

ST ARVANS COMMUNITY COUNCIL

MINUTES OF MEETING OF ST ARVANS COMMUNITY COUNCIL held at THE MEETING ROOMS, ST ARVANS on TUESDAY 10th SEPTEMBER 2013 at 7.15 pm

Present: Chairman A. Vickers
Councillors A. Bolton
B. Howell
A. Jarrett
M. Davies
B. Moar

In Attendance J. Bolton (clerk)

Before the meeting, the chairman introduced and congratulated the winners, Mr and Mrs Newman and Sandra Burden of the village gardening competitions, thanking them for the work they had done to support the village. Councillor Davies presented the prizes. The full list of winners and runners up is

Best Kept Front Garden

First: Sheila Burden, 4, Sycamore Court

Highly Commended: John and Cynthia Harris, 41 Laurel Park, also Richard and Sylvia Glover, 9 Manor View

Best Hanging Basket

First Tony and Maureen Newman, Pear Tree Cottage, Devauden Road

Highly Commended William and Marcia Hoskins, 1, Woodlands Close. also Lindsay & Christine Reynolds, 25 Laurel Park

1875 APOLOGIES FOR ABSENCE

Councillor Howells and Councillor Stokoe sent apologies.

1876 REPORT FROM CO Sally Parker sent by e mail of incidents between 09/07/2013 and 10/09/2013.

11/07 – Grange Park, house alarm. All in order.

21/07 – Village Hall St Arvans, man sleeping in van. No offences committed, however male advised not to park there in future.

27/07 – Devauden Road, silver 4x4 I/N WF52 FXR speeding and using a mobile phone. Observations passed.

29/07 – Howick, between Itton/Usk Road. Fly tipping on forestry lane.

04/08 – Lions Lodge Chepstow Racecourse. Mobile phone stolen from unsecure tent.

06/08 – Chepstow Racecourse. Theft of iPhone and camera from unsecure tent during festival. No witnesses.

11/08 – A466 near Racecourse. Cones on road causing an obstruction. Traffic Officers removed cones.

19/08 – Devauden Road. Road traffic incident – vehicle swerved to avoid a deer in the road, and mounted the embankment. No injuries.

23/08 – A466 near Racecourse roundabout. Road traffic collision, 2 vehicles involved. Parties taken to hospital as a precaution.

26/08 – A466 Racecourse. 200 vehicles parked on verge. No tickets issued as not practical, but organisers were spoken to. CO70 emailed Councillor Moar separately regarding this issue.

07/09 – Racecourse Garage. Suspicious activity, someone in grounds of disused workshop, lights see. People in the area spoken to, but everything in order.

09/09 – Racecourse. 4 x 4 and grounds machinery taken overnight.

1877 DECLARATION OF INTERESTS.

There were none declared.

1878 TO APPROVE MINUTES OF MEETING HELD ON 9th July 2013

These were approved, proposed by Councillor Moar seconded by Councillor Jarrett and all were in favour.

1879 MATTERS ARISING FROM THE MINUTES OF 9th July 2013 (for information only)

No matters arising

1880 PLANNING MATTERS

- a. Planning Applications under Consideration: None.
- b. Planning Decisions;
 - i. DC/2013/00461 Use of the site for leisure and recreation, including cutting firewood and storing storage containers and motor vehicles Land adjacent to Cockshoot Wood Approved by delegated officer 25-July-2013
 - ii. DC/2013/00462 Proposed landscape works in restoration of unauthorised works that have been taken place on site. Land adjacent to Cockshoot Wood : Approved by delegated officer 25-July-2013
 - iii. DC/2013/00444 Conversion and extension of existing outbuildings, to form ancillary living accommodation, and erection of a detached garage. Ford Cottage St Arvans Chepstow Approved by delegated officer. 25-July-2013
 - iv. DC/2013/00685 Lawful Development Certificate for a Proposed use or development-Extension to ground floor bathroom Certificate of Proposed Lawful Use or Development. 6 The Row. Approved. No Planning Permission needed
- c. There were no Planning Applications/Decisions received since the agenda was published.

1881 REPORT FROM COUNTY COUNCILLOR A. WEBB

Councillor Webb reported that Police Commissioner Ian Johnston had met with County Councillors at County Hall. Discussion included:

- a) Planned recruitment of 'Special' Constables
- b) Proposed reopening of Police Stations in towns, Community Councils to be consulted about hours
- c) Consideration of efficiency of Mobile Police stations
- d) Concern about night time social activities in Chepstow
- e) Pollution on Hardwick Hill
- f) Appointment of new Chief Constable
- g) Prioritisation of concerns raised by Community and Town Council

1882 ACCOUNTS

a) To review the current bank balance

Overall True Balance of Accounts as statement of 25th August is £8609.95 and comprises:

i) HSBC Balances and Building Society

Money Manager Account	£ 574.00
Community Account	£ 5056.19
Monmouthshire Building Society	£ 3015.76

The above includes a cheque authorised by the chairman & RFO for payment in the August recess

To Whom	Reference to Work Done/Expenses/salary etc	Cheque No.	Value £
MCC	Playground Inspection £90 (inc. £15 VAT) Ref. Minute 1835 1 iii + Supply & install Dog Bin (£336 inc. £56 VAT) Ref. Minute 1853	100886	£426.00

ii) A second cheque authorised by the chairman and RFO for payment in August recess is not yet presented

To Whom	Reference to Work Done/Expenses/salary etc	Cheque No.	Value £
Nigel Hoskins	Monthly Grounds maintenance for July	100887	136.00

iv) Plus cheque received from Garden City Football Club, value £100 towards cost of cutting grass

b) Schedule of Accounts: Invoices/Expenses and Salary Costs presented for Authorisation

To Whom	Reference to Work Done/Expenses/salary etc	Cheq. No.	Value £
Nigel Hoskins	Monthly Grounds maintenance for August (5 week month)	100888	174.25
Judith Bolton	Clerks salary, SCP 18 (2 months) £302.56 +Backpay from April 2013 £ 6.08 + 2 packs of Paper £ 5.00 + Engraving £ 5.00	100889	318.64
Merlin	Emptying of dog bins - 2 months	100890	29.70
St Arvans Village Trust	Hire of Meeting Rooms (includes £3.12p for electricity)	100891	36.12
One Voice Wales	2 Training Courses	100892	60.00
		Total	618.71

The clerk's salary shows a rise of £0.09p per hour in accordance with SLCC and NALC agreements, backdated to April 2013. The increase takes the clerk from £149.76p per month to £151.28p
Councillor Howell proposed acceptance of the accounts and acceptance of the recommendations of SLCC and NALC for the clerks pay increase and Councillor Moar seconded. All agreed.

c) To approve and certify the final accounts after audit

On the 8/8/13 the external auditor reported 'no issues' in respect of which they proposed to qualify their audit opinion on SACCs Annual Return for the year ending 31/2/13. They also reported no other matters which they wished to draw to the attention of the Council. Councillor Moar proposed approval and certification of the Annual Accounts . Councillor Howell seconded, all agreed

1883

COMMUNICATIONS AND COMMUNITY ENGAGEMENT

The chairman detailed his proposal for an additional advisory group to be called the Communications and Community Engagement Advisory Group. The proposed remit of the group would be:

- a) To manage the implementation and operation of the new web site and to recommend future developments to improve its effectiveness. SACC has been granted £500 by WG (administered through MCC) so this aim would be a priority of the proposed new group
- b) To investigate and recommend the way forward in the use of social media to foster two-way communication with the Community.
- c) To develop a method to produce and distribute a regular Newsletter.
- d) To develop a means of welcoming newcomers to the St. Arvans Ward.
- e) To develop a Community Plan and a means of discussing it with the Community at large.

The chairman also proposed that this new group should comprise a number of Councillors together with a few invited members of the Community who would bring specialist IT and Communication skills to help the process.

Proposed by Councillor Vickers seconded by Councillor Howell, all in favour. All agreed that Councillor Vickers should chair the group initially.

Councillors Howell and Jarrett volunteered to be part of the group. Councillor Howells, absent for this evening's meeting, had volunteered his membership should the proposal be accepted

1884

ENVIRONMENT AND RECREATION ADVISORY GROUP

- a) MCC Inspection Report of KGV Playground
 - i. In response to the Safety Report on the KGV prepared by Tim O'Donovan, Councillors Vickers and Bolton met with Garth Engineering to discuss repairs to the slide. The slide shute is approaching the end of its useful life and is not worth repairing by welding. Councillor Bolton agreed to carry out fibre glass repairs and has approached Wicksteed for information on a spare shute. There was discussion on the correct way to maintain the areas of artificial turf. Councillor Bolton will discuss this with Tim O Donavon of MCC. It was recommended that, if moss treatment and sand dressing are required, Nigel Hoskins will be asked to carry out the work.
 - ii. It was also recommended the repairs to other items of play equipment, recommended in the inspection report, will be carried out by Nigel Hoskins.
 - iii. Regular checks on all equipment have been done in the last two months as required by the insurers
- b) Football Club Update:
Programme of work to improve the site is in progress.
 - i. Mounds at the entrance have been reinstated and re-seeded.
 - ii. Planning permission for the container storage facility has been applied for but MCC planning have requested more detailed drawings. This is being complied with by GCFC.
 - iii. Former Playgroup Garden has been adopted by GCFC and Lou Kennedy will project manage its renovation, following an initial clearing of the area by Nigel Hoskins at a cost of £40; to be shared between SACC/GCFC. Working parties of parents will be involved in the

renovation and maintenance of this site and it should become an asset to the area. The Football club has been granted funding and volunteer time to help with the work.

- c) Competitions: The Best Kept Village Competition Results are still to be announced. The winners of the village competitions are listed above.
- d) A resident has commented on certain environmental issues in Wyndcliffe Court. The group recommends that the Enforcement Officer is asked to give a second opinion.
- e) A complaint has been received about overhanging shrubs etc. in one area of the village and along the racecourse wall. The former has been sorted and racecourse staff have committed to dealing with the latter.
- h) Councillors Vickers and Moar met with Phil Bell, Executive Director SW Arena Racing Company to clarify informal arrangements ref. areas of responsibility.
- i) A request for a diversion of the footpath at Gors Farm has been made. The path is not well used or signed at present and no objection is recommended.
- j) The footpath beyond the KGV has recently been cleared, providing improved access.
- k) Orange bin liners have now been placed in the MCC managed bins as a result of requests from the Council
- l) Councillor Howells asked that the collection of nappy/incontinence waste be discussed as some residents were upset about the lack of discretion in the collection process. MCC can help in this. Residents should phone 01633 644126 to talk to a member of MCC staff.

The Council accepted the report and all recommendations

Next Meeting: 03/10/2013 at Church House at 9:45 am

The Chairman thanked Councillor Davies for the work of her group.

1885 HIGHWAYS ADVISORY GROUP

Councillor Moar presented the report from the meeting of the group

- a) The Council has received recommendations from two residents for extra signs on the Laurel Park/Grange Park as the numbering is thought to be unclear by some. The Council considered that the most problematic features of the signs in that area were the lack of clarity between the junctions of Laurel and Grange Parks and the unusual choice of number for one property built after the others. The Council decided that it would not fund signage itself. It was decided that the residents making the initial enquiries should be informed they could provide signage on their own property, at their own cost and that it would be their responsibility to maintain. Should they wish to liaise with those residents whose properties are on the boundary of the Grange/Laurel Parks, they might wish to come to some agreement about indicators to re-enforce any signage in place at the moment. It was also decided, that the emergency services be sent maps of the estate layout and numbering, to aid and speed up access to the correct address.
- b) Road sign for Wyncliffe View. This has been reported to MCC
- c) Race Course Issues
 - i. Concert Traffic: Councillors Moar and Vickers attended a meeting with Phil Bell the executive director SW. Issues of difficulties experienced after a recent pop concert were discussed. A subsequent meeting was arranged with Keith Ottesen, Clerk of the Course and Steve White, Operations manager. Councillors Vickers and Bolton met them and the discussions were extended to cover matters associated with the football field
 - ii. August Bank Holiday Race Meeting. Traffic control was most unsatisfactory. Councillor Vickers wrote to Mr. Bell to say that there seemed to be no plan for such a large attendance and asked to be told what contingency plans were in place for future events. A meeting is to be held with Steve White to discuss.
- d) Pentery Issues
 - i. The seepage of water by the field gate has been dealt with.
 - ii. MCC had put in a handrail by the steps opposite the lane leading to Porthcasseg farm
 - iii. Councillor Moar has asked Graham Kinsella of MCC that a new sign 'Unsuitable for HGVs' be put at the top of Piccadilly Lane by Wyndcliffe Court. Large lorries are damaging the hedges.
- e) Hidden sign in the hedge outside St Arvans Court. MCC informed of this some months ago. Clerk to ask again that it be cleared.

The report was accepted and the chairman thanked Councillor Moar and group members for their work

1886 CORRESPONDENCE

Correspondence Received between 9TH July and 9th September 2013

- a) The clerk has received the resignation of Mr. Philip Stokoe from the Council. All councillor wished him well in his new job in America.
- b) Sent by e mail and originating :

- i. From MCC Fwd: Notice of Individual Member Decisions- 18 July 2013
- ii. From MCC. Cabinet Meeting 4/9/13
- iii. From MCC Planning: Changes to Householder Permitted Development Rights in Wales
- iv. From AONB. Invitation to Study Day Sept 27th 2013
- v. From Garden City Football Club. Various e mails concerning football storage unit
- vi. From resident: various e mails ref. football storage unit
- vii. From Assistant Chief Constable Gwent. Community Engagement Workshop
- viii. From residents: Various e mails and a complaint ref. New Barn Yard planning applications
- ix. From resident: Various e mails, including FOI request, ref. Storage Unit on Football Field
- x. From Ombudsman's Office, Request for information ref. a complaint the office had received from a resident

c) In Hard Copy and originating from;

- i. GAVO. AGM notice
- ii. MCC. Information on additional housing to meet shortfall in LDP identified by independent inspector .
- iii. MCC. Playground Inspection report

1887 ITEMS FOR OCTOBER PARISH MAGAZINE

- a) Hanging Basket/ Front Garden Competition Results.
- b) New Group
- c) Sally Parker
- d) Hygiene Waste
- e) Councillor Stokoe's resignation

1888 ANY OTHER BUSINESS

There was none

1889 DATE OF NEXT MEETING

This will be Tuesday October 8th 2013 at 7.15 pm in the Meeting Rooms

The meeting closed at 9.15 pm

Signed: Clerk

Date

Signed: Chairman

Date