

# ST ARVANS COMMUNITY COUNCIL

## MINUTES OF THE ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 8<sup>th</sup> November 2016 at 7.15 pm

**Present:**                    **Chairman:**    **A. Bolton (AB)**  
                                  **Councillors:**    R. Edwards (RE)  
  B. Howells (BHs)  
  M. Davies (MD)  
  J. Richards (JR)  
  S. Banfield (SB)

**In Attendance:**

H. McMahon (Clerk)  
Ceri Vaughan (PC173)

**2444    APOLOGIES FOR ABSENCE**

Councillor Ann Webb (AW), Vin Kennedy (VK) and Bernard Howell (BH).

**2445    REPORT FROM COMMUNITY POLICE**

The chair welcomed PC CV who attended in place of PC Andy Jones.

Report from the Community Police received by email on St Arvans and Howick incidents for 2016:

- i.        2/11/16 Report of an attempt to gain entry to a garage/out building at a property on Penterry Lane in St Arvans. Marks were found on a garage door in an attempt to prize them open during the day while residents were out. Thankfully no entry was gained.
- ii.       No ASB to report.
- iii.      5/11/16 Report of a vehicle leaving the road and hitting a tree just past St Arvans village on the A466. A male was arrested at the scene for suspicion of drink driving.
- iv.      The Go-Safe speed van has been making an appearance on the hill as you leave St Arvans and will be attending there a couple of times a month for the next 3 months.

A query was raised on the sign advertised at the racecourse. PC CV to investigate and advise.

**2446    DECLARATION OF INTERESTS**

There were none.

**2447    TO APPROVE MINUTES OF MEETING HELD ON 13<sup>th</sup> September 2016**

These were approved. Proposed by Councillor SB and seconded by Councillor BHs and all present agreed.

**2448    MATTERS ARISING FROM THE MINUTES OF 13<sup>th</sup> September 2016 (for information only)**

- a)    Ref Minute 2432 a) query on minute 2418 d) outstanding.
- b)    Ref Minute 2432 c) outstanding.
- c)    Ref Minute 2438 a) Awaiting response from Steve Lane.

**2449    PLANNING MATTERS**

**Applications and Notifications considered by Planning Group since the last meeting;**

There were none.

**Planning Applications Decided by MCC Planning Dept. Since last Council meeting:**

There were none.

**To note receipt of planning applications/permissions received since the preparation of this agenda**

- i. DC/2016/01126 – Parkfield – change of use of 2x letting bedrooms into owners apartment.

**2450 REPORT FROM COUNCILLOR ANN WEBB**

Councillor Webb could not attend due to a bereavement in the family therefore there was no report. The council sends its condolences.

**2451 MONTHLY ACCOUNTS**

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

i) HSBC Balance

HSBC, Account Number	70724513	£1000.00
HSBC, Account Number	41440942	£9402.75
Monmouthshire Building Society Account		£4084.26
	(a) Sub Total	£14,487.01

ii) Minus £ p, comprising outstanding cheques paid during October and outstanding debt to MCC

To whom	Reference to Work Done/Expenses/salary etc.	Cheque Number	Value £
MCC	Owing to MCC ref. Clerk's salary and expenses	Paid by MCC	1068.31
	Outstanding cheques		0
		Total	1068.31

The overall true balance of accounts as of 8<sup>th</sup> Nov 2016 was £13,418.70.

**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 £
i).HM Clerk	Clerks salary 1/11/16 – 31/11/16	Paid thru MCC	226.67
ii) David Finlay	Meeting Room Hire	101081	24.80
iii) Merlin Waste	Dog Bin emptying	101082	27.12
iv) Nigel Hoskins	Ground maintenance	101083	153.00
v) Judith Bolton	Web maintenance October 2016	101084	54.12
		Total	£485.71

Acceptance of the accounts was proposed by Councillor MD and seconded by Councillor RE and all present agreed.

**2452 Risk Assessment**

Finance group to meet before the December meeting to draft the budget for 2017/18. The group will also review the financial risk assessment and present to the full Community Council at the December meeting.

## 2453 HIGHWAYS GROUP REPORT 3/11/16

Councillor Howells presented the report.

A. Grange Road edges and repairs.

Letter sent to MCC – awaiting response.

B. Access from the Natural Resources Wales owned Cockshoot Lane.

**Action:** Councillor RE to email outlining the update on work being carried out on the lane.

C. Piccadilly Lane - provision of Sat-Nav signs. Graham Kinsella states these will be erected imminently.

D. Traffic speed on Grange Road. Clerk has emailed a letter to Councillor Webb to be sent to MCC requesting that they undertake a comprehensive review of its decision not to amend the speed limit.

E. Picket fences to define entrances to the village.

Photos of A466 approaches to St. Arvans and installations of fences in other villages forwarded to MCC. Response received from P. Keeble – suggested contacting other Community Councils in the south AONB cluster with a view to adopting a common standard.

**Action:** Councillor RE to alter a photo to include picket fences to show what the fences would look like.

**Action:** Councillor AB to contact AONB Andrew Blake to query.

F. Speed data. Data received from Police forwarded to Speedwatch. No response to request for speed monitoring cables data from MCC/G Kinsella.

**Action:** Clerk to email Gillian Hazzard MCC

G. Bus Stop

Query from resident concerning safety while waiting at the bus stop. Richard Cope stated that a Highway Inspector will visit the site and advise recommendations.

H. A466 Repairs

A thank you letter to be sent to Highways for prompt opening of the A466 road.

**Action:** Councillor AB to draft letter.

Date of next meeting was set at 5<sup>th</sup> Jan 2017

The report was accepted and the chairman thanked Councillor Howells and the group members.

## 2454 ENVIRONMENT & RECREATION GROUP REPORT from meeting 3/11/16

Councillor Davies presented the report.

**KGV**

**Councillor AB has completed Insurance checks.**

**A.New Picnic Benches**

Agreed that conventional designed benches would make better use of space. Good quality benches have recently been installed at Tintern Old Station.

**Action:** Councillor AB to contact for information on source and pricing.

**Action:** Clerk to email quote information to Councillors MD and AB.

There were no other issues. Councillors BH and AB both reported that all equipment is in good condition. Councillor MD commented on the quality of the new equipment at Devauden.

## **B. Defibrillator**

BH updated the Group on the project.

- i. BH has installed the cabinet at No 42 laurel Park and VK has run the electrics. However, the unit has not been put into use pending resolution of insurance. Should be included at replacement value c.£1000.  
**Action:** Clerk to add to insurance.
- ii. Piercefield installation still to be carried out by VK.  
**Action:** Councillor VK to follow up with the Piercefield.
- iii. Caerwent have CPR training in place 17<sup>th</sup> November run by the Welsh Ambulance Trust.  
**Action:** Councillor BHs, SB and RJ to attend.  
St Arvans residents welcome to join them to see what is involved, but BHs is chasing the Wales Ambulance Trust (WAT) to set up courses in the village. Notices to be posted in the Parish Magazine, on the notice boards and on the email list to advise residents of progress. A maximum of 10 persons can be accommodated in a training session, so several may need to be arranged depending on the demand.  
**Action:** Councillor BHs.

## **C. Gardens and Hanging Basket Competition.**

Hall committee to be thanked for winter-planting the wall planters. A reminder that SACC begins the preparation for the event earlier next year.

**Action:** Councillor AB.

## **D. Playing Field/Memorial Hall Issues: Overhanging trees.**

- i. JR presented the Land Registry Document detailing the boundaries of the Racecourse confirming that their boundary runs alongside the playing field fence, to include the playing field and exclude the hall grounds.
- ii. AB confirmed that the Hall committee is in agreement with a 50/50 split of the costs of pruning the trees.
- iii. MD has spoken with 2 tree surgeons for quotes to prune the trees. One made a site visit and suggested that the trees be taken back 2-3 metres from the hall wall. The charge would be £650 per day. (Estimated a days' work). The other contractor has not yet visited the site, but would charge £440 per day + VAT. MD to contact again.
- iv. BH agreed to try and contact the tree surgeon who felled his tree for a further quote.
- v. JR suggested that the contractors be given a more specific brief to ensure that the contractors were quoting on a like-for-like basis, and all agreed.
- vi. Logs to be left for residents use.

**Action:** JR/BH/MD

## **E. Playing Field/Memorial Hall: Wigloo Structure**

BH to arrange to trim the wigloo with AB's help.

**Action:** Councillor BH/AB.

## **F. Overhanging Vegetation**

MD mentioned that a resident had complained about overhanging brambles at Pike Cottage and that cars were being parked on the pavement in Fordwich Close.

## **G. Verge cutting on Grange Road**

JR raised the issue of verge cutting along Grange Road where the fence had been moved back 3 metres as a requirement of the Planning of the Rogerstone Grange development. MCC Highways normally cut a 1 metre strip of the grass as part of their regular highways maintenance programme, the remainder is uncut and some considered unsightly as it is left to go to seed. This summer, MCC on request, cut the whole width on at least one occasion. MCC to be requested if they will in future fund the routine cutting of the full width and if not, proposal be put to full Council that SACC fund additional cuts.

**Action:** Clerk to email MCC.

#### **H. Telephone Box**

BHs mentioned that the recent BT survey of rural telephone kiosks had included the village box for removal from use. It was registered as having only 1 out-going call in the past year. The issue of emergency calls was raised, but the Group did not consider that there was any justification in challenging the BT decision. JR pointed out that despite patchy mobile phone reception in the village, in an emergency, ringing 999 on any mobile phone would access all networks.

#### **I. Replacement of main wooden notice board**

**Action:** Councillor AB to advise specification required to ensure like for like quotes.

**Action:** Councillor AB to contact Caldicot Joinery for a quote.

**Action:** Councillor RE to contact Usk Vale Joinery for a quote.

**DONM** 5<sup>th</sup> January 2017 @ 9.45am at Church House.

### **2440 CORRESPONDENCE**

To note and consider correspondence received since the previous meeting,

- a) Circulated by email and originating from:
  - i. Chepstow TIC request
  - ii. Cemetery survey
  - iii. Ombudsmans' Casebook
  - iv. Mark Hands' Planning Services update email to council
  - v. Lucie Taylors CLAS Cymru on outdoor space – Community gardens not Allotments.
  - vi. Phil Thomas BT Payphone removal.
  - vii. Bus Stop Resident query – Highways inspector to visit site.
  - viii. 285 Visits to the Website in October.

### **2456 ITEMS FOR PARISH MAGAZINE**

- a) Bus Stop – Highways Inspector to visit site.
- b) Defib Update
- c) Phone Box Update

### **2457 ANY OTHER BUSINESS**

Updating the Web

The Chairman advised councillors that the webmaster is updating the Council pages, including photos and pen pictures of councillors.

### **2458 DATE OF NEXT MEETING**

The next Council meeting will be on Tuesday 13<sup>th</sup> December at 7.15 pm in the Meeting Rooms.

The meeting closed at 9 pm.

Signed: Clerk

Date:

Signed: Chairman

Date: