



7th March 2024

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

2403.01 TO RECORD ATTENDANCE & ACCEPT APOLOGIES FOR ABSENCE

2403.02 PUBLIC SESSION (15 minutes)

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

2403.03 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2403.04 TO APPROVE MINUTES OF:

[Ordinary Meeting of 13th February 2024](#)

2403.05 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. [MCC Give Dog Fouling the Red Card](#), 22/02/2024, 10.30am: Cllr Edwards
 - i) [2nd Draft MCC PSPO](#)

2403.06 PERSONNEL COMMITTEE

- a. To sign declaration of acceptance of office
- b. To receive updates.

2403.07 FINANCE

- a. To receive monthly report from Responsible Finance Officer:

Reconciled balances at bank & building society at 29/02/2024

| | |
|--------------|-------------------|
| HSBC | £12,394.18 |
| MBS | £10,063.96 |
| Unity Trust | £ 6,529.62 |
| TOTAL | £28,987.76 |

Bank payments made in February:

Payments made 01/02/2024-29/02/2024 from Unity account:

| Date | Payee/Description | Amount |
|-------------|----------------------------|---------------|
| 28-Feb-24 | B/P to: St Arvans VT | £ 19.00 |
| 28-Feb-24 | B/P to: Gordon Playground | £ 480.00 |
| 28-Feb-24 | B/P to: Honeycomb Print | £ 22.80 |
| 28-Feb-24 | Salary | £ 603.89 |
| 28-Feb-24 | B/P to: Monmouthshire CC | £ 96.00 |
| 28-Feb-24 | B/P to: St Arvans VT | £ 19.00 |
| 28-Feb-24 | B/P to: Merlin Environment | £ 127.40 |

Payments made 01/02/2024-29/02/2024 from HSBC account:

| Date | Payee/Description | Amount |
|-------------|------------------------------|---------------|
| 12-Feb-24 | H3G – Council mobile phone | £ 14.00 |
| 13-Feb-24 | JAMF Software | £ 12.70 |
| 13-Feb-24 | Non-Sterling Transaction Fee | £ 0.34 |
| 15-Feb-24 | CISCO Webex | £ 15.30 |
| 22-Feb-24 | Bank Charges to 31JAN2024 | £ 5.00 |

b. To approve the following payments:

| Payee | Description | Amount |
|-------------------------------|-------------------------------------|---------------|
| Merlin Env. Services | Dog waste emptying March | £127.20 |
| Payroll | Salaries* | £TBC |
| St Arvans Village Hall Trust | February Meeting Room Hire | £19.00 |
| VisionICT | Email account (1) hosting Inv 17918 | £21.60 |
| Hiscox | Insurance (annual) | £626.33 |
| Cllr R Edwards | 2023-2024 remuneration as per IRPW | £400.00 |
| Cllr P Farley | 2023-2024 remuneration as per IRPW | £150.00 |
| Cllr JB Howells | 2023-2024 remuneration as per IRPW | £150.00 |
| Cllr A Clay | 2023-2024 remuneration as per IRPW | £150.00 |
| M Davies (Cllr up to 11/2024) | 2023-2024 remuneration as per IRPW | £87.50 |
| Cllr T Houghton | 2023-2024 remuneration as per IRPW | £150.00 |
| Cllr I Costello | 2023-2024 remuneration as per IRPW | £150.00 |

*Salaries include overtime in d. below

- c. To note that Councillor remuneration will be paid this month, as listed in the payment schedule above. (Councillors wishing to opt of receiving remuneration must do so in writing to the clerk ahead of the meeting.)
- d. To approve payment of 3 hours overtime to the Clerk.
- e. To agree purchase of microphone and speakers for use during hybrid meetings.
- f. To receive quote for digging out car park shrubbery for future planting.
- g. To note price increase for email hosting from £18 +VAT to £20 +VAT as of 01/04/2024

- h. To consider request from National Eisteddfod for a donation towards the costs of the 2024 Rhondda Cynon Taf Eisteddfod.

2403.08 PROPERTIES

A. King George's Field Playground:

- i) To receive update on maintenance/repairs.

B. The Park Sports Field:

- i) To receive [inspection report](#) and discuss further actions following site meeting.

2403.09 PLANNING

A. New planning applications:

- ii) [DM/2023/01760 Land to the south and adjacent to Fairbourne, Devauden Rd: Erection of proposed new bungalow](#) – deferred from last meeting as document were not available on MCC Planning Portal (email sent to MCC requesting extension to time limit for reply)

B. Existing Planning Applications:

Pending Consideration by MCC:

- i) [DM/2024/00050 Monk's Barn, Rogerstone Grange, NP16 6EU: New stable block building](#) (work already begun) – **approved 19th February 2024**

2403.10 COMMUNICATIONS

- a. To receive report from Communications Advisory Group and agree any action.

2403.11 HIGHWAYS & MAINTENANCE

- a. To receive report from Highways and Maintenance Advisory Group and agree any action.
- b. To receive [report of area visit by Gareth Freeman](#) on 15/02/2024.

2310.12 ENVIRONMENT & RECREATION

- a. Litter picking: To receive monthly report.
- b. Defibrillators: To receive monthly defibrillator inspection report.

2403.13 CORRESPONDENCE

- a. To note miscellaneous emails listed in the correspondence schedule. – to follow

2403.14 DATES OF FORTHCOMING MEETINGS requiring SACC representation

To note any forthcoming meeting dates:

- i. [Wye Valley Villages Delivery Group](#), Location TBC, 17/04/2024, 2:00pm: Cllrs Edwards and Howells
- ii. [Give Dog Fouling the Red Card](#), MicrosoftTeams, 13/06/2024, 11:00am-1:00pm: Cllr Edwards

2403.15 DATE OF NEXT MEETING(S): 09/04/2024, 7pm at The Meeting Rooms, St Arvans;

2024-2025 MEETINGS: 14/05/2024 (Annual Meeting and Ordinary Meeting), 11/06/2024; 09/07/2024; August recess; 10/09/2024; 08/10/2024; 12/11/2024; 10/12/2024; 14/01/2025; 11/02/2025; 11/03/2025; 08/04/2025

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)