

Minutes of Caldicot Town Council held at 6.30pm on Wednesday, 25th March 2015 at Caldicot Town Council

Present: Cllrs: A Davies, Mayor
D Evans, Deputy Mayor
W Conniff [6.40pm]
F J Harvey
R J Higginson
A Lloyd [6.50pm]

F Rowberry
P Stevens
R Stewart
P Watts
S Webb

[In attendance: G McIntyre, Clerk, A Sandiford, Members of Public & Press]

9354 Apologies

Apologies were received from Cllrs D Ashwin, A Easson, J Haskey, G Owen, M Stevens

9355 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 Mins 9361

Cllr D Evans declared an interest in Min 9362(f)

Cllrs D Evans and P Watts declared an interest in Min 9362(g)

Cllrs R J Higginson and P Watts declared an interest in Min 9363

Cllrs R J Higginson and P Watts declared an interest in Min 9366

Further Declarations of Interest to be identified under the relevant item.

9356 To Suspend Proceedings –

a) Network Rail – South Wales Mainline Electrification

NB: Drop-In Event Town Council Building 21.4.15 2pm – 8 pm

The Mayor welcomed Mr Gareth Yates and Ms Lois Park, Network Rail, who made a visual presentation to Members in relation to the proposed South Wales mainline electrification scheme, particularly from Patchway to Cardiff and proposed bridge works in the Caldicot vicinity. Copies of the presentation were made available for Members.

b) Caldicot Police

The Mayor read out the Caldicot Police report from 1st – 24th March 2015 – See Appendix A

9357 Open Forum for Public Participation [max 30 mins at Mayor's Discretion]

- A member of public expressed dissatisfaction in relation to the increase in allotment rents for 2016/17

9358 To Approve the Minutes of Full Town Council Meeting 25th February 2015 [Circ]

a) Mayor to Sign the Minutes

The Minutes were approved as a true record and duly signed by the Mayor – see also Min 9369

9359 Correspondence [Circulated unless marked *]

(1) Cllr R Greenland, Deputy Leader Mon CC – Appreciation for Town Council Contribution towards the Proclamation Ceremony for the Eisteddfod

Town Council noted the appreciation for donation towards the Proclamation Ceremony for the Eisteddfod to be held at Caldicot Castle.

9359 *(2) Plot holder 8 KGVPF allotments – Request to site “plastic” greenhouse on allotment

Town Council resolved to approve the request to site a plastic greenhouse on Plot 8 KGVPF allotments.

**(3) One Voice Wales – White Paper on Local government Reform – Power to the People
*Please note only one response per Council***

Town Council considered a request from One Voice to complete the ‘White Paper on Local government Reform – Power to the People’.

It was stated that Members had different views on localism and therefore Town Council was not in a position to make a single response on this issue.

It was resolved to defer this item pending the Welsh Government entering into further consultations in the Summer

***(4) Joel Granier, Mayor, Morières-Les-Avignon – To note unable to attend Proclamation of Eisteddfod Ceremony 27.6.15**

Town Council noted the Mayor of Morières was unable to attend the Proclamation Ceremony.

(5) To consider a request to arrange an exchange for a 15 year old French student

Town Council considered a request to arrange an exchange for a French student with a student from Caldicot School. It was stated that permission would need to be sought from the school for the student to attend classes.

It was resolved to forward the above request to Caldicot School and request Town Council is updated on progress in this matter.

9360 Publications, Minutes – To Note available Town Council Office

[NB: One Voice Wales responds to Welsh Government consultations on behalf of Town Councils via a network of volunteer responders: interested councillors require e-mail address]

[A] Society of Local Council Clerks – The Clerk – March 2015

[B] Clerks & Councils Direct – March 2015

[C] ICCM – Spring 2015

[D] Tidal Lagoon Cardiff – website www.tidallagooncardiff.com

[E] One Voice Wales – Consultation: Evidence on the general principles of Regulation and Inspection of Social Care (Wales) Bill by 24.4.15
www.senedd.assembly.wales/mgIssueHistoryHome.aspx?lld=12110

[F] One Voice Wales – Consultations: Council Tax Exemptions for Long-Term Empty Homes and Second Homes in Wales by 13.6.15
<http://gov.wales/consultations/localgovernment/council-tax-premium-second-homes-consultation/?lang=en>

[G] Caldicot Castle Advisory Group - Agenda 24.3.15

[H] ASB & CCTV Co-ordinator – Minutes CCTV User Group 3.2.15

[I] National Allotments Society – Newsletter Spring

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

9361 Planning [Displayed]

A) Planning Applications Received

DC/2015/00233: Public realm and pedestrian linkage improvement works, Woodstock Way, Caldicot
TC Approved

DC/2015/00303: Reserved Matters Approval of all matters reserved following outline approval
DC/2013/00084 for a single 3 bedroom house on plot - Land between 19 and 20 The Avenue
Caldicot
TC Observation*

***Concern expressed re: size of plot**

B) Mon CC Planning Information

i) Planning Permissions

DC/2014/00692: Residential development with associated works Land at 252 Newport Road,
Caldicot
TC REFUSED 25.2.15* Access onto narrow private road

DC/2014/01528: Two storey rear extension and front porch 13 Churchfield Avenue, Caldicot
TC Approved 13.1.15

Town Council noted planning information above from Mon CC.

Cllrs D Evans, R J Higginson and P Watts declared an interest in this matter

9362 Finance [Circulated unless marked *]

a) To Approve Updated Cheque List Schedule March 2015

Town Council resolved to approve the updated cheque list schedule for March as circulated.

***b) To Ratify Mon CC Monthly Play Inspections for 2015/16 KGVPF - £501.02 + VAT**

**Town Council resolved to ratify Mon CC Monthly Play Inspections for 2015/16 at a cost of
£501.02 + VAT**

c) To Consider Guidance on The Accounts and Audit (Wales) Regulations 2014 – Section B

Town Council considered correspondence from Welsh Government advising The Accounts and Audit (Wales) Regulations 2014 replace the Accounts and Audit (Wales) Regulations 2005 (“the 2005 Regulations”) along with other related amending Regulations together with Guidance on The Accounts and Audit (Wales) Regulations 2014.

It was resolved to accept the Guidance from Welsh Government.

d) To Consider Donation to Kidney Wales Foundation in lieu of Walk for Life 2015

Town Council considered correspondence advising of the Walk for Life 2015 event to take place on Sunday 26th April 2016.

It was resolved to donate £50 to Kidney Wales Foundation in lieu of Walk for Life 2015

e) To Consider Application for Grant from Home-Start Monmouthshire

Town Council considered an application for £368 grant from Home-Start Monmouthshire for the training of 2 Caldicot volunteers.

It was resolved to donate £368 to Home-Start Monmouthshire

9362 f) To Consider Application for Grant to Caldicot Events Committee

Town Council considered an application for £6,000 grant from Caldicot Events Committee for Caldicot Summer Event, Firework Display and Switch on Christmas Lights.

It was resolved to donate £6,000 to Caldicot Events Committee.

g) To Consider Application for Grant to Caldicot Youth Group

Town Council considered an application for £5,000 grant from Caldicot Youth Group for assistance with running costs of the Zone.

It was resolved to donate £4,000 to Caldicot Youth Group as set aside in Estimates Committee for 2015/16 and to advise Caldicot Youth Group to re-apply for increased funding for 2016/17 in time for consideration at Estimates Committee in November 2015

9363 To Consider Use of Town Council Building at no cost for CSAT meetings [approx 3/4 per year] and Police Inspector Surgery

Members considered the importance and benefit of CSAT meetings and the Police Inspector Surgery.

It was resolved to permit the use of Town Council Building at no cost for CSAT meetings and Police Inspector Surgeries.

9364 To Approve Minutes/Consider Recommendations of Personnel Committee 18.3.15 – see 16

It was resolved to consider this item in committee – see Min 9369 below

9365 To Note No Quorum re: Health & Safety Committee 19.3.15 – see 16

Town Council noted no quorum for Health & Safety Committee 19.3.15 – see Min 9369 below

9366 To Nominate Representative to Caldicot Castle Advisory Group [formerly Caldicot Castle & Country Park Partnership Forum] [b/f 24.9.14] – Cllr AE + 1

The Mayor stated that Cllr F Rowberry had previously been appointed to the Caldicot Castle Advisory Group but had received no notification of the recent meetings. It was clarified that Cllr Rowberry had been appointed to the Steering Group panel (see (i) below) and not the Caldicot Castle Advisory Group.

It was resolved to nominate Cllr A Davies back on to the Caldicot Castle Advisory Group

i) To Note Cllr F Rowberry nominated to Mon CC Caldicot Castle Feasibility Study TC 26.11.14 [Min 9306(ii)] following request from K Beirne, Mon CC to nominate one Member to sit on Steering Group panel in order to appoint specialist consultants to undertake review of cultural services TC 29.10.14 [Min 9275]

The Mayor advised Members that a company had been appointed to undertake a review of cultural services and that Cllr F Rowberry had not been notified of any meetings.

It was resolved to request Mon CC invite Cllr Rowberry is to future meetings in this matter.

Cllr R J Higginson declared an interest in this item.

9367 Devolution of Services – Severnside Cluster Group – Cllrs A Davies, D Evans, W Conniff

(a) Meeting 19.3.15 Town Council Building – Update

The Mayor updated Members in relation to the setting up and recent meetings of the “Severnside Cluster Group” involving Caldicot TC, Magor with Undy CC, Portskewett CC, Rogiet CC and Caerwent CC, to be chaired by Cllr Sally Bailey, to look at the feasibility of taking on services in the Severnside Area from Mon CC. The Mayor stated the group was awaiting information from Mon CC regarding its plans for cuts to services as it was looking to save £100,000. No decisions have been made by the group to date.

The Mayor advised notice of the next meeting would be issued and Clerks and Members of the public would be invited to attend a presentation by the Chief Executive, One Voice Wales to be arranged in the near future.

(b) To Consider Cleaning/Opening/Closing Public Conveniences

It was resolved to refer this item to Personnel Committee to place a notice - Thursday, 2nd April 2015.

9368 Reports

a) Town Council Representatives on Outside Bodies

There were no reports

b) Governors

Cllr S Webb commended the staff at Dewstow School on progress following the recent Estyn Report.

c) Other

Cllr W Conniff updated on progress on the Denny View play area, which was hoping to be up and running by Easter and stated the project was a good example of residents, Mon CC, GAVO and Town Council working together.

9369 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:

(a) To Consider Quotations for Laptop [TC 13.1.15 allocated £300] [Circ]

Town Council considered 2 quotations for laptop agreed at P&R 13.1.15 [Item 5]

It was resolved to accept Option 1 from Apex Computers at a cost of £688 + VAT

(b) To Consider Quotation for Health & Safety Works [Circ]/TC Car Park – To Follow

Town Council considered quotations for works following Ellis Whittam’s Health & Safety visit 27.10.15.

Ref: Tree at Town Council building – It was agreed to await advice from Ellis Whittam, contact the resident and report back to Town Council.

It was resolved to accept quotation from Ivan Weaver for the following works:

- to clean out gutters and visible surface drains at a cost of £85
- to replace damaged concrete fence post at Town Council building at a cost of £195
- to install hazard tape to foyer at a cost of £17 maximum

9369 (c) Re: 11 - To Consider Rescinding Decision Min 3.5 25.2.15

Ref: Min 9358 above - page 10 of the Minutes of Full Town Council Meeting 25th February 2015 circulated on green paper marked 'confidential' was approved for accuracy. It was clarified by a Member that inaccurate information had been given to Personnel Committee 18.2.15 and therefore draft Min 3.5 did not apply. Ref: draft Min 3.6 – see Personnel Cttee 18.3.15 below*

Ref: Min 9364 above –*The Minutes and recommendations of Personnel Committee 18.3.15, including the green paper marked 'confidential' and dated 18.2.15 were approved.

(d) To Consider Candidates for Co-option [Applications Circulated]

Town Council considered written applications from three candidates and gave the two persons present an opportunity to enlarge on their applications.

Normal proceedings resumed

9370 To Co-opt to Casual Vacancy West End Ward

Town Council resolved to co-opt Jeffrey Williams as the new Town Councillor for West End Ward.

The meeting closed at 7.50pm

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Mayor/Deputy Mayor

Appendix A

9536 (b) Caldicot Police - Council Report

1st March – 24th March 2015

Dwelling Burglary

There have been 5 burglaries within the area over the last month. Enquiries are still on going.
There has been 1 attempt burglary to one of the shops.

Criminal Damage

There have been 3 calls of Criminal Damage
1 to a car in Asda car park
2 caused by youths

Theft from Motor Vehicle – No Calls

Shoplifting

There have been 5 calls of shoplifting from Asda.
All dealt with

Anti-Social Behaviour

There have 8 calls caused by youths

Drugs

5 people have been stopped and found in possession of drugs and have all been dealt with.