

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

T. 07902 511468 E. clerk@starvanscouncil.co.uk

Minutes of	of the Ordinary Meeting of St Arvans Community Council held at St Arvans	Action
Meeting f	Rooms on Thursday 19 June 2025 at 7.00pm.	
2506.01	ATTENDANCE	
	Cllrs P Farley, A Clay, T Houghton, B Howells, I Costello, H Hathaway and P Taylor	
	Apologies: County Cllr Webb	
	Also in attendance: C Arvanitis (Clerk)	
2506.02	PUBLIC SESSION	CA
	On behalf of several residents, Cllr Houghton requested enquiries be made about	
	the termination of the school bus service to the Dell. The residents requested	
	more information on the reasons why this has happened and what other options	
	will be made available from September. Council to contact County Cllr Webb	
	about this matter.	
2506.03	DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA	
	-None	
2506.14	APPROVAL OF MINUTES	
	The minutes of the ordinary meeting held on 15 May 2025 were approved	
	and duly signed.	
2506.05	MATTERS ARISING	
	-None.	
2506.06	REPORTS RECEIVED	
а	Neighbourhood Police Crime & Traffic	CA
	Report from PCSO E Park:	
	-There were 9 incidents in St Arvans from 01/05/25–31/05/25, six cannot	
	be shared due to sensitivity.	
	-There was a broken-down vehicle on the A446. The vehicle was recovered	
	by police.	
	-A vehicle was left abandoned on Itton Road. Officers contacted the owner	
	and found the vehicle had the wrong fuel type.	
	-Drugs were handed in from Chepstow race course.	
	-A list of topics was drawn up for further discussion with police.	
b	County Council report:	
	-None received.	
2506.07	PERSONNEL COMMITTEE	
	-Nothing to report.	
2506.08	FINANCE	
а	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 The May bank reconciliation was approved

Mon BS	£10,339.79
Unity Trust	£33,619.21
Net balance as at 31 May 2025	£43,959.00
Net opening balance on 1 April 2025	£29,538.27
Mon BS	£10,339.79
Add receipts for year to 31 May 2025	£8,274.05
Total	£48,152.11
Less payments to 31 May 2025	£4,193.11
Closing balance as at 31 May 2025	£43,959.00

c The May cash book was approved:

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

d	The following new payments for June were approved:			CA
	Supplier	Details	Amount	
	Clerk (Amazon)	External hard drive	£51.99	
	St Arvans Village	15 and 20 May	£38.00	
	Trust	,		
	Merlin Waste	Dog waste June	£157.78	
	Cllr Hathaway via	Hi vis clothing	£36.00	
	White Heart Group			
	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	£261.31	
		and labour		
	Three	Mobile phone	£14.00	
	Total to date	June	£1,350.02	
е	Other financial matters:			CA
	-Three now out of contract b	ut can continue. In the meantir	ne, clerk to	
	investigate whether sim only	deal would be cheaper.		
	-Barclaycard to be closed			
	-Handyperson services:			
		scs-£136.16 (clerk to draft agre	ement for	
	placing on ass	et list)		
	Paint- £18.90			
	Labour- £106.			
		hase of up to £200 for a grinde		
		icient bank signatories to cover	unexpected	
3506.00	absences.	CV		
2506.09	QUARTERLY CASH BOOK CHE	CK		CA
	-Cllr Clay carried out check.-Clerk to write up procedure.			CA
2506.10	AUDIT			
2506.10	AUDIT			
	The internal audit was summ	arised. Clerk to raise a minor q	uery with	CA
	auditor.			
	The annual return was signed	l.		
2506.11	BUDGET			
	The 25-26 budget was review	ved.		
		eeting is held to discuss play eq	uipment	CA
	renewal.			
	•	be vired to cover play equipm	ent	CA
	replacement.			A.C.
	Hedge cutting to be arranged	•		AC

	Reserves earmarked for road safety measures.	
2506.12	PLANNING	
	New applications:	
	-None	
	Planning decisions:	
	-DM/2025/00585, 4 Laurel Park, St Arvans, proposed rear extension with	
	maximum depth of 3.00m – approved.	
2506.13	COMMUNICATIONS	
	Communications meeting to be arranged to discuss progress of iCloud set	IC
	up and possible public meeting.	
	Replacement platform for Round Robin email completed and	PF
	communicated to residents. Message to be put on website and Facebook.	
2506.14	HIGHWAYS & MAINTENANCE	
	-Meeting to be arranged to present road safety proposals to MCC	IC
	Highways.	
	Meeting to be arranged with Cllr Webb to discuss MCC response on road	PF
	safety.	
2506.15	ENVIRONMENT & RECREATION	
	-The bus shelter and water pumps have been cleaned.	CA
	-Repair and cleaning of Devauden Road and KGF benches has been	
	completed.	
	-Repair of the Jubilee bench will commence soon.	
	-Cllr Houghton is arranging a 'bring a brush' party to aid play equipment	
	cleaning.	
	-The Council thanked Cllr Hathaway for her work organising repair and	
	maintenance of village equipment.	
2506.46	-Clerk to circulate the health and safety inspections.	
2506.16	BIODIVERSITY	
	-The biodiversity plan was agreed with some minor additions.	
	-Purchase of hedgehog food up to £100 was approved.	
	-Purchase of planters (for next Spring) approved.	
2506.17	-Bug house being built by resident. ANNUAL REPORT	CA
2506.17	-The annual report was approved subject to some minor changes.	CA
	-The annual report was approved subject to some minor changesClerk to upload to website.	
2506.18	MCC CONTRACT	
2300.18	-Already approved.	
2506.19	CORRESPONDENCE	
2300.13	-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	
2506.20	CLERK'S REPORT	
	-Noticeboard keys and Arnold Baker awaited from previous Chair.	
	,,	

2506.21	FORTHCOMING MEETINGS	
	Cllr Houghton will attend the One Voice Wales Area meeting on 3 July in Usk.	
2506.22	DATE OF NEXT MEETING	
	16.7.25, 7pm, The Meeting Rooms, St Arvans	

The meeting closed at 9.00.

Chair's signature: D)ate:
----------------------	-------

