

# Minutes of Meeting

Date of Meeting: September 8<sup>th</sup> 2025

## Councillor Attendance

Ward	Name	Present	Apologies
Mathern	Cllr M Sidwell (Chair)	✓	
Mounton	Cllr D Carne (Vice Chair)	✓	
Mathern	Cllr J Harris		
Mathern	Cllr A Crossley		✓
Pwllmeyric	Cllr S Stevens	✓	
Pwllmeyric	Cllr G Page	✓	
Pwllmeyric	Cllr J McConnachie		✓
County Cllr	Cllr L Brown	✓	
Clerk	Jane Kelley	✓	

## Members of the Public

Name
a) None

## Members of the Police Attending

a) None
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## 31/26 Procedural Items

a)	<b>Declaration of Pecuniary and Personal Interest</b>
	None
b)	<b>Public Comment</b>
	An email has been received regarding the speed limit of 60 heading into Mounton Village - Councillors fully support a reduction of this speed limit to 30 . Cllr D Carne to advise that the public member to register this with people committee a petition online via My Monmouthshire app getting 25 signatures needs to be completed. Using what three words as an indication of the area where reduction of speed limit should be changed.

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	Once this is registered County Councillor Brown can take this forward with the Community Councils support.
	A Member if the public had contacted Cllr J Harris regarding street parking from the Millers Arms to the Motorway bridge. As there are no restrictions on parking in the village this was not a C C issue. However Clerk to notify our PCSO to be aware of the issue.
	Updates from previous public comments Clerk to contact MCC Highways re Saplings to be removed A48 Pwllmeyric. Chase MHA re Trees The Crescent Cllr Sidwell to update resident re waste land rear of Cherrytree's.

c)	<b>Minutes of the Previous Meetings</b>
	June and July Minutes were resolved as true and accurate. These to be entered on the Website.
d)	<b>Monthly Police Report Review</b>
	<b>Notable Incidents:</b> <ul style="list-style-type: none"><li>• Foot patrols are being conducted on a regular basis, providing numerous opportunities for me to introduce myself to the Mathern community. I have made residents aware that I am the newly appointed Police Community Support Officer (PCSO) for the area and have invited them to attend my Police Surgeries, where they can voice any concerns they may have.</li><li>• Speed monitoring was carried out on Mathern Road on Wednesday, 2nd July 2025, between 15:00 and 15:51. Regular monitoring will continue on a fortnightly basis. Residents have indicated that preferred times for speed checks are between 17:00 and 18:00, coinciding with the local nurseries' finishing and pick-up times.</li><li>• There have been continued reports of "drive-offs" (fuel thefts) at Pwllmeyric Petrol Station. Police are actively working with station management to address this issue. Members of the public are advised not to approach anyone acting suspiciously and to report any concerns immediately by calling 999.</li><li>• A black Ford van was reported as abandoned on Mathern Road, causing an obstruction. The vehicle's owner was contacted, and the van was promptly moved.</li></ul>

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- There have also been reports of dangerous driving, including tailgating on Mathern Road. While no injuries have been reported, the police are aware of these incidents, and patrols will continue as a deterrent.
- Of the ten not-so-serious crimes reported, the highlight was two missing dogs... both of whom have since been joyfully reunited with their families, proving once again that justice really does have a bark and a wag. No further charges are expected, unless chewing shoes counts.

<b>32/26</b>	<b>Finance</b>	
a)	To consider approval of payments as per below.	
	All Approved	
b)	Monthly Bank Reconciliation Authorisation	
	Completed by Cllr J Harris	
c)	Nalc Pay award for Clerk – Back dated to 01 04 2025	
	All acceptable and agreed – Back pay of £164.08 to be paid with September salary and time sheet calculation to be amended for spinal 23 from £17.29 to £17.85 Cllr M Sidwell to update the clerks time sheet with the new rate of £17.85	
<b>Payments / Receipts</b>		
<b>Date</b>	<b>Description</b>	<b>Value</b>
15 07 2025	Stamps	13.60
21 07 2025	Bank Charges	5.00
25 07 2025	Stock It Ltd – Host website	40.00
25 07 2025	Internet/Telephone	76.99
25 07 2025	HMRC	262.66
25 07 2025	Home Fee as HMRC	26.00
25 07 2025	Postage Audit	19.55
31 07 2025	Salary	774.44
06 08 2025	Stock It Licenses	59.40

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11 08 2025	Merlin Waste – Dog waste collection	95.56
12 08 2025	Smart Pensions	145.23
13 08 2025	HMRC	193.74
21 08 2025	Bank Charges	5.00
28 08 2025	Salary	623.43
29 08 2025	Home fee as HMRC	26.00
29 08 2025	<b>Precept Credit</b>	8080.00 +
01 09 2025	Cup Best Kept Garden	25.00
01 09 2025	Internet and Telephone	76.44
08 09 2025	Stock It – it 365 licenses	59.40
09 09 2025	Mathen and District Club (Rent)	20.00
10 09 2025	Merlin Waste (Dog Bin Collection)	95.56
11 09 2025	Smart Pensions	116.18
11 09 2025	War Memorial Garden	157.55

## 33/26 Progress Report on Actions from Last Meeting

### a) Update Welsh Water Meeting re Moun-ton Meadows

Next Meeting to be confirmed – Clerk to chase and obtain an update.

### b) Community Plan – 2025

Separate meeting to be arranged once Cllrs are back from annual leave.

Within this meeting a new residents directory to be discussed objective to circulate a leaflet to all new residents as identified by Cllrs within there area.

Website and consider a Council Facebook page – or updated Website

To try and get a questionnaire produced and circulated before the end of 2025.

### c) Church Magazine Article

Clerk to send Police surgery dates for inclusion in next magazine

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d)	<b>Update on Chepstow School Bus issue and the introduction of the 73 bus into Mathern</b>
	<p>New service x73 commenced on 1<sup>st</sup> September 2025 – Cllr M Sidwell to contact Christian Schmitz regarding a number of questions asked from the public these include</p> <ol style="list-style-type: none"><li>1. Bishops Mead stop, can a bus shelter and bus stop sign be installed at this stop?</li><li>2. Can the bus stop road markings all be reinstated as these haven't been 're-freshed' for a number of years, and this will allow the stops to be more visible to all. This needs to be in Mathern and Pwllmeyric please.</li><li>3. We have received a query as to whether the bus stop currently positioned at the motorway bridge can be relocated to opposite the Millers Arms pub (a location the MCC Transport bus has collected the children from for the last 8 years) especially as the motorway bridge stop becomes inaccessible when the road is flooded in the winter months. Not sure how easy this is to arranged?</li></ol> <p>Matters to be discussed once response received and possible include these requests on the community Plan questionnaire.</p> <p>Also requested is confirmation on where bus stop is on returning from the school is it as the school or at the leisure centre.</p>
e)	<b>Update of New Learner Wales consultation period and notice to all residents</b>
	<p>This ends on 15<sup>th</sup> September – Cllr M Sidwell has completed this</p>
f)	<b>Mathern in Bloom</b>
	<p>Group are hoping to complete a Autumn planting at critical places only this being Mounon Roundabout entrance and exist Pwllmeyric, Church, Fence Mathern Village Hall and entrance into Mathern only</p> <p>Cllrs noted that the boxes opposite Mounon Brook Lodge are broken these also to be replaced with recycled material when the Autumn planting is completed.</p>
g)	<b>Speed watch Equipment – re-energising the speed watch initiative</b>
	<p>This still to be collected Cllr M Sidwell awaiting a response from Go Safe regarding future training for individuals who wish to be included in this scheme</p>

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## 34/26 Highways & Footpaths

- a) Clerk to contact NRW re fallen trees in St Pierre Woods  
Clerk to chase Pavements clearing Hayesgate to Opposite Mounon Brook Lodge vegetation encroaching onto pavement – blocking from Wheel chairs and pushchairs.
- b)

## 35/26 Councillors' Report / Clerks Report

### a) One Voice Wales Update

A G M – 01 10 2025 Wales and West Show ground

### b) Defibrillator Monthly Checks

All checked and working

### c) County Cllrs Report

COUNTY COUNCILLOR REPORT SEPTEMBER 2025

County Councillor Brown advised covers reports for July meetings as no meeting in August:

#### **Place Scrutiny Committee 10<sup>th</sup> of July 2025**

The meeting covers reports on a car parking review which gives information about the use of the current car parks and makes recommendations for more investigations. The flooding strategy with a final draft report includes the flooding risk for Mounon Brook. It is intended to have a consultation on this flood strategy from the 1<sup>st</sup> of August for 8 weeks hosted by MCC Let's talk and drop-in sessions at the Community Hubs- Chepstow library from 9am to 5pm on the 10<sup>th</sup> of September and a similar time at the Caldicot library on the 11<sup>th</sup> of September.

The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=303&MIId=6167>

#### **Performance and Overview Scrutiny Committee on the 15<sup>th</sup> of July 2025**

The Committee considered various reports including the Revenue and Capital monitoring report which included the final revenue and capital report for 2024/5. A summary of this report was given in the recommendations to Cabinet, as follows:

RECOMMENDATIONS (to Cabinet):

That Cabinet recognises:

-A gross revenue budget surplus at outturn of £1,239,000 prior to transfers to reserves, representing a 0.6% variance against the budget.

-After accounting for approved transfers to/from earmarked reserves of £742,000, the final net surplus stands at £497,000, which will be added to the Council Fund.

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-The surplus reflects a significant improvement of £2.83 million compared to the previous financial update. This positive variance is largely due to an unbudgeted grant of £1.19 million from the Welsh Government in March 2025, alongside favourable service budget positions resulting from effective budget recovery actions.

-The Council's continued financial discipline, combined with late grant funding has enabled the replenishment of reserves in line with the Medium-Term Financial Strategy.

-Despite the positive outturn, significant cost pressures remain in Social Care, Additional Learning Needs, Waste, Passenger Transport, and Homelessness/Housing, with a combined overspend reported for the year of £4.6 million. While some of these were addressed in the 2025/26 budget, these areas continue to pose financial risks.

-An increase in school reserve deficits of £3.19 million during the year, resulting in a cumulative year-end deficit of £4.09 million. Fifteen schools were in a deficit balance at year-end. Several schools continue to face structural budget challenges, which are being addressed through recovery plans.

-Total capital expenditure for the year was £48.81 million, with a gross underspend of £2.73 million, primarily due to underspends in Infrastructure and Property Maintenance and the receipt of additional unbudgeted grants that have offset core budgets.

-Capital slippage requests total £25.03 million, which includes £1.3 million that can be allocated out of the underspend achieved and will be re-purposed to create a capital contingency budget for 2025/26 to mitigate scheme risks or address emerging capital priorities.

-There are early indications of cost pressures against the 2025/26 revenue budget, exceeding the £850,000 contingency held. Prompt mitigation by services will be required to ensure a balanced outturn position is achieved.

That Cabinet approves:

- The strategy to replenish reserves as outlined in Section 7, including the allocation of the £497,000 year-end surplus to the Council Fund.

-The use of £3.68 million in capital receipts to fund eligible revenue expenditure under the Welsh Government's "flexible use of capital receipts" direction (Appendix 3).

-The capital slippage requests of £25.03 million (Appendix 1 - Section 4), acknowledging the factors that delayed project delivery.

-The capital budget revisions detailed in Appendix 5, reflecting finalised grant funding awards for the year.

The full report details can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=305&MId=6157>

## **Special People Scrutiny Committee on the 16<sup>th</sup> of July 2025**

The report covered the review of the Housing Social Support Grant of £3.4 m from Welsh Government. It details the number of applications with identified need capacity gaps. In 2024/25 there were 403 homeless applications and 160 in temporary accommodation. The full report can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=6392>

## **County Council on the 17<sup>th</sup> of July 2025**

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The full Council considered various reports including the Chepstow integrated transport project and the report of the Strategic Director Children, Learning and Economy Annual report. The Chepstow integrated transport project proposes changes to the train station area including space for one or two buses, as well as toilet improvements to the station itself. The proposal will be looking at extending the Monmouth to Tintern bus to the station and to look into the possibility of extending the C1 bus service to provide a connection from the existing bus station to the station. There is also a proposal to have traffic lights at Hardwick Terrace, this is where there is difficulty getting back onto the A48 from the Marks and Spencer side of town.

The Strategic Director Children, Learning and Economy annual report details the surplus of places for Chepstow school and the primary schools in the Chepstow area, details of which can be found on pages 41 and 42 of the report. The report states that “Currently there are a significant number of surplus places within the Chepstow cluster. The primary sector has 249 surplus places within the primary schools( 18%) and is projected to increase...”

There was also a motion on home to school transport and a number of questions asked at full Council. The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=143&MId=6336>

## **People Scrutiny Committee on the 22<sup>nd</sup> of July 2025**

The above committee considered reports on the receipt of Petitions on home to school transport from Mathern Community Council Area and St Arvans, the County of Sanctuary Strategy, the Strategic Equality Plan 24/25 and Adult Services Inspection Report.

The County of Sanctuary report stated that there were no financial cost or risk. This point was questioned, and the response from a Council Officer indicated that the Council does receive grants from the Welsh Government and the Home Office.

In terms of the Strategic Equality plan 24/5 this was seen in need of an update in view of the Supreme Court judgment of a man being a biological man and a woman being a biological woman.

The Adult Service Inspection report in 2022 identified 23 areas for improvement with 3 areas still require improvement including the co-produced outcomes for carers, contingency planning and risk management. The reports can be found at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=304&MId=6149>

## **Joint Public Services Scrutiny Committee on the 28<sup>th</sup> of July 2025**

The meeting was to discuss the Neville Hall hospital proposals and the latest stage of the Clinical Futures Plan. The concentration on Nevill Hall was due to finding RAAC in the roofs and the need for investment as a result. The report and the meeting can be watched at the following link:

<https://democracy.monmouthshire.gov.uk/ieListDocuments.aspx?CId=260&MId=6406>

## **RLDP**

The Place Scrutiny Committee on the 25<sup>th</sup> of September 2025 is due to consider the Replacement Local Development Plan and should be published about a week before that date.

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d)	<b>Best Kept Garden - As seen from the roadside</b>
	Winners 2025 – A and S Utting – runners up E Ball
	Cllrs to meet in the spring to re energise the competition and relaunch the competition in readiness for July 2026
e)	<b>Risk Assessments</b>
	Pwllmeyric & Mounton – Cllr Stevens completed Pwllmeyric Mathern – Cllr Sidwell Mounton and Mathern to be completed before next meeting
f)	<b>Dates for CPR Training</b>
	CPR training – Cllr McConnachie to suggest some dates based on Tuesday and Thursday evenings  To be discussed with Cllr J Mc Connachie

## 26/26 Planning Applications – Plus any applications received after Agenda is issued

a)	<b>New Applications</b>
	DM 2025 01069 - Willowbrae – single story extension – Not in our area – forwarded to Shirenewton C C  DM 2025 00948 The Grange – Replacement dwelling and associated works – No Comments  DM 2025 01049 - Mounton House – Unit 5 – 6 – Various items – No Comments
b)	<b>Decisions &amp; Appeals</b>
c)	<b>Enforcement</b>

## 37/26 Correspondence & Forthcoming Meetings

Date	Description
	As per agenda

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38/26	Other Matters for Discussion
a)	<b>Community Resilience - Climate Emergency</b>
	Ongoing
b)	<b>Website Updates</b>
	Clerk to update Minutes June and July and police surgery dates
c)	<b>Request for Memorial Bench in Mounton</b>
	A request had been received for a memorial bench to be placed in Mounton in memory of there family. As Mathern C C owns no land in Mounton it was suggested that the family contact the Church in Mounton to ask if they could install and look after a bench in Mounton.
d)	<b>Motion as correspondence from Chepstow Town Council re school lunches secondary school</b>
	Mathern C C fully supported this motion however as no Cllrs were available to attend the OVW AGM where unable to second this motion
e)	<b>Response Stock it Ltd on analytics of website hits. Review this and discuss council own Facebook page</b>
	Clerk to chase for the analytics regarding our website
f)	<b>To consider New IT policy (circulated with Agenda</b>
	Resolved to accept the New I T policy 08 09 2025

39/26	Projects Awaiting Completion
a)	Mounton Notice Board – awaiting Mounton Church meeting
b)	Accounts 2024/2025 to send Welsh Audit Office by 7th August 2025 for annual full audit. – Agreed all can be issued =- response to be received from Wales Audit 30 09 2025

40/26	Date of Next Meeting
a)	Monday 13th October 2025 @ 7.00pm

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Meeting Ended @ 8.24pm

Signed:

Dated: