

## ST ARVANS COMMUNITY COUNCIL

### MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 12<sup>th</sup> NOVEMBER 2013 at 7.15 pm

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

**In Attendance** Judith Bolton (clerk)  
Terry Fisher  
Councillor Ann Webb

Before the meeting the Council stood for a minute's silence in memory of Tom Woodruff who had died very recently. He had been a stalwart member of the Council for over twenty years and had devoted a large amount of his time to village work. One of his big campaigns outside St Arvans was the provision of public toilets at Chepstow Bus Station. Although he did not live to see his aim come to fruition, Councillor Webb reported that some funding was available and the project may yet come to fruition.

#### **1907 APOLOGIES**

There were none.

#### **1908 REPORT FROM THE COMMUNITY POLICE TEAM**

There was no police attendance but an e mail report had been sent.

a) St Arvans incidents between 8/10/13 and 12/11/13

05/11 – A vehicle abandoned in Penterry Lane. No index number provided and area search by police negative.

04/11 – Male attended at the callers house in The Cot stating he had come to look at her vehicle. She had not arranged this visit. On further investigation with the local garage, we found this person was known to the garage. This was a genuine mistake and the male had attended at the incorrect address.

02/11 – Tree down in Penterry Lane, blocking the road. Council informed and attended.

26/10 – Mini motorbikes riding along Chapel Lane, by Church House. Area search by police with a negative result.

17/10 – Group of youths in KGV playground, being rowdy. Area search by police with a negative result.

16/10 – Two males in a vehicle parked in Rogerstone Grange. No offences committed, vehicle just parked up.

10/10 – Two youths parked up in a Black VW Polo index number KM60 HBE by the Racecourse Garage, possibly smoking cannabis.

It was decided that the clerk should write to ask that the police team make regular checks on the KGV playground and also with whom any discussions had taken place before the new parking arrangements for the Sunday market were instigated.

#### **1909 DECLARATION OF INTERESTS**

There were none

#### **1910 TO APPROVE MINUTES OF MEETING HELD ON 8<sup>th</sup> October 2013**

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

#### **1911 MATTERS ARISING FROM THE MINUTES OF 8<sup>th</sup> October 2013 (for information only)**

13/11/13 1

- a) 1894 b) MCC has served a notice ref, the road sign hidden by hedging on Devauden Rd.
- b) 1903a) iii) Councillors Vickers and Howells attended the Chepstow Public meeting 'Monmouthshire Forward' ref. budget proposals for the authority. Reports have been circulated to councillors
- c) 1903 a) v) Councillor Vickers and his wife attended "The Newport Chartist Convention". This annual event celebrates the Chartist Rising in 1839 and next year is its 175<sup>th</sup> anniversary.

**1912 PLANNING MATTERS**

- a. Considered by Planning Group since the last meeting:  
DC/2013/00810 First floor extension to add extra letting unit.  
Parkfield St Arvans NP16 6DN

Councillor Howell presented the report telling the council that a previous appeal to a similar planning application for this property had been refused but this was reversed on appeal. This application has been made because the previous permission has run out of time. There are no changes except for those which comply with up to date legislation. The Council recommended approval unanimously

- b. Planning Applications Decided by MCC Planning Dept. Since last Council meeting: None
- c. To note receipt of planning applications/permissions received since the preparation of this agenda.
  - i) DC/2013/00854, a planning application for retention of a container to store sports equipment on the Village Playing Field. The Council decided to address this application at this meeting to avoid further delay as public notices were in place and the documents were on the planning portal for residents to view.  
The planning group recommended approval because the unit is in proportion to the existing building and does not impact upon the landscape. .  
The chairman of the Planning Group has discussed the unit with immediate neighbours and has received no objections. The Council was unanimously in favour of a recommendation for approval
  - ii) DC/2013/00938. Received for information only, an agricultural notification, a new track for forestry operations off Grange Road at Pilmoore Wood.

**1913 REPORT FROM COUNTY COUNCILLOR A. WEBB**

- a) Monmouthshire cattle market, on the old Raglan to Abergavenny Road, is being opened on 29th November by BBC Country File personality Adam Henson.
- b) Councillor Webb had no notice of any services being devolved to Community Councils in 2014-15
- c) After wet weather slippages on the A466, geological surveys are being done

**1914 ACCOUNTS**

**a) Overall True Balance of Accounts at 25<sup>th</sup> October is £ 11928.98 and is made up of:**

- i) HSBC Balance
 

Money Manager Account	£ 2010.09 (includes Vat refund of £1674.69)
Community Account	£ 6483.13
- ii) Monmouthshire Building Society £3015.76
- iii) Minus uncleared cheque

To Whom	Reference to Work Done/Expenses/salary etc	Cheque Number	Value £
Mazars	Audit Fee	100887	180.00



- d) All group members to consider suggestions for further information to go on the site
  - e) It was recommended that the launch date be aimed at before the start of 2014
  - f) Liz Harkins to propose a design for a newsletter to appear on the web site and also be emailed to interested residents. Councillor Jarret to assist in proposing the editorial process, including the collection of information and frequency of production.
  - g) Liz Harkins to produce a draft 'New Resident Welcome Pack' for discussion
  - h) Forecast spend for 2014-5 is payment of the Visionict contract @£250 p.a., approximately £200 for extra hours for the Clerk to update the web site and £100 for stationery and other expenses.
  - i) The next meeting will take place at 14, Grange Park on Wednesday, November 20th at 9.45pm
- The report was accepted.

**Clerk and Group**

**1918 FINANCE GROUP REPORT**

No report

**1919 HIGHWAYS REPORT**

Councillor Howells presented the report

- a) Fordwych Close Entrance:  
Councillor Bolton has contacted MCC to get clarification on the reasons for the current design and what, if any, plans are in place to make changes post the 2005 deliberations. He reported that MCC had no plans to make any changes
- b) Penterry Lane Issues:  
Councillor Howells to discuss with MCC Highways the potholing of Penterry Lane and signage for heavy vehicles in the area.
- c) Grange Park/Laurel Park Signage:  
Councillor Bolton had produced a map showing the complex numbering arrangement of house numbering on Grange/Laurel Park. This has been sent for information to the emergency service (ref. minute1885a) It was recommended that this map should be delivered to residents on the estate, together with details of the house sign production at Usk prison offer (ref, minute1891f )and a letter outlining the key issues and asking them to make sure their property is clearly marked.
- d) Possible Future Spend Requirements:  
No spend is envisaged in this area in the year 2014/2015, unless MCC devolve some Highways responsibilities to Community Councils as part of their budget proposals. Such action was considered unlikely in the 2014/2015 financial year.
- e) Gullies  
The clerk to contact MCC about clearing gullies
- f) Date of Next Meeting to be decided  
The report was accepted and recommendations approved. The chairman thanked the newly elected chairman of the Highways Group for presenting the report'

**Clerk and Group**

**1920 ENVIRONMENT AND RECREATION GROUP (ERAG)**

Councillor Davies presented the report

- a) KGV Playground
  - (i) Regular equipment checks, required for insurance purposes, have been done by Councillor Bolton.
  - (ii) Prices had been obtained for a new slide but it was recommended not to proceed with procurement this coming year. Meanwhile, work will proceed to look for a suitable replacement when the time comes and to identify possible sources of grant aid. Councillor Webb will advise on any grant possibilities
  - (iii) it is recommended that Nigel Hoskins be asked to do the sand and moss treatments to

the Astroturf.

b) Football Club Update:

(i) Improvement Work on the Club House. Work on the inside of the building is progressing well with some help from Waitrose volunteers. Employment of a professional decorator is planned for the changing room area.

(ii) Work on the former playgroup play area continues.

c) Racecourse Wall Overhangs:

Some work has been carried out by Councillor Bolton to remove bramble hazards as the racecourse management have still not attended to the problem. Further "soft" vegetation requires removal and the racecourse will be further reminded of their duty to remove same.

d) Litter Bin Liners:

The clerk has contacted MCC three times to try to resolve the problem of missing orange liners. The situation will be monitored.

e) 2014/2015 Budget Provisions:

Extra spending over and above normal costs include work in the KGV Playground, i.e. rust treatment for the slide, astroturf treatment and maintenance work on the assault course .

f) Date of Next Meeting:

Tuesday December 3rd at 9.45 at Church House.

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

**Clerk, Group**

## 1921 CORRESPONDENCE

To note and consider correspondence received since the previous meeting

a) Sent by e mail and originating from:

- i. MCC Individual Cabinet Decisions , 23/10/13
- ii. MCC: Papers for Cabinet Meeting,6/11/13
- iii. Lower Wye Area Committee Papers (30/10/13)
- iv. MCC. Various Highways issues reported in 1920 above
- v. One Voice Wales training programme for October
- vi. One Voice Wales. Information on remembrance activities planned for anniversary of 14-18 war. See [www.walesremembers.org](http://www.walesremembers.org)
- vii. Councillor Vickers. Report on pilot 'Community Engagement' module 1. he attended
- viii. The Ombudsman's Office. Notification that a complaint made by a resident is not to be investigated.
- ix. One Voice Wales. The Ombudsman's Casebook
- x. Councillor Ann Webb. Information on land slip in Tintern following heavy rain.
- xi. GAVO. Full results of Best Kept Village Competition
- xii. Residents. Various e mails ref, Container on football field
- xiii. Chairman. Slides from "Community Leadership Module" (2) produced for One Voice Wales
- xiv. Councillor Moar, tendering her resignation from the Council. It was decided that the clerk to write and thank her for her work whilst she was a member of the Council, especially her contribution to the improvements made to highways in the village.

b) In Hard Copy and originating from:

- i. Voluntary Voice magazine
- ii. Ombudsman's office, notifying the clerk that a complaint made by a residents is not to be investigated
- iii. One Voice Wales. Area Committee meeting 17/10/13

c) By phone.

- I. Message from resident about fallen foliage blocking footpath on A466 , Tintern Road. MCC informed
- II. Message from resident about lack of orange bags in waste bins. MCC Informed

## 1922 ITEMS FOR PARISH MAGAZINE

- a) Resignation of Councillor Moar

- b) Co-option of a resident
- c) Web Site
- d) Death of Tom Woodruff
- e) Signage on Grange/Laurel Park

**Clerk,**

**1923 ANY OTHER BUSINESS**

There was none

**1924 DATE OF NEXT MEETING**

This will be Tuesday December 10<sup>th</sup> at 7.15 pm in the Meeting Rooms.

The meeting closed at 9.09 pm

Signed: Clerk

Date

Signed: Chairman

Date