



20 May 2026

The next Annual and Ordinary Meeting of St Arvans Community Council will be held at The Meeting Rooms on Wednesday 27 May 2026 at 7:00PM and via Teams.

If you wish to join via Teams, please contact the Clerk (clerk@starvanscouncil.co.uk) by 5pm on the day of the meeting.

Carole Arvanitis, Clerk to St Arvans Community Council

AGENDA

ANNUAL MEETING

2605.01 TO RECORD ATTENDANCE AND ACCEPT APOLOGIES FOR ABSENCE

2605.02 ELECTION OF CHAIR

a) To receive nominations and elect the Chair for 2026-2027

b) For the Chair to sign the acceptance of office declaration

2605.03 ELECTION OF VICE CHAIR

a) To receive nominations and elect the Vice Chair for 2026-2027

b) For the Vice Chair to sign the acceptance of office declaration

2506.04 TO REVIEW, AMEND AND ADOPT (AS APPROPRIATE) STATUTORY DOCUMENTS

Including Standing Orders, Financial Regulations, Code of Conduct, Complaints and Risk Assessment.

2605.05 – TO REVIEW AND AGREE MEMBERSHIP OF COMMITTEES AND ADVISORY GROUPS

2605.06 – TO REVIEW AND AGREE REPRESENTATION ON OTHER BODIES

2605.07 – TO CONFIRM DATES AND MEETING PLACES FOR COUNCIL MEETINGS IN 2026-27

ORDINARY MEETING

2605.08 PUBLIC SESSION (15 minutes)

To receive and consider any comments or questions from the public which may be answered but not debated.

2605.09 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

2605.10 TO APPROVE MINUTES OF THE MEETING HELD ON 15 APRIL 2026

2605.11 TO NOTE MATTERS ARISING FROM THE MINUTES OF 15 APRIL 2026 (FOR INFORMATION ONLY)

2605.12 TO RECEIVE REPORTS:

-Neighbourhood Police Crime & Traffic: report from PCSO Dave Cordingly.

-Monmouthshire County Council: monthly report from County Cllr A Webb

-Other reports

2605.13 HIGHWAYS & MAINTENANCE

-To receive report and agree any action.

2605.14 ENVIRONMENT & RECREATION

-To receive report and agree any action.

-Street signage repairs

-Sportsfield inspection

2605.15 BIODIVERSITY

-To receive report and agree any action.

2605.16 FINANCE

a Reconciled balances at bank & building society:

30.4.26

MBS	£10,339.79
Unity Trust	£36,175.58

b. To approve bank reconciliations:

	To end April
Mon BS	£10,339.79
Unity Trust	£36,175.58

Net balance at end of month	£46,515.37
Net Opening Balance on 1st April 2026 Unity	£30,944.42
Mon BS	£10,339.79
Add: Receipts for the year to date	£8,334.00
Total	£49,618.21
Less: Payments for the year to date	£3,102.84
Closing Balance at end of month	£46,515.37

c. To receive April cashbook

<i>Supplier</i>	<i>Details</i>	<i>Debit</i>	<i>Credit</i>
St Arvans Village Trust	Meetings 14.3 and 18.3	£28.50	
Gallagher	26-27 insurance	£643.75	
Barclaycard	JAMF (£12.36), Microsoft (£12.10), Norton (£64.99)	£89.45	
Clerk	Clerk salary Apr	£496.50	
HMRC	Tax Apr	£124.00	
St Arvans Church	Grant 26-27	£1,500.00	
Merlin	Dog waste April	£163.24	
One Voice Wales	Training	£42.00	
Three	Mobile phone	£8.40	
MCC	Precept		£8,334.00
Unity Trust	Bank charge	£7.00	
Total	Apr	£3,102.84	£8,334.00

d. To approve May payments to date

<i>Supplier</i>	<i>Details</i>	<i>Amount</i>
Cllr Farley via Achilles Heel Bar	Bench plaque	£40.00
St Arvans Village Trust	Meetings 15.4 and 16.4	£28.50
Merlin	Dog waste May	£163.24
Barclaycard	JAMF £12.29 and Microsoft £12.10	£24.39
Handyperson	Labour for bench maintenance	£33.75
HMRC	Tax May	£124.00
Clerk	Clerk salary	£496.50
Total		£910.38

e.
other
items.

Any
financial

-Internal audit

2605.17 PLANNING

New planning applications:

- DM/2026/00427, Pear Tree Cottage, Devauden Road, rear single storey to kitchen.
- DM/2026/00611, 6 Piercefield Terrace, Devauden Road, rear single storey extension.

Planning Decisions:

- DM/2026/00453, The Vicarage, Wyndcliffe View, Cypress - section fell, Pseudo Acacia - section fell, Ash - section fell, Chilean Myrtle - section fell, Holly - reduce height – approved.

2605.18 COMMUNICATIONS

- To receive report and agree any action.
- Broadband in The Meeting Rooms update
- Email migration review

2605.19 PERSONNEL GROUP

- To receive updates.
- Clerk appraisal

2605.20 CORRESPONDENCE

- Miscellaneous emails listed in correspondence schedule

2605.21 SCHOOL GOVERNOR POSITION

2605.22 CLERK'S REPORT

2605.23 DATES OF FORTHCOMING MEETINGS

2605.24 DATE OF NEXT MEETING(S): 17/6/26, 7pm at The Meeting Rooms, St Arvans;

Correspondence April -May 26

- MCC, FW: Air Quality Focus Group Recruitment
- MCC, Media release: Monmouthshire named one of the UK's safest places for outdoor play
- MCC, Fw: Dog bag carrier
- MCC, Monmouthshire's Road Works Report - week ending 17.04
- MCC, Fwd: Monmouthshire's Road Works Report - week ending 08.05

-MCC, Monmouthshire's Road Works Report - week ending 15.05

-MCC, Monmouthshire's Road Works Report - week ending 22.05

-MCC, Media Release: Monmouthshire residents thanked as recycling rates rank among best in Wales

-OVW, The Voice e-magazine