

Minutes of the Ordinary Meeting of St Arvans Community Council held in the Meeting Rooms, St Arvans
on Tuesday 14th February 2023 at 7.00 pm

- 2302.01 **ATTENDANCE:** Cllrs R Edwards (Chair), P Farley (Vice Chair), A Clay, M Davies.
ALSO PRESENT: Mrs L Allen, Locum Clerk.
MEMBERS OF PUBLIC: 1
APOLOGIES: Cllr B Howells
- 2302.02 **APPOINTMENT OF INTERIM PROPER OFFICER**
It was **resolved** to appoint Mrs L Allen as the interim Proper Officer for the duration of the meeting.
- 2302.03 **PUBLIC SESSION (15 minutes)**
Representation was received from one member of public with the following comments:
- A local resident is making good health progress and hopes to attend Council meetings in the future and thanks the Council for sending the webex invitations.
 - A young resident would like the Council to consider installing a child safe trampoline up to the maximum age of 11 and an age appropriate trampoline for 2-3 year olds.
 - A question was asked as to whether there will be a gardening competition in 2023.
- 2302.04 **DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA**
None, however interests may be declared at any point during the meeting if the need arises.
- 2302.05 **TO RECEIVE AND APPROVE MINUTES OF ORDINARY MEETING held on 10th January 2023**
It was **resolved** to approve the minutes of Ordinary Meeting held on 10th January 2023. The minutes were signed as a true record of the meeting.
- 2302.06 **TO RECEIVE AND APPROVE MINUTES OF EXTRAORDINARY MEETING held on 24th January 2023**
It was **resolved** to approve the minutes of Extraordinary Meeting held on 24th January 2023 which set the budget and subsequent precept application at £29,231. The minutes were signed as a true record of the meeting.
- 2302.07 **REPORTS RECEIVED:**
- a. Neighbourhood Police Crime & Traffic**
31/1/2023 – Theft of heating oil from tank at property in St Arvans village, similar to recent thefts in Llanishen & Trellech. Please be vigilant, check your oil tanks regularly and ensure they are hidden as much as possible. Also speak to your supplier who will offer advice on securing tanks .
24/1/2023 – Speed monitoring conducted by police in SA Viillage 30 mph. 100 vehicles checked with an average speed coming back as 24.0 mph . Go-Safe continue to attend with the speed van on a regular basis on the main A466 through the village and the hill on Upper Devauden Road .
- b. Monmouthshire County Council: County Cllr A Webb**
MCC Budget – Councillors are still working out an acceptable budget and having to consider lots of changes. Social Services are taking a large proportion and the donation to Gwent Music may cease.

Road Signage – has been requested at Chapel Hill Road (junction to Penterry & Porthcasseg Farms) due to issues with very large lorries. The meeting requested signage should also include junction at Tintern Road as the primary warning.

Livox Cottages, Tintern Road – residents would like to install a sign advising of entrance to properties to try and slow drivers down and are working with MCC for permission.

Livox Quarry Candidate Site – the proposal is stalling, therefore no update.

c. SACC Annual Report to 31.03.2022 (new arrangement)

Draft to be circulated for Councillor comments and input.

2302.07

PERSONNEL COMMITTEE

- a. For the position of Temporary Clerk, one application with the required experience had been received and that person had been interviewed. On conclusion of the process, the Interview Panel resolved to recommend to Council the appointment of Ms Catherine Baker.
It was **resolved** to appoint Ms Catherine Baker to the role of Temporary Clerk.
- b. Noted that there was an existing vacancy to be filled by Co-option as well as a casual vacancy which has arisen following the resignation of a Councillor. MCC have not confirmed a call for an election for the casual vacancy. Therefore, given the time passed, SACC may move to co-opt for this position also.
Two applications had been received for co-option and interviewed by the Personnel Committee who recommend that both persons interviewed be co-opted at the next meeting of SACC.
- c. Received One Voice Wales Training Sessions – the majority of Councillors have booked places on training sessions with Cllr Davies selecting one in due course.
- d. To defer the consideration of the SACC Expenses Policy until the meeting in March.

2302.08

FINANCE COMMITTEE

- a. Confirmed the reconciled balances at bank & building society as at 31.1.23:

HSBC	£20,680.23
MBS	£ 9,972.00
- b. Noted payments made since last meeting 10.1.23

Date	Payee	Description	Amount
11.1.23	H3G (Three Mobile)	Clerk mobile phone January	14.00
13.1.23	JAMF Software	Ipad security software	9.93
13.1.23	NS transaction fee JAMF	Ipad security software	0.27
16.1.23	Cisco Webex	Online meetings	15.00
22.1.23	HSBC	Bank charges December 2022	5.80
22.1.23	Chepstow Town Council	Boundary change – reserves	98.50
26.1.23	Creu	Litter signage (min ref 2205.11v)	363.00
26.1.23	Creu	Parking signage (min ref 2205iiv)	106.80
26.1.23	Gordon Playground Ins Ltd	Annual Inspections – Playground, Sports Field & Clubhouse	480.00
30.1.23	Blachere Illuminations	WI tree lighting	384.00
30.1.23	Devauden CC	Boundary change - reserves	137.90
31.1.23	Payroll - January	HMRC/NI/Salary	269.52
31.1.23	Merlin Environmental Services Ltd	Dog waste collection – January	118.30

- c. **Resolved** to approve the following payments:

Locum Clerk costs (<i>LGA 1972, s112</i>)	£198.40
(Oct, Nov, Dec meetings and policy writing)	
Audit Wales (<i>Accounts & Audit Regulations 2015</i>)	£1,410.00
(18/19 work - waiting for breakdown of work prior to payment)	
MCC annual grass cutting (<i>LG(Misc Prov) 1976, s19</i>)	£1,250.15
WM Garden Services	£1,100.00

(additional zip wire foundation works) (*LG(Misc Prov) 1976, s19*)

- d. **Resolved** to approve the annual churchyard grant payments as per the budget agreed to:

St Arvans Church (*LGA 1972, s214*) £150.00

Penterry Church (*LGA 1972, s214*) £150.00

2302.09

PROPERTIES

- a. **King George's Field Playground.**

Approximate cost of repairs as noted in the inspection report are £1,100 - £1,800, budget provision will cover some of these costs but a review of what SACC will carry out will need to take place in the new financial year.

The rope climber is urgent and costs will be agreed at the next meeting.

A resident suggestion was received to consider a compostable toilet facility.

Need to revisit the Councillor visual risk assessment rota at a future meeting.

Noted that Cllr Edwards empties the dog bin along Oakgrove Stud footpath, a local resident regularly replenishes the dog bag box at entrance.

- b. **Park Sports Field**

New gate to be installed shortly. Issues regarding dogs in the field even though there is signage saying no dogs allowed – consider moving signs onto gate once installed

- c. **The Fountain**

No response received from MCC in regard to ownership.

- d. **WI Maple Tree**

Replacement lights have been ordered and power will come from adjacent lamp post.

2302.10

PLANNING (& NOTICE OF LICENCE)

- a. i. Noted new planning applications:

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.

li Noted application received since preparation of agenda: DM/2023/00031:

Wincanton, Tintern Road, NP16 6DN. Alteration of detached double garage to habitable space. No external expansion. An issue raised with a set of drawings of elevations has been corrected. SACC comment – no reason to object.

- b. Noted application for Premises Licence for Live National Music UK for Chepstow Racecourse Event Site, Piercefield, Chepstow, NP16 6BE for 3 days, up to 30,000 people.

- c. Noted that is no progress to date on the following planning notice:

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.

2302.11

COMMUNICATIONS

- a. Noted Round Robin communications are still being regularly issued.

- b. Have received the template from Vision ICT for work on the website.

2302.12

HIGHWAYS & MAINTENANCE

- a. Members received the report from Wye Valley Villages Delivery Group meeting held 25.01.23 attended by Community Councillors and MCC officers. It was noted that the meeting was mostly taken up with the remaining issues with the WVV signage and imminent introduction of 20mph speed limits.

- b. Noted that a meeting had not yet been held with James Chequer (PEP Ltd) re Devauden Road Project.

2301.13

ENVIRONMENT & RECREATION

a. Defibrillators

- i. All units within the ward have received the monthly check.
- ii. Still chasing the registration on The Circuit website.

b. Litter Picking

- i. Litter Pick 10.02.23, organised by Co-ordinator, Diane Parnell, included new volunteers. Co-ordinator has emailed risk assessment to all volunteers along with health and safety precautions. Anyone who is litter picking alone or as a group, apart from the co-ordinated Litter Picks, was asked to inform Mrs Parnell who will keep a record.
- ii. Noted receipt of insurance notice to 28/02/23. Members were advised that there are concerns with the extent of the insurance cover for those working outside the SACC ward boundaries.
Members also discussed the possibility of holding an event in April as a thank you to the volunteers.

2302.14

CORRESPONDENCE

- a. Noted miscellaneous email (unless otherwise indicated) correspondence.

10-Jan	OVW	Public Commemorations
16-Jan	WG	Draft review responding to people affected by suicide
23-Jan	WG	School Admission appeal - changes
26-Jan	OVW	Carbon Literact Training
27-Jan	WG	Climate Change
30-Jan	WG	Review Wales renewable energy targets
31-Jan	MCC	Trash to Treasure
03-Feb	MCC	Burns Report, public transport system
03-Feb	OVW	Consultation of Outdoor Education
03-Feb	OVW	Public Access defibrillators
06-Feb	WG	Separate collection of waste for recycling
06-Feb	OVW	National Forest for Wales programme
07-Feb	OVW	SE Wales Roundup
08-Feb	OVW	Research Officer application
08-Feb	PAW	Planning Aid Courses
09-Feb	OVW	Biodiversity Report

2302.15

DATES OF FORTHCOMING MEETINGS requiring SACC representation

- a. Wye Valley AONB Joint Advisory Committee Monday 6th March, 2.00pm
- b. Wye Valley Villages Delivery Group: TEAMS, 22nd March 2023, 3.30pm
- c. Monmouthshire/Newport Area Committee, Sessions House, Usk, 20th April 7.00pm

2212.16

DATE OF NEXT ORDINARY MEETING(S) 2023

Tuesdays 14th March, 11th April, 9th May (incl Annual Meeting), 13th June, 11th July, recess August, 12th September, 10th October, 14th November, 12th December.

The meeting closed at 8.30pm.