



12 June 2025

The next Ordinary Meeting of St Arvans Community Council will be held at The Meeting Rooms on Thursday 19th June 2025 at 7:00PM and via Teams (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.

If you wish to join via Teams, please contact the Clerk (clerk@starvanscouncil.co.uk) by 7pm on the day of the meeting.

AGENDA

2506.01 TO RECORD ATTENDANCE AND ACCEPT APOLOGIES FOR ABSENCE

2506.02 PUBLIC SESSION (15 minutes)

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

2506.03 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2506.04 TO APPROVE MINUTES OF THE MEETINGS HELD ON 15 MAY 2025

2506.05 TO NOTE MATTERS ARISING FROM THE MINUTES OF 15 MAY 2025 (FOR INFORMATION ONLY)

2506.06 TO RECEIVE REPORTS:

-Neighbourhood Police Crime & Traffic: report from PCSO E Park:

-Monmouthshire County Council: monthly report from County Cllr A Webb

2506.07 PERSONNEL GROUP

To receive updates.

2506.08 FINANCE

a Reconciled balances at bank & building society:

31.5.25

MBS £10,339.79 (includes last year's interest)

Unity Trust £33,619.21 (includes HSBC cheque for £308.05)

b. To approve May bank reconciliation:

Mon BS	£10,339.79
Unity Trust	£33,619.21
Net balance as at 31 May 2025	£43,959
Net Opening Balance on 1st April 2025 Unity	£29,538.27
Mon BS	£10,339.79
Add: Receipts for the Year to 31 May 2025	£8,274.05
Total	£48,152.11
Less: Payments for the Year to 31 May 2025	£4,193.11
Closing Balance as at 31 May 2025	£43,959

c. To receive May cashbook

<i>Supplier</i>	<i>Details</i>	<i>Debit</i>	<i>Credit</i>
HSBC	Closing a/c balance		£308.05
Barclaycard	JAMF and Microsoft	£25.08	
SAVT	April and May meetings	£38.00	
Merlin	May dog waste collection	£157.78	
OVW	Training	£84.00	
Cllr Howells / Amazon	Defib batteries	£54.21	
S Banfield	Welcome card printing	£10.60	
Clerk	May salary	£480.84	
HMRC	Tax May	£120.20	
Handyperson	Devauden Road bench repair	£181.93	
Three	Mobile phone	£14.00	
Unity Trust	Bank Charge May	£6.00	
Total	May	£1,172.64	£308.05

d. To approve June payments to date

<i>Supplier</i>	<i>Details</i>	<i>Amount</i>
Clerk (Amazon)	External hard drive	£51.99
St Arvans Village Trust	15 and 20 May	£38.00
Merlin Waste	Dog Waste June	£157.78
White Heart Group	Hi Vis clothing	£36.00
Barclaycard	JAMF and Microsoft	£24.90

Paul Russell	Internal audit	£165.00
Clerk	Clerk salary June	£480.84
HMRC	Tax June	£120.20
Mark Jones	Handyperson materials and labour	£261.31
Three	Mobile phone	£14.00
Total to date	June	£1,350.02

- e. Any other financial items.
- Three now out of contract but can continue.
 - Closure of Barclaycard still to be done.
 - Details of handyman services

Sander and discs	£136.16
Paint	£18.90
Labour	£106.25

2506.09 QUARTERLY CASH BOOK CHECK

2506.10 INTERNAL AUDIT SUMMARY AND SIGNING OF ANNUAL RETURN

2506.11 2025-6 BUDGET REVIEW

2506.12 PLANNING

- New planning applications:
 - None
- Planning Decisions:
 - DM/2025/00585, 4 Laurel Park, proposed rear extension with maximum depth of 3.00m – approved.

2506.13 COMMUNICATIONS

- To receive report and agree any action.

2506.14 HIGHWAYS & MAINTENANCE

- To receive report and agree any action.

2506.15 ENVIRONMENT & RECREATION

- To receive report and agree any action.
- Agree purchase of hi vis for handyperson

2506.16 BIODIVERSITY ACTIONS / PURCHASES

- Review and agree draft plan and proposed purchases

2506.17 ANNUAL REPORT

- Review and agree draft

2506.18 MCC CONTRACT

- Review and agree grounds maintenance contract

2506.19 CORRESPONDENCE

-Miscellaneous emails listed in correspondence schedule

2506.20 CLERK'S REPORT

2506.21 DATES OF FORTHCOMING MEETINGS requiring SACC representation

2506.22 DATE OF NEXT MEETING: 16/07/2025, 7pm at The Meeting Rooms, St Arvans;

St Arvans Monthly Meeting 19 June 2025 19:00-21:00 (GMT)

Meeting link:[St Arvans Monthly Meeting | Microsoft Teams | Meet-up-Join](#)

Correspondence – May-June 2025

MCC, Community Safety Survey

MCC, Media release: Motion confirmed to address HGV ban on M48 Severn Bridge

MCC, TTRO Consultation - 28th May - 3rd May 2025 (Devauden Road)

MCC, Minutes for County Council, Thursday, 15th May, 2025, 2.00 pm