

ST ARVANS COMMUNITY COUNCIL

MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 12th APRIL 2016 at 7.15 pm

Present: **Chairman:** **A. Bolton**
 Councillors: B. Howell
 M. Davies
 J. Richards
 B. Howells
 R. Edwards
 S. Banfield
 V. Kennedy

In Attendance:

Judith Bolton: Clerk
Councillor Ann Webb

Mr. Tony Newman addressed councillors prior to the meeting. He expressed concerns about:

- a) Advertising at the racecourse, particularly near the 'Lion' roundabout
- b) The possible new development at the racecourse
- c) The number of large machines parked on the racecourse, adjacent to the wall.
- d) Minutes of Council meetings being posted high on the notice board as it is more difficult for shorter residents to read them

The chairman thanked Mr. Newman for his comments..

2353 APOLOGIES

There were none.

2354 REPORT FROM COMMUNITY POLICE

Email received from the Community Police ref. St Arvans and Howick incidents between 9th March 2016 and 10th April 2016.

PC. Thorpe advised that, on the night of the 8th March, a car was parked on Grange Rd., with the internal lights on. No number was reported.

2355 DECLARATION OF INTERESTS

There were none.

2356 TO APPROVE MINUTES OF MEETING HELD ON 8th MARCH 2016

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

2357 MATTERS ARISING FROM THE MINUTES OF 8th MARCH 2016 (for information only)

Ref. 2349(iv) the chairman attended the One Voice Wales Area meeting on 7/3/16. He reported;

- a) That the subject of communication between Community Councils and MCC had been discussed and that Paul Matthews was to be invited to the next meeting to further explore the subject.
- b) On the Cynnal Connect project to improve the well-being of future generations of Wales
- c) That any Declaration of Interests to be registered on a central register
- d) At the National Executive Committee meeting it was reported that a caller to OWW had been abusive when staff were unable to have a full conversation in Welsh.

2358 PLANNING MATTERS

- a) Planning Applications Considered by the Planning Group DC/2016/00164, Certificate of Existing Lawful Use or Development. A bungalow adjacent to St Arvans Lodge. It does not require a

response. The Council recommended approval when the original application was under consideration..

- 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. There were none
- d) Report on meeting with Racecourse ref. a possible planning application for a multi-purpose building to replace the north stand.
It was agreed that the meeting had been very informative for both parties. At the moment no planning application has been received.

2359 REPORT FROM COUNCILLOR ANN WEBB

Councillor Webb informed the Council that:

- a) Reference the A466 between here and Tintern: Short term work is to be done in May to repair the road surface. For the long term, geophysical surveys are being done to establish what work is needed.
- b) Councillor Webb apologised for the poor communication between officers of MCC and councillors/clerk. She said that she would make SACC concerns known.

2360 ACCOUNTS

To review the current bank balance and approve schedule of accounts

- a) Cheques authorised since previous meeting.

<i>To Whom</i>	<i>Reference to Work Done/Expenses/salary etc.</i>	<i>Cheque Number</i>	<i>Value £</i>
Judith Bolton	Guest meal at Council Dinner (ref. Minute 2334h)	101042	22.65
Fenland Leisure	Mats for playground £180 plus £36 VAT [Ref. Minute 2348a)i]	101043	216.00
Caldicot Joinery	Repair to train, collection and delivery £538.60+VAT £107.72 ([Ref. Minute 2348a)i]	101044	646.32
Mr and Mrs Chisholm	Electricity for Christmas Lights(as per budget)	101046	30.00
Alan Bolton	Chairman's allowance (as per budget)	101047	100.00
MCC	Clerks salary plus expenses £847.71+admin £18.75+VAT £3.75 (payments by MCC authorised at previous SACC meetings)	101048	870.21
			1885.18

- b) The overall true balance of accounts at 31st March 2016 was £11405.45 and is made up of:

- i) HSBC Balance
 - HSBC, Treasurer account 70724513 £1127.98
 - HSBC, Money manager a/c 41440942 £ 7787.45
 - Monmouthshire Building society account £4084.26

ii) Minus £ p, comprising outstanding cheques and debt.

To whom	Reference to Work Done/Expenses/salary etc.	Cheque Number	Value £
MCC	Owing to MCC ref. Clerk's salary and expenses		47.71
Caldicot Joinery	Repair to train, collection and delivery	101044	646.32
Mr and Mrs Chisholm	Electricity for Christmas lights	101046	30.00
MCC	Clerks salary plus expenses £847.71+admin £18.75+VAT £3.75	101048	870.21
		Total	1594.24

c) 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 plus work on bollard and alleyway(bill for materials inc £5.36p VAT)	101049	236.15
Judith Bolton	1 hour web site work £9.20 Basic salary (Work done in March) £239.38	Paid thru MCC	248.58
Merlin waste	Dog Bin emptying	101050	27,12
One Voice Wales	membership	101051	95.00
Alan Bolton	Travel expenses for meetings at Usk £12.60 Hacksaw blades for playground repair work £4.29p (£3.58p+ £0.71p VAT)	101052	16.89
		total	623.74

The accounts were agreed, proposed by Councillor Kennedy and seconded by Councillor Edwards

d) Appointment of Internal Auditor.

The chairman suggested that Mike Taylor FICA be considered for appointment as internal auditor for the 2015-16 internal audit, Proposed by Councillor Davies seconded by Councillor Richards and all agreed.

2361 RISK ASSESSMENT

The Risk Assessment was presented. Please see attached Appendix) Proposed by Councillor Howell and seconded by Councillor Howells and all agreed.

2362 HIGHWAYS GROUP REPORT

a) Email sent to Mark Davies ref. traffic speed on Grange Road has been received after considerable delay. He reports that MCC will not consider a reduction of the speed limit on

Grange Rd. because there is no data to show that traffic exceeds 30mph. Highways Group to consider this reply at its meeting in May.

b) Broken surface on alleyway between Laurel Park and Grange Road (near playground) has been repaired.

c) The overturned bollard near to the fountain has been restored to its original position.

d) Surface of Grange Road damaged by rain and the bin lorry. Clerk has written to MCC twice and is awaiting response.

e) Clerk has written twice to Steve Lane to ask for information about the advertising at the Lion Roundabout. There has been no response but it was agreed to contact Steve Lane to ask him to visit and review this and other problems around the community. Councillor Howells to action.

f) MCC Off Street Parking Order 2016. Generally there were no strong objections to the proposed changes in Chepstow, although modified charges may have effects on town workers and commuters. As MCC are looking at replacing various ticket machines, it was suggested that SACC response to the Order should ask if they had considered installing electrical charging points for cars at the same time. Providing one free hour parking in Nelson St. and Welsh St. car parks was welcomed. Chairman to action.

g) MCC has agreed to provide specific SATNAV signs in the near future, warning lorries not to use Piccadilly Lane,

The chairman thanked Councillor Howells. Next meeting to be 5th May 2016.

2363 ENVIRONMENT & RECREATION GROUP REPORT

Councillor Davies presented the report.

a) KGV Playground

- i. Play train is now re-instated on protective matting. Councillors agreed that Caldicot Joinery had achieved a very good result. Councillor Bolton called in to thank them last week.
- ii. Shrubs pruned. Unlikely however to re-plant some of them at the Memorial Hall as the soil is very poor in the area under consideration.
- iii. Zip Wire. Complaint received from resident with reference to the zip wire. (See 2364iv) later) Group visited to find that the equipment was satisfactory with adequate signage. Group felt that the ride would benefit from slight adjustment to the tyres at the finish. This has now been done.
- iv. Fencing. Agreed that fencing contractors be approached to quote for replacement of the fencing in the corner of the field. Approximate cost likely to be £200-300.
- v. Councillor Bolton has done regular insurance checks.
- vi. Councillor Banfield suggested that a permanent BBQ area be built on the playground

b) Defibrillator

Reference the survey done by the clerk on defibrillators in the area. It was shown that of the many now installed, only Tintern CC financed and managed the installation(s) in its area. The Group recommended the installation of a defibrillator in the village and that it would be appropriate to help with financing of same. Clerk to write to the chairman of the CP Steering Group to explore their interest in driving the project, with potentially some financial support from the CC. Mathern CC organised CPR training. The Group suggested that it may be appropriate to link such training with a possible defibrillator installation in St Arvans.

c) Playing Field/ Memorial Hall Update.

Councillor Davies attended the March Hall Committee meeting.

- i. The Hall Committee was interested in having the large trees now overhanging the hall pruned back. Division of cost needs resolving as ownership of trees not clear. Councillor Richards to investigate via Land Registry.

- ii. The Hall Committee was undecided on the value of re-aligning the curb at entrance to the car park.
- iii. The wall planters now filled with polyanthus. The clerk has thanked Andrew Ker.
- iv. For information: Hall AGM on 19th May 2016

d) Garden Competition

It was agreed that Avril Branch be asked if she would kindly judge the Garden and Hanging Basket competition again this year.

Councillor Davies

e) The Fountain.

Tony Newman has agreed to plant the flower boxes at the fountain.

f) Councillor Bolton to organise cleaning of bus shelters

DONM

Thursday 5th May @ 10.15am at Church House

2364 CORRESPONDENCE

To note and consider correspondence received since the previous meeting,

a) Circulated by e mail and originating from;

- i. MCC. Ref. Monmouthshire Improvement Objectives
- ii. MCC Ref. Changes to Planning Guidance for 18 Conservation Areas
- iii. Google Analytics. Website visited 268 times in March
- iv. A resident. Complaint about zip wire and the chairman. The resident has been sent a copy of the Council's Complaints policy, the Ombudsman's leaflet, 'How to Complain' and 'The Good Councillor's Guide'. No further correspondence to date.
- v. 2 residents: Comments about playground fence.
- vi. MCC Ref. Direct Payments Co-operative.
- vii. MCC Ref. Parking Places Order.
- viii. MCC Ref. Early Hours Switch off of Street Lights in Caldicot and Grosmont.
- ix. Sgt. Stephen Parsons Ref. Traffic Speed Monitoring.
- x. Clerk of Trelleck CC. ref. NHS Services in Gwent meeting.
- xi. 2 residents expressing satisfaction at email from clerk with information about the more frequent bus timetable.
- xii. Member of Fete Production team asking about car parking. It was agreed that car parking should be facilitated for the Fete and that the organisers be contacted nearer the time to discuss the management of the cars.

2365 ITEMS FOR PARISH MAGAZINE

There is no magazine this month

2366 ANY OTHER BUSINESS

There was none.

2367 DATE OF NEXT MEETING

The next Council meeting will be on Tuesday May 10th at 7.15 pm in the Meeting Rooms.

The meeting closed at 9.12 pm

Signed: Clerk
Date

Signed: Chairman
Date