

ST ARVANS COMMUNITY COUNCIL

MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 9th DECEMBER 2014 at 7.15 pm

Present: **Chairman:** **T. Vickers**
 Councillors: **B. Howells**
 A. Bolton
 M. Davies
 S. Gilbey
 B. Howell

In Attendance:

Judith Bolton: Clerk
CSO Andy Jones
County Councillor Ann Webb

2110 APOLOGIES

Councillor Kennedy

2111 REPORT FROM COMMUNITY POLICE

Police report for the area, sent by email and covering the period: 11/11/14 to 9/12/14

14/11 – two calls received about two people collecting for the Red Cross in St Arvans. The people were found and they both checked out correctly.

21/11 – report of a one vehicle road traffic incident on the A466 just past St Arvans. No injury.

08/12 – several calls about a young boy walking around the area of the racecourse and Itton Road, asking for directions to Ebbw Vale. Police took the child home.

CSO Jones confirmed arrangements for a meeting on Monday 15th December with officers from the Safety Camera Unit, Chepstow Police, MCC and councillors to discuss the question of traffic speed through the village.

Councillor Bolton gave a report on a meeting with Inspector Morgan to discuss engagement of Community Councils with police. The outcome of the meeting was that there would be police presence at rural council meetings every quarter and that community councils would be able to communicate directly with Inspector Morgan by email and telephone (if on shift) The chairman thanked CSO Jones for his attendance and input.

2112 DECLARATION OF INTERESTS

Councillor Bolton declared an interest in 2119

2113 TO APPROVE MINUTES OF MEETING HELD ON 14TH NOVEMBER 2014

These were approved, proposed by Councillor Howell and seconded by Councillor Howells. All agreed.

2114 MATTERS ARISING FROM THE MINUTES OF 14th NOVEMBER 2014 (for information only)

Ref Minute 2099b) The grass has been cut along the racecourse.

Ref. Minute 2099c) Councillor Gilbey, who was on holiday when the Council resolved not to purchase a third notice board, expressed concerns that the virtual board on the web site was insufficient for the needs of residents at Rogerstone Grange.

2115 PLANNING MATTERS

a) Considered by Planning Group since the last meeting:

i.DC/2014/01398. Non-material amendment. Retention of Leylandii hedge along the northern

boundary of Cwrt Pyrs, St Arvans NP16 6DN. This is in relation to planning permission DC/2008/01194.

It was unanimously agreed that the recommendation to MCC was to **refuse** the application. Also, that the clerk confirm the council's previous response to MCC ref. DC/2008/01194, dated 8th May 2014. i.e. *'it saw no reason why the original permissions granted for a wall should be changed. The applicant's agent had said in the original submission that "the Leylandii on the Northern boundary had reached such a height and girth that the continual maintenance will become more and more difficult; furthermore the hedge is visually incongruous with the Conservation Area and AONB'* The Council also agreed that trimming the hedge to 3.4 metres would probably have a detrimental visual effect for several years. Proposed by Councillor Bolton, seconded by Councillor Gilbey. All agreed.

ii. DC/2014/01320. Retention of existing security fence and gates at Rogerstone Grange, St Arvans NP16 6HE

The Council agreed that the fence is no different to many others in the area. It was unanimously agreed that the Council should recommend **Approval**.

b) Planning Applications Decided by MCC Planning Dept. Since last Council Meeting:

No applications decided but Planning Application DC/2014/01223 at Fordwich Close has been withdrawn

c) To note planning applications/decisions received since the preparation of this agenda

i. DC/2013/00456 Proposed change of use to the storage and repair of light motor vehicles. Storage and repair of up to two HGV motor vehicles and a trailer. Retention of a portable office, vehicle washing area and ancillary parking. New Barn Workshop Site, St Arvans NP16 6HE.

ii. DC/2012/00613 Change of use to allow for the storage of builders materials, construction machinery and equipment, including metal storage containers and retention of security gates. New Barn Workshops St Arvans NP16 6HE

2116 REPORT FROM COUNCILLOR ANN WEBB

Councillor Webb discussed

- a) The possible amalgamation of AONB and National Parks.
- b) Action to be taken on children's play area
- c) The possible amalgamation of Newport City Council and MCC

2117 ACCOUNTS

a) To review the current bank balance

The overall true balance of accounts at 25th November 2014 is £12299.46 and is made up of

i) HSBC Balance

Money Manager Account	£ 396.25
Community Account	£ 8075.19

ii) Monmouthshire Building Society £4035.68

iii) £120 received from Memorial Hall Committee in payment for litter picking/cleaning services.

iv) Notification from HMRC of VAT refund of £366.52p to be paid. Not yet received

iii) 2 cheques outstanding

To Whom	Reference to Work Done/Expenses/salary etc.	Cheque Number	Value £
Judith Bolton	Clerks salary, SCP 18 4 hours web site work	100961	187.32
Merlin Waste	Dog Bin emptying	100962	20.34
		Total	207.66

b) To approve schedule of accounts

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	Grounds maintenance	100965	161.50
Judith Bolton	Clerks salary, SCP 18 £151.28 4 hours web site work £36.03 Flowers for retiring councillor £12.50 Paper £4.80 Book of Stamps £7.44 2 hours training £18.02 Travel to Training 26 miles £11.70	100966	241.77
Merlin Waste	Dog Bin emptying	100967	30.51
One Voice Wales	Clerk's and chairman's training	100968	58.57
MCC	Repairs to KGV equipment (inc £147.60 VAT)	100969	885.60
St Arvans Trust	Hall hire	100970	60.59
		Total	1438.54

The accounts were accepted. Proposed by Councillor Davies and seconded by Councillor Howell. All in favour.

2118 COMMUNICATIONS & COMMUNITY ENGAGEMENT (C & CE) GROUP INFORMATION

The group had not met.

a) For information to the Council, Councillor Gilbey reported that the CLP Steering Group had held its public meeting to report on the results of the CLP Questionnaire.

b) The Council Communications and Community Engagement Group will meet in January.

2119 FINANCE ADVISORY GROUP REPORT

Councillor Vickers presented the report

a) Forecast Outturn at Year End:

The current situation and projections were discussed. The chairman reported on a likely breakeven situation at the year end. The £1000 earmarked for adding to the Reserve Fund, has been used to fund the unanticipated repairs and maintenance in the KGV.

b) Clerk's Salary and Contractor Rate Adjustments:

Prior to discussion of the draft budget for 2015/16, two key elements had to be considered.

Whilst the Clerk's salary will increase in line with standard grade progression, there is also a clear understanding that the weekly hours allowed for the job are being exceeded significantly because of demands. This issue was recognised in the "Risk Review" undertaken earlier in the year and needs to be acted upon to be fair to the current jobholder, as well as having an attractive package to offer should the need arise to advertise for a new Clerk. It was proposed that the Clerk's weekly hours be raised from 3.9h/week to 6.00h/week as from January 1st 2015. Proposed by Councillor Howell and seconded by Councillor Gilbey. All agreed

c) Hourly rate paid to the current maintenance contractor.

It was agreed by the Council that the rate be lifted from £8.50 p/h to £9.00p/h from April 1st 2015. Proposed by Councillor Howell and seconded by Councillor Gilbey. All agreed

d) Draft 2015/16 Budget

The draft budget was presented to the Council. Full details are appended to these minutes.

It includes provisions for:-

- Reclamation of the Playing Field Garden

- Tree surgery on the tree by the Fountain
- Maintenance of the Fountain, information board and surroundings
- Enhanced verge maintenance
- Increased hours for the Clerk
- Increased costs of contractors and services

It amounts to a precept of £10,290 and a cost of approximately £22.70 p.a. for a band D property (an increase of £2.10 p.a. over the year 2014-15).

Because of the costs of projects noted above, the draft budget assumes that, for the second year running, the usual addition to the Reserve Fund will be used to finance these extraordinary items. The increase in budget, over last year, covers inflation, the proposed contractor rate increase and the increased payments to the Clerk. Councillor Howells proposed acceptance of the precept and budget recommendations for 2015-16 as detailed. Councillor Davies seconded and all agreed.

e) Capital Spend Items

Discussion on these items was left to the next meeting.

DOM. The next meeting will be held at Church House following the March ERAG meeting.

The chairman thanked the other members of the group.

2120 HIGHWAYS GROUP REPORT

a)MCC Local Transport Plan

Councillor Vickers would draft a response to the questionnaire provided by MCC.

b)Speeding and Community Speedwatch

i) Graphs of numbers of cars reported to be speeding through the village were discussed. It was agreed that the papers would be used as evidence during the meeting with MCC and Police on Monday 15th December. Councillors thanked Councillor Howells for his work on these reports.

ii) Recently appointed Inspector Morgan has confirmed his support of the Speedwatch project in Monmouthshire.

c) **MCC Proposal (ref Roger Hoggins/Steve Lane)** for them to carry out work for SACC and be paid for this work by SACC. Councillor Bolton had spoken with Roger Hoggins of MCC who said that this proposal will not be applicable to St Arvans. Following a training course on Devolution of Services, Councillor Vickers agreed that this was most likely to be the case

d) MCC Priorities. Councillor Bolton said that he would contact MCC Highways to discuss the methods by which it prioritises its projects.

e) Chepstow Racecourse. It was decided that a meeting be organised with racecourse officers and members of the Highways Group early in the new year

The report was accepted. The chairman thanked members of the Group for their input.

2121 ENVIRONMENT AND RECREATION GROUP (ERAG)

Councillor Davies presented the report:

a) Dog Litter bins

The new bin at the entrance to the KGV playground is being well used as is the bin further up Grange Road. Councillor Davies asked that Merlin be approached to provide new labels for the older bins to freshen them up. Action: **The Clerk.**

b) Councillor Vickers had received further correspondence from a resident, reiterating his view that there should be a bin on Grange Road, half way between the KGV and Rogerstone Grange. The

same resident also proposed a bin in Rogerstone Grange development itself. It was agreed to keep to the current plan of monitoring usage of all the current boxes in their present positions for a further two months, before the Council makes any decision.

c) Playgroup Garden

It was reported that the Garden City F.C. appointed contractor was making progress on tidying the area behind the Memorial Hall. It was agreed to keep monitoring the situation. Councillor Webb agreed to discuss further work with Nigel Leaworthy of MCC.

d) KGV Issues

Councillor Davies agreed to monitor the state of the plants at the entrance to the KGV playground and area and to speak to Nigel Leaworthy's department with regard to plant maintenance. Action:
Councillor Davies

Date of next meeting

Thursday January 8th 2015 at Church House @9.45am

The report was accepted and the chairman thanked the group for its work.

2122 TO CONSIDER CO-OPTION TO THE COMMUNITY COUNCIL

To date, MCC has received no nominations for the vacancy. It was decided that the clerk should advertise the vacancy for co-option if MCC confirms that this is due process. Deadline date for replies, January 7th 2015.

Proposed by Councillor Bolton, seconded by Councillor Davies. All Agreed.

2123 TO CONSIDER ANNUAL CHARITABLE DONATIONS

This will be discussed at the next meeting.

2124 TO CONSIDER VENUE AND DATE FOR ANNUAL DINNER

The Piercefield, evening of Friday 6th March

2125 CORRESPONDENCE

To note and consider correspondence received since the previous meeting,

a) Circulated by e mail and originating from;

i. MCC. Ref: Cabinet meeting on 3rd December

ii. MCC. Ref: Public meetings, January 2015 ref. MCC Budget

iii. MCC. Ref; Local Transport Plan

iv. Resident Ref. Litter/ possible unsocial behaviour in lane leading to Sewerage Works. Police, MCC and Welsh Water were informed and confirmed that the area had been checked.

v Resident Ref: Planning Application DC/2014/01223. Copy of personal correspondence received

vi. One Voice Wales: Ref. Case Study Request

vii. One Voice Wales Ref. Training

viii. PC. Thorpe Ref. On Line Forum

viii. Inspector David Morgan ref Police Attendance at CC Meetings

b) By Personal Contact

Community Police informed chairman that the Traffic Control Unit will continue to visit the Devauden Road site.

2126 ITEMS FOR PARISH MAGAZINE

There is no separate issue for January. The agreed precept and budget to be reported in the February issue, also the provisions noted in 2119c) above.

2127 ANY OTHER BUSINESS

2128 DATE OF NEXT MEETING

The next Council meeting will be on Tuesday January 11th at 7.15pm in the Meeting Rooms.

The meeting closed at 9.10 pm

Signed: Clerk

Signed: Chairman

Date

Date

Appendix

St Arvans Community Council

Proposed Budget/Precept – Financial Year 2015-16

Item	Budget 2014-15	Proposed Budget 2015-16	Difference
Clerk's salary	£2200.00	£3000.00	+£800.00
Office expenses	£250.00	£250.00	£0.00
Hire of halls (inc. Hall heating)	£150.00	£200.00	+£50.00
Insurance premium	£500.00	£450.00	-£50.00
General maintenance	£1500.00	£1500.00	£0.00
Grounds & verge maintenance	£1800.00	£1500.00	-£300.00
Recreation ground, repairs	£400.00	£600.00	+£200.00
Web Site – Visionict & Extras	£350.00	£350.00	£0.00
Web Site – Running/Updating Costs	£250.00	£300.00	+£50.00
Electricity for Xmas lights	£70.00	£40.00	-£30.00
One Voice Wales & Clerks assn Subs	£150.00	£200.00	+£50.00
Audit of accounts	£150.00	£250.00	+£100.00
Chairman's allowance	£100.00	£100.00	£0.00
Donations	£100.00	£100.00	£0.00
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	£0.00	-£1000.00
Miscellaneous	£150.00	£150.00	£0.00
Election Expenses	£0.00	£0.00	£0.00
Refurbishment of Fountain and Display Board	£0.00	£200.00	+£200.00
Tree Surgery	£0.00	£500.00	+£500.00
Replacement Xmas Lights	£0.00	£200.00	+£200.00
Reclamation of Playing Field Garden and Fencing	£0.00	£250.00	+£250.00
TOTALS	£9270.00	£10290.00	+£1020.00