

CALDICOT TOWN COUNCIL

**Sandy Lane
Caldicot**

**Minutes of the meeting of Planning Committee held at 6.30 pm on Tuesday, 12th June 2007 at
Caldicot Day Luncheon Centre**

PRESENT:

Cllrs D Jones	R Stewart
A Easson	K Thomas
D Evans	P Tidmarsh
R J Higginson [left 7.25pm]	

In attendance: Mrs G McIntyre, A Sandiford

In the absence of the Mayor, Cllr D Jones, Deputy Mayor chaired the meeting.

1. Apologies

Apologies were received from Cllrs D Ashwin, C Babb, J Daniels, E Davies, J Harris, J Haskey, G Jenkins, J Marshall

2. To Suspend Proceedings – Monitoring Officer, Mon CC to Advise Members Re: (3)

See Appendix A

3. Declarations of Interest

Declarations of Interest to be identified under the relevant item.

4. To Approve the Minutes of Planning Committee as Part of Full Town Council Meeting Held Wednesday, 30th May 2007 [CIRC]

The Minutes were approved as a true record.

5. A) Planning Applications Received [Displayed]

DC/2007/00174: Outline Planning Permission - Building plot for 1 dwelling -
Ash Cottage, Mill Lane, Caldicot **Refused**

- **Access issues re: Safe Routes to School**
- **Parking issues**
- **Out of keeping with surrounding area**

Cllr R Stewart abstained from voting on Plan DC/2007/00174

DC/2007/00449: Construction of off street car parking in front garden area –
5 Station Road, Caldicot **Approved**

DC/2007/00601: Double storey side extension – 4 Plover Crescent, Caldicot **Approved**

DC/2007/00614: Demolition of two semi-detached properties – re-build of properties using
same footprint, design & building components - Nos 17 & 18 Orchid
Drive, Caldicot off Denny View **Approved**

- DC/2007/00625:** Advertisement Consent – Double sided projecting sign – 27 Newport Road, Caldicot **Approved**
- DC/2007/00654:** Single storey extension forming storage & utility – 14 Wentwood View, Caldicot **Approved**
- DC/2007/00661:** Two storey side extension to provide two bedrooms, bathroom, lounge, dining room & wc – 67 Wentwood View, Caldicot **Approved**
- DC/2007/00690:** Conversion of existing garage to kitchen, removal of garage door and fitting wall and window. Development for improved access, comfort and health of a disabled person – 35A Church Road, Caldicot **Approved**

Cllr A Eason declared an interest in Plan DC/2007/00690 and abstained from voting

B) Mon CC Planning Information – Planning Cttee Agenda 12.6.07 – For Information

Town Council noted the above Planning Information from Mon CC.

- 5(a) CCTV – Ms Tracey Harry, Head of Resources, Performance Management, Strategy and Communications, Mon CC & Chief Inspector to Meet with Members – 7pm Tuesday, 26th June 2007 at DLC – Town Council to Confirm**

It was resolved to meet with Ms Tracy Harry, Head of Resources, Performance Management, Strategy and Communications, Mon CC & Chief Inspector at 7pm on Tuesday 26.6.07 at DLC.

6. Cllr J Marshall – Resignation from Committees - Nominations [Circ]

Town Council accepted Cllr J Marshall's resignation from Chamber of Commerce and Mon CC Cemeteries Working Group.

In the absence of Cllr J Marshall, nominations contained in his correspondence to replace him on the above committees were not considered.

- (a) To Appoint Representative to Health & Safety Committee [b/f TC 30.5.07]**

It was resolved to nominate Cllr A Eason to Town Council Health & Safety Committee.

- (b) To Arrange Date for Health & Safety Site Meeting Caldicot Cemetery [b/f]**

The Clerk advised that the urgent health and safety issue at the cemetery had been resolved.

It was resolved not to convene a meeting of the Health & Safety Committee at present.

**7. Dog Waste Bins – To Consider Awaited Permissions - MCC Housing Sites [4]
To Consider Consultation [b/f TC 30.5.07]**

The Clerk advised that permission was awaited for three dog waste bins to be installed on Mon CC housing land due to be considered with the transfer of housing stock. Reference was made to consultation with residents in Oakley Way. A meeting of CPAT 12.6.07 was referred to where residents had expressed the need for a dog waste bin at Oakley Way.

Cllr D Evans declared an interest in relation to transfer of housing stock

It was resolved:

- i) to install the eight dog fouling bins for which permission had been granted by Mon CC to include Oakley Way at the rear of the shops, in accordance with previous site meeting.**
 - ii) to await response from Mon CC on the remaining three bins**
- (a) Clean Neighbourhoods and Environment Act 2005 – Cllr A Easson [Circ]
[b/f TC 30.5.07]**

Members considered the Clean Neighbourhoods and Environment Act 2005.

A discussion ensued and it was stated that Town Council was making progress in relation to addressing dog fouling in Caldicot with the installation of dog fouling bins.

Members agreed in principle to implementation of the above Act in certain areas of the town.

Reference was made to enforcement of the Act and to Mon CC employing only one Dog Warden in the county.

It was resolved to invite Mr John Clements, Specialist Environmental Health Officer, Mon CC to address Town Council in relation to the feasibility of enforcing the Clean Neighbourhoods and Environment Act 2005 in Caldicot.

**8. Mon CC – Citizen Centred Community Leadership Conference 5th July 2007 –
Request for Two Nominations by 22.6.07 [Circ]**

Cllrs D Evans and P Tidmarsh advised Members they would be attending the above conference on behalf of other groups and agreed to update Members following the event.

It was resolved that Cllr D Jones represent Town Council at the above Conference.

**9. Caldicot DLCVC – Request for Town Council Development Committee to Consider
Proposed alteration to Community Hall [Circ]**

Cllr P Tidmarsh requested Town Council Development Committee consider proposals to alter the Day Luncheon Centre building, to include new Town Council office, toilet block and additional parking at the rear of the building as a result of increased hire of the building.

A discussion ensued and it was requested if the alterations to the building were for the benefit of the main user U3A. Cllr P Tidmarsh, Chairman DLCVC stated the alterations would be “generally for the good of Caldicot”.

Cllr D Jones, Chairperson advised Members that Town Council Development Committee consisted of the same Members of DLCVC plus two additional Town Councillors and questioned a conflict of interest.

It was resolved to support in principle Cllr P Tidmarsh’s proposal to request Town Council Development Committee consider proposals to alter the Day Luncheon Centre building.

9(a) DLCVC Draft Minutes meeting 5.6.07 – For Information [Circ]
NB: Item 3 - Recommendation re: Hire Fees

Town Council noted DLCVC Draft Minutes for information.

It was resolved to increase present hire fees by 3%, ie £2.06, £6.18 and £7.21

The meeting closed at 7.55pm

Mayor/Deputy

APPENDIX A

Suspended Proceedings – Monitoring Officer, Mon CC to Advise Members re: Declarations of Interest

Mr Murray Andrews stated he had a duty to offer advice to individual Members and Town Council as a body in relation to the Code of Conduct.

Mr Andrews stated that, although a Solicitor, he was not legal advisor to Town and Community Councils but would offer advice to the Clerk.

A handout was circulated to Members used by Mr Andrews at training sessions in relation to the Code of Conduct, together with The National Assembly for Wales Statutory Instruments 2001 No 2289 (W.177) Local Govt Wales MODEL CODE OF CONDUCT.

Mr Andrews advised of the imminent changes to the current Model Code of Conduct which were anticipated to be finalised for new Councils elected in 2008.

Re: Declarations of Interest:

If a Member considers they have an interest it is their individual responsibility to clearly declare the interest, giving details of the interest.

It is not sufficient to simply “declare an interest” without specifying reasons for the declaration.

Cllr K Thomas requested if consideration should be given by Mon CC to discourage County Cllrs from sitting on Town and Community Councils.

It is the sole responsibility of Members to declare interests.

Members should forward any allegations of breach of the Code of Conduct direct to the Ombudsman.

Dispensations can be applied for via the Standards Committee.

Mr Andrews outlined specific areas of declarations of interest to Members and offered examples where Members should declare an interest.

Mr Andrews reiterated the importance of para 20 “*Members must exercise personal responsibility in deciding whether they have a personal interest such that they should disclose it*” stating he is always prepared to offer individual advice to Members on the Code of Conduct.

Cllr R J Higginson posed a question in relation to recoded votes and block voting for committees. Mr Andrews referred Cllr Higginson to Town Council’s Standing Orders, which should indicate how many Members are required to agree to a recorded vote.

Cllr P Tidmarsh posed a question in relation to general issues at the Cemetery stating the majority of Members had family/friends buried in the cemetery. Mr Andrews stated it depended on the issue being discussed and whether or not Members considered they had any greater interest in the issue than others in Caldicot.

Mr Andrews stated he had a duty to record a register of Members’ Interests and was obliged to offer information to Members on the Code of Conduct.