

Minutes of the Ordinary Meeting of St Arvans Community Council held at St Arvans Meeting Rooms and online via Webex on Tuesday 8th January 2024 at 7.00pm.

2401.01 ATTENDANCE: Cllrs R Edwards (Chair), A Clay, I Costello, Cllr T Houghton, B Howells (7:50pm)

Apologies: Cllr P Farley (Vice Chair),

Also in attendance: Ms C Baker (Clerk), County Cllr A Webb, 1 member of public present

2401.02 PUBLIC FORUM

A member of the public raised the possibility of a passing space on Piccadilly Lane, and concerns regarding HGV access issues along Penterry Lane (i.e. single lane, no passing spaces). The Chair informed that MCC Highways had already been contacted with similar concerns, and an Officer had responded:

'...that an "unsuitable for HGVs" advisory sign could be beneficial at this junction.'

The resident felt this could cause problems for deliveries and services to the farms and properties. MCC to be asked to consider more suitable signage.

2401.03 DECLARATIONS OF INTEREST None

2401.04 APPROVAL OF MINUTES

Resolved: To approve the minutes of:

ORDINARY MEETING held on 12th December 2023

2401.05 REPORTS RECEIVED:

a Neighbourhood Police Crime and Traffic: The police report was read. – copy of report [attached here](#)

b Monmouthshire County Cllr A Webb:

Updates included: Consultation on Council Tax to take place from the end of January to the end of February, with a closing date of 28th February 2024; County Councillors have fed back to officers concerns regarding some elements of the Local Transport Plan, in particular for this area the need to remove confusing references to reinstating Severn Bridge Tolls, and the need to prioritise a bypass in Chepstow to improve traffic flow at High Beech Roundabout.

2401.06 PERSONNEL

To receive updates on Councillor and RFO vacancies, advertised on 18/12/2023 and 02/01/2024 respectively.

Both adverts/notices are still live, the initial Councillor casual vacancy until 07/02/2024 and the RFO job advert until the closing date of 31/01/2024.

2401.07 FINANCE (compiled by RFO)

a Reconciled balances at bank & building society at 31.12.23:

HSBC	£ 12,523.44
MBS	£ 10,063.96
Unity Trust	£ 9,281.50
Balance to Bank Reconciliation 31.12.23	£ 31,868.90

- b Payments made 01/12/2023-03/01/2024 (owing to Christmas period payment delay).

Date	Payment Ref	Payee	Description	Amount
12/12/2023	TBC	H3G	Clerk's Mobile	14.00
13/12/2023	TBC	Jamf	ipad security	12.79
13/12/2023	TBC	Jamf	ipad security	0.35
15/12/2023	TBC	Cisco webex	Hybrid meeting platform	14.86
20/12/2023	TBC	HSBC	Bank Charge	5.00
27/12/2023	TBC	St Arvans Village Trust	Meeting Room hire	46.00
29/12/2023	TBC	Merlin Environmental Services Ltd	Dog Waste November	127.40
31/12/2023	TBC	Unity Trust	Interest	0.07
31/12/2023	TBC	Unity Trust	Service charge	18.00
03/01/2023	TBC	Payroll (salary plus tax and NI)	Dec (breakdown in file)	448.40

- c **Resolved:** To approve the additional payments for approval and payment in December:

- i. Merlin Environmental Services Ltd – dog waste collection December- £127.40
(Litter Act 1983, s5,6)
- ii. Greenleif Lanscapes – electrical work for festive lights- £538.00
- iii. Peter Evans Partnership £120.00
- iv. GWR Services – welding £66.00

- d **Budget and Precept 2024-2025**

Resolved: To approve the budget of £28,896.12 presented by the Finance Committee.

Further resolved: To approve a precept of £28,896.12.

- e **Barclaycard**

Resolved: For the RFO to apply for a Council Barclaycard for online SACC payments where necessary, with a recommended spending limit of £500.

- F **Bench plaques**

Resolved: To set a limit of £50 for the purchase of two plaques, one for each of the commemorative benches.

(Cllr Howells arrived 7:50pm)

2401.08 PROPERTIES

- A **King George's Field Playground:**

- i Update on maintenance/repairs received.

Resolved: To purchase small fruit trees for the small patch of land at the car park.

- ii Noted: Gordon Annual Inspection Report (for inspection that took place on 09/12/2023) has not yet been received.

- B **The Park Sports Field:**

- i Update on progress of maintenance/repairs received.

Resolved: For Cllrs Edwards and Clay to meet with representatives of Garden City Football Club to discuss terms of use.

- ii Noted: Gordon Annual Inspection Report (for inspection that took place on 09/12/2023) has not yet been received.

2401.09 PLANNING

A New planning applications:

None received since last meeting.

B Existing planning applications:

DM/2023/01573 22 Laurel Park, St Arvans Single-storey side extension to existing bungalow to provide an open-plan kitchen-living space and study. (**A consultation request has not been received by SACC, but this item appears on the MCC Planning Portal.*) **MCC approved 19/12/2023**

DM/2023/01530 Longstone Grange Road Rogerstone Grange: Two catslide roof dormers.

DM/2023/01498 4 Sycamore Court: Sycamore at rear – removal to ground level. **MCC refused 29/11/2023**

DM/2023/01449 Firbank House: Removal of large Horse Chestnut tree. **MCC approved 07/11/2023**

2401.10 COMMUNICATIONS

- a To note working group session to be held to make arrangement for February Surgery.

Session arrangements to be made via email.

- b To discuss and agree purchase of projector.

A councillor has obtained a screen for display has already been obtained free of charge.

Resolved: For the Communications Advisory Group to bring recommendations to the next meetings, with a maximum limit of £400.

- c To receive round Robin updates.

Councillors are satisfied with the current method of subscription, which involves residents emailing the communications@starvans.org.uk email address to request addition to the mailing list for St Arvans specific mailings, rather than a formal form.

- d To receive any other communications updates.

Resolved: To hold a Communications Advisory Group meeting during January, with the preference being W/B 15/01/2023. Clerk to liaise with the committee for availability for a day and time.

2401.11 HIGHWAYS & MAINTENANCE

- a To receive update on SACC Traffic and Road Safety Project.

Clerk to forward to MCC the public consultation feedback once the introductory information has been received.

2401.12 ENVIRONMENT & RECREATION

- A **Litter picking:** Report received from Co-ordinator, Mrs D Parnell - 21 bags collected and other motor related debris (e.g. tyres) at a session on 05/01/2023. Thanks to all involved. Two further volunteers have joined the group.

b Defibrillators:

- i Monthly inspection report received.

c Dog fouling:

The Clerk updated Council that MCC have acknowledged the omission of The Park Sports Field from the initial consultation and have received all the information necessary to add this. Over 500 responses (countywide) were received from the consultation.

2401.13 CORRESPONDENCE

Correspondence noted: MCC press releases, OVW circulars

2401.14 Forthcoming meetings requiring SACC representation noted:

- i. Wye Valley Villages Delivery Group, Itton Village Hall, 10/01/2024, 2pm: Cllrs Edwards & Howells
- ii. OVW Area Committee Zoom, 11/01/2024 7pm
- iii. SA Memorial Hall Committee, 18/01/2024, 7.45pm: Cllr Clay unable to attend, Cllr Edwards to go in his place.
- iv. SACC Drop-in Surgery for Residents, SA Meeting Rooms, 03/02/2024 1.30 – 3pm
- v. MCC Give Dog Fouling the Red Card, County Hall, 22/02/2024, 10.30am: Cllr Edwards

2401.15 DATE OF NEXT MEETING(S): 13/02/2024 7pm at The Meeting Rooms, St Arvans

Subsequent meetings 2024: 12/03/2024; 09/04/2024; 14/05/2024 (Annual Meeting and Ordinary Meeting).

The meeting closed at 8:30pm.

Chair's signature:

Date: