

Minutes of the Ordinary Meeting of St Arvans Community Council held in the Meeting Rooms,
St Arvans and online via Webex on Tuesday 14th March 2023 at 7.00pm

The Chair welcomed a full cohort of Councillors to the meeting, and also our new Clerk, Ms Catherine Baker.

2303.01 **Attendance:** Cllrs R Edwards (Chair), P Farley (Vice Chair), A Clay, I Costello, M Davies,
T Houghton, B Howells.

Also In attendance: Ms C Baker (Clerk), one resident via Webex.

Apologies: County Councillor A Webb

2303.02 **PUBLIC SESSION**

No members of public present.

2303.03 **DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA**

2303.07e.i. Cllr Edwards – Gwent YFC

2303.04 **MINUTES OF ORDINARY MEETING held on Tuesday 14th February 2023** were approved as a true
record and signed by the Chair.

2303.05 **REPORTS RECEIVED:**

a. Neighbourhood Police Crime & Traffic: Noted. Cllr Farley queried whether anyone was aware whether there was a Neighbourhood Watch group in the village. The Chair informed Council that this initiative dwindled some years ago and is no longer supported by Gwent Police. However, Gwent Police are pro-actively promoting and educating about protecting your possessions with Smart Water and suggest Council may receive a presentation on this in the future.

b. Monmouthshire County Council: County Cllr A Webb. Apologies received.

c. Wye Valley AONB Joint Advisory Committee Monday 6th March: The issue of increased pollution in the River Wye was raised again, with a warning that the problem would be irreversible unless dealt within 2 – 10 years. . The Clerk informed the Council that there has been local promotion of a special edition of the BBC programme Countryfile to be aired on 19th March, highlighting the plight of the River Wye, and that this week the BBC News has reported that the Environment Agency is being taken to judicial review regarding the practices that are affecting the River Wye. Clerk to forward this information to be circulated on Round Robin.

d. SACC Annual Report to 31/03/2022 (new arrangement) to be presented with 2023 Annual Report.

e. SACC Training Policy & Plan was received and adopted.

2303.06 PERSONNEL COMMITTEE

- a. Tim Houghton and Ian Costello signed Declarations of Acceptance of Co-option.
- b. Councillor Training: All Councillors are currently booked on upcoming OVW courses. Clerk to add the OVW module numbers to the Appendix 1 list of courses available to Councillors.
- c. SACC Expenses Policy was received and adopted.

2303.07 FINANCE COMMITTEE

- a. Reconciled balanced at bank and building society at 28.2.23 noted:

HSBC £10,279.17

MBS £ 9,972.00

- b. Payments made since 31.1.23 noted:

Date	Payee	Description	Amount
2.2.23	WM Garden Services	Zip line replacement	6,456.00
3.2.23	Chepstow Accountancy CAS	Accounts/Payroll January	60.00
3.2.23	Chepstow Accountancy CAS	Accounts/Payroll February	60.00
14.2.23	H3G (Three Mobile)	Clerk mobile phone February	14.00
14.2.23	JAMF Software	Ipad security software	9.96
14.2.23	NS transaction fee JAMF	Ipad security software	0.27
15.2.23	Cisco Webex	Online meetings	15.46
17.2.23	Blachere Illuminations	Additional costs for cables	55.20
17.2.23	L Allen	Locum Clerk services	198.40
17.2.23	MCC	Grass Cutting*	1250.15
22.2.23	HSBC	Bank charges January 2023	5.00
27.2.23	Vision ICT	Website work	612.00
27.2.23	WM Garden Services	Addition work in regard Zipline	1320.00
28.2.23	Payroll- January	HMRC/Ni/Salary	182.82
28.2.23	Merlin ES Ltd	Dog waste collection – February	118.30
28.2.23	SA Meeting Rooms	January meetings	43.50

* note that this is a duplication payment and will be refunded by MCC

- c. Resolved: To approve the following payments:

Councillor Allowances 2022–2023 (*Local Government (Wales) Measures 2011 (as amended)*):

Cllrs R Edwards, P Farley, A Clay, B Howells, M Davies @ £150.00 each

M Sunderland (pro rata (May – Dec) @ £100.00. As these payments are mandatory, Councillor(s) need to inform RFO directly if they do not wish to accept the allowance.

Chair's Allowance 2022–2023: (*Local Government (Wales) Measures 2011 (as amended)*)
£250.00

Community Broadband Project (technical and website support) £437.50 prop Cllr Clay, sec Cllr Davies, all in favour.

- d. Transfer of Assets, namely defibrillator and cabinet at Howick B4293, to Devauden Community Council confirmed as required as part of the boundary changes of 5th May 2022. RFO to advise Clerk to Devauden CC accordingly.
- e. Resolved: To award S137 grant funding as follows:

Gwent Young Farmers Club- £100.00; Monmouthshire Citizens Advice- £100.00; SARA (Severn Area Rescue Association)- £100.00; Wales Air Ambulance- £100.00

2303.08 PROPERTIES

A. King George's Field Playground:

- i. Quotes received
WM Garden Contractors for new rope for up-and-over Wooden Climber- £280
Honeycomb Printers for aluminium sign for gate and car park showing SACC logo and Clerk info as required by law - £84
Resolved: unanimously agreed to accept the above quotes

B. The Park Sports Field:

- a. New galvanised gate has been installed and old barrier removed from site.
Contractor has also replaced worn fence posts and carried out further maintenance as per safety inspection report. Resolved: To sell Barrier in forthcoming auction of farm equipment at Chepstow Racecourse.
- b. Quote received
Honeycomb Printers for aluminium sign for gate showing SACC logo and Clerk info as required by law - £84. Resolved: unanimously agreed to accept this quote.
- c. It was noted that the Cambridge roller had been removed from the Sports Field by Chepstow Garden City Junior Football Club, P Roblings to advise on its return.
Resolved: To list Roller for the next possible suitable auction after it is returned to SACC.
- d. Report of progress by Chepstow GCJFC on remainder of inspection report requirements for Clubhouse is awaited.

- C. Further resolved: that Cllr Clay, who is an experienced Land Agent, will lead on legal documents/land registry/licence for both KGF Playground and the Park Sports Field. A working party will be set up at a later date, with Councillors included. Cllr Clay was thanked for taking on this role.

PLANNING

- A. No new planning applications received by publication of agenda on 9th March 2023.

- B. The following progress of planning applications was noted:

- a. DM/2021/01859: St Arvans Lodge, A466 Chepstow to St Arvans Piercefield NP16 6DN.
Conversion of existing large house (currently used as two dwellings) into four two-bed flats, one three-bed flat and one four-bed (three storey) house. Amended

design received by MCC 29/07/2022. Amended plans submitted Nov & Dec 2023. NRW have concerns but have offered mitigation. MCC Biodiversity have no concerns. **No further information to date.**

- b. Wincanton, Tintern Road, NP16 6DN. Alteration of detached double garage to habitable space. No external expansion. An issue raised with a set of drawings of elevations has been corrected. SACC comment – no reason to object. **MCC APPROVED ON 15TH FEB 2023**
- c. DM/2022/01774: The Studio, 4 Grange Road, Rogerstone Grange, Extension and Alterations (work also to replace fire damage) and New Garage. SACC comment - – no reason to object. **MCC DECISION PENDING**
- d. To note application for Premises Licence for Live National Music UK for Chepstow Racecourse Event Site, Piercefield, Chepstow, NP16 6BE **THREE DAY GIGS EVENT NOW CONFIRMED 30TH JUNE – 2ND JULY 2023 INCLUSIVE.**

2303.10 COMMUNICATIONS

- a. It was noted that residents are happy to receive the Round Robin emails and they are well read. Communications Advisory Group to consider extending the scope further.
- b. Cllr Farley updated Council on progress to the new SACC website. Items to be added to the website at present are: assets, new councillors' email addresses and phone numbers, and news items for front page.

2303.11 HIGHWAYS & MAINTENANCE

- a. Update on Wye Valley Villages signage: There have been some complaints in some areas of the Wye Valley that the white reverse of the signs (rather than traditional grey) may be glaring. It has been suggested to plant pollinator-friendly foliage behind the signs. Signs will need to be cleaned by volunteers in the future.
- b. Proposed meeting with James Chequer (PEP Ltd) re Devauden Road Project. To be held w/c 27/03/23. Resolved: that Councillors meet beforehand w/c 20/03/23.
- c. Letter on behalf of residents at Livox Cottages, Tintern Road regarding requests to MCC several months ago to provide signage warning of concealed entrance on this busy stretch of the A466 was discussed. Members felt a response from Highways was urgent and asked Clerk to write to MCC Mark Hand for a site meeting.

2303.12 ENVIRONMENT & RECREATION

- a. Public Spaces Protection Order for Dog Control in Monmouthshire Report
Resolved: To provide the following feedback from St Arvans Community Council to support the implementation of the report as follows:
 - i. **Dog Fouling.** In support of the requirement for people to clean up after their dogs.

- ii. **Dogs on Leads Areas.** In support of the requirement for dogs on leads, e.g. footpaths and designated walking areas.
- iii. **Dog Exclusion Areas.** In support of exclusion of dogs from Playground and Sports Field. Hitching posts could be installed outside on the boundaries of these areas provided there was no risk of harm to the public.
- b. Notes of the MCC Give Dog Fouling the Red Card initiative meeting of October 2022 received.

c. Defibrillators:

- i. Monthly inspection reports received – all in order.
- ii. Report on training session of 08/03/2023 at the Piercefield which was attended by 8 residents; several residents could not attend due to snow and have asked for another training date which the trainer is happy to offer - possibly a Saturday morning which the Piercefield are willing to host. *(The Penterry defib has been received. Awaiting cabinet. Cath – I think this is the other way around – I'll check)*
- iii. Cllr Howells noted that the SACC Defibrillators, which are all public access, are not appearing on the map on The Circuit website.
- iv. Noted receipt of [email regarding defibrillators](#) and [Public Access Defibrillator Census form](#) from One Voice Wales.

d. Litter Pick:

- i. Noted that insurance certificate from 01/03/23 has not yet been received. Council felt that the policy discriminated on the basis of age and value attributed to individuals based on their age. Resolved: For the Clerk to contact Keep Wales Tidy to discuss and gather information.
- ii. Cllr Clay has kindly offered to host a Coffee Morning at Wyndcliffe Court for members of the Litter Pick Group in appreciation of all their voluntary work. Saturday 15th April 10:45am, Co-ordinator Mrs D Parnell to be asked to send invitations.
- e. Noted the launch of a Great Britain-wide consultation on the government's proposal that all bird keepers register their birds and update their information annually as a result of avian flu.
- f. To note application for diversion of Footpath 32 under the provisions of Section 19 of the Highways Act 1980 and agree a response.
Resolved: To defer to next meeting and carry out some research on this before the next meeting.

CORRESPONDENCE

- a. The following miscellaneous emails were noted:

06-Mar	Cllr Farley	Neighbourhood Watch recruitment campaign
06-Mar	WG	Citizen Voice Body
06-Mar	OVW	OVW/PAW conference 'The value of planning and how it positively impacts our Welsh communities'

06-Mar	Chair, MCC	Gwent Music Show
07-Mar	MCC	Press release- Monmouthshire Hub library users survey
08-Mar	OVW	Energy Champion Service
09-Mar	GPCC	Press release High Sherrieff supports community projects

2303.15 DATES OF FORTHCOMING MEETINGS requiring SACC representation

- a. Wye Valley Villages Delivery Group: TEAMS, 22nd March 2023, 3.30pm
- b. MCC Give Dog Fouling the Red Card, 23rd March 2023 at 11am via Teams.
- c. St Arvans Village Trust AGM, 30th March 7.30pm. Until the issue of the requirement for a representative of the Community Council to become a Charity Trustee of the Trust has been resolved, regretfully SACC is not in a position to appoint a representative.
- d. Monmouthshire/Newport OVW Area Committee, Sessions House, Usk, 20th April 7.00pm

2303.16 DATE OF NEXT MEETING(S): 11th April 2023

9th May (incl Annual Meeting), 13th June, 11th July, August recess, 12th September, 10th October, 14th November, 12th December 2023.

The Chair thanked the Clerk for her services, and all Councillors for their contributions.

The meeting closed at 9.15pm.

Chair's signature: Date: