

8952(2) Mon CC Re: Pedestrian Crossings Sandy Lane/Chepstow Road/Church Road

Town Council noted correspondence in relation to pedestrian crossings along Sandy Lane/Chepstow Road/Church Road and the mini roundabout at Sandy Lane.

(3) Welsh Government

Re: Websites for Town and Community Councils

Town Council considered correspondence from Welsh Government advising the Minister for Local Government and Communities has released £1.25 million additional funding to county and county borough councils to support local democracy and public engagement and that part of this is intended to be used to assist in the development of websites for town and community councils.

The Clerk advised she was awaiting a response from Mon CC Area Services Officer in this matter.

It was resolved to defer this item pending a response from Mon CC

(4) Mon CC

Re: Consultation draft of Monmouthshire's Single Integrated Plan response by 21.3.13

Town Council considered the consultation draft of Monmouthshire's Single Integrated Plan which will replace the current Community Strategy, Community Safety Partnership Plan, Health and Well-being Strategy and Children and Young People's Plan in April 2013.

It was stated that the consultation document contained little reference to services for children and young people particularly in relation to play.

It was resolved that Members forward any issues for response to Mon CC to the Clerk for consideration at Planning & Resources Committee 12.3.13

(5) Mon CC

Re: Proposed Planning Training for Community and Town Councillors

Town Council considered correspondence from Mon CC advising of its intention to hold specific planning training for community and town councillors during April 2013.

Members noted Mon CC suggestion that no more than two Councillors attend from each Council however it was agreed to request that all Members wishing to attend be considered.

It was resolved that Members interested in attending the planning training contact the Clerk

(6) Mon CC

Re: Bus Shelter at Green Lane

Town Council noted a response from Mon CC advising of no complaints received in relation to the subsidised 62 and 74 services failing timetable compliance and advising that the commercially operated services in the area would be contacted direct in such instances.

(6a) Mon CC

Re: Bus Shelter at Green Lane

Town Council considered a response from Mon CC Transport and Compliance Manager that when the bus stop in Green Lane was moved as a result of the Dewstow School development, a number of concerns were raised by local residents about having a bus stop outside their property.

It was stated that the proposed bus shelter would be located on a spare piece of land and would not be outside any properties.

It was resolved to request a copy of local residents' concerns from Mon CC and arrange a site meeting for Ward Members, to include County Cllr J Marshall, in this matter

8952 (7) Mon CC

To Consider Review of Communities and Electoral Arrangements for Monmouthshire

Town Council considered the Frequently Asked Questions sheet detailing questions that arose at the Area Seminars held across Monmouthshire in relation to the consultation for Review of Communities and Electoral Arrangements for Monmouthshire.

Members expressed concerns in relation to the potential increase in voters in Castle Ward resulting from the new development off Church Road and to residents of Castle Lea having to vote in Longcroft Road.

It was resolved to request that Castle Lea be included in the Severn Ward in view of the redevelopment off Church Road and the distance voters have to travel in order to vote at elections.

(8) Churches Together

Re: Caldicot Foodbank

Town Council considered a letter of appeal from Churches Together in relation to a proposed foodbank for Caldicot and requesting a representative to join the steering committee.

Members supported the proposed initiative and it was requested if Town Council compound would be suitable as a temporary means of accommodation.

It was resolved to nominate Cllr P Watts on to the Caldicot Foodbank Steering Committee and further discuss this item under Min 8961 below

(9) Gwent Wildlife Trust

Invitation to Gwent Levels Community Engagement Morning 10am – 1pm Sunday, 3.3.13

Town Council noted the above invitation to Gwent Levels Community Engagement 3.3.13.

(10) Caldicot Male Voice Choir

Invitation to Open Evening at Choir Hall 7pm 4.4.13

Town Council noted an invitation to an open evening at Caldicot Choir Hall 4.4.13.

Cllr R J Higginson declared an interest in this matter.

(11) Auditing Solutions

Internal Audit Report (Interim) 2012-13

See Min 8954 (b) below

*** (12) Plotholder S/L Allotments**

Request to place shed on plot 30 S/L allotments

Town Council approved the request to site a small shed at plot 30 Sandy Lane allotments.

8953 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office
[NB: One Voice Wales responds on WAG consultations on behalf of Town Councils via a network of volunteer responders: interested councillors require e-mail address – contact Clerk]

[A] NALC Direct Information Service	Issues 801-802
[B] Mon CC	CCTV Monitoring Statistics for January 12
[C] Gwent Levels Flood Defence Alliance	Agenda/Mins 26.2.13
[D] Aneurin Bevan CHC	News Bulletin – February 2013
[E] Grayhill Medical Centre PPG	Agenda/Mins 12.2.13
[F] Allotment & Leisure Gardener	Issue 1, 2013

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

8954 Planning [Displayed]

A) Planning Applications Received

DC/2013/00115: Demolition of existing porch and erection of two storey extension – 27 Keats Road, Caldicot **TC Approved**

B) Mon CC Planning Information

i) New Enforcement Cases 1.1.13 – 31.1.13

Town Council noted the above planning information from Mon CC.

Cllrs D Evans and P Watts declared an interest in planning matters

8955 Finance [Circ]

a) To Approve Updated Cheque List Schedule February 2013

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

b) To Consider Recommendations of Interim Internal Audit Report

Town Council considered the recommendations of the interim Internal Audit Report

It was resolved to implement the recommendations of the interim internal audit report and reduce the formal tender limit from £60,000 to £20,000 [SO 29b]

i) To Consider Acquiring LCRS Software re: Health & Safety

Town Council resolved to approve the purchase of LCRS software as recommended in the interim internal audit report

***c) To Approve increase re: monthly play inspections for 2013 - £385.10**

Town Council resolved to approve the above increase for monthly play inspections.

8956 To Approve Health and Safety Committee Minutes 5.2.13 [Circ]

The Minutes were approved as a true record.

A Member referred to the testing of headstones due to be carried out in 2013.

It was resolved to agenda headstone testing for TC 27.3.13

8957 To Approve Twinning Committee Minutes 12.2.13 [Circ]

The Minutes were approved as a true record.

a) To Note Twinning Committee Meeting, 5pm 26.2.13 – Update

Town Council accepted the Minutes of Twinning Committee 26.2.13, circulated at the meeting.

8958 To Approve Notes of meeting with Caldicot & District Chamber of Commerce 12.2.13 [Circ]

The Notes were approved as a true record.

The Mayor advised Members of an email received today advising that the Chamber Events Committee had resigned and as such the organisation will take no further part in the provision of local events in Caldicot.

A discussion ensued and Members expressed their appreciation of the Chamber Events Committee whilst recognising changes to regulations over the years affecting the organisation of events. It was requested if the Caldicot Events Committee would be prepared to organise a Fireworks Event.

It was resolved:

- i) to send a letter of appreciation to the Chamber of Commerce Events Committee**
- ii) to request if Caldicot Events Committee would consider organising a Fireworks Event**

8959 Mayor Elect – To Nominate for Civic Year 2013/14

This item was withdrawn from the agenda.

8960 To Consider Solar Panels for Town Council Building [b/f 13.11.12]

See Min 8963 (c) below.

8961 KGVPF

a) To Note meeting with Mr Rhodri Edwards, Fields in Trust, 27.2.13 Re: Town Council Compound – Update

Town Council approved the Notes of meeting with Mr Rhodri Edwards, circulated at the meeting. It was queried how the use of the compound would be taken forward.

Reference was made to the potential use of the compound for a Foodbank – see Min 8952 (8) above.

A discussion ensued and it was stated that a number of issues including health and safety considerations were required for the potential use of the compound. It was also stated that other organisations had requested to use the premises.

It was queried if the temporary running of a foodbank would be permitted by Fields in Trust and it was requested to obtain further advice in this regard. It was also queried if the compound would be a suitable site.

It was resolved to defer this item to Planning & Resources Cttee 12.3.13 pending information from Fields in Trust on the feasibility of using Town Council compound for a foodbank on a temporary basis and the suitability for Churches Together.

See also Committee below

8962 Reports

a) Town Council Representatives on Outside Bodies

- Cllr P Maycock-Jones updated Members in relation to a recent Gwent Levels meeting at which the Chairman requested to address local Town and Community Councils. It was stated that Town Council received Minutes of Gwent Levels meetings.
- A Member requested an update in relation to the Play Strategy Committee. Cllr W Conniff stated a report in relation to a proposed Play Strategy was in the process of being prepared and a meeting would be convened shortly to which Town Council representatives would be invited to attend.
- Cllr D Evans advised Members of a change in date for the Caldicot Carnival which had been put forward to Sunday 23rd June from May Bank Holiday Monday
- Cllr A Davies updated Members in relation to the ‘elderly people’s initiative’ which had changed its name to ‘Severnside Over 50s Club’ and was represented by its clients on the committee. Cllr Davies stated the partnership between Social Services, Monmouthshire Housing Association, Age Concern and Town Council was proving very popular and successful with its events, presentations and provision of information to local residents.

b) Governors

There were no reports

c) Other

There were no reports

8963 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:

Re: Min 8961 above - Town Council resolved to invite representatives of Churches Together to look at Town Council kitchen/storeroom area in relation to a proposed foodbank.

a) To Consider Responses re: Town Council Land [Circ]

Members considered in detail a response from its solicitors and insurers in relation to Town Council land.

It was resolved to request JK, Mon CC Tree Inspector meet with Health & Safety Committee to undertake a health and safety inspection of the land.

b) To Consider Items b/f Health & Safety Committee 22.1.13/5.2.13/Other

Members referred to the temperature of the meeting room following complaints from users and considered items (i) and (ii) below in this regard. It was noted that due to the suspended ceiling it was proving difficult to find a company to insulate the roof space.

It was resolved to investigate thermal suspended tiles and obtain quotations for insulating the roof space for consideration at a future meeting.

i) to consider quotation for cavity wall insulation

Town Council resolved to accept quotation from SIG Energy Management for cavity wall insulation to Town Council building at a cost of £320 + VAT

ii) to consider quotation for replacement radiators in meeting room

Town Council resolved to accept quotation from Mon CC for replacement radiators at a cost of £593.10 + VAT

iii) to Consider quotation for health & safety works at bowls green

Town Council resolved to accept quotation from City Fencing for health and safety works to fence at bowls green at a cost of £260 + VAT

iv) to Consider quotation re: Town Council boundary wall

Town Council resolved to accept quotation from M Bearcroft for works to boundary wall at a cost of £400 and to request the gap between the two walls be filled.

c) Gwent Energy CIC – Quotation re: Solar Panels [if required – see above]

Town Council considered information and quotation from Gwent Energy CIC in relation to solar panels for Town Council building.

It was resolved to contact Monmouthshire Housing Association for recommended suppliers in this matter

The meeting closed at 8.20pm

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Mayor/Deputy Mayor