

## ST ARVANS COMMUNITY COUNCIL

### MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 9<sup>th</sup> JUNE 2015 at 7.15 pm

**Present:**                    **Chairman:**                    **A. Vickers**  
   **Councillors:**                B. Howells  
                                      **A. Bolton**  
                                      M. Davies  
                                      V. Kennedy  
                                      J. Richards  
                                      B. Howell

**In Attendance:**

Judith Bolton: Clerk  
Mr Howard Nash

Mr. Nash, the internal auditor appointed by the Council confirmed that the accounts were satisfactory and could be presented to the external auditor. He proposed that the Council consider treating the recoverable VAT differently in future so that the VAT return and expenditure be considered in the same financial year.

**2214 APOLOGIES**

Councillor Gilbey.

**2215 REPORT FROM COMMUNITY POLICE**

The report is taken from 'Owl' messages

29/5/15 – Report of two vehicles broken into whilst parked at Upper Wyndcliffe Car Park .  
A window was broken on each vehicle and items taken from inside including a handbag .

3/6/15 – Report of half a tank of heating oil stolen from a property in Laurel Park , St  
Arvans sometime during the last month . The property had been vacant.

Councillor Howells to discuss with management reports of problems after the UB40  
concert at the racecourse.

**2216 DECLARATION OF INTERESTS**

- a) Councillor Bolton expressed an interest in item 2221d)
- b) Councillor Richards expressed an interest in 2223c) iv.

**2217 TO APPROVE MINUTES OF MEETING HELD ON 12<sup>th</sup> MAY 2015**

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

**2218 MATTERS ARISING FROM THE MINUTES OF 12<sup>th</sup> MAY 2015 ( for information only)**

- a) Ref. 2203a) The paperwork for the new mandate is with HSBC. The bank has advised the clerk that the identification details of Councillors Bolton, Vickers, Howells, Davies and also the clerk have expired
- b) Ref. 2203c) iv. Rural Broadband. The clerk has informed interested residents to speak to [susan.ward@bt.com](mailto:susan.ward@bt.com) for information on the High Speed Broadband Cymru project.
- c) Ref 2203d) CLP group still to discuss the use of a page on the SACC web site at its next meeting.
- d) Ref. 2210a)viii. Councillor Bolton attended the AGM of the Memorial Hall Committee
- e) Ref 2210a)vi. The Big Lunch took place on Sunday 6<sup>th</sup> June.

**2219 PLANNING MATTERS**

- a) **Considered by Planning Group since the last meeting:**  
None

b) **Planning Applications Decided by MCC Planning Dept. Since last Council Meeting:**  
None

c) **To note planning applications/decisions received since the preparation of this agenda**  
None

## 2220 **REPORT FROM COUNCILLOR ANN WEBB**

a) New Code of Conduct published on MCC Website; reference Transparency of Council Activities

b) Proclamation Ceremony for Eisteddfod to take place in Caldicot 27/6/15. Councillor Davies to attend

## 2221 **ACCOUNTS**

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

The overall true balance of accounts at 25<sup>th</sup> May 2015 was £13739.01p  
and is made up of

i) HSBC Balance

Account No. 70724513 £128.04p

Account No. 41440942 £9679.19

Monmouthshire Building Society £4059.90p

One Outstanding Cheque, value £50. Reference Minute 2221a) iii also cheques below

	<b>Reference to Work Done/Expenses/salary etc.</b>	<b>Cheque Number</b>	<b>Value £</b>
Merlin waste	Dog Bin emptying	100994	27.12
Catriona Matthews	Insurance for big Lunch event to be organised by residents group	100993	51.00

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

<b>To Whom</b>	<b>Reference to Work Done/Expenses/salary etc.</b>	<b>Cheque Number</b>	<b>Value £</b>
Nigel Hoskins	Grounds maintenance Includes extra work weeding around Memorial Hall	<b>100995</b>	256.50
Judith Bolton	Clerks salary, SCP 18 £239.38 3 hours web site work £27.62 Quarterly Contracted expenses £37.50	100997	304.50
Merlin waste	Dog Bin emptying	100998	40.68
MCC	Repair of swings Inc. £27.40 VAT	100999	164.40
		<b>Total</b>	<b>766.08</b>

Cheque number 100996 was destroyed.

The accounts were accepted, proposed by Councillor Kennedy, seconded by Councillor Howell. All agreed.

b) The Statement of Accounts for 2014-2015 was presented and accepted. Proposed by Councillor Davies, seconded by Councillor Richards and all agreed.

c) The Annual Governance Statement for 2014-2015 was presented, all questions positively answered and the statement was unanimously approved

d) It was agreed that MCC Wages Department should process the clerk's salary on behalf of St Arvans Community Council at an administrative cost of under £100 per annum. To start on July 1<sup>st</sup> 2015. Proposed by Councillor Kennedy, seconded by Councillor Richards. All agreed

## **2222 HIGHWAYS GROUP REPORT**

There had been no group meeting but Councillor Howells advised the following information.

- a) Questions to MCC have not yet been addressed. Clerk has re-sent original email request sent on 17/04/15.
- b) 6 possible volunteers for the Speedwatch project.
- c) Lines at Wyndcliffe Court not yet painted. Clerk to discuss with MCC
- d) Sign for Wyndcliffe Court has been removed from Penterry Lane.

The chairman thanked Councillor Howells.

## **2223 ENVIRONMENT AND RECREATION GROUP (ERAG)**

Councillor Davies presented the report:

### **a) Dog Litter Issues**

- i. Map of location of bin at Rogerstone Grange sent to Merlin. Awaiting installation.
- ii. The Council decided that St Arvans should not take part in the Scheme entitled, 'Give Dog Fouling a Red Card' 2 councillors voted in favour of accepting the scheme, 2 in favour, 3 against and there was one abstention. The chairman withdrew from discussion on this item and the vice-chairman presided.

### **b) Playing Field**

- i. Councillor Richards had received 3 quotations for the fencing at the Playing Field. 'Tayman Fencing' was the lowest. Resolved that the quote from Tayman for 3 rails plus wire at c £825. Be accepted. Proposed by Councillor Kennedy, seconded by Councillor Richards, The voting was 6 in favour and one against
- ii. Willow works on the football field have been pruned by Councillor Bolton. Excess willow to be cut up and cleared. Councillor Howell to organise.

### **c) KGV Playground**

- i. Resident drew attention to cars parking in the late evening. SACC will report to police if problem persists.
- ii. Resident complained about the amount of litter left in the field after the bank holiday, with bins overflowing. Councillor Bolton has discussed the incident with the resident. Situation to be monitored.
- iii. Weekly inspections done by Councillor Bolton. Pulley on zip wire showing slight wear. Will need work in near future. Swing seat replacement completed. Tim O'Donovan of MCC will be inspecting on June 16<sup>th</sup> at 10am. Councillor Bolton to attend and will discuss zip wire at same time.
- iv. Large sycamore tree in garden of No 7 Sycamore close to be removed following inspection by Jim Keech of MCC. The Council decided that a replacement be accommodated within the KGV but a short distance from the original tree. Suggested a Birch or similar be planted. ERAG group to discuss. Clerk to write to Oakgrove to confirm the removal of the fence behind Sycamore Court which was erected to give access for horses to Oakgrove land when previous owner requested.
- v. JR raised concerns about inappropriate parking on the road near the KGV. Situation to be assessed.

**d) Memorial Hall**

- i. Flower boxes have been planted and look good. CLP members watering them. SG pointed out that the hose end fitting had already gone missing from the hose attached to the outside wall of the hall.
- ii. Weeds have been cleared around the hall.
- iii. For clarification, if shrubs are to be planted to tidy up the area close to the gate to the field, it will be the responsibility of SACC.

**e) Best Kept Village Competition/Hanging Basket front Garden Competition**

Councillors to prepare their short lists by end of June.

**f) Fountain Area**

- i. No further news from the plumber. Agreed to recommend that if he cannot source a replacement for the faulty (obsolete) valve then he restores the water to one of the cherubs.  
**AB**
- ii. Base of the fountain has been painted.
- iii. Mr. Newman has planted pots by the fountain
- iv. Councillor Kennedy has scrubbed the benches

**g) A466**

Councillor Webb asked to request cutting the verge on the A46

**DONM:** July 7th 9.45am at Church House.

The chairman thanked the group members for their efforts.

**2224 CORRESPONDENCE**

To note and consider correspondence received since the previous meeting,

a) Circulated by e mail and originating from;

- i. MCC. Ref: Special Cabinet meeting on 17<sup>th</sup> June.
- ii. MCC. Ref Verge cutting on Grange Road
- iii. MCC Ref. Rural Broadband
- iv. MCC ref. Postponement of Review of Community and Electoral Arrangements
- v. Resident ref. removal of sign from Penterry Lane
- vi. Memorial Hall Committee ref. date of meeting. Decided that Councillor Bolton be Council rep.

b) By phone.

- i. A resident has commented on the lack of orange bags in the bins by the fountain. Clerk has contacted MCC.
- ii. Resident ref. illegal signage in the centre of the village. Clerk has contacted MCC and the residents who erected the sign

The Council has been informed of the death of Harold Higgins who contributed considerably to village life, organising junior football teams, the senior cricket club and donating his home grown bedding plants for display boxes in the centre of the village. Councillors expressed their condolences to his family.

**2225 ITEMS FOR PARISH MAGAZINE**

For next edition in June.

- a) Episode 2 of Councillors details as long as photographs will be published. They were not printed last month. Clerk to discuss with editor.
- b) Harold Higgins obituary
- c) Review of Communities & Electoral arrangements
- d) Fence replacement
- e) Tree at Sycamore Court

**2226 ANY OTHER BUSINESS**

Clerk to send card to ex-councillor John Stone who is very ill in hospital.

**2227 DATE OF NEXT MEETING**

The next Council meeting will be on Tuesday July 14th at 7.15 pm in the Meeting Rooms.

The meeting closed at 9.40 pm

Signed: Clerk

Date

Signed: Chairman

Date