

Minutes of the Ordinary Meeting of St Arvans Community Council held at St Arvans Meeting Rooms on Wednesday 18 March 2026 at 7.00pm.		Action
2603.01	<b>ATTENDANCE</b> Cllrs P Farley, A Clay, B Howells, P Taylor, I Costello, T Houghton, H Hathaway, P Taylor, and County Cllr A Webb <b>Apologies:</b> <b>Also in attendance:</b> C Arvanitis (clerk), H Lodder	
2603.02	<b>PUBLIC SESSION</b> -Resident H Lodder updated the Council on the Community Speedwatch group and was provided with a Council bodycam for the group. -The Council thanked Mrs Lodder for her work on this group.	CA
2603.03	<b>DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA</b> -None	
2603.04	<b>APPROVAL OF MINUTES</b> The minutes of the ordinary meeting held on 18 February 2026 were approved and duly signed.	
2603.05	<b>MATTERS ARISING</b> -Cllr Farley to organise plaque for Grange Road bench	PF
2603.06	<b>REPORTS RECEIVED</b>	
a	Neighbourhood Police Crime & Traffic February report from PCSO Kraig Jackson: -Public order incident involving a male known to the police. This incident is pending finalisation. -Violence without injury- messages exchanged of a threatening nature. This incident is pending finalisation. Safeguarding has been given. -Misc. crime- threat to property. This incident is under investigation, and all safeguarding is in place.	CA
b	County Council report: -Road safety measures to be implemented in St Arvans imminently. -Chepstow Station maintenance and disabled access being investigated.	
	Other reports: -Cllr Farley is exploring potential options for the setting up of a youth club in the village.	
2603.07	<b>HIGHWAYS &amp; MAINTENANCE</b> -Highways Group in communication with MCC Highways regarding the detail of imminent road safety measures. -Faded and dislodged signage to be fixed by handyperson.	BH, IC, HH
2603.08	<b>ENVIRONMENT &amp; RECREATION</b> -The Council resolved to increase the handyperson's pay each year to meet the minimum wage.	CA, PF

2603.09	BIODIVERSITY		
	-2026-27 plan to be developed and approved.		CA/HH
2603.10	FINANCE		
a	Balances at bank & building society:		
		28.2.26	
	MBS	£10,339.79	
	Unity Trust	£34,550.31	
b	The latest bank reconciliation was approved:		
	Mon BS	£10,339.79	
	Unity Trust	£34,550.31	
	<b>Net balance at end of month</b>	<b>£44,890.10</b>	
	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		
		£20,084.41	
	<b>Closing Balance at end of month</b>		
		<b>£44,890.10</b>	
c	The February cash book was approved:		
	<i>Supplier</i>	<i>Details</i>	<i>Debit</i>
	Carole Arvanitis via Amazon	Body worn camera	£59.99
	Monmouths hire Citizens Advice	Grant	£750.00
	Merlin Waste	Dog waste Feb	£157.78
	Barclaycard	JAMF (£12.31) and Microsoft (£12.10)	£24.41
	St Arvans Village Trust	Hall hire	£27.00
	Clerk	Clerk salary Feb	£496.50
	HMRC	Tax Feb	£124.00
	Mjones – handy person	Labour / materials	£194.67
	Three	Clerk's mobile	£8.40
	Unity Trust	Bank charge	£6.00
	<b>Total</b>		<b>£1,848.75</b>

d	<p>The following new payments for March were approved:</p> <table border="1" data-bbox="245 259 1294 981"> <thead> <tr> <th>Supplier</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>One Voice Wales</td> <td>Training</td> <td>£42.00</td> </tr> <tr> <td>Member allowance</td> <td>Cllr P Farley</td> <td>£656.00</td> </tr> <tr> <td>Member allowance</td> <td>Cllr T Houghton</td> <td>£406.00</td> </tr> <tr> <td>Member allowance</td> <td>Cllr A Clay</td> <td>£156.00</td> </tr> <tr> <td>Member allowance</td> <td>Cllr B Howells</td> <td>£156.00</td> </tr> <tr> <td>Member allowance</td> <td>Cllr I Costello</td> <td>£156.00</td> </tr> <tr> <td>Member allowance</td> <td>Cll H Hathaway</td> <td>£156.00</td> </tr> <tr> <td>Member allowance</td> <td>Cll P Taylor</td> <td>£156.00</td> </tr> <tr> <td>Greenleif Landscapes</td> <td>Tree pruning</td> <td>£240.00</td> </tr> <tr> <td>Greenleif Landscapes</td> <td>Festive lighting</td> <td>£280.00</td> </tr> <tr> <td>Merlin Waste</td> <td>Empty dog bins Mar</td> <td>£157.78</td> </tr> <tr> <td>Clerk</td> <td>WFH Wks 31-52</td> <td>£210.00</td> </tr> <tr> <td>St Arvans village trust</td> <td>Hall 18.2</td> <td>£27.00</td> </tr> <tr> <td>One Voice Wales</td> <td>Membership to Mar 27</td> <td>£147.00</td> </tr> <tr> <td>HMRC</td> <td>Tax Mar</td> <td>£124.00</td> </tr> <tr> <td>Clerk</td> <td>Salary Mar</td> <td>£496.50</td> </tr> <tr> <td colspan="2"><b>Total to date</b></td> <td><b>£3,566.28</b></td> </tr> </tbody> </table>	Supplier	Details	Amount	One Voice Wales	Training	£42.00	Member allowance	Cllr P Farley	£656.00	Member allowance	Cllr T Houghton	£406.00	Member allowance	Cllr A Clay	£156.00	Member allowance	Cllr B Howells	£156.00	Member allowance	Cllr I Costello	£156.00	Member allowance	Cll H Hathaway	£156.00	Member allowance	Cll P Taylor	£156.00	Greenleif Landscapes	Tree pruning	£240.00	Greenleif Landscapes	Festive lighting	£280.00	Merlin Waste	Empty dog bins Mar	£157.78	Clerk	WFH Wks 31-52	£210.00	St Arvans village trust	Hall 18.2	£27.00	One Voice Wales	Membership to Mar 27	£147.00	HMRC	Tax Mar	£124.00	Clerk	Salary Mar	£496.50	<b>Total to date</b>		<b>£3,566.28</b>	CA
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e	<p>Other financial matters:</p> <ul style="list-style-type: none"> <li>-MCC grounds maintenance contract approved for grass cutting but deferred for the November road sweep until we receive confirmation it will be pre-announced.</li> <li>-2026-27 insurance to be agreed within Financial group.</li> <li>-Current legacy signatories on Monmouthshire Building Society account to be removed, Cllrs Farley and Howells to remain and Cllr Clay and the clerk to be added as signatories.</li> </ul>	CA, AC																																																						
<b>2603.11</b>	<b>2025-26 BUDGET VIREMENTS</b>																																																							
	-Council agreed no virements to take place.																																																							
<b>2603.12</b>	<b>GRANT APPLICATIONS</b>																																																							
	-The Council resolved to grant St Arvans church £1,500 for maintenance of the churchyard.																																																							
<b>2603.13</b>	<b>PLANNING</b>																																																							
	New applications: -None.																																																							
	<p>Planning decisions:</p> <ul style="list-style-type: none"> <li>-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 – approved.</li> </ul>																																																							
<b>2603.14</b>	<b>COMMUNICATIONS</b>																																																							

	<ul style="list-style-type: none"> <li>-The Council resolved to remain with iPads and JAMF for a further year. Meanwhile, the Communications Group will investigate other viable options.</li> <li>-The Council resolved to purchase broadband for the Meeting Rooms if an agreement can be reached whereby we pay less for hall hire. Cllr Farley to contact The Meeting Rooms.</li> <li>-Website https status awaited from Vision ICT.</li> </ul>	PF
<b>2603.15</b>	<b>PERSONNEL COMMITTEE</b>	
	-Clerk to check timing of next appraisal.	CA
<b>2603.16</b>	<b>CORRESPONDENCE</b>	
	<ul style="list-style-type: none"> <li>-MCC, Media release – Monmouthshire among best in the world for recycling</li> <li>-MCC, Media Release: MCC confirms final budget proposals following public consultation</li> <li>-MCC, Media Release: New Local Growth Fund investment to boost skills and opportunities across Monmouthshire</li> <li>-MCC, Monmouthshire's Road Works Report- week ending 13.03</li> <li>-OVW, IMPORTANT FW: Publication of the Annual Remuneration Report 2026–27</li> <li>-OVW, One Voice Wales Manifesto</li> <li>-Severn Crossings Upcoming Works</li> </ul>	
<b>2603.17</b>	<b>CLERK'S REPORT</b>	
	<ul style="list-style-type: none"> <li>-The Council deferred consideration of a formal mission statement and set of short and long term aims for 2026-27 until next month.</li> <li>-The Council agreed to support the clerk in reviewing policies prior to the annual meeting in May, clerk will circulate accordingly.</li> <li>-The Council agreed to continue with the current schedule of meeting times and dates.</li> </ul>	CA
<b>2602.18</b>	<b>FORTHCOMING MEETINGS</b>	
	<ul style="list-style-type: none"> <li>-19.3.26 – Cllr Clay will attend Memorial Hall meeting</li> <li>-23.3.26 – Cllr Clay will attend MCC Licencing meeting</li> <li>-26.3.25 – Cllrs Farley and Clay will attend Village Trust meeting</li> </ul>	
<b>2603.19</b>	<b>DATE OF NEXT MEETING</b>	
	15/4/26, 7.00pm at The Meeting Rooms, St Arvans.	

The meeting closed at 20.50

Chair's signature: .....

Date: .....