

Mitchel Troy United Community Council

Minutes of the monthly meeting held at The Village Hall, Mitchel Troy, on Tuesday, 11 November 2025 at 7.30pm.

Present: Cllrs J Dyer, A Morgan, R Morgan, J Quenault, P Penny, T Dodd, G Connor and J Francis

County: County Cllr R John

Clerk: C Arvanitis

Also present:

			Action
25	1799	Apologies for absence Cllr T Kirton and County Cllr J McKenna	
25	1800	Declarations of interests None	
25	1801	Police report -01/10/25 – Vehicle stolen in Dingestow, subsequently recovered. -01/10/25 – Report received of a theft of a gate from St Michael's Church. -12/10/25 – Report received of two suspicious males entering the household waste recycling centre in Mitchel Troy. Officers attended but did not come across the males.	
25	1802	County Council report -Jingle Street fence has been fixed. -Repairs requested for potholes in Wonastow and Dingestow. -Ongoing discussions to improve signage to Mitchel Troy Village Hall. -Replacement local development plan has been signed off. -Renovation work has started on the ambulance station in Monmouth. -Facebook fundraiser has commenced for Square Farm after their fire. -Rent negotiations ongoing between the Council and the trustees of the Bridges Centre. -Convicted paedophile tenant in Dingestow (MCC property) has been relocated outside the county. -Ongoing discussions regarding speeding on Common Road, Mitchel Troy.	
25	1803	Minutes of the meetings held on 14 October 2025 Approved and duly signed.	
25	1804	Matters arising from the minutes of 14 October 2025 (for information only) -Clerk's old laptop to be wiped and sent to Computers4Charity.	CA
25	1805	Planning applications -DM/2025/01358, Nantyrhulas, Trebern Road, Pen Yr Heol, fast track householder, demolition of existing conservatory and construction of sitting room and canopy porch – recommend approval . -DM/2025/01333, Springfield Farm, Llanwyny Road, Llangovan, low impact link, part conversion of stables into ancillary sleeping accommodation and part conversion of stables into holiday accommodation – decision deferred . -DM/2025/01291, Castle Garage, Warrage Lane, Raglan, proposed extension to existing showroom with associated works – recommend approval .	CA
25	1806	Planning applications since preparation of agenda	

Mitchel Troy United

Community Council

		-DM/2025/01395, Roots Farm, Pentre Road, Llangovan, farm track to connect each of the 3 gates in the field along with a hard standing area between the green houses and the barn – decision deferred .																																	
25	1807	Planning decisions by MCC -DM/2025/01210, Highway Barn, Common Road, Mitchel Troy, T1 - Oak - 30% reduction and lift to 4m, rebalance crown T2 - Oak - 30% reduction and lift to 4m – approved. -DM/2025/00383, The Patch, Elms Road, Raglan, closure of existing field gate entrance and installation of new field gate access with associated works including translocation of existing hedgerow for improved visibility for highway users – approved. -DM/2025/00024, Lynwood Farm, Garrow Road, Mitchel Troy, retrospective application for full planning permission for the erection of an agricultural maintenance workshop. The unit is used for maintenance and storage of farm equipment – approved. -DM/2025/01227, Cwm Mawr House, Llanwyny Road, Llangovan, alterations to rebuild an existing covered link to provide disabled access and internal alterations to provide wetroom and care facilities, incorporating a new fire door from the assisted bedroom – approved.																																	
25	1808	MCC planning decisions since preparation of agenda -None																																	
25	1809	Accounts for payment -Bank reconciliation approved: <table border="1"><tr><td>Balance as at 31.10.25</td><td>£18,360.40</td></tr><tr><td>Opening balance 1.4.25</td><td>£19,847.50</td></tr><tr><td>Receipts to 31.10.25</td><td>£11,807.78</td></tr><tr><td>Total</td><td>£31,655.28</td></tr><tr><td>Payments to 31.10.25</td><td>£13,294.88</td></tr><tr><td>Closing balance (opening balance plus receipts minus payments)</td><td>£18,360.40</td></tr></table> -Approval was given for payment of the following cheques. <table border="1"><tr><th>Chq no</th><th>Payee</th><th>Amount</th><th>Power to Pay</th><th>Budget pot</th></tr><tr><td>300519</td><td>Friends of Mitchel Troy Glebe Field</td><td>£500.00</td><td>LG(MP)A 1976 s19</td><td>Subs, projects, donations -Misc donations, defib support</td></tr><tr><td>300520</td><td>ClIr Dyer via Defib store</td><td>£133.20</td><td>LGA 1972 s111</td><td>Subs, projects, donations -Misc donations, defib support</td></tr><tr><td>300521</td><td>Carole Arvanitis via Tekshop</td><td>£649.00</td><td>LGA 1972 s111</td><td>Website / IT – computer hardware</td></tr></table>	Balance as at 31.10.25	£18,360.40	Opening balance 1.4.25	£19,847.50	Receipts to 31.10.25	£11,807.78	Total	£31,655.28	Payments to 31.10.25	£13,294.88	Closing balance (opening balance plus receipts minus payments)	£18,360.40	Chq no	Payee	Amount	Power to Pay	Budget pot	300519	Friends of Mitchel Troy Glebe Field	£500.00	LG(MP)A 1976 s19	Subs, projects, donations -Misc donations, defib support	300520	ClIr Dyer via Defib store	£133.20	LGA 1972 s111	Subs, projects, donations -Misc donations, defib support	300521	Carole Arvanitis via Tekshop	£649.00	LGA 1972 s111	Website / IT – computer hardware	CA
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Mitchel Troy United

Community Council

		300522	SLCC	£6.00	LGA 1972 s143	Subs, projects, donations -SLCC	
		300523	Vision ICT – Inv 21102	£163.50	LGA 1972 s142	Website / IT – website management	
		300524	Country Contracts inv A87, B25	£60.00	HA 1980 s96	Amenities - support for grass in Wonstow war memorial grass	
		300525	Merlin dog bin emptying Oct inv 2187	£95.56	Public Health Act 1936 s234	Amenities - dog bin emptying	
		300526	Playworks Nov Inv 10242	£20.00	LGA 1972 s111	Salary etc: Payroll management	
		300527	HMRC Nov	£118.60	LGA 1972 s111	Salary etc: HMRC	
		300528	Clerk salary Nov 25	£474.20	LGA 1972 s111	Salary etc: Clerk's salary	
			Total	£2,220.06			
25	1810	2026-27 budget and precept -The budget and precept of £17,000 for 2026-27 (overleaf), was approved by Council.					CA
25	1811	Biodiversity report -The biodiversity report of action was approved by Council and will be sent to the Welsh Government and One Voice Wales.					CA
25	1812	Grant requests -The grant request received from Sever Area Rescue Association was, unfortunately, rejected, due to budget limitations.					CA
25	1813	Clerk's report -Purchase and set up of new Windows 11 laptop completed. -Under the Local Government and Elections (Wales) Act 2021, community and town councils in Wales are now legally required to make arrangements for multi-location meetings. Clerk to investigate cost of multi-directional microphone to enable efficient remote access and to consider use of broadband hot spots for meetings in Penyclawdd and Tregare village halls. -Assertion 10 is a new requirement introduced in the 2025 edition of the Practitioners' Guide by the Smaller Authorities' Proper Practices Panel (SAPPP) to ensure councils are managing digital, data, and information governance responsibly. MTUCC appears to be broadly adhering to the requirements: -We use a council-owned domain for our email and website. - We maintain an accessible website but clerk to investigate if it meets WCAG 2.2 AA standards. -We have a data protection policy covering secure and lawful use of digital tools and we comply with UK GDPR and the Data Protection Act 2018					CA

Mitchel Troy United

Community Council

		-Our 2024-25 audit noted that our training plan needed to be updated. Clerk to circulate updated version, seek Council approval in January 26 and subsequently publish on the website.	
25	1814	Other reports -Councillor Penny informed the meeting that the Trustees of the Cwmcarvan Poor Charity are to discuss winding up the charity with the Charity Commission. -Cllrs R Morgan and Penny to discuss maintenance considerations with Penyclawdd village hall.	
25	1815	Correspondence -MCC, Fw: Notice of Making of an Order -MCC, litter forum working group -MCC, Flood Information - Quick Reference Guide -MCC, Media Release: Monmouthshire Community Hubs offering a warm welcome this winter -MCC, Notice of Making of a Public Path Order - Talocher School Public Footpath 222 Mitchel Troy -MCC, Media Release: Monmouthshire County Council full council approves RLDP to be submitted for independent examination -MCC, FW: St David's Day 2026 to be "most memorable yet" says FM -MCC, Submission of the Monmouthshire Replacement Local Development Plan to Welsh Government and Planning and Environment Decisions Wales -One Voice Wales, Submission of the Draft Annual Remuneration Report 2026–27 -One Voice Wales, Draft minutes - One Voice Wales Monmouthshire & Newport Area meeting-9 October 2025 -Catherine Fookes, MP Mobile Phone Signal Survey	
25	1816	Highway matters None	
25	1817	Urgent items for next meeting None	
25	1818	Next meeting Tuesday, 13 January 2026, 7.30 – Dingestow Village Hall	

Meeting closed 9.17pm

Mitchel Troy United

Community Council

Budget 26-27			
Description	Budget 25-26	25-26 spend to end September	Budget 26-27
Cheques cashed from 25-26		£2,530.24	£1,000.00
Salary etc			
Clerk annual salary	£5,536.00	£1,838.20	£5,690.00
Payroll management	£252.00	£80.00	£252.00
HMRC	£1,383.00	£459.40	£1,420.00
Admin and office		£0.00	
Postage	£132.00	£60.40	£160.00
Office contribution	£343.00	£120.00	£312.00
Mileage	£165.00	£44.64	£100.00
Stationery	£434.00	£14.23	£200.00
Annual report print	£118.00	£0.00	£118.00
Room hire	£308.00	£0.00	£308.00
Audit fees	£763.00	£75.00	£763.00
Insurance	£412.00	£300.00	£400.00
Members allowances	£1,500.00	£0.00	£1,872.00
Microsoft 365	£80.00	£0.00	£80.00
Norton	£80.00	£0.00	£80.00
ICO	£55.00	£52.00	£55.00
Bank charges	£72.00	£30.00	£72.00
Website / IT		£0.00	
Website management	£1,100.00	£0.00	£1,000.00
Computer hardware	£440.00	£129.12	£100.00
Amenities			
Dog bin emptying	£1,186.00	£382.24	£1,260.00
Gen repairs	£200.00	£0.00	£200.00
Wonastow war memorial grass	£262.00	£120.00	£262.00
Support for grass in churchyards	£3,000.00	£0.00	£3,000.00
Training		£0.00	
Training	£500.00	£0.00	£500.00
Subscription		£0.00	
One Voice Wales	£282.00	£0.00	£300.00
SLCC	£151.00	£0.00	£170.00
Projects / donations			

Mitchel Troy United

Community Council

Citizens Ad Monmouth	£1,000.00	£1,000.00	£1,000.00
Misc donations, defib support	£1,000.00	£0.00	£3,000.00
MCC summer play scheme	£200.00	£0.00	£200.00
Replacement noticeboards	£250.00	£0.00	£250.00
Area based services	£3,000.00	£0.00	£0.00
Total expenditure	£24,204.00	£4,705.23	£24,124.00
Brought forward	£16,667.00		£16,667.00
Precept	£17,000.00	£11,333.00	£17,000.00
HMRC VAT refunds	£712.00	£474.78	£500.00
Total	£34,379.00		£34,167.00
Reserves	£10,175.00		£10,043.00