

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of Caldicot Town Council held at 6.30pm on Wednesday 25th November 2009 at Caldicot Town Council

Present: Cllrs: P Watts, Deputy Mayor
C Ashwin
D Ashwin
J Bond
A Easson [left 8.10 pm]

J Haskey
R J Higginson [6.50 pm]
A Perrett
M Stevens
R Stewart

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

In the absence of the Mayor, Cllr P Watts, Deputy Mayor took the chair

8321 Apologies

Apologies were received from Cllrs D Evans, K Harris, K Thomas, V Lloyd, S Webb

8322 Declarations of Interest – to be identified under the relevant item

i) To Consider Continuation of Declaration of Interest Forms following 1 year trial

Town Council resolved to continue the use of Declaration of Interest Forms

8323 To Suspend Proceedings - Mr P Ellis, Mon CC Re: Caldicot Castle – St David's Day 2010 [Circ]

See Appendix A

8324 Open Forum for Public Participation [max 30 mins at discretion of Mayor]

The following issues were discussed in the public open forum:

- State of roads at Church Road and Sandy Lane
- Mon CC costs required re: patching pot holes at Church Road and Sandy Lane - **It was agreed to write to Mon CC to request (i) costs (ii) a firm date for the resurfacing works and (iii) that works be brought forward as priority**
- Chepstow & Caldicot Handbook
- Community Centre for Caldicot
- Referendum re: proposed supermarket

8325 To Approve the Minutes of Full Town Council Meeting 28th October 2009 [Circ]

The Minutes were approved as a true record subject to Min 8302 **insert** '*Inspector Walker stated the 'hub' system had failed*'

a) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

8326 To Approve the Minutes of Planning and Resources Committee 10th November 2009 [Circ]

The Minutes were approved as a true record

a) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

8327 To Approve the Minutes of Estimates Committee as part of Full Town Council held 10th November 2009 [Circ]

The Minutes and Final Estimates were approved as a true record

a) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

8328 Correspondence [Circulated unless marked*]

(1) One Voice Wales

Re: Councillors' Commission Expert Panel for Wales - Consultation by 27.11.09

Town Council noted correspondence and 'Summary of Recommendations' in relation to the consultation on the 'Are we being Served?' report produced by the Councillors' Commission Expert Panel for Wales.

(2) Mon CC

Response re: Town Twinning Plaques

Town Council considered response from Mon CC advising that plaques added to 'Welcome to Chepstow' signs were funded from the Area Committee budget. Also, that no funding was available in the Severnside Capital budget for the current financial year for plaques to 'Welcome to Caldicot' signs but consideration could be given for next year, subject to funding becoming available.

It was resolved to request that the 'Welcome to Caldicot' signs be given priority funding for twinning plaques should funding become available.

A discussion also ensued regarding three 'Caldicot' signs at the entrance from Rogiet.

It was resolved to request Mon CC review the above signs

(3) Mon CC

Re: Update Safe Routes in the Communities

Town Council considered in detail correspondence from Mon CC following feedback from recent public consultation re: Safe Routes in Communities Scheme.

Town Council did not consider the proposals satisfactory or a true reflection of what it had previously requested over many years, particularly in relation to the removal of the mini roundabout and crossings at Sandy Lane/Jubilee Way and The Cross areas.

It was noted that works had commenced on the installation of a zebra crossing outside Town Council building and concerns were expressed in relation to the suitability of a zebra crossing as opposed to a pelican crossing for LW. Correspondence received from Guide Dogs for the Blind advising that a zebra crossing would be helpful to LW, read out at Planning & Resources Committee 10.11.09, was again read out.

It was stated that Mon CC was "dragging its feet and doing nothing" in relation to providing safe means of crossing a busy road in order to access the town centre.

A Member requested the cost to Mon CC for patching up pot holes in Sandy Lane and Church Road. It was also requested that Mon CC provide a date for the proposed resurfacing works in Sandy Lane and Church Road and that consideration be given to bringing the resurfacing works forward as a priority.

It was resolved:

- i) to express Town Council's dissatisfaction with the proposals re: Safe Routes in the Communities**
- ii) to request costs for patching up pot holes in Sandy Lane and Church Road**
- iii) to request a date for the resurfacing works in Sandy Lane and Church Road**
- iv) to request consideration be given to bringing the resurfacing works forward as a priority**

8328 (4) Mon CC

Response re: Black Box Scheme

Town Council considered response from Mon CC in relation to the replacement of the current black box recycling scheme with co-mingled sack system.

Town Council opposed Mon CC decision in this matter and referred to the Welsh Assembly Government being in favour of the black box scheme.

A County Council Member advised that this issue was currently being "called in" at Mon CC and had been referred to Wales Audit Office.

It was requested if County Council Members could investigate if the black boxes could be recycled and if a freephone helpline could be instigated in this matter.

It was resolved to write to Welsh Assembly Government to oppose the Mon CC decision to replace the current black box recycling scheme with co-mingled sack system on the basis that it is unsatisfactory to carry out something which has no foundation in logic or cost.

(5) B Bradley & K Charrett

Request for Contribution to Joshua Foundation

Town Council considered a request for contribution from two Sixth Form students of Caldicot School. It was noted that the response address was Rogiet and clarification of benefit to the people of Caldicot was requested.

It was resolved to request more detailed information in relation to the request and project from Caldicot School.

(6) Green Lane PTFA

Request for Contribution

Town Council considered a request for raffle prizes, sponsorship or donation from Green Lane PTFA.

A discussion ensued regarding the purpose of school PTFAs and the donation of raffle prizes being a matter for individual Members.

It was resolved not to donate to Green Lane PTFA

Cllrs A Perrett and M Stevens declared an interest in this matter

(7) Abergavenny Eisteddfod Y Fenni

Annual Eisteddfod: Saturday 19th June 2010

It was resolved to send Abergavenny Eisteddfod Y Fenni a Grant Application Form.

8328 (8) Mon CC

Re: Review of Principal Local Government Authority Areas – Invitation to Presentation Monday, 30.11.09 6pm County Hall

Town Council noted an invitation to attend a presentation on the Review of Principal Local Government Authority Areas at County Hall, 6pm on 30.11.09.

(9) One Voice Wales

Re: Swine Flu Community Update

Town Council noted the above correspondence from One Voice Wales.

*** (10) Shelter Cymru**

Appreciation for £30 donation

Town Council noted the appreciation for donation from Shelter Cymru.

*** (10a) Bobath Cymru**

Appreciation for £50 donation

Town Council noted the appreciation for donation from Bobath Cymru

*** (10b) Wales Air Ambulance**

Appreciation for £100 donation

Town Council noted the appreciation for donation from Wales Air Ambulance.

(11) Mon CC

Rural Dev. Plan for Wales – Monmouthshire’s Business Plan 2008 – 2010 – Axis 3 Projects

Town Council noted correspondence from Mon CC advising of 13 Axis 3 Projects having been awarded funding under the first of two rounds of the Rural Development Plan.

8329 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office

[A] NALC

Direct Info Service Issues 720-722

[B] Plus Publishing Service

Local Council’s Update Issue 121

[C] Wales Audit Office

Community Councils: Good Governance – Good Practice/The Good Practice Exchange

[D] Allotment and Leisure Gardener

Issue 4, 2009

[E] GAVO

The Monmouthshire Network

[F] STRI

Bulletin, October 2009

[G] Community Health Council

Agenda 17.11.09/Mins 18.8.09

[H] Welsh Assembly Government

Local Government (Wales) Measure 2009 – Statutory Guidance Consultation by 15.1.2010

[I] Welsh Assembly Government

Proposed Guidance for the Wales Programme For Improvement for the Fire and Rescue Authorities in Wales Consultation by 25.1.2010

[J] National Association of Councillors

Agenda Meeting 29.11.09 Cwmbran/Minutes

[K] Severn Estuary Partnership

Severn Estuary Shoreline Management Plan Review 3 month consultation 5.10.09-10.1.2010

[L] Morières-les-Avignon

November 2009

[M] Clerk’s & Councils Direct

November 2009

[N] Association of Burial Authorities

Abainfo, No 38, Autumn 2009

Town Council noted Publications [A] to [N] above, available in Town Council office together with correspondence circulated in relation to Items [H] and [I]

8330 Planning [Displayed]

A) Planning Applications Received

DC/2009/00875: New single storey four classroom block linked to existing building – Castle Park Primary School, Church Road, Caldicot - *Amended details - reduction in the size of the proposed extension with subsequent alterations to the floor plans* **TC Refused***

Not acceptable to reduce number of classrooms from 4 to 3

Cllrs J Bond declared an interest in this matter

DC/2009/01063: White PVCU rear conservatory – 101 Park Road, Caldicot **TC Approved**

B) Mon CC Planning Information

i) Planning Committee Agenda – 17.11.09

Town Council noted the above Planning Information from Mon CC.

R Stewart declared an interest in planning matters

8331 Finance [Circ]

A) To Approve Updated Cheque List Schedule November 2009

Town Council resolved to approve the updated Cheque List as circulated.

B) To Note General Donations Re-instated TC 28.10.09

Town Council noted General Donations re-instated following its meeting 28.10.09

C) To Consider General Donations [Circ]

- i) **Urdd Gobaith Cymru [b/f TC 28.10.09]**
- ii) **Eisteddfod Genedlaethol Cymru**
- iii) **British Heart Foundation**

It was resolved to send Grant Application forms to the above Charities for consideration in January 2010.

D) To Consider Audit Response to Request for Comments on S137 Grant Policy [Circ]

Town Council considered response from the Internal Auditor on Town Council grant policy together with advice following a Freedom of Information request for a copy of third party accounts.

It was resolved to return accounts/receipts to applicants following a decision by Town Council

8332 Members Items of Business [Circ]

i) Cllr R Stewart Re: Condition of Pavement between Library and rear Chappell's Chemist

Cllr R Stewart expressed concerns of an elderly constituent with regard to the condition of the pavement and high kerbs between the library and the rear of Chappell's Chemist.

A discussion ensued regarding ownership of the land and to Mon CC's power to enforce reinstatement on the land owner if not the responsibility of Mon CC.

It was resolved to write to Mon CC to request enforcement on the land owner to address the condition of the pavement and high kerbs between the library and the rear of Chappell's Chemist.

8332 ii) Cllr R Stewart Re: Copy letter Mon CC Re: Severn Bridge Closure/Advance Signage

Town Council noted copy correspondence to Mon CC in this matter.

Reference was made to a warning sign at Stonehouse, Gloucestershire.

It was resolved that Cllr R Stewart contact Stonehouse Council in order to pursue this matter on behalf of Town Council.

iii) Cllr C Ashwin Re: Saturday Market

Cllr C Ashwin referred to a stall at the Saturday Market blocking the alleyway in between the shops and the market. Reference was made to emergency vehicles accessing the town centre.

It was resolved to request a copy of the Mon CC Policy and rules in relation to markets

Item 14 was brought forward and considered in conjunction with the following item:

iv) Cllr D Ashwin Re: Petition re: Bus Shelter at Green Lane

Cllr D Ashwin referred to a Petition from residents requesting a bus shelter at Green Lane.

It was stated that Monmouthshire Housing Association had rejected Town Council's request to install a bus shelter at the Green Lane location.

Cllr Ashwin requested the names of those in opposition to the bus shelter.

It was resolved that the meeting formally acknowledge the Petition

Cllr R J Higginson declared an interest in this matter

v) Cllr A Easson Re: Establishment of Sub Committee

Cllr A Easson requested Town Council consider the setting up of a Sub Committee, consisting of 5/6 Members, to create dialogue with interested parties to assist the economic revival of Caldicot Town Centre.

A discussion ensued and reference was made to high rentals in the town centre and previous attempts by Caldicot Regeneration Committee to address this issue. Reference was also made to a further two shops being empty in the town centre.

It was resolved:

- i) to request Mr Rick Longford, Economic and Regeneration Officer, Mon CC provide details of town centre landlords**
- ii) to request Mr Rick Longford, Economic and Regeneration Officer, Mon CC address Town Council in this matter with an invitation being extended to the town centre landlords**

Proceedings were suspended to allow trustees to consider the following item:

8333 King George V Playing Fields

a) To Consider Removal of Beech tree at Entrance to KGVPF

[Circ]

Town Council accepted clarification from Willow Landscapes and Cllr A Perrett in relation to the removal of Beech tree at entrance to KGVPF.

It was resolved to remove the Beech tree at entrance to KGVPF

Normal proceedings resumed

8333 b) To Consider Request from Castle Park Primary School to Use Compound for Storage [Circ]

Town Council considered a request from Castle Park Primary School to use its compound for storage whilst work is being undertaken to develop the school.

A discussion ensued regarding liability, length of time required for storage and accessibility to the compound due to it being security alarmed.

It was resolved:

- i) to permit Castle Park School the use of Town Council compound for storage, at its own risk and liability, subject to insurance being obtained and clarification of length of time required.**
- ii) that the Clerk liaise with the Headteacher in this matter**

Cllr J Bond declared an interest in this matter

8334 Bus Shelters [b/f TC 10.11.09] – Update Mon CC

To consider outstanding shelters – Woodstock Way, Kestrel Close, Lapwing Avenue

Town Council considered an update from Mon CC in relation to outstanding bus shelters in Caldicot.

It was resolved to request Mon CC address Town Council at Planning & Resources Committee 8.12.09 in this matter

8335 To Arrange Meeting of Health and Safety Committee – Monday, 30.11.09 12 pm

It was resolved to convene a meeting of Health & Safety Committee as above.

8336 To Note Meeting with Representative Co-operative Bank – Monday, 30.11.09 11 am

Town Council noted the date and time for a meeting with representative from Co-operative Bank.

8337 Town Council Website – To Consider Working Party to Set Up Initial Content on Website

The Clerk advised Members that Town Council website had been set up and was awaiting confirmation of initial content for the website, i.e. information on the history of Caldicot and how Town Council wished to promote itself.

It was agreed to use information as per Town Council website on caldicot.com

It was resolved:

- i) to use the information as per Town Council website on caldicot.com**
- ii) to defer this item to Planning & Resources Committee 8.12.09 pending consideration of a Summary of Town Council's Responsibilities and Functions**

8338 Reports

a) Town Council Representatives on Outside Bodies

Cllr J Bond updated Members on a recent CSAT meeting:

- tree in town centre obstructing CCTV coverage
- recommended type of dog bins
- Cleaner, Safer Monmouthshire initiative
- Street pastors
- Ceasing roles of General Service Managers

8338 b) Governors

Cllr M Stevens reported issues of speeding on the by-pass being pursued by Durand School and requested Town Council support in this matter.

County Cllr R J Higginson stated that permanent speed indicating signs on the by-pass were being pursued via £40,000 awarded to Durand School from the current Safe Routes in Communities Scheme in Caldicot

c) Other

There were no other reports

The meeting closed at 8.25pm

.....

Mayor/Deputy Mayor

Appendix A

8323 To Suspend Proceedings - Mr P Ellis, Mon CC Re: Caldicot Castle – St David’s Day 2010 [Circ]

Mr Peter Ellis, Head of Community and Learning, Mon CC outlined the proposals for Caldicot Castle Open Day arranged for Sunday 28th February 2010 in celebration of St David’s Day.

Mr Ellis stated it had been agreed to hold the open day on Sunday 28th February rather than Monday 1st March as previous experience had shown a better attendance at weekend activities/ events at the Castle.

Members commended the 2008 event.

It was stated that all schools had been contacted.

A Member commended the programme but wished to see the event taking place on St David’s Day.

Mr Ellis referred to Volunteer Participation Proposal Forms which could be made available from Town Council office and Caldicot Castle for any local groups and organisations wishing to participate.

Pastor Jim Davies requested if the Churches were invited as they wished to participate in the event. It was suggested that Pastor Jim advise Caldicot Castle in this instance.