

## CALDICOT TOWN COUNCIL

### Minutes of Planning and Resources Committee held at 6.30pm on Tuesday, 10<sup>th</sup> November 2015 at Caldicot Town Council

**Present:** Cllrs: D Evans, Mayor  
D Ashwin  
A Davies  
A Easson  
R J Higginson [left 7.10pm]  
F Rowberry  
M Stevens  
P Stevens  
R Stewart  
P Watts  
J Williams

[In attendance: A Sandiford, C Till [left 7.30pm]]

#### 1 Apologies

Apologies were received from Cllrs W Conniff, F J Harvey, J Haskey, S Webb

#### 2 Declarations of Interest - To be identified under the relevant item/Forms to be completed

**Cllrs D Evans, R J Higginson, P Watts declared an interest in planning**

Further Declarations of Interest to be identified under the relevant item

#### 3 Suspended Proceedings

i) **Mr Mike Booth, Caldicot Castle Manager, Mon CC re: Speed signs at the Castle**

- See Appendix A

ii) **Marianne Piper, Volunteer Co-ordinator, Community Connections - Introduction**

- See Appendix B

*Town Council resolved to accept notes of site meeting 9.11.15 as circulated – see item 7 below*

#### 4 Planning Applications Received [Displayed - subject to receipt of application]

**DC/2015/00671:** Removal of condition no 6 of planning permission DC/2013/00868 – Land adjacent to 1 Greenfield, Caldicot

**TC Approved**

**DC/2015/00845:** [Amended] Rear single storey granny annexe – 99 Green Lane, Caldicot

**TC Approved**

#### 5 To consider Mon CC correspondence re: proposed services to be funded by or transferred to Town & Community Councils [Circ]

Town Council considered correspondence from Mon CC highlighting specific services which could be funded by or transferred to Town Council as discussed at Town Council meeting 13.10.15.

A discussion ensued and reference was made to the Tourist Information Centre in Chepstow being closed throughout the winter; possibly as a consequence of Chepstow Town Council's recent apparent decision not to financially support Mon CC in relation to services in Chepstow. It was stated that Members should concentrate on services in Caldicot and be mindful of consequences.

It was also stated that Town Council was already responsible for the cemetery, King George V Playing Fields and the public toilets.

**It was resolved to defer this item to Estimates Committee 8.12.15**

- 6 To note Mon CC correspondence re: Monmouthshire Engages Budget Public Engagement [Circ] Caldicot Town Centre Session - 10th November 10am – 12pm Public Meeting – 19<sup>th</sup> November – Gray Hill Hall, Caldicot School 6.30pm – 8pm**

Town Council noted the above arrangements for Mon CC Budget Public Engagement in the town.

- 7 To Consider any feedback from Town Centre Site Meeting 2 pm Monday, 9.11.15 Re: Pigeons/Bollards**

A Member stated Mon CC had requested Town Council write advising who is abusing the permit system in the town centre and to request quotation for bollards.

A lengthy discussion ensued and it was stated that Mon CC was using “delay tactics” by suggesting giving shop owners 3 months’ notice before taking action and members considered this unacceptable. It was also requested that Caldicot Police input be considered in this matter.

**It was resolved:**

- i) to request quotation for installation of bollards at either end of the town centre from Mon CC**
- ii) to request Inspector Lysha Thompson write to Mon CC in support of Town Council’s proposals to install safety bollards at either end of the town centre with a copy to Police Commissioner**

- 8 To Consider £150 Re-imbusement of Costs for Refreshments for Refugee Visit [CIRC]**

Town Council considered a request for £150 donation from Cllr A Davies towards the cost of providing lunch for refugees/asylum seekers’ visit to Caldicot 30.11.15.

**It was resolved to donate £150 for refreshments for refugee visit 30.11.15**

- a) To Consider Request for Use of Town Council Compound for storage – to follow**

Cllr D Evans advised of a request from Ineed to store items to be transported to Syria, eg clothing, bedding, sleeping bags etc in the compound on a temporary basis as they will shortly have to vacate their current premises. A discussion ensued and it was requested if the compound doors met all health & safety requirements to allow the use of the building for storage.

**It was resolved:**

- i) to convene a meeting of Health & Safety Cttee to look at the compound doors**
- ii) to permit the temporary use of the compound for storage subject to the outcome of (i) above and an Agreement being drawn up between Ineed and Town Council.**

- 9 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) Tymperleys Nursery**

To Approve Draft Heads of Terms for instruction to Solicitor [Circ]

**Town Council approved the draft Heads of Terms for instruction to Solicitor.**

- ii) To Consider Quotations for Health & Safety Works – to follow [b/f TC 28.10.15]**

**It was resolved that the Clerk & Mayor clarify the quotations for health & safety works**

## Appendix A

### 3 i) Mr Mike Booth, Caldicot Castle Manager, Mon CC re: Speed signs at the Castle

A plan of Caldicot castle was passed to councillors, outlining ideal plans to restrict speed in the castle grounds.

The following points were discussed:

- Existing traffic calming and flow/speed retarding measures i.e. Alligator teeth, speed bumps, speed signs
  - Issues with current systems including worn markings on bumps
  - Not enough speed signs
  - No barriers to stop people driving further into the castle from the carpark.
  - On event days the castle is a one way system exiting at Mitel roundabout. Speed bumps and speed signs are needed along the road from the main car park to Mitel roundabout.
- The opening and closing of the gate with alligator teeth
  - It must be locked open or closed. AE stated that the gate should be closed from 5pm until 8am November to March
  - If the gate is closed then vehicles can enter the castle but not exit. This means that the castle grounds don't have to be empty when the last castle employee leaves.
- Signage
  - Preferred signage is road markings as opposed to street signs as they give the Country Park an urbanised look. He would prefer having speed markings on the road to reduce the impact that signs would have.
  - Improve signs warning of children playing in the car park and along the road are lacking.
    - Plans to upgrade and extend play area and move the gate from exiting into the carpark to exiting onto the Castle Lea footpath.
  - Pedestrian crossing points, particularly where footpaths and roads merge

Councillors considered that 10MPH is too fast for the road, and that 5MPH would be a better speed. Concerns were raised over who would police the matter.

Mr Booth responded to questions regarding the following:

- Caldicot Castle AFC
- Parking at events
- Fireworks Event
- Ice cream van

## Appendix B

### 3 ii) Marianne Piper, Volunteer Co-ordinator, Community Connections - Introduction

Ms Piper outlined Community Connections project which work in partnership with Mon CC to help lonely people over the age of 50 in the Monmouthshire area by pairing them with volunteers who will spend time with them. They work in partnership with Mon CC. The organisation has been running about 4 years. Volunteers must be aged 16+. The volunteers are DBS checked and a training course before they are matched. Leaflets were left with the council

The following points were discussed:

- The organisation helps
  - Lonely people aged 50+
  - People throughout Monmouthshire
- How the organisation helps
  - People are referred to them by Social Services, GPs, Housing Association, themselves
  - Being lonely causes the same detriment to health as smoking 15 cigarettes a day
  - Currently in Monmouth and Chepstow offices. Soon to be in Abergavenny
  - Can help get people out of the house as Monmouthshire has many rural villages with little to no public transport
  - Carers don't have much time to spend with the person, Community Connections volunteers can spend over 1 hour with the person
  - The beneficiaries (those the organisation helps) are paired with a volunteer that has similar interests and is in a similar location
    - Reference was made to a classic car fan being paired to someone with a classic MG
  - Practical assistance such as helping someone to the shops can be given
  - Having a helping hand can help to keep the pressure off of other agencies
  - Many people just want someone to have a chat and a cup of tea with or someone to have a meal with
  - Volunteers doing courses that require volunteering can volunteer with them and the person will feel that they are being helpful whilst being helped
  - Groups are set up for people to socialise in. Caldicot has an 'Older Persons Youth Group'
  - Christmas gifts are given to beneficiaries
- Problems the organisation faces
  - Lottery funding grants only last for 2 years. They have to keep applying and finding other places to obtain funding
  - Volunteers run the service. They currently have about 90 volunteers but it still isn't enough
  - People may feel too embarrassed to come forward for help

The council was asked to let Ms Piper know if there are any local groups they could talk to

Cllr P Stevens informed Ms Piper of the Grass Routes scheme. Ms Piper said that they already utilise the scheme

Cllr D Evans offered Ms Piper a stall at the switching on of the Christmas lights 27.11.15 to promote Community Connections

Cllr A Eason to forward details of Waitrose Champion to Ms Piper re: Christmas gifts