



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

T. 07902 511468

E. [clerk@starvanscouncil.co.uk](mailto:clerk@starvanscouncil.co.uk)

Minutes of the Extra-Ordinary Meeting of St Arvans Community Council held in the  
Meeting Rooms on Tuesday 24<sup>th</sup> January at 6.00pm

1. **ATTENDANCE:** Cllrs R Edwards (Chair), A Clay, P Farley, & B Howells.  
**ALSO PRESENT:** Mrs L Allen, Locum Clerk  
**APOLOGIES FOR ABSENCE** - none
2. **APPOINTMENT OF NTERIM PROPER OFFICER**  
It was **resolved** to appoint Mrs L Allen as the interim Proper Officer for the duration of the meeting.
3. **BUDGET FOR 2023/24 PRECEPT**

Following presentation of quotations and further discussion, it was **resolved** to set the precept for 2023/24 at **£29,231.00** in line with the following budget.

<b>STAFF &amp; OFFICE</b>		
Clerk annual salary	5520	
RFO annual salary	1380	
Clerk admin allowance (pro-rata)	250	
RFO admin allowance (pro-rata)	62	
Clerk/RFO - training & mileage	120	
Subscriptions (SLCC & OVW & ICO)	350	
Audit of Accounts - internal	150	
Audit of Accounts - external	220	
Insurance	620	
		<b>8672</b>
<b>COUNCILLORS</b>		
Councillors' allowances 7 x £150	1050	
Chair's allowance	250	
CommCllrs training OVW/other	280	
CommCllrs mileage allowances	100	
		<b>1680</b>
<b>PROPERTIES</b>		
<b>KGF Playground</b>		
annual H&S inspection	140	

play equipment replacement	120	
play equipment repair & replace	3000	
bench repairs/replacements	800	
grass cutting	560	
tree inspection	80	
tree surgery	150	
fence maintenance & repair	200	
mole control	400	
hedge cutting/ maintenance	100	
		<b>5550</b>

<b>Park Sports Field</b>		
annual H&S inspection	260	
grass cutting	560	
tree inspection	120	
tree surgery incl hedges	750	
willow removal	300	
fence repairs	75	
		<b>2065</b>

<b>The Fountain</b>		
area sweep incl Tree & Barrier	<b>256</b>	<b>256</b>

<b>WI Maple Tree</b>		
Christmas tree lights	240	
replace cut-out, fit commando socket	682	
electricity costs	100	
		<b>1022</b>

<b>COMMUNICATIONS &amp; MEETINGS</b>		
Web Site & Emails	466	
Hall hire - Meeting Rooms	500	
Hybrid meetings	200	
Printing costs	100	
Mobile phone	150	
		<b>1416</b>

<b>HIGHWAYS &amp; MAINTENANCE</b>		
Devauden Road Traffic Project	1100	
Street/Pavement Clean - MCC 1 day	765	
Traffic cones	50	
Litter Pick - KWT/BCW	270	



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Footpath markers	80	
Maintenance services contractor*	1000	
		<b>3265</b>
<b>ENVIRONMENT</b>		
Defibrillators - Upper Devauden Road	500	
Defibrillators - batteries, pads, labels	200	
Dog bins - emptying	1275	
Dog bins - bags & labels	80	
Environment & Biodiversity	500	
Memorial Hall Centenary	250	
		<b>2805</b>
<b>Section 137</b> grants to organisations	500	<b>500</b>
<b>CONTINGENCY</b>	2000	<b>2000</b>
<b>TOTAL</b>	<b>29,231</b>	<b>29,231</b>