



The Meeting Rooms, Church Lane
St Arvans, Chepstow, NP16 6EU

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20th April 2023

I hereby give notice that the next Ordinary Meeting of St Arvans Community Council will be held on Tuesday 25th April 2023 at The Meeting Rooms, St Arvans at 7.00pm. 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. Please contact the Clerk for link for remote access – clerk@starvanscouncil.co.uk

Catherine Baker, Clerk to St Arvans Community Council

AGENDA

2304.01 TO RECORD ATTENDANCE & ACCEPT APOLOGIES FOR ABSENCE

2304.02 PUBLIC SESSION (15 minutes)

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

2304.03 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2304.04 TO RECEIVE AND APPROVE [MINUTES OF THE ORDINARY MEETING OF 14TH MARCH 2023](#)

2304.05 TO RECEIVE REPORTS:

- a. [Neighbourhood Police Crime & Traffic](#): written report from PCSO Andrew Jones
- b. Monmouthshire County Council: verbal report from County Cllr A Webb, if present
- c. Chepstow Racecourse meeting Monday 3rd April 2023
- d. OVW Monmouthshire/Newport Area Committee meeting 20th April 2023
- e. Halls Together meeting 21st April 2023

2304.06 PERSONNEL COMMITTEE

- a. To note councillor Training by OVW: feedback from Councillors.
- b. To note Cllr Farley's resignation as St Arvans Village Hall SACC representative trustee

2304.07 FINANCE COMMITTEE (compiled by RFO)

- a. To note reconciled balances at bank & building society at 31.3.23:

HSBC £ 7,275.40

MBS £ 9,972.00

- b. To note payments made since 28.2.23

Date	Payee	Description	Amount
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13/03/2023	JAMF SOFTWARE	software	10.08
13/03/2023	JAMF SOFTWARE	conversion fee	0.27
14/03/2023	H3G (Three Mobile)	Clerks mobile March	14.00
15/03/2023	Cisco Webex	hybrid meeting fee	14.54
17/03/2023	Wynnstay (Agri Supplies)	Gate and post (Park Sports Field)	273.00
17/03/2023	SG Luff	Hedge cutting	36.00
17/03/2023	Chepstow A/C Services (CAS) Ltd	Payroll services March (staff & councillors remuneration)	60.00
20/03/2023	St Arvans Village Trust	March meeting room hire	37.50
22/03/2023	HSBC	Bank Charges - March	5.00
29/03/2023	Penterry Church	Churchyard Grant	150.00
29/03/2023	Mon County CAB	S137 grant donation	100.00
29/03/2023	SARA	S137 grant donation	100.00
29/03/2023	Wales Air Ambulance	S137 grant donation	100.00
29/03/2023	GRW Services Ltd	Noticeboard installations	226.80
29/03/2023	Honeycomb Print Supplies	Sports Field & Playground Signs	142.80
29/03/2023	WM Garden Services Ltd	Pull up rope supply & fit	288.00
29/03/2023	Vision ICT	Website final payment - upgrade	386.40
29/03/2023	Gwent Young Farmers	S137 grant donation	100.00
30/03/2023	Community Broadband Project	Website work	437.50
30/03/2023	St Arvans Church	S137 grant donation	150.00
30/03/2023	St Arvans Village Trust	Room Hire March	35.50
31/03/2023	Merlin Environmental Services Ltd	Dog Waste - March	118.30
31/03/2023	Payroll March	Payroll March (staff & councillor remuneration)	1,393.23
31/03/2023	PEP Ltd	Devauden Road project	1,257.36
31/03/2023	WWH Morgan	Gen Maint / Fence works	725.00
31/03/2023	Chepstow A/C Services (CAS) Ltd	Pension services	75.00

- c. To approve the following payments:

£583.48 Gallagher Insurance – annual community council insurance
(LGA 1972, s111)

£19.20 MCC – 2 x bag holder hoops
(Litter Act 1983, s5,6)

- d. To note the following receipt:

£1,250.15 MCC in regard duplicate payment

- e. Section 137 grant of £100 to Gwent Young Farmers Clubs (March 2023). In gratitude for this funding, the County Organiser has offered to provide a presentation on their valuable services for rural youth.

- f. To adopt Financial Regulations

- A. King George's Field Playground:
 - a. To consider and agree repair plan and costs following H&S Inspection report December 2022.
 - b. To consider and agree purchase of signage to include H&S requirements (no smoking, no litter etc).
- B. The Park Sports Field:
 - a. To received update from Chepstow GCJFC on disappearance of Cambridge roller.
 - b. Report of progress by Chepstow GCJFC on remainder of inspection report requirements for Clubhouse.
 - c. To discuss parking for teams and visitors attending matches.

2304.09 PLANNING

- A. New planning applications received by publication of agenda on 20th April 2023.
 - a. DM/2023/00433 Parkfield Stores, Tintern Road, St Arvans, NP16 6EJ: Change of use from shop to dwelling house and external alterations
 - b. DM/2023/00342 Wyndcliffe House, Devauden Road, St Arvans: Crown Reduction to multiple trees.
 - c. DM/2023/00417: The Piercefield A466 Chepstow To St Arvans Piercefield Chepstow, NP16 6EJ 2 x conifer fell due to damage to surrounding stonework. **NB SACC were consulted on 27/03/23 but MCC approved on 05/04/2023 ahead of the 21 days response period.**
- 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. **MCC APPROVED 16/03/2023**
 - b. 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 APPROVED 12/04/2023**
 - c. Discharge of condition 3 to DC/2018/00109 Wyndcliffe Court, Penterry Lane: (Construction Method Statement) to create a new agricultural access on the northern boundary, onto the council lane, enabling the field to be independently accessed, via a 12ft (3.6m) field gate, set back from the public highway. **MCC 10/03/2023 For information only.**

2304.10 COMMUNICATIONS

- a. To note that the new website is now live. Cllr Farley to provide update.
- b. To receive and adopt SACC IT Devices and Usage Policy.
- c. To receive and adopt SACC Local Resolution Protocol.
- d. To receive and adopt SACC Vexatious Complaints Policy.

2304.11 HIGHWAYS & MAINTENANCE

- a. To receive update on residents' request for 'concealed entrance' signage at Livox Cottages, Tintern Road.
- b. To report on outcome of HAG meeting on 20/03/2023 re PEP & Devauden Road Project .
- c. To consider and agree purchase of medium-size no waiting bollards for SACC use.

2304.12 ENVIRONMENT & RECREATION

- a. Dog Fouling
 - i. To note [email from Sue Parkinson \(MCC\)](#) ,including action day on 25th May 2023 in the Chepstow and Usk areas.
 - ii. To receive the [notes of the March 2023 MCC Give Dog Fouling the Red Card initiative](#), and to note the next meeting date of 8th June 2023 via Teams.
 - iii. To note use of the Pooper Snooper app by MCC. Councillors and community to be encouraged to use this app to highlight any fouling incidents.
- b. Defibrillators:
 - i. To receive monthly inspection report.
 - ii. To note progress with Penterry Farm defibrillator, and to consider and agree funding of pads and batteries by SACC.
 - iii. To note progress with logging SACC defibrillators on The Circuit website.
 - iv. Consider and agree purchase of defibrillator cabinet for Fair oak area.
- c. Litter Pick:
 - i. To receive report from Litter Pick Co-ordinator, Diane Parnell:
 - ii. To consider and agree purchase of portable warning signs for use on verges during litter picking.
 - iii. To note progress with Keep Wales Tidy insurance certificate and issue regarding apparent discrimination re age and value attributed to litter pickers.
- d. To note application for diversion of Footpath 32 under the provisions of Section 19 of the Highways Act 1980 and agree a response, deferred from last meeting.
[Diversion notice](#)
[Diversion map](#)

2304.13 CORRESPONDENCE

- a. To note that Monmouthshire County Council (as per press release) will now carry out waste collections as usual on all bank holiday, with the exception of Christmas Day, Boxing Day, and New Year's Day.
- b. To note miscellaneous emails listed in the correspondence schedule.

2304.14 DATES OF FORTHCOMING MEETINGS requiring SACC representation

- a. Wye Valley Villages Delivery Group: 26th April 2023 at 2:30pm.
- b. St Arvans Memorial Hall Management Committee Thursdays 17th May 2023 and 19th July 2023.

2304.15 DATE OF NEXT MEETING(S): 9th May 2023 (Annual Meeting followed by Ordinary Meeting)

13th June, 11th July, recess August, 12th September, 10th October, 14th November, 12th December

CORRESPONDENCE SCHEDULE

RECEIVED	SENDER	TOPIC
21/03/2023	Monmouthshire CAB	Cost of Living Crisis event invitation on 21/04/2023 Follow-up email – this event is postponed, new date in May TBC
29/03/2023	Cllr Ann Webb	Email regarding Bus Emergency Support Scheme
30/03/2023	Planning Aid Wales	March Newsletter
30/03/2023	Welsh Government	Glad Newsletter
31/03/2023	OVW	Open Spaces Society Newsletter
31/03/2023	Welsh Government	Climate Change Bulletin
31/03/2023	Welsh Government	Ethical Standards Framework Independent Review
31/03/2023	Welsh Government	Written Statement on Electoral Reform
04/04/2023	MCC	Enquiry regarding Coronation event being held in St Arvans.
05/04/2023	OVW	Virtual Allotment Forum
Ongoing	MCC	Weekly roadworks reports https://www.monmouthshire.gov.uk/roadworks/
Ongoing	MCC	Live traffic updates https://one.network/
Ongoing	South Wales Fire Service	Strategic Plan 2020-2030 Update
Ongoing	MCC	Upcoming Meetings
Ongoing	MCC	Press Releases
Ongoing	ABUHB	Community Engagement Updates
Ongoing	Welsh Government	Employment Opportunities
Ongoing	Welsh Government	Public Appointments
Ongoing	Care Inspectorate Wales	Employment Opportunities
12/04/2023	One Voice Wales	Model Standing Orders email
14/04/2023	MCC Highways	Monmouthshire's Roadworks W/E 21/04/2023 (with future planned events)