

ST ARVANS COMMUNITY COUNCIL

MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 8TH OCTOBER 2013 at 7.15 pm

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

In Attendance Judith Bolton (clerk)
CO70 Andy Jones
A Village Resident
Mr and Mrs Keeley

Councillors were very pleased to welcome the managers of the Piercefield, Anthony and Linda Keeley who were presented with the trophy and certificate awarded by GAVO for the best pub in its category of the Best Kept Village Competition. Councillor Davies expressed the thanks of the community for the way in which the pub was maintained, especially the floral decorations which have been outstanding in the last few years.

1890 APOLOGIES

Councillor Webb sent apologies

1891 REPORT FROM CO70 ANDY JONES

CO Andy Jones presented the report and the previous PACT priorities for consideration

- a) The Council advised that the previous PACT priorities should be continued.
 - i. Speed of traffic through the village
 - ii. Fish Poaching at Ravensnest in Tintern
 - iii. Off road bikes in the Penterry and Tintern areas.
- b) St Arvans incidents between 10/9/13 and 7/10/13
 - i. Report of vehicles acting suspiciously at the old Racecourse Garage. Patrols have been stepped in this area with officers attending when able.
 - ii. 26/9/13 – Report of a transit van, white in colour parked in a gateway near to Penterry church in St Arvans. Officers checked the vehicle and owner and all was in order.
 - iii. A large tree came down blocking the road near the Cot. Council attended and removed it.
- c) CO Jones was asked to provide updates on speeding data collected in the Village. This information is reported quarterly and the Clerk will be put on the circulation list.
- d) Councillor Moar requested a visit by the motorcycle unit on the A466 at 7am on a weekday as several vehicles have been seen to be speeding at around that time
- e) CO Jones gave out Halloween posters to be distributed to residents who want to display them
- f) Wooden house signs produced by Usk prison were shown and forms for application were distributed

The chairman thanked CO Jones for his attendance at the meeting and his report

1892 DECLARATION OF INTERESTS

There were none

1893 TO APPROVE MINUTES OF MEETING HELD ON 10th September 2013

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

1894 MATTERS ARISING FROM THE MINUTES OF 10th September 2013 (for information only)

- a) 1886 a) A notice of vacancy on the Council has been posted on the boards
- b) 1885 e) Awaiting response from MCC re the sign in the hedge on Devauden Road
- c) 1886 b)vii) Councillor Howell attended the Community Engagement Workshop run by Gwent Police. The subject was communication with all the active groups in their area and how it could be improved

1895 HIGHWAYS ADVISORY GROUP REPORT

Councillor Moar presented the report.

- a) Meeting with Steve White, Operations Manager at Chepstow racecourse.

Councillors Jarrett and Vickers attended. Main points of discussion were crowd control at large events. Two recent large scale promotions had caused considerable delay to traffic on the A466. Steve White outlined the procedures to handle these events and explained that the Family Fun Day had brought in double the numbers anticipated, resulting in hold ups on the access roads. Contingency plans are theoretically in place for such occurrences but the contractor in charge of traffic movement did not react quickly enough. It is hoped that such problems will not occur again

- b) Fordwych Close Entrance

The group had discussed this subject. Council decided that MCC be contacted to explain their position.

- c) Repairs to Piccadilly Lane

MCC was informed of residents' complaints about the state of the surface of Piccadilly Lane. A site visit has been made and MCC has said that potholing will be done before the severe weather sets in.

- d) Road signs in Grange Park and Laurel Park

The residents who made the original enquiry have been informed of MCC's reply to the situation and that the Council will not fund road signs.

The report was accepted. Councillor Vickers thanked Councillors Moar and Jarrett for their input.

1896 PLANNING MATTERS

- a) Planning Applications under Consideration: None to report
- b) Planning decisions; None to report
- c) To note receipt of Planning Applications/Decisions. Planning Applications received since the agenda was published;
 - i. DC/ 2013/00456. Land adjacent to existing workshops, New Barn Yard, St Arvans Approval granted at Planning Committee on Oct 1st 2013
 - ii. DC/2012/00613. New Barn Workshops: Storage area for building materials, construction machinery and equipment. Approval granted at Planning Committee on Oct 1st 2013

The meeting was suspended at 20.05hrs for the chairman and councillors to thank Philip Stokoe for the work he has done for the Council and to wish him and his family well in their new surroundings. The meeting was re-convened at 20.15 hrs.

1897 REPORT FROM COUNTY COUNCILLOR A. WEBB

No report.

1898 ACCOUNTS

a) Current bank balance

a) Overall True Balance of Accounts at 25th September is £ 10998.58 and is made up of:

- i) HSBC Balance
 - Money Manager Account £ 699.93
 - Community Account £ 7501.53
- ii) Monmouthshire Building Society £3015.76

iii) Minus uncleared cheques

To Whom	Reference to Work Done/Expenses/salary etc	Cheque Number	Value £
Judith Bolton	Clerks salary, SCP 18 (2 months) £302.56 +Backpay from April 2013 £ 6.08 + 2 packs of Paper £ 5.00 + Engraving £ 5.00	100889	318.64

iv) Plus cheque (as reported last month) for £100 from Garden City Football Club

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 plus extra work a) Hall playground clearing b) Strim playing field c) Repair benches in playing field d) Repair chain link on assault course e) Repair train	100893	£231.25
Judith Bolton	Clerks salary, SCP 18 £151.28 +18 hrs work on web site material £162.16 @£9.009p per hour + PC memory stick £7.99	100894	£321.43
Visionict.com	Web Site provider (inc £100 vat)	100895	£600.00
Merlin waste	Dog Bin maintenance	100896	£11.88
Mazars	Audit fee	100997	£180.00
		Total	£1344.56

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

d) MCC Democratic Services has confirmed that the grant of £500 (for the web site purchase) from the Welsh Government will be paid in the near future

1899 COMMUNICATIONS & COMMUNITY ENGAGEMENT GROUP REPORT

Councillor Vickers presented the report

a) Web Site progress

There is now sufficient information to provide Visionict.com with a structure to start the web site.

b) The group recommended that:

- (i) Standing Orders be made available in hard copy to anyone requesting them.
- (ii) Extra e mail addresses for councillors, linked to the web site, should not be purchased
- (iii) the Model Freedom of Information Publication Scheme, which has been prepared and approved by the Information Commissioner, should be presented to the Council at the next Council meeting. If accepted, it is recommended that the Council discuss its publication on the web site.
- (iv) a local person be considered for co-option on to the group to advise on local history of St Arvans and the local area.
- (v) Councillor Jarrett will continue to establish contact with local organisations to try to ensure web site information is up to date.
- (vi) Councillor Vickers to approach two residents with a view to co –opting them to join the Group to help in its future work programme.
- (vii) The Council should target mid-October for its first submission of information to Visionict.com with an aim for the web-site being available for scrutiny by the Council in November.

The report was accepted.

c) Next meeting: Tuesday 15th October 2013 at 24 Grange Park. 9.45am

1900 FINANCE GROUP REPORT

Councillor Vickers presented the report:

a) Review of Spend v Budget to date:

The current situation shows that spend is well within budget at £3228 with no overspends in any category.

b) Forecast Outturn at Financial Year End:

A further spend of £3,964 plus £500 for extra provision for future capital spend was projected, before consideration of new items, giving a year total spend of some £7,700.

New items to be included are

- Clerk's expenses associated with the web site - £250
- Repairs to the slide in the KGV- £250
- Completing the Annual Inspection recommended maintenance of KGV equipment - £130

These would give an outturn spend of £8,330 compared with the budget of £9020.

c) Items to be Considered for the 2014/2015 Budget

All Advisory Groups are asked to consider what spend they will require for the next budget year. Input to the Finance Group will be required by mid-November to allow both the budget to be developed and the recommended precept to be fixed in time for discussion and approval at the December Council Meeting.

d) Potential Future Capital Spend

(i) Provision of a new slide will probably have to be made at a likely cost of £5,000 - £6,000

(ii) Computer back –up facilities for the Clerk (as yet uncoded) will also have to be considered.

(iii) Advisory Groups are asked to consider what essential future capital spend they may require with cost estimates and likely timescales together with any longer term ideas. .

(e) Date of Next Meeting

The next meeting will be held at Church House on December 3rd at 11.00, am

The report was accepted

All councillors

1901 **ENVIRONMENT AND RECREATION GROUP (ERAG) REPORT**

Councillor Davies presented the report

a) KGV Playground

(i) The Slide.

Following MCC Safety Report, remedial work to the slide has been done by Councillor Bolton.. The structure of the slide is considered safe at present and any action taken will be cosmetic. It is felt that that the replacement of the slide will be necessary in the near future at a cost of approximately £5000. Advice has been sought from Nigel Leaworthy at MCC who will advise on replacement

The funding of this will be referred to the Finance Advisory Group.

The matting surrounding the slide and of the play equipment needs to be treated with sand and moss killer to preserve it. The cost is estimated at £100. It is recommended that Nigel Hoskins will carry out the necessary work.

(ii) Regular equipment checks, required for insurance purposes, have been done by Councillor Bolton.

b) Playing Field

(i) Football Club Activities

Improvement of the site continues and the facility is being well used by children of St. Arvans and surrounding areas. The volunteers are to be applauded for the time and efforts

(ii) Planning Application for Football Storage Unit

A formal Planning Application was received on 1/10/13.by MCC Planning Dept. A site visit is to be made on 15/10/13.

(iii) Some parking problems arose when a large event in the Memorial Hall clashed with a football match. The Football club is aware and will be notified of any possible recurrence. Officers will organise the parking to alleviate the problem.

c) Complaint from resident ref. Wyndcliffe View

Site visits have been made by officers of MCC and it is recommended that the response be communicated to the resident concerned by Councillor Vickers.

d) The Racecourse

Obstructions caused by branches overhanging the racecourse wall have not yet been attended to. Councillor Jarrett contacted Steve White, Organisations Manager at the Racecourse, who said the work will be done by the end of October.

e) Orange liners for public waste bins

A resident has complained that are not being regularly placed in the bins around the village. Clerk to contact relevant department

f) Footpaths

It was reported by Councillor Bolton that these are generally good and that fencing erected by Oak Grove follows statutory requirements. One path overgrown by crops has been reported to MCC

Date of next meeting: 05/11/2013 at 9:45am at Church House

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

Clerk, Group

1902 **STANDING ORDERS**

These were accepted by the Council. Proposed by Councillor Jarrett and seconded by Councillor Bolton. All agreed

1903 CORRESPONDENCE

To note and consider correspondence received since the previous meeting

a) Sent by e mail and originating from:

- i. MCC Individual Cabinet Decisions ,
- ii. MCC: Papers for Cabinet Meeting, 2/10/13
- iii. MCC. Papers for Special Cabinet meeting 10/10/13

The subject of this is the Council Budget. MCC needs to save £9 million pounds this year and £23 million over the next few years. Public consultation on this will include a meeting in Chepstow on 22/10/13.

Posters to go on board

- iv. Alan Browne of MCC : Free Workshop, Social Enterprise, trustee responsibilities and Volunteers
- v. Alan Browne of MCC: Chartist movement Celebration Activities
- vi. Guy Delamere of MCC; report on visit to Wyndcliffe View
- vii. MCC Planning Questionnaire. Clerk has responded
- viii. From MCC Highways: Various e mails ref, Highways Group queries
- ix. One Voice Wales: Planning Training Proposal

b) In Hard Copy and originating from:

- i. One Voice Wales: Area Committee meeting 17/10/13
- ii. Notification of GAVO AGM

1904 ITEMS FOR PARISH MAGAZINE

- a) Slide replacement
- b) Football Club inc. Waitrose volunteers
- c) Best Kept Village Competition & Piercefield Award
- d) House signs made at Usk prison

Clerk,

1905 ANY OTHER BUSINESS

There was none

1906 DATE OF NEXT MEETING

This will be Tuesday November 12th at 7.15 pm in the Meeting Rooms.

The meeting closed at 9.17 pm

Signed: Clerk

Date

Signed: Chairman

Date