

.CO Jones said that he had requested the traffic speed data from the Camera Safety Unit and would forward them as soon as possible.

2415 DECLARATION OF INTERESTS

Councillor Bolton Ref. Minute 2421 c) ii. and 2420 c)ii.
Councillor Kennedy Ref. Minute 2423 b) v.

2416 TO APPROVE MINUTES OF MEETING HELD ON 12th JULY 2016

These were approved, proposed by Councillor Howell and seconded by Councillor Edwards and all present agreed.

2417 MATTERS ARISING FROM THE MINUTES OF 12th JULY 2016 (for information only)

a) Ref Minute 2403 d) Councillors Bolton and Richards attended the Planning Committee Meeting on 2/8/16. Councillor Richards spoke for the Council, explaining the concerns of the Council about the additional traffic using the top gate of the Racecourse. Planning permission was granted and a decision was taken that traffic management plans should be drawn up for both the construction phase and also when the building is in use.

2418 PLANNING MATTERS

- a) Applications and Notifications considered by Planning Group since the last meeting;
 - i. DC/2016/00929, The Stables, Rogerstone Grange NP16 6EU. Variation of condition 1 (this development shall be begun within 5 years from the date of this permission) relating to application DC/2011/00623
 - ii. DC/2016/00905: For information only. Addition of two round discs to tower on Gaer Hill, St Arvans. They are specially for the use of the emergency services.
- b) Planning Applications Decided by MCC Planning Dept. Since last Council meeting:
 - i. DC/2016/00588 Proposed demolition of northern spectator stand and erection of multi-purpose building and associated works. Chepstow Racecourse St Lawrence Road Chepstow NP16 6BE Approved at Committee.
 - ii. DC/2015/01336 Proposed change of use to the storage and repair of light motor vehicles. Storage and repair of up to two HGV motor vehicles and a trailer and ancillary parking areas (Revised scheme). Land and existing Workshops New Barn Workshop Site St Arvans Chepstow NP16 6HE. Approved at Committee
- c) To note receipt of planning applications/permissions received since the preparation of this agenda
- d) Councillor Edwards reported a building being erected at Little Cophill. Chairman of the Planning Group to check the building and report to the Planning Department if necessary.

2419 REPORT FROM COUNCILLOR ANN WEBB

Councillor Webb reported that:

- a) Councillor Webb reported that the Crown Estate might consider filling in the 'swimming' lake at the quarry.
- b) Circuit of Wales still being discussed. Welsh Government require 50% of the cost to be pledged before it will underwrite the project. Councillor Webb thought that 42% had already been pledged. There will be m at the end of the month between Blaenau Gwent and Monmouthshire.
- c) Growth in copse alongside racecourse still needs clearance. Some children walking along the footpath/cycle path find it unsafe that they cannot be seen by drivers on the A466. Councillor Webb will continue to pursue, following Councillor Bolton's original enquiry.
- d) Leaders of Councils which were being considered for amalgamation are meeting regularly

The chairman thanked Councillor Webb.

2420 MONTHLY ACCOUNTS

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

The overall true balance of accounts at 25th August 2016 was £ 12713.84

and is made up of:

i) HSBC Balance

HSBC, Account Number	70724513	£900.00
HSBC, Account Number	41440942	£8969.61
Monmouthshire Building Society Account		£4084.26p

ii) Minus £ p, comprising outstanding cheques paid during the August recess 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	277.18
Nigel Hoskins	Grounds maintenance	101066	175.50
MCC	Clerk's salary and expenses £764.85 Plus £18.75 admin fee and £3.75 VAT	101067	787.35
		Total	1240.03

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 £
i) Nigel Hoskins	Grounds maintenance	101068	153.00
ii) Judith Bolton	Basic salary (Work done in July and August) 478.76	Paid thru MCC	478.76
iii) Judith Bolton	<ul style="list-style-type: none"> • Extra hours worked on Web site; July & August 4 hours @ £9.207p per hr • Balance of salary: Sep1st –Sept 15th • ½ year contracted expenses • 6 Hrs attending interviews for Replacement clerk • Engraving of Trophies 	101069	299.76
iv) Merlin Waste	Dog Bin emptying, 2 months due to August recess	101070	54.24

v) One Voice Wales	Training	101071	35.00
vi) St Arvans Village Trust	Hire of Meeting Rooms	101072	24.80
		total	1045.56

Acceptance of the accounts was proposed by Councillor Kennedy and Councillor Howell seconded by Councillor and all agreed

c. **To report on external audit of accounts.** No issues to report. The auditor appointed by the Welsh Government has signed off the accounts. They are now being displayed on the notice board and web site.

2421 RESIGNATION OF CLERK AND APPOINTMENT OF REPLACEMENT

a) To report on result of interviews

- i. The recruiting panel interviewed 4 candidates. It was confirmed that Ms. Helena McMahon be appointed, as recommended by the panel.
- ii. The council welcomed the new clerk. She will start work on September 16th

b) To consider provision of lap top for incoming clerk

The Council approved the purchase of a printer (with a tank of ink instead of cartridges) to the value of £200. Proposed by Councillor Kennedy and seconded by Councillor Howell and all agreed. Ms. McMahon has said that she would use her own laptop

c) To discuss hand-over procedures and initial training programme

Retiring clerk to support/train for initial 3 month period. 4 hours per month. Proposed by Councillor Edwards, seconded Davies and all agreed

d) To discuss web site management

- i. Retiring clerk to manage web site for 6 months
- ii. Invoice for hours, approximately 2 hours per month
- iii. New email address webmaster@starvanscouncil.co.uk, proposed by Councillor Kennedy and seconded by Councillor Richards. All agreed

2422 HIGHWAYS GROUP REPORT

Councillor Howells presented the report.

a) Grange Road Repairs.

Steve Lane of MCC has defined only 12 metres, of the total of 58 metres of road surveyed, to be dangerous. He considered the other 46 metres to be not in immediate need of repair. However MCC would fund half of the cost of repairing the whole stretch if SACC funded the other half. MCC would pothole the whole road at the same time. Councillor Kennedy proposed that MCC be asked to do the work on the 12 metre section. Councillor Howell seconded and all agreed.

- b) **Cockshoot Lane at Cophill.** There is a significant problem of rubble being washed on to the main road from this lane. Steve Lane of MCC has attended a site meeting with Natural Resource Wales, which owns the lane. NRW only has an obligation to provide a surface suitable for their own vehicles but there are other access points available. MCC advised a tarmac surface but NRW does not want to provide this. Steve Lane is to produce a report on the situation. The

Council decided to wait for the report before making any decision.

- c) **Piccadilly Lane:** Provision of Sat-Nav signs. No action by MCC to date despite further reminders from the clerk.
- d) **Traffic Speed on Grange Road:** Councillor Richards will finalise the response to the email from Mark Davies of MCC ref. traffic speed on Grange Road. Reference will be made to guidelines accepted by MCC in 2009, encouraging Councils to reduce speed limits on rural roads. Councillor Webb to present the letter to the Highways Dept. of MCC.
- e) **Proposed Picket Fences to Define Entrances to the Village** on A466
Councillor Howell to send photos taken at two suggested locations on the A466 to Paul Keeble of MCC for his comments. It was decided that the hedges would make it very difficult to position gates at the entrance to the village on Devauden Road
- f) **Speed Data on A466 and Devauden Road.** Speed monitoring cables were recently on Devauden Road & are at present on the A466. The Camera Safety Unit motor bike was on station on the A466 until approximately 7:00pm one day recently. Clerk has requested up to date data from the police.
- g) **Pavements in Grange Park/Laurel Park.** State of these is being investigated by councillors.
- h) **Lowering of the kerb, outside the Church Entrance.** Request made to MCC in July. No result, despite further reminders from the clerk.
- i) **The flashing 30mph sign on the A466** is overgrown and requires cutting back. Councillors Howells and Bolton to action.
- j) **Racecourse Matters:** There have been no issues to report.
- k) **Temporary Closure of A466 due to road surface work.** MCC engineers have planned two alternate routes, one using 'A' roads and the other, for HGV's avoiding Bigsweir Bridge. The latter was first suggested to go through St. Arvans on Devauden Road but many residents objected to the heavy traffic through the constrained sections of the village, such as outside the cottages. The alternate route has now been changed by MCC to use Itton Road rather than Devauden Road.
- l) Date of next group meeting will be 6th October 2016

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

2423 ENVIRONMENT & RECREATION GROUP REPORT

Councillor Davies presented the report.

- a) **KGV**
 - i. **Annual Inspection.** Completed and written report from Tim Bradfield. No major issues have been raised.
 - ii. **Shrubs** pruning to be delayed to October as shrubs still in flower. Councillor Bolton to action
 - iii. **Zip Wire** One user concerned at the stiffness of the brake.
 - iv. **Regular Insurance Inspection:** These have been done by Councillor Bolton
- b) **Defibrillator**
 - i. BH presented a comprehensive update on the application for 2 defibrillators from the British Heart Foundation (BHF) with the assistance of Chepstow Lions Club.
 - ii. Donation of £800 from Chepstow Lions group to purchase 2 units from the British Heart Foundation and Associated Training Material to enable CPR training to be carried out in the community, venue and timing TBA.
 - iii. 2 cabinets would be necessary, details of which can be advised by the Ambulance Service at a

- iv. cost of approximately £800
Installations are recommended:
 - at the Piercefield Pub.
 - outside 42 Laurel Park.
- v. Vince Kennedy to organise the installations, at a cost of approximately £300.
- vi. The John Deere Charitable Trust has promise a grant of £500 towards the project, leaving approximately £550 to be financed by the Community Council.
- vii. It was decided that this money be released from the ring-fenced sum of £1000 set aside for this project. Proposed by Councillor Howell, seconded by Councillor Richards and all agreed
- viii. Clerk to send letters to the Lions and John Deere thanking them for their contributions.
- ix. The John Deere Trust to be informed when installation is taking place.
- x. The Group thanked Councillor Howell for his considerable work in driving the project.

c) Playing Field/Memorial Hall matters

- i. Councillor Richards reported that the title of the Hall is not registered with the Land Registry. He will apply to the Land Registry to ascertain if the Racecourse title includes the playing field and discuss the subject with the previous treasurer of the hall, Andrew Ker.
- ii. The Wigloo and Tunnel on the Playing Field are in need of pruning.

Date of next Meeting: 6th October @ 9.45am at Church House.

The report was accepted and the group thanked for its work.

2424 CORRESPONDENCE

To note and consider correspondence received since the previous meeting,

- a) Circulated by e mail and originating from;
 - i. Natural Resources Wales: Ref. Parking at Cophill
 - ii. 3 residents Ref. Possible problem with Picaddilly/Penterry Lanes when the A466 is closed at Livox for surface repairs. The clerk has responded.
 - iii. Police Crime Commissioner: meeting in Shire Hall Monmouth on 27/9/16
 - iv. MCC. Town/Community Council Cluster Meetings on 14/9/16 at 6.30pm in Chepstow
 - v. MCC Steve Lane: Re. Patching on Grange Rd.
 - vi. Resident; Reference Sweeping pavements

- b) By telephone:
Resident Ref: Overhanging branches

2425 ITEMS FOR PARISH MAGAZINE

- a) Road Closure on A466
- b) Photo of Competitions
- c) Defibrillators
- d) Welcome Newly Appointed Clerk

2426 ANY OTHER BUSINESS

The clerk, who retires on the 15th of this month thanked councillors for their support during the 8 years she had worked in the post.

2427 DATE OF NEXT MEETING

The next Council meeting will be on Tuesday October 11th at 7.15 pm in the Meeting Rooms.

The meeting closed at 9.00 pm

Signed: Clerk

Date

Signed: Chairman

Date

