

Minutes of the Ordinary Meeting of St Arvans Community Council held at St Arvans Meeting Rooms on Thursday 20 March 2025 at 7.00pm.		Action
2503.01	<b>ATTENDANCE</b> Cllrs P Farley, A Clay, T Houghton, B Howells, I Costello and P Taylor <b>Apologies:</b> Cllr Hathaway and County Cllr Webb <b>Also in attendance:</b> C Arvanitis (Clerk)	
2503.02	<b>PUBLIC SESSION</b> Two members of the public attended. The Chair temporarily suspended Standing Orders to allow a debate about road safety to take place. Clerk to check with police how to go about getting a speed monitoring group set up in the village.	CA
2503.03	<b>DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA</b> None	
2503.04	<b>APPROVAL OF MINUTES</b> The minutes of the ordinary meeting on 20 February 2025 were approved and duly signed.	
2503.05	<b>MATTERS ARISING</b> -Welcome card being printed. -Clerk to get contacts for local Police Inspector and Sergeant.	PF CA
2503.06	<b>REPORTS RECEIVED</b>	
a	Neighbourhood Police Crime & Traffic: report from PCSO E Park: -Concern for safety of an elderly male on country road. NHS crew stopped and male threw a brick at them. Now being handled by the police. -Vehicle crashed into a bollard, no injuries. -Dead deer reported on A446, officers could not find body. -Vehicle parked dangerously, PCSO gave advice. -Active patrols and speed monitoring continue. -Clerk to draft letter to Police and Crime Commissioner stating that contact points at Chepstow police station and website are out of date.	CA
b	County Council report: -None received.	
2503.07	<b>PERSONNEL COMMITTEE</b>	
	-Nothing to report.	
2503.08	<b>FINANCE</b>	

a	Reconciled balances at bank & building society: <div>28.2.25</div> <div>HSBC £308.05</div> <div>MBS £10,201.01</div> <div>Unity Trust £32,135.40</div>																																									
b	<div>The February bank reconciliation was approved (on the basis that some HSBC payments are estimates).</div> <table><tr><td>HSBC</td><td>£308.05</td></tr><tr><td>Mon BS</td><td>£10,201.01</td></tr><tr><td>Unity Trust</td><td>£32,135.40</td></tr><tr><td>Net balance as at 28 February 2025</td><td>£42,644.46</td></tr><tr><td></td><td></td></tr><tr><td>Net opening balance on 1 April 2024</td><td>£23,265.71</td></tr><tr><td>Add – Receipts for year to 28 February 2025</td><td>£32,001.28</td></tr><tr><td>Less – Payments for year to 28 February 2025</td><td>£12,558.34</td></tr><tr><td></td><td></td></tr><tr><td>Closing balance as at 28 February 2025</td><td>£42,708.56</td></tr><tr><td></td><td></td></tr></table>	HSBC	£308.05	Mon BS	£10,201.01	Unity Trust	£32,135.40	Net balance as at 28 February 2025	£42,644.46			Net opening balance on 1 April 2024	£23,265.71	Add – Receipts for year to 28 February 2025	£32,001.28	Less – Payments for year to 28 February 2025	£12,558.34			Closing balance as at 28 February 2025	£42,708.56			CA																		
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c	<div>The February cash book was approved:</div> <table><tr><th>Supplier</th><th>Description</th><th>Debits</th><th>Credits</th></tr><tr><td>Staff Salary</td><td>Dec 24, Jan and Feb 25</td><td>£1,442.42</td><td></td></tr><tr><td>HMRC employee tax</td><td>Dec 24, Jan and Feb 25</td><td>£360.60</td><td></td></tr><tr><td>St Arvans Village Trust</td><td>Nov 24 and Jan 25 meetings</td><td>£38.00</td><td></td></tr><tr><td>Audit Wales</td><td>2018-19 additional work</td><td>£1,410.00</td><td></td></tr><tr><td>Merlin</td><td>Feb 25</td><td>£155.04</td><td></td></tr><tr><td>One Voice Wales</td><td>24-25 subscription</td><td>£133.00</td><td></td></tr><tr><td>Barclaycard</td><td>Norton anti-virus</td><td>£12.36</td><td></td></tr><tr><td>H3G (Three)</td><td>Clerk mobile Jan</td><td>£14.00</td><td></td></tr><tr><td>HSBC</td><td>Bank charge</td><td>£5.00</td><td></td></tr></table>	Supplier	Description	Debits	Credits	Staff Salary	Dec 24, Jan and Feb 25	£1,442.42		HMRC employee tax	Dec 24, Jan and Feb 25	£360.60		St Arvans Village Trust	Nov 24 and Jan 25 meetings	£38.00		Audit Wales	2018-19 additional work	£1,410.00		Merlin	Feb 25	£155.04		One Voice Wales	24-25 subscription	£133.00		Barclaycard	Norton anti-virus	£12.36		H3G (Three)	Clerk mobile Jan	£14.00		HSBC	Bank charge	£5.00		
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e	<p>Other financial matters:</p> <ul style="list-style-type: none"> <li>-Clerk to send grant request form to Cllr Clay for completion by Penterry Church.</li> <li>-Clerk to update asset register based on new information.</li> <li>-Cllr Farley to organise audit of King Georges Field play equipment.</li> <li>-Cllr Farley to check for missing CISCO invoices.</li> <li>-Clerk to get quotes for portable hard drive.</li> <li>-Council approved use of Paul Russel for internal audit (as used last year).</li> </ul>	CA/ PF																																																
<b>2502.09</b>	<b>PLANNING</b>																																																	
a	<p>New applications:</p> <ul style="list-style-type: none"> <li>- DM/2025/00298, Church House, Church Lane, fast track householder outdoor swimming pool and associated outbuilding – <b>no comment</b>.</li> </ul>																																																	
b	<p>Planning decisions:</p> <ul style="list-style-type: none"> <li>-None.</li> </ul>																																																	
<b>2502.10</b>	<b>COMMUNICATIONS</b>																																																	
a	-Cllr Costello to add clerk as top-level log in on Apple Business Manager for iPads	IC																																																
b	-iPads have been reset for current Council members..																																																	
c	Communications Group to consider resident engagment event focusing on road safety issues.	IC																																																
<b>2502.11</b>	<b>HIGHWAYS &amp; MAINTENANCE</b>																																																	
a	Grange Road / Devauden Road white lining scheduled for 25-26.																																																	
b	Speed Information device outside Piercefield is out of order – has been reported to MCC Highways.																																																	
c	Clerk to check if any further speed data available from speed monitoring kit.	CA																																																
d	Road sweep successfully completed.																																																	
e	Clerk to check legal implications of MCC not responding to Council's road safety requests.	CA																																																

<b>2503.12</b>	<b>ENVIRONMENT &amp; RECREATION</b>	
a	Grange road bench ramp approved. Quote to be sought for DDA requirements.	BH
b	Council approved quote of £150 plus VAT for sports field health and safety inspection, awaiting news on dates.	CA
c	Awaiting quote from WM Morgan Garden Services to collect rugby post and install it on sports field.	CA
d	Advert for handyman to be put on Piercefield noticeboard.	BH
e	Clerk to check responsibilities for replacing dog waste bags in container on Grange Road.	
f	CPR course to be arranged.	BH
<b>2503.13</b>	<b>CORRESPONDENCE</b>	
	<ul style="list-style-type: none"> <li>-MCC, Media Release: MCC reviews 20mph speed limits based on residents' feedback</li> <li>-MCC, Media Release: Monmouthshire County Council Final Budget for 2025/26</li> <li>-MCC, TTRO Consultation - 12th March - 18th March 2025</li> <li>-MCC, TTRO Consultation - A466 Tintern Road, St Arvans</li> <li>-MCC, Monmouthshire's Road Works Report - week ending 7th March</li> <li>-OVW, Senedd Report on the Role, Governance and Accountability of Community and Town Council Sector</li> <li>-Newland Parish Council - UK and Welsh governments announce £1m fund to tackle River Wye pollution</li> </ul>	
<b>2503.14</b>	<b>CLERK'S REPORT</b>	
	<p>2025-26 insurance quotes sourced from current provider (Hiscox via Community Renewals) for £634.92, Clear Councils for £765.71 and Zurich for £695.00. Council determined to remain with current provider.</p> <ul style="list-style-type: none"> <li>-As we will be required to report on how we have met the statutory Biodiversity and Ecosystems Resilience Duty by the end of 2025, clerk to circulate draft bio-diversity policy and actions.</li> <li>-25-26 allowances to be agreed in February 2026.</li> <li>-Clerk to check which days are available for meetings across 25-26, but to book May on third Thursday. No meeting to be held in August or December.</li> <li>-Laptop warranty will not be renewed.</li> </ul>	CA
<b>2503.15</b>	<b>FORTHCOMING MEETINGS</b>	
	<ul style="list-style-type: none"> <li>-One Voice Wales Newport Area meeting</li> <li>-Wye Valley Villages meeting</li> </ul>	
<b>2503.16</b>	<b>DATE OF NEXT MEETING</b>	
	24.4.25, 7pm, The Meeting Rooms, St Arvans	

The meeting closed at 9.05.

Chair's signature: .....

Date: .....