



8th February 2024

I hereby give notice that the next Ordinary Meeting of St Arvans Community Council will be held at The Meeting Rooms on Tuesday 13th February 2024 7:00PM and via Webex (see end of agenda). All Members of the Council are summoned to attend and to consider and resolve upon the business to be transacted at the meeting as set out hereunder.

Catherine Baker, Clerk to St Arvans Community Council

AGENDA

2402.01 TO RECORD ATTENDANCE & ACCEPT APOLOGIES FOR ABSENCE

2402.02 PUBLIC SESSION (15 minutes)

To receive and consider any comments or questions from the public which may be answered but not debated

2402.03 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2402.04 TO APPROVE MINUTES OF:

[Ordinary Meeting of 9th January 2024](#)

2402.05 TO RECEIVE REPORTS:

- a. Neighbourhood Police Crime & Traffic: report from PCSO A Jones
- b. Monmouthshire County Council: monthly report from County Cllr A Webb
- c. Wye Valley Villages Delivery Group, 10/01/2024: Cllr Edwards
- d. OVW Area Committee, 11/01/2024:
- e. St Arvans Memorial Hall Committee, 18/01/2024:
- f. MCC Draft Budget Town and Community Councils Consultation, 05/02/2024: Cllr Edwards & County Cllr A Webb

2402.06 PERSONNEL COMMITTEE

- a. To receive applications for election of co-opted councillor and agree action
- b. To receive recommendation for appointment of RFO

2402.07 FINANCE

a. To receive monthly report from Responsible Finance Officer

Reconciled balances at bank & building society at 31/01/2024:

HSBC	£ 12,441.52
MBS	£ 10,063.96
Unity Trust	£ 6,529.62
Total at 31/01/2024	£ 29,035.10

Payments made 04/01/2024-31/01/2024 from Unity Trust account:

Date	Payee/Description	Amount
31-Jan-24	B/P to: Merlin Environment	£ 127.40
31-Jan-24	January Payroll	£ 603.89
30-Jan-24	B/P to: Peter Evans Partnership	£ 120.00
30-Jan-24	B/P to: Greenlief Landscape	£ 538.00
30-Jan-24	B/P to: GRW Services	£ 66.00
08-Jan-24	B/P to: Itsa Goal Posts Ltd	£ 848.58
03-Jan-24	December Payroll	£ 448.01

Payments made 04/01/2024-31/01/2024 from HSBC account:

Date	Payee/Description	Amount
22-Jan-24	Bank Charges to 31DEC2023	£ 5.00
15-Jan-24	Non-Sterling Transaction Fee	£ 0.34
15-Jan-24	Jamf Software	£ 12.58
15-Jan-24	CISCO Webex	£ 15.00
15-Jan-24	ICO	£ 35.00
11-Jan-24	H3G	£ 14.00

b. To approve the following payments:

Payee	Description	Amount
Honeycomb	PEP Document print & bind	£22.80
Merlin Env. Services	Dog waste emptying Feb	£127.20
MCC	Tree risk assessments KGPF/PSF	£96.00
Payroll	Gross salary Feb + Dec additional pay*	£753.51

*adjustment for temporary RFO role

c. To receive and agree quote of £408 for trial format/setup of one SACC ipad.

2402.08 PROPERTIES

A. King George's Field Playground:

- i) To receive update on maintenance/repairs.
- ii) To receive Gordon Annual Inspection report.

B. The Park Sports Field:

- i) To receive update on progress of maintenance/repairs.
- ii) To receive Gordon Annual Inspection report

2402.09 PLANNING

A. New planning applications:

- i) [DM/2024/00050 Monk's Barn, Rogerstone Grange, NP16 6EU: New stable block building](#) (work already begun)
- ii) [DM/2023/01760 Land to the south and adjacent to Fairbourne, Devauden Rd: Erection of proposed new bungalow](#)

B. Existing Planning Applications:

Pending Consideration by MCC:

[DM/2023/01292](#) – Firbank House, Devauden Road: Dismantle and remove to ground level large dead chestnut tree - Still showing ‘pending’ on the MCC Planning portal, however there is a document titled ‘Visit Report’ dated 26/09/2023 that records a ‘high possibility of tree failure’ and a recommendation to approve the application.

2402.10 COMMUNICATIONS

- a. To receive [report from Communications Advisory Group](#) and agree any action.

2402.11 HIGHWAYS & MAINTENANCE

- a. To receive [report from Highways and Maintenance Advisory Group](#) and agree any action.
- b. To note correspondence received regarding ‘unsuitable for HGVs’ sign at Wyndcliffe Rd/Tintern Rd.

2310.12 ENVIRONMENT & RECREATION

- a. Litter picking: To receive monthly report.
- b. Defibrillators: To receive monthly defibrillator inspection report.
- c. To receive the [Winter Wye Valley National Landscape newsletter ‘Picturesque’](#), and note **Lower Wye Valley Tracks and Trails Project public drop-in session at St Arvans Memorial Hall on 27/02/2024, 3-7pm**

2402.13 CORRESPONDENCE

- a. To note receipt of Monmouthshire Citizens Advice Survey and agree process for completion on behalf of SACC (deadline extended for SACC to allow a submission after this meeting)
- b. To note receipt of Welsh Government survey ‘Historic Environment and Climate Change Adaptation Activity Survey for 2023’ and agree process for completion on behalf of SACC (deadline 16/02/2024)
- c. To note miscellaneous emails listed in the correspondence schedule.

2402.14 DATES OF FORTHCOMING MEETINGS requiring SACC representation

To note any forthcoming meeting dates:

- i. [MCC Give Dog Fouling the Red Card](#), 22/02/2024, 10.30am: Cllr Edwards
- ii. [Wye Valley Villages Delivery Group](#), Location TBC, 17/04/2024, 2:00pm: Cllrs Edwards and Howells

2402.15 DATE OF NEXT MEETING(S): 12/03/2024 7pm at The Meeting Rooms, St Arvans; 09/04/2024; 14/05/2024 (Annual Meeting and Ordinary Meeting).

To join the meeting remotely use the Webex link below:

<https://starvanscommunitycouncil.my.webex.com/starvanscommunitycouncil.my/j.php?MTID=m42ebb0f187bcf5af633f2ab01ea6c72>

Meeting number: 2364 497 6341

Password: NvpHi559aif (68744559 from phones and video systems)

Correspondence Schedule for the Ordinary Meeting of 13th February 2024

Monmouthshire County Council	Various	Press releases
Aneurin Bevan UHB	Press Release of note	Opening of Breast Cancer Centre of Excellence
Aneurin Bevan UHB	Various	Press releases
Welsh Government (via One Voice Wales)	Report – Older People’s Commission for Wales	Access denied: Older people’s experience of digital exclusion in Wales
Keep Wales Tidy	Sustainable Food Partnership in Wales	Webinar – details and online booking
One Voice Wales	National Awards Conference	
One Voice Wales	Event	OVW and Planning Aid Wales joint event