



**MINUTES OF THE MEETING HELD AT THE MEETING ROOMS
ON TUESDAY 9th OCTOBER 2018 AT 7.00PM**

Present : Councillors S. Banfield (Chair), R. Edwards (Vice Chair), B. Howells, M Davies,
V. Kennedy

Also in Attendance Ms V Cambridge (Clerk),
Monmouthshire County Council Ward Councillor Ann Webb

0910.01 TO RECORD ATTENDANCE AND RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
No apologies were received

0910.02 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA
No declarations of interest received

0910.03 PUBLIC SESSION:
To receive and consider any questions from the public which may be answered but not debated.

0910.04 TO RECEIVE AND NOTE REPORT FROM COMMUNITY POLICE
The Community Council received and noted the report received prior to the meeting from the Police.
It was agreed that the recent burglaries in the area be reported in the Five Ways magazine

0910.05 TO ADOPT MINUTES OF THE MEETING HELD ON 11 September 2018
It was resolved that the minutes of the meeting be adopted as a true and accurate record.

0910.06 MATTERS ARISING NOT REPORTED ANYWHERE ELSE ON THE AGENDA

- It was noted that the travellers have moved out of the Wyndcliffe Car Park. Thanks were given to R Edwards for organising the pick-up of the bagged rubbish in the Wyndcliffe Car Park.
- It was noted that there is a damaged car dumped in the Lower Wyndcliffe Car Park. The Clerk will contact Natural Resources Wales (NRW) to request removal.
- It was resolved to ask NRW to consider "No Overnight Camping" and the "Lighting Of Portable BBQ's Not Permitted" signs in the Wyndcliffe Car Park.
- It was noted that the overhanging bush on the Devauden Road has been removed.

0910.07 REPORTS RECEIVED

- a. To receive and note report from MCC Ward Councillor A Webb
CClr Anne Webb gave a verbal report. The following points were noted:
- CClr Webb enquired about broadband in the area; no reported problems
 - There is going to be a new dementia unit at Crick Road Residential Home
 - Information regarding the new befriending project, "My Mates" will be shared with residents via e-mail
 - CClr Webb has gained assurances from David Davies that cuts in English funding should not have a direct affect on Welsh funding.
 - It was reported that MCC Highways Roger Hoggins and CClr Webb have e-mailed Gloucestershire Highways sharing concern over misleading A466 closure signage that is affecting businesses south of Brockweir and hopes for immediate action. CClrWebb agreed to pursue the issue.

- b. St Arvans Community Council received and noted the report from One Voice Wales Monmouthshire/Newport Area Committee meeting 04.10.18. The following points were noted:
 - Insurance Company Came and Co, who cover most of Monmouthshire's Community Councils made a presentation and there was useful discussion of Playground Insurance.
 - It was noted that the Community Council has a responsibility to ensure appropriate checks are carried out.
 - It was noted that events can also be covered by Came and Co.
- c. To receive and note report from the St Arvans Community Steering Group 23.07.18
 - It was noted that the Steering Group have earmarked fete proceeds of £2000 to purchase play equipment in the KGV. They are aiming for £5000 and there was discussion of application for match funding grant.
 - It was agreed that SACC donation of £100 to the fete was to cover a request for a prize sponsor along with the usual £50 donation. Further funding towards Steering Group objectives would be best met by the Steering Group pursuing grants that SACC may well be able to support. Further funding would have to be written into the Community Council budget; it was agreed to keep the dialogue open.
 - It was noted that a group of residents have collected money to commemorate a deceased resident - perhaps a tree being planted in the KGV or a bench in the churchyard or KGV.
- d. To receive and note report from The Dell Governor Meeting 02.10.18.
The Clerk gave a verbal report to SACC

0910.08 FINANCE GENERAL

- a. to approve schedule of payments and receipts since last meeting
- b. to approve response to Audit Wales (15.10.18)
It was noted that the National Study on Internal Audit Services was received. The aim is to find out the effectiveness of internal audit processes.
The audit questionnaire was discussed during the meeting.
SACC Audit will be published on the SACC website.
- c. The Finance meeting date was agreed as the 19.10.18 to include update of Risk Assessment

0910.09 TO RECEIVE REPORT FROM CLERK

- a. Clerk training costs
It was noted that the costs were £350 for the CilCa course and a further £340 plus VAT for the additional recommended course CilCa Portfolio.
The course is now compulsory for Community and Town Clerks.
It was agreed that the costs for Clerk training will be included in the budget.

0910.10 PLANNING - PLANNING Advisory Group (PAG). The next meeting will take place on 08.11.18.

a. Planning Applications considered by Planning Advisory Group since the last council meeting: Application:

b. Continuing Planning Matters:

- i. Brains Piercefield pre-planning – (under Communications 0910.11)
Covered in 0910.10
- ii. Application: DM/2018/00542 1, Woodlands Close NP166EF. (Extension) Amended Planning Application
The above application is still in progress.
- iii. Application: DM/2018/01233 4, Piercefield Terrace (Conservatory) Planning Notice requested
The planning application was approved on 21.09.18.
- iv. Chepstow Racecourse playing fields licence will now be discussed under ERAG.
- v. Application DM/2018/00991 Wyndcliffe Court – clarity requested re: agreed choice of roof replacement
The application is still in progress. CCllr Webb agreed to take it to full planning committee.
- vi. Application: DM/2018/00738 Howick Quarry (screening) - site visit requested
Date of access for site visit to be agreed.

c. To note MCC Planning decisions including Enforcements and Appeals since the last council meeting
Nothing received

d. To note receipt of planning applications received since the preparation of this agenda: none

0910.11 HIGHWAYS

The Community Council to receive and note report from HIGHWAYS Advisory Group (HAG)

Next meeting to take place on 18.10.18

To receive report on matters arising from last meeting and correspondence:

- a. Updates from MCC Roger Hoggins re: village speed management scheme meeting
 - SACC has requested a copy of the minutes of this useful meeting
 - It was noted that SACC is interested in a village speed management scheme and Clerk was requested to approach Devauden and Tintern Community Councils on the merits on having a joint approach on a speed management scheme.
 - It was agreed that Cllr Howells would take the lead in acquiring quotations for the proposed gates at the entrance to the village.
- b. Update on Wyndcliffe Car Park overnight camping: This was covered under point 0910.06
- c. Update on A466 closures: This was covered under point 0910.07
- d. Update on Defibrillator training and further acquisition of units
CPR/ Defibrillator training: November 15 2018 at 7.30pm in The Meeting Rooms.
It was noted that Mathern CC has requested places on the course.
B Howells raised the fact that the Dell School does not have money to purchase a defibrillator. It was noted that second hand units can be purchased, the price is £200 for a unit. It was agreed that SACC will donate £50 toward the purchase of the defibrillator for the Dell School and that further funds would be requested from Mathern CC and the School.
- e. Devauden Road vehicle weight restriction
Two residents expressed concerns to SACC reporting over-sized lorries going up Devauden Road. The Clerk contacted MCC Highways who confirmed that there is no weight restriction.
It was agreed that Clerk would contact MCC Highways to ask whether there was restriction on large commercial vehicles (width and tonnage) on an R85 designated road and whether it would be possible to add signage on Devauden Road.
- f. It was noted that Mathern Community Council informed Cllr Howells that our two defibrillators are not registered; he will ensure that they are (and are therefore visible on searches).
It was further suggested and agreed to publish location of the defibrillators in Fiveways Magazine.

0910.10 ENVIRONMENT AND RECREATION

The Community Council to receive and note report from ENVIRONMENT AND RECREATION Advisory Group (ERAG) meeting held on 08.10.18

- a. To note progress on KGV maintenance:
 - MCC will repair the zipwire on Saturday 13.10.18
 - It was agreed that ERAG should pursue original aim of adult piece(s) of equipment for KGV by surveying resident views.
 - Clerk to send message of thanks to Mr & Mrs Bolton for clipping the wigloo.
 - It was noted that the wigloos on the playing field need attention: ERAG will make appropriate contact regarding this.
- b. To note Steering Group plans for KGV playground equipment (see 0910.07)
- c. To note and respond to proposal for Village maintenance
 - Cllr Banfield has contacted a person with regards to carrying out the village maintenance but as he has not replied, it was agreed to advertise on Facebook and through permissive list.
- d. To meet with new Chair/vice of Garden City Football Club
 - ERAG met with vice chair Paul Robling at the playing field and discussed mutual interests, including historical dealings with SACC and mowing requirements
 - Information was gathered to inform SACC meeting with Racecourse management on 12.10.18
- e. It was agreed to ensure that Steve Patterson was thanked for trimming the tree at the entrance to Laurel Park, and thanks were offered to Cllr Howells for his earlier work on the pavement there
- f. Cllr Kennedy agreed to speak to the resident whose sycamore is blocking the pavement causing pedestrians to walk in the road
- g. It was noted that the plate has been returned by 2017 winner to be engraved and awarded for the best hanging basket competition.
- h. The GAVO Best Kept Village results have not yet come in, however an invitation has been received to the prize-giving night

0910.11 COMMUNICATIONS

Email: clerk@starvanscouncil.co.uk

- a. It was noted (initially under Planning) that a second resident consultation session was held, this time with Boyer's Andrew Muir on 29.09.18, regarding Brains/Piercefield housing development proposal on the site adjacent to the Piercefield. The meeting was well attended. Residents were informed that the development will have 15 fifteen houses, 10 of which will be affordable housing.
Another meeting will be arranged, the date to be confirmed.

0910.12 CORRESPONDENCE

To receive and consider miscellaneous correspondence – email unless otherwise indicated

Misc

- 11.09.18. Resident regarding an overgrown bush at the bottom of Piccadilly Lane
- 26.09.18 Garden City Junior Football Club re: locked gate access to pitch (resolved)
- 24.09.18. Resident regarding the condition of the zip wire in the KGV play area (on MCC repair schedule and meanwhile taken out of use)
- 25.09.18 Resident raising concerns regarding weight restrictions for traffic on the Devauden Road: report of a massive lorry on the road between Chepstow Park Wood and Penyparc (Agenda)
- 27.09.18. Charity Commission regarding the annual return to the Charity Commission (by 31.01.19)
- 27.09.18 Garden City Junior Football Club regarding the cutting of the grass in the Playing Field. Request for meeting with SACC (resolved)
- 28.09.18 Amey clarifying access arrangements during the A466 road closure
- 28.09.18 Auditor General for Wales - study of the effectiveness of internal audit in Town and Community Councils in Wales (response by 15.10.18 - see 0910.08b)
- 01.10.18 Resident regarding pre-planning Piercefield development requesting minutes from the meeting and dates of further meetings arranged
- 03.10.18 Resident outlining his concerns about lack of weight restriction on the Devauden Road (Agenda)
- 03.10.18 Heart Wales regarding free CPR and defib training at 'Restart a Heart' day at the Principality Stadium, supported by the WRU

One Voice Wales

- 26.09.18 One Voice Wales - consultation on unadopted roads

MCC

- 07.09.18. Update on the staffing structure of MCC's planning department
- 07.09.18. Unauthorised encampment, Wyndcliffe Car Park, St Arvans (see Highways)
- 13.09.18. MCC Roger Hoggins Road Safety Workshop Friday 6th September.
- 24.09.18. MCC Roger Hoggins Update regarding speeding in the village
- 28.09.18. MCC Roger Hoggins - draft copy of MCC's Road Safety Strategy for the workshop on 05.10.18.
- 29.09.18 Copy of e-mail sent to A Webb from Resident regarding the road closure signs from the bridge to St Arvans that effectively indicate the road is completely closed, affecting Tintern trade adversely.
- 01.10.18. Copy of e-mail sent to Resident regarding weight restrictions for traffic on the Devauden Road, noting that the information has been referred for the attention and response of MCC Traffic Department. (Agenda)
- 02.10.18 Copy of e-mail from the Highways Department to a resident confirming that there is no weight restriction on the entire length of the Devauden Road.
- 03.10.18. Reminder of Temporary Traffic Regulation Order to be implemented for the length of the A466 between Lion's Lodge Roundabout and St Arvans, adjacent to Chepstow Racecourse.
- 03.10.18. Rights of Way Improvement Plan questionnaire

0910.13 VACANCIES

- a. There are three vacancies on St Arvans Community Council
- b. It was noted that the SACC has received an expression of interest from a local resident to join SACC.
- c. The procedure is that the clerk write to John Pearson in Democratic Services MCC to ask them their whether an election needs to take place.
- d. The applicant will be asked to provide a description of interest.
- e. The applicant does not have to attend an interview.

0910.14

To confirm the date of **the next ordinary meeting as 7pm 13 November 2018.**

Highways 5-6pm Environment/Recreation 6-7pm 18th October Meeting Rooms
(future HAG/ERAG meetings 22/11; 17/1; 21/2; 21/3; 18/4; 23/5; 20/6; 18/7; 19/9)

Planning 6-7pm 8th November Meeting Rooms
(future meetings 6/12; 7/2; 7/3; 4/4; 9/5; 6/6; 4/7; 5/9)