

# Mitchel Troy United Community Council

**Minutes of the Ordinary meeting held at The Village Hall, Mitchel Troy, on Tuesday, 10 March 2026 at 7.30pm.**

**Present:** Cllrs P Penny, A Morgan, R Morgan, T Dodd, T Kirton and G Connor

**County,** County Cllr R John

**Clerk:** C Arvanitis

**Also present:** PCSO C Watkins

			Action
26	1856	<b>Apologies for absence</b> Cllrs J Dyer, J Quenault, J Francis and County Cllr J McKenna	
26	1857	<b>Declarations of interests</b> None	
26	1858	<b>Police report</b> PCSO C Watkins presented the police report for March. -06/02/26 – Single vehicle RTC on Craig-Y-Dorth Road, where the vehicle collided with a telegraph post. No injuries. 12/02/26 – Fly tipping incident on Wonastow Road. MCC have taken the lead on the investigation. 18/02/26 – Single vehicle RTC where a vehicle collided with a wall in Lydart. No injuries. 21/02/26 – Report of a theft of number plates from a vehicle in Hillside Close. 26/02/26 – Report of a possible rogue trader in Coed-Y-Fedw, Dingestow. -Clerk to try to arrange a police surgery at a village hall coffee morning.	CA
26	1859	<b>County Council report</b> -The Council are aware there continue to be many potholes across the area. -MCC's budget for 2026-27 has been approved.	
26	1860	<b>Minutes of the meeting held on 10 February 2026</b> Approved and duly signed.	
26	1861	<b>Matters arising from the minutes of 10 February 2026 (for information only)</b> Grant application from Mitchel Troy village hall to be considered next month.	
26	1862	<b>Planning applications</b> -DM/2026/00165, National Grid Electricity Distribution and National Grid Telecoms, Craig Y Dorth Radio Site, Rough Pastures, Mitchel Troy, installation of replacement radio equipment housing together with air conditioning units, solar panels and ancillary development – <b>recommend approval.</b>	CA
26	1863	<b>Planning applications since preparation of agenda</b> -None	
26	1864	<b>Planning decisions by MCC</b> -DM/2026/00097, St Michaels and All Angels Church, Mitchel Troy Road, Mitchel Troy, proposed works to reduce the height of 3 trees by approx. 50% to enable more light and to match height of other trees close by and to prune back low branch(es) of a Lawson Cypress which over shadows gravestones, a Larch tree, 3 Leylandii, plus the low pruning of the Cyprus – approved.	

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		-DM/2026/00015, Elms Farm, Mitchel Troy Common Road, Mitchel Troy, proposed extension to existing joinery workshop with associated works – approved. -DM/2025/01291, Castle Garage, Warrage Lane, Raglan, proposed extension to existing showroom with associated works – approved.																																																											
26	1865	<b>MCC planning decisions since preparation of agenda</b> -None																																																											
26	1866	<p><b>Accounts for payment</b> -Bank reconciliation approved:</p> <table border="1" style="width: 100%;"> <tr> <td>Balance as at 28.2.26</td> <td style="text-align: right;">£17,546.83</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Opening balance 1.4.25</td> <td style="text-align: right;">£19,847.50</td> </tr> <tr> <td>Receipts to 28.2.26</td> <td style="text-align: right;">£17,474.78</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>£37,322.28</b></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Payments to 28.2.26</td> <td style="text-align: right;">£19,775.45</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Closing balance (opening balance plus receipts minus payments)</td> <td style="text-align: right;">£17,546.83</td> </tr> </table> <p>-Approval was given for payment of the following cheques.</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Chq no</th> <th>Payee</th> <th>Amount</th> <th>Power to Pay</th> <th>Budget pot</th> </tr> </thead> <tbody> <tr> <td>300547</td> <td>Penyclawdd Village Hall</td> <td style="text-align: right;">£51.00</td> <td>LGA 1972 s111 s134 (4)</td> <td>Admin and office – room hire</td> </tr> <tr> <td>300548</td> <td>Clerk via The Cartridge People</td> <td style="text-align: right;">£179.90</td> <td>LGA 1972 s111</td> <td>Admin and office – stationery</td> </tr> <tr> <td>300549</td> <td>Clerk expenses Oct25 to Mar 26 mileage £33.57, home office contribution £150.00</td> <td style="text-align: right;">£183.57</td> <td>LGA 1972 s111</td> <td>Admin and office – mileage and office contribution</td> </tr> <tr> <td>300550</td> <td>HMRC Mar</td> <td style="text-align: right;">£118.60</td> <td>LGA 1972 s111</td> <td>Salary etc: HMRC</td> </tr> <tr> <td>300551</td> <td>Clerk salary Mar 26</td> <td style="text-align: right;">£474.20</td> <td>LGA 1972 s111</td> <td>Salary etc: Clerk's salary</td> </tr> <tr> <td>300552</td> <td>Playworks Mar Inv 10444</td> <td style="text-align: right;">£20.00</td> <td>LGA 1972 s111</td> <td>Salary etc: Payroll management</td> </tr> <tr> <td>300553</td> <td>Vision ICT Inv 21554</td> <td style="text-align: right;">£544.50</td> <td>LGA 1972 s142</td> <td>Website / IT – software</td> </tr> </tbody> </table>	Balance as at 28.2.26	£17,546.83			Opening balance 1.4.25	£19,847.50	Receipts to 28.2.26	£17,474.78	<b>Total</b>	<b>£37,322.28</b>			Payments to 28.2.26	£19,775.45			Closing balance (opening balance plus receipts minus payments)	£17,546.83	Chq no	Payee	Amount	Power to Pay	Budget pot	300547	Penyclawdd Village Hall	£51.00	LGA 1972 s111 s134 (4)	Admin and office – room hire	300548	Clerk via The Cartridge People	£179.90	LGA 1972 s111	Admin and office – stationery	300549	Clerk expenses Oct25 to Mar 26 mileage £33.57, home office contribution £150.00	£183.57	LGA 1972 s111	Admin and office – mileage and office contribution	300550	HMRC Mar	£118.60	LGA 1972 s111	Salary etc: HMRC	300551	Clerk salary Mar 26	£474.20	LGA 1972 s111	Salary etc: Clerk's salary	300552	Playworks Mar Inv 10444	£20.00	LGA 1972 s111	Salary etc: Payroll management	300553	Vision ICT Inv 21554	£544.50	LGA 1972 s142	Website / IT – software	CA
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		300554	Merlin dog bin emptying Mar inv 2288	£95.56	Public Health Act 1936 s234	Amenities - dog bin emptying																													
			<b>Total</b>	<b>£1,667.33</b>																															
		<ul style="list-style-type: none"> <li>- 2026-27 Merlin contract approved.</li> <li>- 2026-27 Insurance quotes to be sourced.</li> </ul>																																	
26	1867	<b>Budget virements</b> -The Council approved the following virements. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Budget pot overspend</th> <th style="width: 20%;">Amount overspent</th> <th style="width: 50%;">Vire from:</th> </tr> </thead> <tbody> <tr> <td>Clerk annual salary</td> <td>£155</td> <td>Stationery</td> </tr> <tr> <td>HMRC</td> <td>£275</td> <td>Area based services</td> </tr> <tr> <td>Postage</td> <td>£30</td> <td>Audit fees</td> </tr> <tr> <td>Office contribution</td> <td>£50</td> <td>Audit fees</td> </tr> <tr> <td>Members allowances</td> <td>£372</td> <td>Area based services</td> </tr> <tr> <td>Computer hardware</td> <td>£338</td> <td>Area based services</td> </tr> <tr> <td>Computer software</td> <td>£239</td> <td>Area based services</td> </tr> <tr> <td>Misc donations</td> <td>£33</td> <td>Area based services</td> </tr> </tbody> </table>						Budget pot overspend	Amount overspent	Vire from:	Clerk annual salary	£155	Stationery	HMRC	£275	Area based services	Postage	£30	Audit fees	Office contribution	£50	Audit fees	Members allowances	£372	Area based services	Computer hardware	£338	Area based services	Computer software	£239	Area based services	Misc donations	£33	Area based services	CA
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	1868	<b>Internal audit</b> The Council resolved to use Mr G Boulton again this year.						CA																											
	1869	<b>Training policy and report</b> Clerk to populate updated training policy and circulate for checking prior to approval.						CA																											
26	1870	<b>Clerk's report</b> -The Council approved purchase of a Jabra Speak 750 MS (Microsoft Teams version) multi-directional mic or similar at around £230. -The Council approved the new mission and aims statement. Clerk to add to website.						CA																											
26	1871	<b>Other reports</b> -Cllr R Morgan will attend Penyclawdd Hall annual meeting.																																	
26	1872	<b>Correspondence</b> -MCC, Media release – Monmouthshire among best in the world for recycling -MCC, Media Release: Monmouthshire County Council confirms outcome focused budget through Full Council -OVW, IMPORTANT FW: Publication of the Annual Remuneration Report 2026–27 -County Cllr Mckenna, Re: Play park equipment -Dingestow																																	
26	1873	<b>Highway matters</b> -Common Road near Highway farm, tree notice served to remove low branches. -Bridge wall by Troy tip in need of repair. -Millbrook Nursery to Toll House – overhanging trees. -Worthybrook – Jingle Street to Dingestow (R45) – potholes. -NRW flood alerts do not include the Trothy.						CA																											
26	1874	<b>Urgent items for next meeting</b> None																																	
26	1875	<b>Next meeting</b> Tuesday, 14 April 2026, 7.30 – Dingestow Village Hall																																	

Meeting closed 20:50

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Chair-----14.4.26