

**Minutes of Caldicot Town Council held at 6.00pm on Wednesday, 8<sup>th</sup> December 2015 at Caldicot Town Council**

**Present:** Cllrs: D Evans, Mayor  
P Stevens, Deputy Mayor  
W Conniff  
A Davies  
A Easson  
F J Harvey [left 6.35pm]

R J Higginson [left 6.30pm]  
M Stevens  
F Rowberry  
R Stewart  
P Watts  
J Williams

[In attendance: G McIntyre, Clerk; A Sandiford; Member of Public; Press]

*Town Council resolved to accept 3 additional items on to the agenda:*

- *Invoice for refreshments from Caldicot Methodist Church – see Min 9514 (iv)*
- *Plan DC/2015/01350 – see Min 9512 below*
- *Urgent correspondence from Cllr A Easson re: repairs to bus shelters – see Min 9515*

**9505 Apologies**

Apologies were received from Cllrs D Ashwin, A Lloyd, S Webb

**9506 Declarations of Interest - Forms to be Completed**

Cllrs D Evans, R J Higginson and P Watts declared an interest in Min 9512

**9507 Estimates Committee**

- (i) **To Consider Proposed Changes of Independent Remuneration Panel re: Payment to members for 2016/2017 [Draft Report] – Report to be Published February 2016**  
**[NB: TC 29.7.15 Resolved to accept and implement Determinations 42 – 47] [Circ]**

Town Council considered the proposed changes in the remuneration of members of Community and Town Councils.

**It was resolved to accept the proposed changes and implement determinations 45, 47 – 52 with effect from 1.4.16. Town Council noted Determination 46.**

- (ii) **To Consider request re: Caldicot Youth Group contribution - £5,000 [b/f 28.10.15]**  
**See Committee**

**It was resolved to consider this item in committee – see below**

- (iii) **To Consider MCC Request Re: MCC budget proposals/Options around ‘localising’ services with Caldicot [b/f 10.11.15, 25.11.15]** **[Circ]**

Town Council considered a request for further options about what services might most readily lend themselves to be organised between Town Council and Mon CC.

**It was resolved to support the services of the manual roadsweeper [37 hour week] for 2016/2017 at a cost of £25,000 and support for grass cutting services 2016/2017 at a cost of £5,000.**

**9508 (i) To Consider any Increase in Burial/Allotment/Town Council Hire Fees [PI] [Circ]**

Town Council considered burial fees for 2016/17 and corrected the error in relation to cremated remains in new grave space.

**It was resolved to approve burial fees for 2016/2017 as follows:**

Opening New Single Grave	£270
Opening New Double Grave	£270
Opening New Triple	£270
Re-opening Existing Grave	£270
Burials under 16 years	£ 0
Scattering of Cremated Remains	£ 55
Cremated Remains in CRS Area	£120
Cremated Remains in Existing Grave	£120
Cremated Remains in New Grave	£270
Reserved Spaces - see below	
Reserved Cremation Area	£110
New Headstone (to place)	£120
CRS Headstone	£120
New Inscription	£120

Allotment/Town Council Hire Fees remain unchanged

**(ii) To Consider Draft Revised Estimates 2015/16 [P2-7 Column 2] [Circ]**

Town Council approved the Draft Revised Estimates 2015/16

**(iii) To Consider Draft Estimates 2016/17 [P2-7 Column 3] [Circ]**

Town Council considered the Draft Estimates 2015/16 in detail. The Clerk was requested to clarify certain items and amendments were made as follows:

Ref P3	2210	Christmas Lighting	£ 18,000
P4	<b>Total - Town Facilities</b>		<b>£123,020</b>
P5	3050	Flowers/Spray/Cards etc	£ 200
	3090	Elderly & Disabled Initiative	£ 5,000
	3100	Children & Young People's Initiative	£ 5,000
	<b>Total - Community Well-Being</b>		<b>£ 11,800</b>
P5	Insert Devolution of Services 2016/17		£ 8,410* [see 9507(iii)]
	<b>Total - Projects Expenditure</b>		<b>£ 40,000</b>
P6	1100	Other Administration	£ 40,940
	1100/15 Split Mayor/Deputy Mayor Allowance:		
		Mayor	£ 2,500
		Deputy Mayor	£ 500
P7	1100/31	Independent Inquiry/Restructuring	£ 3,000
	<b>Total – Administration</b>		<b>£121,240</b>
	<b>Total Expenditure</b>		<b>£327,605</b>
	<b>Precept Required</b>		<b><u>£294,935</u></b>

**9508 (iv) To Consider Reserves Position [Page 7] [Circ]**

Town Council noted the Reserves Position following clarification by the Clerk that the only 'actual' figure was £195,905.00 being the audited Actual for 2014/15. The remainder of the figures in the table were based on estimates

Re: 9507(iii), 9508(iii) – It was resolved to take £21,590 from Reserves [£30,000 - £8410]

**9509 To Consider Annual Investment Strategy for 2016/2017 [Circ]**

**(i) To Consider Re-investment of Town Council Bond [Matures 22 Jan 2016]**

A Member requested clarification of Town Council bond.

**It was resolved to re-invest £70,000 for 6 months from 22.1.16 and to defer investment amount from 22.7.16 to nearer the time.**

*Cllr R J Higginson left the meeting at this point*

**9510 To Consider Financial Risk Assessment [Circ]**

Town Council considered updated Financial Risk Assessment and the Clerk clarified two changes.

**It was resolved to approve the updated Financial Risk Assessment**

**9511 TO FIX THE PRECEPT FOR SUBMISSION TO MON CC FOR 2016/2017**

**Town Council resolved to fix the Precept for submission to Mon CC for 2016/17 in the sum of £294,935 [two hundred and ninety four thousand, nine hundred and thirty five pounds]**

**9512 Planning [Displayed – subject to receipt of plan]**

**A) Planning Applications Received**

**DC/2015/01370:** Proposed extension to form a bedroom and erection of a detached garage –  
100 Church Road **TC Approved**

**DC/2015/01350:** Change of Use from Use Class A1 to Use Class A3. Unit 5 Wesley Buildings,  
Newport Road, Caldicot **TC Refused\***

**\*Too many take-away facilities in the town**

**It was resolved to send a ward representative to MCC Planning Committee in this connection as an approved duty.**

**B) Mon CC Planning Information**

**i) Planning Permissions**

**DC/2015/00956:** Proposed Extensions, Bailynn Orchard, 21a Sandy Lane, Caldicot  
**TC App 8.9.15**

Town Council noted the above planning information from Mon CC

**C) To Consider Road/Street Names former West End School Site by 24.12.15 [CIRC]**

Town Council supported the proposed street name of Old School Close [Clos Yr Hen Ysgol] for the former West End School Site.

**9513 To Consider Pigeon issues in Caldicot town centre [b/f TC 25/11/15]**

- (i) Response from Chepstow Town Council

Town Council noted that Chepstow Town Council could give no information with regard to previous pigeon activity in Chepstow.

- (ii) Advice Mon CC Environmental Health Officer

Town Council noted the advice of the Environmental Health Officer.

**9514 RESOLVED – Exclusion of Press and Public – By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:**

- i) Caldicot Youth Group Accounts - 3(ii) above [CIRC]**

Town Council noted accounts from Caldicot Youth Group

- ii) Quotations for Pigeon Issue – 9(ii) above [CIRC]**

Town Council considered methods and quotations for removal of pigeons in the town centre.

A discussion ensued and the Clerk reminded Members of the advice from Environmental Health Officer [Min 9513 (ii) above] and of the requirement of a licence in this matter.

**It was resolved to request permission from Mon CC to accept proposal from RH to cull the pigeons in the town centre at a service cost of £500 plus 60p for each pigeon and to request a copy of RH licence in this matter**

- iii) To Consider Quotation for Compound Gates [CIRC]**

Town Council considered quotations to repair and to replace compound gates.

**It was resolved to accepted quotation from KRL Services to supply new compound gates at a cost of £1,180**

- iv) Receipt from Caldicot Methodist Church re: refugee visit 30.11.15**

Town Council was advised of a small refund from its £150 donation for refreshments to Caldicot Methodist Church re: refugee visit 30.11.15 and the purchase of gifts for the visit.

**It was resolved to authorise the payment for gifts for refugee visit 30.11.15**

*Normal proceedings resumed*

**9515** Town Council considered urgent correspondence from Cllr A Easson that it demands that Mon CC carry out the repairs to bus shelters, particularly the shelter opposite Cherry Tree with urgency by 13<sup>th</sup> December or it employs its own contractor to do the work.

The Clerk read out a response in this matter from Chief Executive Officer, Mon CC advising orders had been placed. Repairs were expected to take place during the 1<sup>st</sup>/2<sup>nd</sup> week of February.

and a suggestion to utilise the glass from the obsolete bus shelter opposite was not feasible due to it being from a different company.

Town Council wished to urgently move progress in this matter and requested the Clerk obtain quotations from local glaziers to carry out repairs to the bus shelters. Reference was made to the proposed dates for installation by Mon CC contractor and it was stated that the temporary glass should be retained by Town Council for future use.

**It was resolved to authorise the Clerk to arrange temporary repairs to both bus shelters up to a maximum of £500.**

The meeting closed at 6.55pm

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Mayor/Deputy Mayor