

Minutes of the Ordinary Meeting of St Arvans Community Council held at St Arvans Meeting Rooms on Wednesday 21 January 2026 at 7.00pm.		Action
2601.01	ATTENDANCE Cllrs P Farley, P Taylor, T Houghton, H Hathaway, B Howells, I Costello and County Cllr A Webb Apologies: Cllr A Clay Also in attendance: C Arvanitis (Clerk)	
2601.02	PUBLIC SESSION No members of the public attended.	
2601.03	DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA -None	
2601.04	APPROVAL OF MINUTES The minutes of the ordinary meeting held on 19 November 2025 were approved and duly signed.	
2601.05	MATTERS ARISING -Grange Road bench plaque wording to be completed	PF
2601.06	REPORTS RECEIVED	
a	Neighbourhood Police Crime & Traffic report from PCSO Kraig Jackson: -There were 4 crimes in November with no concern to members of the community: -violence without injury (words used or intimidation that resulted in a person fearing for their safety but not actually a physical assault) x 2 offences, both linked to the same incident -theft -possession of weapon -There were 2 crimes in December. -public order offence –homophobic words used to an officer, following arrest of a known offender. -violence without injury-- anonymous threatening call from unknown person. No offender located. -Graffiti was drawn on the pavement at the lower end of Devauden Road. -There was some minor scratch damage to cars on New Year's Eve. -There is a new neighbourhood alerts app being used- Neighbourhood Matters, enabling residents to receive updates on arrests and charges, appeals for information and more. Clerk to provide further information on website. -A police surgery was held in the village in January. -Police have also been visiting the village and will return regularly.	

b	County Council report: -Community Infrastructure monies have been used to clean some road signs in the village. -Repainting of white lines due from April.	
	Other reports: -The Council wishes to thank Diane Parnell and the litter pick group for their work in January on the A466 and around the village when they collected 13 bags of litter. -Cllr Clay attended the January meeting of the Memorial Hall. -Cllr Farley attended the January meeting of The Meeting Rooms. -Cllrs Howells and Costello attended a meeting with Devauden Community Council regarding road safety.	
2601.07	HIGHWAYS & MAINTENANCE	
	-Despite further emails, the Council are still awaiting further information from MCC regarding road safety measure options so budget can be set. County Cllr Webb will request the road safety team attend our next meeting. -Vandalised road signs to be reported on Neighbourhood Matters.	AW / IC
2601.08	ENVIRONMENT & RECREATION	
	-Devauden Road noticeboard has been repaired. -Clerk to check if litter picking group need any more kit. -Cllr Hathaway to join MCC dog fouling group – clerk to provide details.	CA/HH
2601.09	BIODIVERSITY	
	-Biodiversity Action report has been sent to Welsh Government and One Voice Wales. -The big garden birdwatch has been publicised. -Clerk attended One Voice Wales workshop -2026-27 plan to be developed and approved.	CA/HH
2601.10	FINANCE	
a	Balances at bank & building society: <div style="display: flex; justify-content: space-between; padding-left: 100px;"> <div>31.12.25</div> <div></div> </div> <div style="display: flex; justify-content: space-between; padding-left: 100px;"> <div>MBS</div> <div>£10,339.79</div> </div> <div style="display: flex; justify-content: space-between; padding-left: 100px;"> <div>Unity Trust</div> <div>£38,229.15</div> </div>	

b	The December bank reconciliation was approved:		
	Mon BS	£10,339.79	
	Unity Trust	£38,229.15	
	Net balance at end of month	£48,568.94	
	Net Opening Balance on 1st April 2025 Unity	£29,538.27	
	Mon BS	£10,339.79	
	Add: Receipts for the year to date	£25,096.45	
	Total	£64,974.51	
	Less: Payments for the year to date	£16,405.57	
	Closing Balance at end of month	£48,568.94	
c	The November cash book was approved:		
	<i>Supplier</i>	<i>Details</i>	<i>Debit</i>
			<i>Credit</i>
	Helen Hathaway via B&M	Bulbs, soil, flowers	132.42
	Monmouthshire CC	Grass cutting and sweep	£2,869.09
	Barclaycard	JAMF (£12.43), Microsoft (£12.10)	£24.53
	Merlin Waste	Dog waste Nov	£157.78
	HMRC	Tax Nov	£124.00
	Clerk	Clerk salary November	£496.50
	Clerk	Working from home allowance 1.4.25-30.10.25	£180.00
	St Arvans Village Trust	15.10	£19.00
	Three	Clerk's mobile	£8.40
	Unity Trust	Bank charge	£6.00
	Total		£3,837.74
			£-

d	<p>The following new payments for December and January were approved:</p> <table> <tr> <th>Supplier</th><th>Details</th><th>Amount</th></tr> <tr> <td>St Arvans Village Trust</td><td>Room booking 19.11 – 3 hours</td><td>£27.00</td></tr> <tr> <td>Merlin Waste</td><td>Dog waste December</td><td>£157.78</td></tr> <tr> <td>Merlin Waste</td><td>Dog waste January</td><td>£157.78</td></tr> <tr> <td>Clerk via ICO</td><td>ICO fee</td><td>£52.00</td></tr> <tr> <td>Merlin Waste</td><td>Dog waste November</td><td>£157.78</td></tr> <tr> <td>Barclaycard Dec</td><td>JAMF and Microsoft</td><td>£24.69</td></tr> <tr> <td>Barclaycard Jan</td><td>JAMF and Microsoft</td><td>£24.45</td></tr> <tr> <td>HMRC</td><td>Tax December</td><td>£124.00</td></tr> <tr> <td>Clerk</td><td>Clerk salary December</td><td>£496.50</td></tr> <tr> <td>HMRC</td><td>Tax January</td><td>£124.00</td></tr> <tr> <td>Clerk</td><td>Clerk salary January</td><td>£496.50</td></tr> <tr> <td>Three</td><td>Mobile phone Dec</td><td>£8.40</td></tr> <tr> <td>Three</td><td>Mobile phone Jan</td><td>£8.40</td></tr> <tr> <td>M Jones</td><td>Labour / materials</td><td>£155.68</td></tr> <tr> <td colspan="2">Total to date</td><td>£1,857.18</td></tr> </table>	Supplier	Details	Amount	St Arvans Village Trust	Room booking 19.11 – 3 hours	£27.00	Merlin Waste	Dog waste December	£157.78	Merlin Waste	Dog waste January	£157.78	Clerk via ICO	ICO fee	£52.00	Merlin Waste	Dog waste November	£157.78	Barclaycard Dec	JAMF and Microsoft	£24.69	Barclaycard Jan	JAMF and Microsoft	£24.45	HMRC	Tax December	£124.00	Clerk	Clerk salary December	£496.50	HMRC	Tax January	£124.00	Clerk	Clerk salary January	£496.50	Three	Mobile phone Dec	£8.40	Three	Mobile phone Jan	£8.40	M Jones	Labour / materials	£155.68	Total to date		£1,857.18	CA
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e	<p>Other financial matters:</p> <ul style="list-style-type: none"> -Clerk to check with Chepstow Town Council re invoicing for Christmas lights and tree pruning 2024 and 2025. -HMRC confirmed that letter received stating monies were overdue for Period 6 was a mistake. -Council approved transferring Monmouthshire Building Society monies to a higher interest account. Clerk to implement. -MCC grounds maintenance contract to show Playing Field and Sports Field grass cuts separately. -Clerk to check if November street sweep was completed. -Precept request submitted on 7.1.26. -Finance Group to convene to discuss and decide on whether to retain Barclaycard (as Welsh purchase card is ending). Clerk to organise. 	CA																																																
2601.11	GRANT REQUESTS																																																	
	-Council resolved to provide a grant of £750 to Citizens Advice. Clerk to send application form.	CA																																																
2601.12	PLANNING																																																	
	<p>New applications:</p> <ul style="list-style-type: none"> -DM/2025/01615, 33 Laurel Park, convert garage and provide extension to front of attached garage. Widen driveway and internal alterations to first floor bedroom – no objections. -DM/2025/01620, 10 Woodlands Close, Householder Erection of a lean to glass house 3.1m wide 4.5m long and 3.0m tall at the ridge to the rear left hand side elevation (street view) of 10 Woodlands Close – no objections. 	CA																																																
	<p>Planning decisions:</p> <ul style="list-style-type: none"> -DM/2023/01760, Land to the south and adjacent to Fairbourne, Devauden Road St Arvans, erection of a new proposed bungalow – approved. 																																																	
2601.13	COMMUNICATIONS																																																	

	-Communications Group to meet up in January.	IC
2601.14	PERSONNEL COMMITTEE	
	-Nothing to report.	
2601.15	CORRESPONDENCE	
	-MCC, Monmouthshire's Road Works Report- week ending 21st November -MCC, Monmouthshire Dementia Hub -MCC, Media Release: Monmouthshire on the world stage at COP 30 event -MCC, Monmouthshire's Road Works Report- week ending 12th December -MCC, Monmouthshire's Road Works Report- week ending 19th December -MCC, RE: M4 Prince of Wales Bridge- Emergency Closures -MCC, Monmouthshire's Road Works Report- week ending 9th January 2026 -MCC, Fw: £27,500 funding grants available via Chewing Gum Task Force year five and local litter pick stations -One Voice Wales, One Voice Wales Annual General Meeting- 21/01/26 All Recycle Ltd, Free Clothing Bank for Your Community — Helping Wales Recycle Together -Citizens Advice, Monmouthshire Citizens Advice – Request for Support -Citizens Advice, Monmouthshire County Citizens Advice- a letter from the Chair -National Highways, RE: M4 Prince of Wales Bridge- Emergency Closures -M48 Severn Bridge, Upcoming Works Severn Crossings- Starting Tonight -M48 Severn Bridge, RE: Upcoming Works Severn Crossings	
2601.16	CLERK'S REPORT	
	-Managing Digital Assertion 10 web standards – clerk to research free tools. -Clerk has commenced CiLCA qualification. -Multi-directional mic to be tested at next Council meeting (for those remoting in).	CA
2601.17	FORTHCOMING MEETINGS	
	-One Voice Wales Area meeting 22.1.26 – Cllr Houghton to attend.	
2601.18	DATE OF NEXT MEETING	
	18/2/26, 7.00pm at The Meeting Rooms, St Arvans.	

The meeting closed at 21:00.

Chair's signature:

Date: