

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of Meeting of Caldicot Town Council held at 6.30pm on Wednesday 22nd February 2006 at Caldicot Day Luncheon Centre

PRESENT:

Cllrs P Tidmarsh, Mayor	R J Higginson
D Ashwin	D Jones
C Babb	J Marshall
D Evans	R Stewart
J Haskey	

In attendance: G McIntyre, A Sandiford, Members of the Public and Press

7630 Apologies

Apologies were received from Cllrs J Daniels, E Davies W Edwards, J Harris, G Jenkins, R King, J Roberts and K Thomas

7631 Open Forum for Public Participation

The following issues were discussed in the Open Forum for Public Participation [Bullet points only]:

- **Objection to the proposed implementation of barriers at entrance to Caldicot Castle Country Park.**
- **Objections relating to the bus stop opposite Cwrt Severn, Longfellow Road**
- **Planning training courses re: Planning applications received.**
- **Issues relating to Planning Application in respect of 172 Newport Road, Caldicot**
- **Objection to proposed planting of flowers on Mitel roundabout**
- **Pedestrian crossing at Deepweir [Caldicot by-pass]**
- **Significance of bringing issues to Town Council meetings**
- **Strategic review of schools in Caldicot**

7632 Declarations of Interest

Cllr R Stewart declared an interest in Planning Matters

Cllr R J Higginson declared an interest in Min 7636 (2), (6), (6a), (8)

Cllr R J Marshall declared an interest in Min 7636 (8)

Further declarations of interest to be identified under the relevant Minute

7633 To Approve the Minutes of Full Town Council Meeting 25th January 2006 [Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

b) Matters Arising Update Sheet [Circ] – For Information

Town Council received the updated Matters Arising Sheet for information. Cllr R Stewart stated the sign for Manor Nursing Home had still not been removed.

7634 To Note No Quorum for Special Meeting 31st January 2006

Town Council noted no quorum for the above meeting.

7635 To Approve the Minutes of Planning Committee Meeting 14th February 2006 [Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes.

7636 Correspondence [Circ unless marked*]

(1) Mon CC – b/f TC 25.1.06

Connecting the Spheres – Draft Charter

Town Council considered correspondence and draft Charter between the County Council and Town and Community Councils from Mon CC.

Reference was made to planning matters and to the potential employment of professional planning persons, which could result in additional costs to the taxpayer.

It was stated that the Welsh Assembly Government was investigating this matter.

It was resolved to await correspondence from the Welsh Assembly Government before reconsidering this item.

(1a) Mon CC – b/f TC 25.1.06

Making the Connections – Undertaking of Services [No Quorum 31.1.06 – Welsh Assembly Document Accepted TC 29.9.04 Min 7321 (20)]

Town Council considered correspondence from Mon CC requesting if Town and Community Councils wished to consider taking on services currently operated by the County Council.

It was resolved to complete questionnaire expressing an interest in undertaking services and to await further information from Welsh Assembly Government before reconsidering this item [See item (1) above].

Cllr R J Higginson declared an interest in this matter

(2) Caldicot Green Lane Junior School

Copy Letter to Mon CC

Town Council considered correspondence from Green Lane Junior School in relation to safety and lighting issues outside the school.

It was resolved to support Green Lane Junior School and write to Mon CC in this regard.

Cllrs C Babb, J Haskey and R Stewart declared an interest in this matter.

***(3) Mon CC**

**Health & Safety at Work Act 1974 – HS (G) 47
New Roads and Street Works Act 1991 -Section
79(3) Street/Road Name:-123 Newport Road,
Caldicot**

Town Council noted the above copy information from Mon CC.

- 7636 (4) Cllr J Harris, West End Ward**
(4a) County Cllr J Harris
(4b) County Cllr J Harris
(4c) County Cllr J Harris
(4d) County Cllr J Harris

Re: Training Course 21.1.06
Re: Caldicot Chamber of Trade
Copy Correspondence to Mon CC
Copy Correspondence to Mon CC
Copy Correspondence to National Assembly
For Wales

In the absence of Cllr J Harris, it was resolved to defer items (4) – (4d) above to Town Council meeting 29.3.06.

(5) One Voice Wales **Buckingham Palace Garden Parties**

Town Council resolved to nominate the forthcoming Mayor and Consort for nomination to Buckingham Palace Garden Parties via One Voice Wales.

(6) Governors Sandy Lane Infants School **Mon CC Strategic Review of Primary Provision – Options for the Development of Schools in Caldicot**

(6a) PTA Sandy Lane Infants School **Re: Developing of Schools in Caldicot**

Town Council considered correspondence from Sandy Lane Infant School Governors and PTA requesting support to develop the school into a 210 English medium primary school as opposed to closing the school and relocating the Welsh medium school onto the site as per Mon CC proposals under its Strategic Review of Primary Provision. Sandy Lane Governors and PTA also objected to the proposal of a 420 primary school in Caldicot.

A discussion ensued and Cllr R Stewart outlined Mon CC Proposals in relation to its Strategic Review of Primary Provision.

It was resolved to support Sandy Lane School Governors and PTA, in principle, to develop the school into a 210 English medium primary school provided it did not adversely affect the retention of Green Lane School. [Vote: 4 For – 4 Abstentions]

Cllrs D Ashwin, R J Higginson and R Stewart declared an interest in (6) and (6a)

(7) Mr G Powell **Re: KGVPF**

It was agreed to discuss this item under Min 7342.

(8) A Easson **Request for discussion of copy letter to Mon CC**

Town Council supported correspondence from a member of the public objecting to the proposed erection of barriers at the entrance to Caldicot Castle Countryside Park and restricting entry to vehicles from around 5pm each day.

Reference was made to the requirement for lighting at Caldicot Castle.

It was resolved to send a copy of the correspondence to the Chief Executive, Mon CC.

Cllrs D Ashwin and R J Higginson declared an interest in this matter

7636 (9) One Voice Wales

- a) Questionnaire
- b) To Approve Membership Renewal - £865

Town Council resolved to complete feedback document and renew membership with One Voice Wales at a cost of £865 [RJH/DJ].

(10) Mon CC

Sevenside Local Produce Market

Town Council resolved to support Mon CC proposals to organise in conjunction with Rural Community Action, a group of traders in Caldicot to operate a Sevenside Local Produce Market on a fortnightly basis.

It was requested if the proposed market would interfere with existing shopkeepers.

Members commended Mr Giles Ballisat, Area General Manager, Sevenside on this efforts in this matter.

7637 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC, Cabinet	Agenda/Mins 1.2.06, 15.2.06
[B] Mon CC Sevenside Area Forum	Agenda/Mins 8.2.06
[C] NALC Direct Information Service	Issue No 623 – 624
[D] Welsh Assembly Government	Health Challenge Wales – Request for Support
[E] Welsh Assembly Government	The Local Government Partnership Scheme Annual Report 2004-05
[F] One Voice Wales	a) The Voice, January 2006 b) A Community and Town Councillors Handbook – The Land Use Planning System in Wales
[G] Monmouthshire Greenweb	Newsletter, Winter 2006
[H] Allotment and Leisure Gardener	Issue 1, 2006
[I] Caldicot Regeneration Group	Agenda/Mins 1.2.06, 15.12.05, 2.11.05,
[J] Mon CC	Unitary Development Plan/Inspector's Report

Town Council noted Publications [A] to [J] above, available in Town Council office.

7638 Planning [Displayed]

A) Planning Applications

Plan M/12561: Alterations and Extension – 2 Cobb Crescent, Caldicot **TC Approved**

B) Mon CC Planning Information

i) Outline Planning Permission [Displayed]

Plan M/11880: Erection of Double Domestic Garage on Parcel of Land - Land North of the Pill, Portskewett **TC Approved 9.8.05**

Plan M/11970: Detached Dwelling – Land Adjoining the Haywain, Sandy Lane/ Green Lane, Caldicot **TC Approved 13.9.05**

(ii) List of Planning Applications Received/Delegated Decision Lists/New Enforcement Cases and Resolved Cases [Displayed]

30.01.06 – 03.02.06

(iii) Mon CC Planning Agenda 21.02.06 – For Information

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

7639 a) Cheque List Schedule Update [Circ]

Town Council approved the updated Cheque List Schedule as circulated

b) Donations and Contributions Schedule Update [Circ]

Town Council approved the updated Donations and Contributions Schedule as circulated

c) Request for Clarification of Clerk's Salary Scale – 1.4.05 [Circ]

Town Council confirmed salary scale LC3 [SCP 39-42] for the post of Clerk to Caldicot Town Council in accordance with 'National Agreement of Salaries and Conditions of Service of Local Council Clerks in England and Wales 2004' applicable from 1st April 2005.

d) To Approve National Agreement for Pay Awards – 1.4.06 [Circ]

Town Council approved National Agreement for Pay Awards from 1.4.06

Cllr R J Higginson declared an interest in this matter

e) To Request Clerk and Admin Assistant Undertake Training Course for Local Council Administration Certificate – Working With Your Council @ £150/per course [Circ]

Town Council resolved to accept the request for training course for the Clerk and Admin Assistant for Local Council Administration Certificate at £150 per course [RJH/DJ].

7640 Extremely Urgent Committee [Mayor, Deputy + 1 Cllr] [b/f TC 25.1.06]

a) To review Standing Orders to set out the purpose, functions and powers of the Cttee

Town Council deferred this item to the Annual Meeting of Town Council.

7641 DLC – To Consider Minutes of Meeting of DLCVC 17.1.06 [Circ] [b/f TC 25.1.06]

Town Council noted Minutes of DLC meetings 17.1.06 and 21.2.06 [circulated at the meeting].

Cllr R J Higginson declared an interest in this matter

Town Council resolved to suspend proceedings to consider the following item:

7642 King George V Playing Fields [KGVPF] [Circ] [b/f TC 25.1.06]

The following item was brought forward from Min 7636 (7) above

Mr G Powell

Re: KGVPF

Town Council noted correspondence from Mr G Powell and response from the Charity Commission in relation to KGVPF.

Reference was made to conflicting advice from NPFA and the Charity Commission in relation to certain matters relating to KGVPF.

a) To Consider Notes of Meeting KGVPF Representatives 10.1.06

Town Council accepted Notes of meeting 10.1.06 with Rocky Shorrocks, NPFA Fields Manager and Rhodri Edwards, NPFA Cymru Development Officer. It was stated that the meeting was informative.

It was resolved to register the land at KGVPF as per the deed.

b) Response from Charity Commission re KGVPF

Town Council accepted updated advice from the Charity Commission in relation to KGVPF.

c) Mon CC – Response Re: Double Yellow Lines at Entrance [b/f TC 30.11.05]

Mon CC responded that the next round of requests for inclusion in traffic programme would be May 2006.

It was resolved to defer this matter to the next round of requests from Mon CC.

d) Shrubs at Entrance [b/f TC 30.11.05]

Town Council noted that the shrubs had been cut back and commented on the improvement to the entrance to KGVPF.

7643 Request via Severnside Area 50/50 Grant [b/f 25.1.06]

a) Preparation Mitel Roundabout – Not Feasible

Noted

b) Seat KGVPF – Quote obtained Mon CC [£360 for supply & installation]

Town Council resolved to request 50/50 grant from Severnside Area towards supply and installation of a seat at KGVPF.

Cllrs D Ashwin, R J Higginson and R Stewart declared an interest in this matter

7644 Tendering Sub Committee to Meet Re:

- a) **Xmas Lighting 2006**
- b) **Maintenance Contract – Mon CC**
- c) **New Computer**

Town Council resolved that the Clerk convene a meeting of the Tendering Sub-Committee in relation to (a) to (c) above.

7645 Dog Fouling

- a) **Response Mon CC [Circ]**

Town Council noted further correspondence from Mon CC in relation to its policy on waste disposal.

- b) **Cllr R Stewart**

Cllr R Stewart advised Members of Monmouth Town Council's dog-fouling scheme and reported on supply, installation and emptying costs for dog fouling bins via information received from Monmouth Town Clerk appertaining to Merlin Waste Contractors of Lydney.

Reference was made to educating irresponsible dog owners to pick up after their dogs and to advertising the installation of the proposed dog bins.

It was resolved:

- i) to request permission from Mon CC to install dog fouling bins in Caldicot
- ii) to request information from Monmouth Town Council re: dog fouling bins/contractor.
- iii) to refer this matter to the Tendering Sub-Committee for consideration [see Min 7344]

7646 To Approve Bilingual Headed Paper [Circ]

Town Council approved the bilingual headed paper as circulated.

7647 Approve Decoration of Town Council Building - £500

Town Council referred this item to the meeting of Tendering Sub-Committee [see Min 7344]

- a) **To Note Insurance Claim Pursued re: Carpet in Meeting Room**

The Clerk advised Members that its Insurance Company had now authorised replacement of carpet to DLC meeting room via the lowest quotation supplied and that an excess to the insurance claim would apply [£125].

The Clerk also advised that a group hiring the DLC caused damage to the carpet but had not informed the Clerk of the damage.

It was resolved to authorise payment of the excess premium as per the terms of the Insurance Policy [RJH/CB].

7648 Reports

a) Governors

Cllr C Babb thanked Town Council for its support in Green Lane’s efforts to install safety barriers outside the school. Cllr Babb also expressed recognition to the Acting Headteacher in the absence of Mr Jacobs.

Cllr Jones stated the last meeting of St Mary’s Governing Body was inquorate and the next meeting would be held 14.3.06

Cllr P Tidmarsh stated Durand School were in support of a new building at Green Lane School site.

b) Notes of Meeting Cllr G Down 31.1.06 - Questionnaire

Noted

c) Town Council Representatives on Outside Bodies [b/f TC 25.1.06] [Cllr J Daniels]

Town Council were advised of the change of Officers for Caldicot and District Chamber of Commerce. Cllr R J Higginson stated he was not receiving agendas/minutes for Chamber of Commerce meetings. Members were advised that meetings were held on the second Tuesday of each month.

d) Other

There were no other reports.

7649 Committee – the press and 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) Tymperleys Nursery – Lease Extension

Town Council resolved to accept the request to extend Tymperleys Nursery Lease for a further year as per conditions agreed by Town Council legal representative.

The meeting closed at 8.15pm

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Mayor/Deputy Mayor