

Minutes of the Ordinary Meeting of St Arvans Community Council held at St Arvans Meeting Rooms on Wednesday 15 October 2025 at 7.00pm.		Action
2510.01	ATTENDANCE Cllrs P Farley, A Clay, T Houghton, H Hathaway and P Taylor Apologies: Cllrs B Howells, I Costello and County Cllr A Webb Also in attendance: C Arvanitis (Clerk)	
2510.02	PUBLIC SESSION Cllr Farley presented a resident suggestion for a village youth club. Cllr Farley will contact County Cllr Webb to check County level options.	PF
2510.03	DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA -None	
2510.04	APPROVAL OF MINUTES The minutes of the ordinary meeting held on 17 September 2025 were approved and duly signed.	
2510.05	MATTERS ARISING -None.	
2510.06	REPORTS RECEIVED	
a	Neighbourhood Police Crime & Traffic report from PCSO K Jackson -Three crimes during September- fraud / forgery, passing counterfeit money as genuine and threat to destroy or damage property. -Fewer crimes this month due to an increase in patrols and engagement with members of the community. -Community Speedwatch (Go Safe) training will take place on 20 October at 16:30 in the Meeting Rooms. Council agreed to pay for meeting room booking. -Clerk to check if PCSO Jackson intends to attend meetings.	CA
b	County Council report: -None received.	
c	Cllr Farley attended One Voice Wales Area meeting in October.	
d	Cllr Farley acknowledged the reinstatement of the school bus service. St Arvans was the only school bus service to be reinstated in the area and a great result following a petition from residents and support from County Cllr Webb and the Community Council.	
2510.07	PERSONNEL COMMITTEE	
	-Clerk's contract has been amended to allow for correct number of hours and working from home allowance. Council approved the working from home allowance to be backdated to April 2025.	CA
2510.08	FINANCE	

a	Balances at bank & building society: 30.9.25 MBS £10,339.79 Unity Trust £35,670.22			
b	The September bank reconciliation was approved:			
	Mon BS	£10,339.79		
	Unity Trust	£35,670.22		
	Net balance at end of month	£46,010.01		
	Net opening balance on 1 Apr 25 – Unity	£29,538.27		
	Mon BS	£10,339.79		
	Plus income year to date	£17,131.45		
	Total	£57,009.51		
	Less payments year to date	£10,999.50		
	Closing balance end of month	£46,010.01		
c	The Aug-Sep cash book was approved:			
	Supplier	Description	Debits	Credits
	Cllr Hathaway via Tesco	Resident gift for bio-diversity	£39.80	
	St Arvans Village Trust	Meeting July	£19.00	
	Merlin Waste	Dog Waste August	£157.78	
	Barclaycard	JAMF £12.22, Microsoft £12.36, Norton £89.99	£114.57	
	Cllr Hathaway via Almondsbury	Planter	£179.97	
	M Jones Handyperson	Labour / materials	£436.66	
	HMRC	Tax August	£120.20	
	Merlin Waste	Dog waste Sept	£157.78	
	Clerk	Clerk salary August	£480.84	
	Three	Clerk's mobile	£14.00	
	Barclaycard	JAMF £12.29, Microsoft £12.36	£24.65	
	Three	Clerk's mobile	£4.60	
	Unity Trust	Bank charge	£6.00	
	HMRC	VAT return		£891.02
	MCC	Precept		£7,965.00
	Unity Trust	Bank charge	£6.00	
	Total		£2,362.89	£8,856.02

d	The following new payments for October were approved: <table> <tr> <th>Supplier</th><th>Details</th><th>Amount</th></tr> <tr> <td>Cllr Hathaway via Tesco</td><td>Bulbs</td><td>£20.00</td></tr> <tr> <td>St Arvans Memorial Hall</td><td>Grant for tree surgery</td><td>£348.00</td></tr> <tr> <td>Merlin Waste</td><td>Dog waste October</td><td>£157.78</td></tr> <tr> <td>St Arvans Village Trust</td><td>Room bookings 10.9, 17.9 and 30.9</td><td>£47.50</td></tr> <tr> <td>Clerk</td><td>Clerk salary October</td><td>£589.90</td></tr> <tr> <td>HMRC</td><td>Tax October</td><td>£147.40</td></tr> <tr> <td>Three</td><td>Mobile phone October</td><td>£8.40</td></tr> <tr> <td>Barclaycard</td><td>JAMF and Microsoft</td><td>£</td></tr> <tr> <td>Total to date</td><td></td><td>£</td></tr> </table>	Supplier	Details	Amount	Cllr Hathaway via Tesco	Bulbs	£20.00	St Arvans Memorial Hall	Grant for tree surgery	£348.00	Merlin Waste	Dog waste October	£157.78	St Arvans Village Trust	Room bookings 10.9, 17.9 and 30.9	£47.50	Clerk	Clerk salary October	£589.90	HMRC	Tax October	£147.40	Three	Mobile phone October	£8.40	Barclaycard	JAMF and Microsoft	£	Total to date		£	CA
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e	Other financial matters: -Mobile phone fees have increased slightly due to discount period ending. -Reserves of over £10k in Monmouthshire Building Society to remain as contingency for road safety measures. -Cllr Houghton to investigate whether Council can negotiate rebate for second Norton account.	TH																														
2510.09	2026-27 BUDGET																															
	-Finance group meeting to be convened to consider the 2026-27 budget in advance of presenting to Council next month.	AC																														
2510.10	PLANNING																															
	New applications: -DM/2025/01225, Gorse Farm, Devauden Road, residential annex – no comments. -Proposed path order on Chepstow Racecourse to create and extinguish parts of various listed paths – no objections.	CA																														
	Planning decisions: -None.																															
2510.11	COMMUNICATIONS																															
	-Comms group to consider whether best option for iPads would be to reset and use as individual unlinked devices. -Meeting rooms broadband will end on 31 Oct. Cllr Houghton is considering options for Council to purchase broadband. -Clerk to check if there is a legal obligation to provide remote access to meetings. -All to consider alternative meeting venues.	Comms group, TH, CA, All																														
2510.12	HIGHWAYS & MAINTENANCE																															
	-Awaiting further information from MCC regarding road safety measure options so budget can be set. -Clerk circulated information regarding responsibility for pavements being with the County Council.																															
2510.13	ENVIRONMENT & RECREATION																															

	-Full permission to be given for use of sports field for wedding on weekend of 27 June 2026. Cllr Clay to check there is no football on that weekend. -Clerk to get full schedule from Merlin Waste to ensure waste bin near stud farm is being emptied. -Council wishes to thank resident who strimmed area around Jubilee bench. -Cllr Farley to prepare notice for Penterry noticeboard explaining agendas and minutes are placed on SACC website and noticeboards in the village.	CA, AC, PF
2510.14	KING GEORGE'S FIELD PLAYGROUND	
	-Separate charity meetings to be held in advance of main Council meetings each month. -Cllr Houghton to become Chair of charity group. -Cllrs Hathaway and Farley to become group members. -Clerk to prepare agendas and take minutes. -Clerk to set up separate bank account moving monies currently allocated to playground from main Council account. -Group terms of reference to be prepared.	HH, TH, PF, CA
2510.15	BIODIVERSITY	
	-Report to be completed for November meeting and sent to Welsh Government in December.	HH / CA
2510.16	CORRESPONDENCE	
	-MCC, TTRO Consultation- 24th- 30th September 2025 -MCC, Buses to school from St Arvans -MCC, Monmouthshire's Road Works Report- week ending 19th September -MCC, Monmouthshire's Road Works Report- week ending 26th September -MCC, Flood Information- Quick Reference Guide -MCC, Monmouthshire's Road Works Report- week ending 3rd October -MCC, Media statement: Home to School transport update -MCC, Media Release: Monmouthshire Community Hubs offering a warm welcome this winter -MCC, EMERGENCY ROAD CLOSURE: The Old Wye Bridge, Bridge Street, Chepstow -MCC, Monmouthshire's Road Works Report- week ending 10th October -MCC, The Community's Budget -MCC, Toolkit to support National Resident Survey consultation in Monmouthshire -One Voice Wales, Submission of the Draft Annual Remuneration Report 2026–27 -National Highways, M48 Severn Bridge- September Update	
2510.17	CLERK'S REPORT	
	-None received	
2510.18	FORTHCOMING MEETINGS	
	-None	
2510.19	DATE OF NEXT MEETING	
	19/11/2025, 7pm at The Meeting Rooms, St Arvans	

The meeting closed at 21:00.

Chair's signature:

Date: