

CALDICOT TOWN COUNCIL

Minutes of Planning Committee meeting held at 6.30pm on Tuesday 12th August 2008 at Caldicot Day Luncheon Centre

Present: Cllrs: D Evans, Mayor
P Watts, Deputy Mayor
C Ashwin [left 7.08pm]
D Ashwin [left 7.08pm]
J Bond
J S Daniels [left 7.07pm]
K Harris
R J Higginson
V Lloyd
J Marshall [6.35pm]
R Stewart
S Webb

1 Apologies

Apologies were received from Cllrs A Easson, J Haskey, M Stevens, K Thomas

It was resolved that Cllr J Marshall temporarily substitute Cllr K Thomas on CSAT.

2 Declarations of Interest

Cllrs D Evans, J Marshall and R Stewart declared an interest in Planning Issues

3 Planning Applications [Displayed]

DC/2008/00905: Single garage and garden wall, 10 Goldfinch Close, Caldicot

TC Approved

DC/2008/00848: Conversion and extension of semi detached house to provide 2 no. two bedroom flats, 19 Dewstow Road, Caldicot

TC Refused*

- out of keeping with surrounding area
- limited car parking
- change in nature of building to multi-dwelling

4 Mon CC Planning Information [Displayed]

i) Planning Permissions

DC/2006/01189: Outline application for residential development including proposed location of means access – Land at Church Road, Caldicot

TC Refused* 14.11.06

- **Increased traffic along Chepstow Road**
- **Environmental impact**
- **Sewerage issues**

DC/2007/00551: Subdivision and alteration of existing house to form 4no. houses and construction of a pair of semi-detached houses on the site – Conygree, Pill Row, Caldicot

TC Observation* 8.4.08

***Insufficient information to make an informed decision – more information required**

DC/2007/01610: Incorporate land into existing depot/industrial unit; erect fencing to 2m height and relocate gates – land adjacent to Unit 2-3 Pill Farm Industrial Estate, Portskewett

TC App 28.5.08

DC/2008/00446: Erection of attached dwelling house and garage – 2 Monks Close, Caldicot

TC Observation* 30.4.08

***Clarification required re: attached/detached dwelling**

DC/2008/00621: Change of Use to Gymnastics Facility – Unit 53E-F Severnbridge Industrial Estate, Portskewett, Caldicot

TC App 25.6.08

DC/2008/00655: Retention of replacement boundary fence (new concrete posts & panel fence) 50 Taff Road, Caldicot **TC App 25.6.08**

DC/2008/00656: Full glazed UPVC conservatory 112 Taff Road, Caldicot **TC App 25.6.08**

DC/2008/00658: Rear single storey extension 14 Neddern Way, Caldicot **TC App 25.6.08**

ii) Refusal of Planning Permission

DC/2008/00680: First floor extension (on piers) to side of existing dwelling - 31 Church Road, Caldicot **TC App 25.6.08**

iii) Planning Committee Agenda – 12.8.08 – For Information

Town Council noted Planning Information (i) to (iii) above from Mon CC

5 To Approve Annual Return For Year Ended 31 March 2008 [Circ]

Town Council resolved to approve amended Annual Return for year ended 31 March 2008

a) To Consider Recommendations of Internal Audit 07/08 [Circ]

Town Council considered and accepted the recommendations of the Internal Audit Report from Mon CC Principal Auditor

Ref: 5.1 **It was resolved that the Clerk write to existing Members concerned to request the small grants and gifts detailed in the previous audit report be included in the Register of Gifts and Hospitality**

Ref: 5.2 **It was resolved to defer recommendation 5.2 to Personnel Committee to institute a Policy for grants and to put any request for donation on hold pending approval of Policy.**

Ref 5.3 – **It was resolved to defer recommendation 5.3 to Health and Safety Committee**

b) To Note District Audit – 29.9.08 [Statutory Notice of Audit placed in TC noticeboard 7.8.08]

Town Council noted the above.

6 To Consider/Approve Recommendations of Personnel Committee [(5a) (5b) 15.7.08] – Re: Audited Accounts [b/f TC 30.7.08] [Circ]

A lengthy discussion ensued and clarification was sought in relation to ‘independent’ person and professional qualifications.

Ref a): **It was resolved to refer this item to Personnel Committee:**

- i) to consider/incorporate the accepted definition of audit as “an official examination of accounts and records for purposes of verification, compiled independently, ie by someone not involved in their preparation” into the Policy for grants**
- ii) to consider professional status/association with the organisation of the independent person**

Ref b): **It was resolved to refer this item to Personnel Committee to incorporate into the proposed Policy for grants – see 5 a ref: 5.2 above**

- 7 Capita Symonds - Setting Local Speed Limits [MCC Appendices] – Consultation on Guidelines for Setting Local Speed Limits in Wales – Response by 29.8.08 [Circ]**

It was resolved that Members submit any comments on the above consultation to the Clerk in order to respond by 29.8.08

- 8 Welsh Assembly Government – Reviews of Electoral Arrangements – Response by 19.9.08 [b/f TC 30.7.08] [Circ]**

It was resolved that Members submit any comments on the above consultation to the Clerk in order to respond by 19.9.08

- 9 To Note Civic Service – 12 noon Sunday, 31.8.08 St. Mary’s Church/Church Hall**

Town Council noted details for Civic Service 31.8.08.

- 10 Town Twinning – Morières-les-Avignon 11-15.9.08 – awaiting response from football club, rugby club, bowls club**

Members were advised that flights had been booked and paid at own cost to individuals and that the confirmed number was 7, including a representative from the rugby club. It was noted that no response had been received from the football club and bowls club.

a) To Consider Gift/Other

It was resolved that the Mayor and Deputy Mayor be given delegated powers to purchase a sporting trophy to a maximum of £250. The trophy to be engraved with Town Council crest.

- 11 Committee - the public were excluded from the meeting during consideration of the following items in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information**

a) To Accept Bowls Green Contract – Year 2/3 Increase in line with the government’s official inflation figures [B/f TC 30.7.08]

It was resolved that the bowls green contract be considered on an annual basis.

b) To Consider offer to Purchase Sissis Scarifier, Bowls Green Mower

The Clerk referred Members to the ‘Inventory of Assets’, which included costs for insurance purposes. The Clerk stated that the costs contained on the Inventory may not be the true costs of the equipment as a number of items of equipment in the compound were now considered obsolete.

It was resolved to sell Town Council’s Sissis Scarifier and Bowls Green Mower to Peter Villars Landscapes at a cost of £1,300 + VAT on a ‘sold as seen’ basis.

c) To Accept Cost of £125 for timber edging to works at Sandy Lane allotment car park [b/f TC 30.7.08]

It was resolved to accept quotation from John Reece for timber edging to Sandy Lane allotment car park at a cost of £125 + VAT

The meeting closed at 7.25pm

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Mayor/Deputy Mayor