

7th December 2023

I hereby give notice that the next Ordinary Meeting of St Arvans Community Council will be held on Tuesday 12th December 2023 at The Meeting Rooms at 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

2312.01 TO RECORD ATTENDANCE & ACCEPT APOLOGIES FOR ABSENCE

2312.02 PUBLIC SESSION (15 minutes)

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

2312.03 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2312.04 TO APPROVE MINUTES OF:
ORDINARY MEETING held on 14th November 2023
[FINANCE MEETING held on 28th November 2023](#)

2312.05 PROPERTIES

A. King George's Field Playground:

- i) To receive monthly inspection report
- ii) To note Gordon Inspection visit Saturday 09/12/2023

B. The Park Sports Field:

- i) To receive monthly inspection report
- ii) To note Gordon Inspection visit Saturday 09/12/2023

2312.06 PLANNING

A. New planning applications:

- I DM/2023/01573 22 Laurel Park, St Arvans Single-storey side extension to existing bungalow to provide an open-plan kitchen-living space and study.
- II DM/2023/01498 4 Sycamore Court, St Arvans. Tree Works: to remove sycamore to ground level.

B. Existing planning applications:

DM/2023/01530 Longstone, Rogerstone Grange. Introduction of two traditional catslide dormers to fire-damaged first floor. MCC: pending consideration

- C. To note [Public Path Diversion Order for Footpath 32](#), New Barn, Tintern Road, St Arvans
[Notice of Confirmation of a Public Path Order – Footpath 32](#)

2312.07 COMMUNICATIONS

- a. To discuss details of February SACC surgery for residents and businesses.
- b. To receive any other communications updates

2312.08 HIGHWAYS & MAINTENANCE

- a. To discuss responses to SACC Traffic & Road Project – PEP Technical Notes
- b. To note the [Monmouthshire County Council Local Transport Plan Public Consultation](#) (end date extended to 05/01/2024) and agree response for submission.
- c. To receive [letter regarding use of Upper Wyndcliffe and Picadilly/Penterry Lanes by HGVs](#), and agree any action. Piccadilly

2312.09 ENVIRONMENT & RECREATION

- a. Litter picking: To receive monthly report.
- b. Defibrillators:
 - i) To receive monthly defibrillator inspection report.
- c. Dog Fouling
- d. To note that MCC have been notified of an alleged invasive weed growing in land on Tintern Road.

2312.10 TO RECEIVE REPORTS:

- a. Neighbourhood Police Crime & Traffic: report from PCSO A Jones
- b. Monmouthshire County Council: monthly report from County Cllr A Webb

2312.11 PERSONNEL COMMITTEE

To note [minutes of Personnel Committee](#) meeting held 07/12/2023 and agree actions.

2312.12 FINANCE

Monthly report from Responsible Finance Officer

- a. Reconciled balances at bank & building society at 30.11.23:

HSBC	£ 2,826.44
MBS	£10,063.96
Unity Trust	£ 9,472.97
Balance to Bank Reconciliation 31.10.23	£22,363.37

b. To note payments made between 1.11.23 – 30.11.23

Date	Payment Ref	Payee	Description	Amount
01/11/2023		£2000 transfer to Unity Trust		
02/11/2023		£2000 transfer to Unity Trust		
03/11/2023		£2000 transfer to Unity Trust		
06/11/2023		£2000 transfer to Unity Trust		
06/11/2023		£2000 transfer to Unity Trust		
06/11/2023		£2000 transfer to Unity Trust		
07/11/2023		£2000 transfer to Unity Trust		
08/11/2023	P73	MCC	Fountain area clear up	307.20
	P73	MCC	Park Sports Field Annual grass cutting	687.58
	P73	MCC	KGPF Annual grass cutting	687.58
	P73	MCC	Annual Street Sweep	918.00
	P74	J & P Gardening Service	KGPF ronseal picket fence & gates	100.00
	P75	St Arvans Village Trust	Meeting room hire October	76.00
	P76	WM Garden Services Ltd	Supply & fit flat seats for swings	300.00
	P77	WM Garden Services Ltd	Remove willow walk & make good	720.00
	P78	BCW Office Product	Litter Pick warning signs	247.20
13/11/2023	P79	H3G	Clerk's Mobile	14.00
	P80	Jamf	ipad security	13.13
	P81	Jamf	ipad security	0.36
15/11/2023	P82	Cisco webex	Hybrid meeting platform	15.14
22/11/2023	P83	HSBC	Bank Charge	5.00
		Merlin Environmental Services Ltd	Dog Waste November	127.40
30/11/2023	P84	Payroll	HMRC, NI	852.74

c. Additional payments for approval and payment in December

- i. Merlin Environmental Services Ltd – dog waste collection December - £127.40 (Litter Act 1983, s5,6)
 - ii. St Arvans Village Trust £46.00
- d. To agree the recommendations from the Finance Committee Meeting of 28th November 2023 to make the following purchases:
- i. Single rugby post for the Park Sports Field at a cost of £572.90 plus VAT (£168.28) and shipping costs of £268.50 and accept the quote for installation of £340.00. Funding to come from General Reserves (*LGA 1976, (Misc Prov), s19*).
 - ii. To approve the quotation received of 80p per card and delegate authority to the Communications Advisory Group to arrange the content with the publication being in the New Year. Maximum budget agreed of £340.00 (*LGA 1972, s144*).
- e. To consider the following requests for donations:
1. [Urdd National Eisteddfod Maldwyn 2024](#)

2. St Arvans Local Church Council

To note discussion and resolution of Finance Committee Meeting of 28th November 2023:

Cllr P Farley declared a personal interest in this item.

Members considered correspondence received from St Arvans Church regarding a donation and noted the advice from the National Association of Local Councils that “whilst there is no consensus on this issue (whether the Local Government Act 1984 which prohibits council involvement in property relating to the affairs of the Church e.g. maintenance or contribution to costs has been overridden by newer legislation), a council that considers making a payment in these circumstances needs to consider whether it is prudent to take a course of action that it cannot be certain is legally valid”.

Resolution: To honour the same level of donation as in previous years and to discuss whether the church has an alternative means, for example a charity, in which it can apply to the community council for funding

The above resolution of the Finance Committee is now presented as a recommendation for Full Council consideration.

- f. To receive and consider the IRPW Draft Report 2024-2025 and agree any feedback to the consultation process (closing date 20th December)

[IRPW Draft Report 2024-2025](#)

[IRPW Determinations Summary Powerpoint](#)

2312.13 CORRESPONDENCE

To note miscellaneous emails listed in the correspondence schedule.

2312.14 DATES OF FORTHCOMING MEETINGS requiring SACC representation

To note forthcoming meeting dates:

- a. Wye Valley Villages Delivery Group, Itton Village Hall, 10/01/2024, 2pm: Cllrs Edwards & Howells to attend
- b. St Arvans Memorial Hall Committee, 18/01/2024, 7.45pm: Cllr Clay to attend
- c. SACC Drop-in Surgery for Residents, Meeting Rooms, 03/02/2024 1.30 – 3pm
- d. MCC Give Dog Fouling the Red Card, County Hall, 22/02/2024, 10.30am: Cllr Edwards to attend

2312.15 DATE OF NEXT MEETING(S): 09/01/2024, 7pm at The Meeting Rooms, St Arvans 13/02/2024, 12/03/2024, 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 12th December 2023

Monmouthshire County Council [Press releases](#)

County Councillor Ann Webb [Monmouthshire County Citizens Advice email](#)
[Impact Report Quarter 2](#)
[‘The Difference we Make’ PowerPoint](#)

Audit Wales	<u>Press releases</u> (including Community Council Public Interest Report)
/	
Aneurin Bevan UHB	<u>Press releases</u>
Aneurin Bevan UHB	<u>Engagement Sessions</u>
Ombudsman Wales	<u>Equalities and Human Rights Casebook 2023/24</u>
Welsh Blood Service	<u>Introduction – Donor Engagement Team</u>
Wye Valley AONB	<u>Lower Wye Tracks and Trails Consultation</u> reminder