and that the application be resubmitted
- ii. DC/2013/00989 Demolish exiting single storey extension, rebuild porch & new double garage, Pool Cottage, Penterry Lane. NP16 6HG
The Planning Group recommended approval as it would be an improvement and enhance the building. The Council agreed
 - iii. DC/2013/00850 Proposed erection of hay barn and stable building to replace existing hay barn and stable. Oak Grove, St Arvans
It was decided that a recommendation for approval be made to MCC as both structures are contained well within the site and will not impact on the village.
- b. Planning Applications Decided by MCC Planning Dept. Since last Council meeting:
- i. DC/2013/00938 New Track for forestry operations Land at St Arvans (off Grange Road)
Pilmoore Wood, ST 505 ST 969: Acceptable
 - ii. DC/2013/00810, First Floor Extension to add extra letting unit; Parkfield, St Arvans.
Approved
- c. To note receipt of planning applications/permissions received since the preparation of this agenda.
- DC/2013/00981 Demolition of existing single storey side extension if required and proposed new double story side extension. Wincanton, NP16 6DN
Public notices had been posted. The Council accepted the recommendation of the Planning Group that this application be recommended for approval as it will be an improvement to the presentdwelling.

1931 REPORT FROM COUNCILLOR ANN WEBB

Reported that good efforts have been made in cutting some of the deficit that MCC faces and that public meetings had been very helpful in suggesting ideas for efficiency. It is hoped that Leisure Centres and Libraries will not now be affected.
With reference to item 1933 below, Councillor Webb suggested that a meeting be organised with John Pearson of MCC.

1932 ACCOUNTS

a) Overall True Balance of Accounts at 25th November is £11475.06 and is made up of:

- i) HSBC Balance
 - Money Manager Account £ 1143.62p
 - Community Account £ 7313.56p
- ii) Monmouthshire Building Society £3015.76p
- iii) Minus uncleared cheque

To Whom	Reference to Work Done/Expenses/salary etc	Cheque Number	Value £
MCC	Refund for overpayment of grant	100900	£100.00
Merlin waste	Dog Bin maintenance	100901	£11.88
			£111.88

iv) Plus cheque for £114 received from St Arvans Memorial Hall ; payment for grass trimming/litter picking around hall

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

To Whom	Reference to Work Done/Expenses/salary etc	Cheque Number	Value £
Nigel Hoskins	Monthly Grounds maintenance	100902	£182.75

	-5 weeks		
Judith Bolton	Clerks salary, SCP 18 + 32 hrs. work on web site material at usual £9.009p per hr + Copy Paper	£151.28 £288.29 £2.50	100903 £442.07
Merlin Waste	Dog Bin emptying, 3 collections & Increase in Price		100904 £26.73
Tony Vickers	Chairman's allowance		100905 £100.00
Monmouthshire Building Society	Reserve Fund		100906 £1000.00
St Arvans Village Trust	Meeting Room Hire + electricity		100907 £48.03
Alan Bolton	Fibre glass to repair slide		100908 £7.99
			Total £1807.57

It was agreed that the above payments be made, proposed by Councillor Howell , and seconded by Councillor Davies

1933 REVIEW OF COMMUNITIES AND ELECTORAL ARRANGEMENTS: DRAFT PROPOSALS

Councillors expressed considerable concern at the proposed boundary changes and proposed reduction in the number of councillors. Debated points included concerns that:

- a) Chepstow Town Council had not informed St Arvans Community Council prior to its submission that the Racecourse should be transferred from St Arvans
- b) No discussions had taken place with Community/Town Councils before proposals were published
- c) The number of councillors proposed for St Arvans Community Council be reduced from 8 to 7 with no prior consultation

It was decided that John Pearson, MCC Local Democracy Manager be invited to attend a meeting in St Arvans to answer questions directly. Also that Councillors Davies, Vickers and Bolton meet to frame a response to the draft review and letters to the Chief Executive of MCC and Chepstow Town Council.

1934 FINANCE GROUP REPORT

The chairman presented the report

The budget/precept proposed for 2014-5 is £9270, an increase of £250 or 2.77% over the 2013-4 figure of £9020. A detailed breakdown and comparison with 2013-4 is shown in the attached table.

The key issues are as follows:

- (i) The input to the Reserve Fund has been kept at £1000, in view of the need to replace the KGV slide in the relatively near future.
- (ii) Full provision is made for the maintenance and future development of the new web site at an annual cost of £600. (Payments to Visionict.com and extra hours for the Clerk)
- (iii) The overall spend on maintenance has been reduced by £200 although some re-allocation of money between the three areas of spend have been made. Allowance has been made for inflation increases in some areas of spend.
- (iv) Donations reduced from £200 to £100.
- (v) The provision for miscellaneous items has been reduced by £50.
- (vi) All other items have been left at the 2013-4 level.

Councillor Vickers proposed acceptance of the precept and budget. This was seconded by Councillor Bolton. All in favour.

1935 COMMUNICATIONS & COMMUNITY ENGAGEMENT (C & CE) GROUP REPORT

Councillor Vickers presented the report

With minor modifications, the draft web site is ready to launch. The group proposed January 1st 2014 as launch date

It was recommended that Councillor Jarrett should be nominated as the news editor. With help and advice from Mrs Harkins, she would produce a bulletin of village news to be posted regularly on the 'Home' section of the site

The notes of the Council meetings, as submitted to the Parish Magazine by the clerk will continue as normal and will be posted on the web site in the Council Information section.

The next meeting will take place at 24, Grange Park on Thursday December 19th at 9.45pm

The report was accepted

Launch date, 1/1/14 proposed by Councillor Howell and seconded by Councillor Davies

Clerk and Group

1936 WEB SITE E MAIL ADDRESSES FOR COUNCILLORS

The resolution that 'email addresses should be purchased for all councillors at a cost of £10 each per annum and that these and telephone numbers should be posted on the web site' had been signed by 6 councillors and received by the clerk on the 28th November 2013. Councillor Vickers proposed this resolution, Councillor Howell seconded and all were in favour

1937 HIGHWAYS REPORT

Councillor Howells had submitted the report.

- a) **Devauden Road.** It was reported that cars parked in the layby on Devauden Road north of the Piccadilly junction were protruding into the carriageway. This was thought to have been as a result of the moving of the road markings after repairs. Members agreed to discuss the problem with residents to find out more information on the history of the layby.
- b) **Racecourse Traffic Issues –**
 - i. The main car park has not been used for a number of recent events. Cars have been parked in the main area. This has resulted in traffic from Chepstow using the inside lane and finding the car park closed when they reach the roundabout. It was thought that a warning sign on the approach to the roundabout would relieve the situation.
 - ii. A resident has reported that there were traffic issues on 7/12/12 when a bus and coach were parked on the main road, reducing it to a one lane highway very close to the pedestrian crossing.

It was recommended that a meeting be arranged with racecourse staff to discuss

c) **Speed of Traffic**

The speed monitoring van had visited the village recently. Data is available to the Council on a quarterly basis and is due. Clerk to request.

d) **Penterry Issues.**

Members agreed that the state of repair of Penterry Lane was acceptable, but the Piccadilly Lane stretch, which is less used, was not as good. It was recommended that this be brought to the attention of Steve Lane of MCC when he visits in the new year

e) **Hidden Sign**

This is a No Through Road sign at the entrance to Grange Road. At present this is hidden behind a bush. The status of the sign is to be confirmed with MCC.

g) The next meeting was decided as 8th January 2014 at 9:45 at 42 Laurel Park.

The report was accepted and recommendations approved. The chairman noted thanks to Councillor Howells for the report

1938 ENVIRONMENT AND RECREATION GROUP (ERAG)

Councillor Davies presented the report

a) KGV Playground

- i. Further research into the funding of a new slide will be undertaken, including the possibility of an application to Monmouthshire Housing Association which support projects which, "add value to the community". It is still felt that the slide replacement is not immediately necessary.
- ii. The sand and moss treatment for the Astro turf will be carried out by Nigel Hoskins in March 2014, prior to the next safety inspection by MCC.
- iii. The hedges have been trimmed by William Luff.
- iv. Regular equipment checks, require for insurance purposes, have been undertaken

b) Football Club Update

- i. Progress is still being made in all areas and the group expressed satisfaction that the playing field is now being used extensively for the benefit of both village children and those from the wider area. Opportunities for sport are being provided for a wide age range of children and for both boys and girls. It was felt that the dedication of the volunteers providing this facility within the village is to be applauded and supported.
- ii. There are no parking issues at this site at the moment.
- iii. The Racecourse has informed the Council that it has consulted lawyers about a 'tenancy at will' arrangement for the football field and is awaiting a response.
- iv. Container planning application is with MCC and is being processed. The Planning Department has informed the Council that a Delegation Panel is likely to be discussing the application on site on the 17/12/13

c) Litter Bins

The lining of litter bins by MCC is inconsistent and will be monitored.

d) Footpaths

Paths appear to be well used and in good condition.

- e) **Uneven pavement** .A resident has expressed concern about the state of the pavement between the BT telephone kiosk and the entrance to the Woodlands. MCC to be informed
- f) **Christmas Lights** Clerk to write and thank John Pattison for organising them.
- g) **A466**. Clerk to write to MCC thanking the Highways Department for the work done in clearing
- h) Date of next meeting: Tuesday January 7th, 9.45 at Church House

The report and recommendations were accepted. The Chairman thanked Councillor Davies for the work of her Group

Clerk, Group

1939 ANNUAL DINNER: VENUE AND DATE

7th February in the Meeting Rooms. Barney Banfield to be asked for menus.

1940 ANNUAL DONATIONS

£50 for the Meeting Rooms and £50 for the Memorial Hall. Proposed by Councillor Howell and seconded by Councillor Bolton. All agreed

1941 DATE OF AGM 2014

May 6th. Proposed by Councillor Vickers, seconded by Councillor Howell. All agreed

1942 CORRESPONDENCE

To note and consider correspondence received since the previous meeting

a) Sent by e mail and originating from:

- i. MCC: Individual Cabinet Decisions , 27/11/13 & 11/12/13
- ii. MCC: Papers for Cabinet Meeting, 4/12/13
- iii. MCC: Lower Wye Area Committee Papers 11/12/13
- iv. MCC: Review of Communities & Electoral Arrangements
- v. One Voice Wales: Training Schedule
- vi. AONB: Draft Wye Valley Management Plan 2014-20
- vii. Resident: Overhanging hedge and discarded rubbish. Clerk to reply and say that the resident will be organising the cutting of the hedge.

viii. Resident: Racecourse Traffic. Clerk to reply saying that a meeting with the Racecourse is to be organised

b) By phone and originating from:

- i. Resident: ref. posters and other 'fly posting'
- ii. Liners in bins

1943 ITEMS FOR PARISH MAGAZINE

- a) Co-option of a resident
- b) Web Site
- c) Racecourse Traffic
- d) Signage on Grange/Laurel Park
- e) Draft Report on Communities and Electoral Arrangements

Clerk,

1944 ANY OTHER BUSINESS

There was none

1945 DATE OF NEXT MEETING

This will be Tuesday January 2014 at 7.15 pm in the Meeting Rooms.

The meeting closed at 09.05 pm

Signed: Clerk

Date

Signed: Chairman

Date

Proposed Budget/Precept – Financial Year 2014-15

Item	Budget 2013-14	Proposed Budget 2014-15	Difference
Clerk's salary	£2200.00	£2200.00	£0.00
Office expenses	£250.00	£250.00	£0.00
Hire of halls	£150.00	£150.00	£0.00
Insurance premium	£500.00	£500.00	£0.00
General maintenance	£1500.00	£1500.00	£0.00
Grounds & verge maintenance	£1400.00	£1800.00	+\$400.00
Recreation ground, repairs	£1000.00	£400.00	-\$600.00
Web Site – Visionict & Extras	£0.00	£350.00	+\$350.00
Web Site – Running/Updating Costs	£0.00	£250.00	+\$250.00
Electricity for Xmas lights /hall heating etc	£70.00	£70.00	£0.00
One Voice Wales & Clerks assn Subs	£150.00	£150.00	£0.00
Audit of accounts	£150.00	£150.00	£0.00
Chairman's allowance	£100.00	£100.00	£0.00
Donations	£200.00	£100.00	-\$100.00
Training for clerk/councillors	£100.00	£100.00	£0.00
Councillors' mileage allowance for attending meetings/training etc	£50.00	£50.00	£0.00
Reserve Fund	£1000.00	£1000.00	£0.00
Miscellaneous	£200.00	£150.00	-\$50.00
Election Expenses	£0.00	£0.00	£0.00
Web Site Grant	£0.00	£0.00	£0.00
TOTALS	£9020	£9270.00	+\$250.00

