

Minutes of Caldicot Town Council held at 6.30pm on Wednesday, 27th March 2013 at Caldicot Town Council

Present: Cllrs: R J Higginson, Mayor
A Davies, Deputy Mayor
D Ashwin
W Conniff
A Easson [left 7.50pm]
D Evans
F J Harvey
A Lloyd
P Maycock-Jones
M Stevens
P Stevens
S Webb

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

8964 Apologies

Apologies were received from Cllrs J Haskey G Owen R Stewart P Watts

8965 Declarations of Interest – To be identified under the relevant item/Forms to be completed

Cllr D Evans declared an interest in planning matters
Cllr M Stevens declared an interest in Min 8977(b)

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

8966 Suspended Proceedings – Caldicot Police

See Appendix A

8967 Open Forum for Public Participation [max 30 mins at Mayor’s Discretion]

The following items were raised during the Public Open Forum:

- Caldicot Castle - **Request CEO Mon CC address Town Council**
 - Mon CC employment procedures
 - catering contract
 - opening times
- Caldicot Community Charge
- Mon CC new waste prevention & recycling changes in Monmouthshire
- Demolition of White Hard Public House
- Flooding issues at Castle Lodge Crescent

8968 To Approve the Minutes of Full Town Council Meeting 27th February 2013 [Circ]

The Minutes were approved subject to:

- i) Min 8952 (6a) proposed bus shelter *delete* “would” *add* “could”
- ii) Min 8958 replace ‘Chamber Events Committee’ with ‘ Chamber of Commerce’

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

8969 To Note No Quorum for Planning & Resources Committee 12th February 2013 [Circ]

Noted

8970 To Ratify decision of Extremely Urgent Cttee [Planning] [Cllrs RJH/MS/FJH]

DC/2013/00084: Outline planning for one house on plot of land – land adjacent 19 The Avenue,
Caldicot **Approved**

Town Council ratified the decision of Extremely Urgent committee to approve Plan DC/2013/00084

a) To Ratify Additional Work to Town Council boundary wall - £60

Town Council ratified additional work to Town Council boundary wall at a cost of £60

b) To Ratify Work to Town Council boiler following service - £178 + VAT

Town Council ratified work to Town Council boiler at a cost of £178 + VAT

8971 Correspondence [Circulated unless marked*]

***(1) St Mary's Luncheon Club Appreciation for £1,000 donation**

Town Council noted an appreciation for donation from St Mary's Luncheon Club.

(2) Resident Re: The State of Caldicot

Town Council considered a letter of complaint from a resident who considered the whole town to be "one big rubbish tip"

It was noted that areas being complained about were the responsibility of Mon CC.

It was resolved to acknowledge the resident and forward the correspondence to Mon CC.

(3) Mon CC Re: Review of Communities and Electoral Arrangements

Town Council noted a copy of the representations submitted to the County Council in respect of the review of communities and electoral arrangements.

(4) One Voice Wales To Consider Meeting of Clerks/Chairs with Reps of Caldicot and Wentlooge Drainage Board

Town Council considered correspondence from One Voice Wales stating it had been approached by the General Manager of the Caldicot and Wentlooge Levels Internal Drainage Board who considers that it may be beneficial if a meeting were to be arranged between representatives of the Board and the Clerk and Chairs of each of the Community and Town Councils located in or near the area covered by the Board to outline its role and future plans and to discuss matters of mutual concern.

It was resolved that the Clerk and Mayor attend the proposed meeting with Caldicot and Wentlooge Levels Internal Drainage Board

(5) Plotholder S/L Allotments Re: Increase in Allotment Rent 2014/15

Town Council considered correspondence from a plotholder at Sandy Lane allotments requesting an explanation of a 50% increase in rent for allotment plots in Caldicot.

It was stated that allotment rents had remained at the same rate for a considerable number of years and that the increase in rental would take effect from 1.4.14 bringing the fees in line with increases that should have been brought in over the years.

It was also stated that Town Council will be investing support in older people and a play strategy for younger people and increasing its services for the benefit of the people of Caldicot.

It was resolved to advise the plotholder of the reasons for the increase in rental.

8971 (6) SLCC/OVW To Consider Training Seminar re: Power of Well-Being – Swansea on 17.4.13 at a cost of £49 per delegate

Town Council considered the above training seminar re: Power of Well-Being.

It was stated that should sufficient Members wish to attend a mini-bus would be a more cost effective means of transport.

It was resolved to authorise the Clerk and Administrative Assistant to attend the seminar and that any Member wishing to attend contact the Clerk.

(7) One Voice Wales To Consider Renewal of Membership 2013-14 - £1101

Town Council resolved to renew membership with One Voice Wales for 2013-14 at a cost of £1,101

(8) Mon CC Re: Welsh Government Funding for Websites for Town and Community Council

Town Council considered correspondence from Mon CC regarding funding that is available from Welsh Government to support local democracy and public engagement, part of which is to assist in the development of websites for Town and Community Councils to improve access and publishing of information via the internet.

It was resolved to support Mon CC's proposals to draw together the funds to establish an overarching website or web platform which will allow Mon CC, via CMC², the authority's new Community Interest Company, to support increased open democracy and public access to all of Monmouthshire's community/town council information.

***(8a) Mon CC Invitation to Meeting re: Community/Town Website/ Web Platform 6.30pm -8pm 25.4.13 at RBL in Usk**

Town Council noted the above invitation to the above meeting 25.4.13.

(9) Chepstow Town Council Invitation to 'Town Partnerships' Workshop 16.5.13

Town Council considered an invitation to the above workshop from Chepstow Town Council.

It was resolved to defer this item pending further information and clarification on whether the matter is commercial or a council run venture.

8971 (10) Mon CC

To Nominate 2 Representatives to Attend Planning Training Course 19.4.13

Town Council considered an invitation for two Members to attend a Planning Training Course to be held at Town Council building 19.4.13.

It was resolved to nominate Cllrs A Davies and P Maycock-Jones to attend the Training Course

(11) Mon CC

Waste Prevention & Recycling Changes in Monmouthshire

Town Council considered correspondence from Mon CC advising that council tax for 2013-14 will not be increasing and advising of the introduction of radical changes within the recycling and waste service.

A lengthy discussion ensued in relation to Mon CC's changes to waste collection during which an outburst by a member of the public interrupted proceedings before vacating the premises. Members expressed concerns in relation to the practicalities of the changes and the following items were discussed:

- privacy issues re: clear bags
- disposal of personal items/nappies
- allocation of clear bags
- large families could produce more waste
- communal areas, eg flats, producing large quantities of bags
- increase in fly tipping
- burning of rubbish
- administration, ie recording and checking bags
- future collection of green waste

Reference was made to surveys carried out in various locations and Town Council was unhappy that it had not been consulted in this matter.

It was resolved to accept the invitation from Cllr Bryan Jones to address Town Council in this matter

8972 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office

[NB: One Voice Wales responds on WG 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 803-804
[B] Mon CC	CCTV Monitoring Report for February 2013
[C] Clerks & Councils Direct	Issue 86, March 2013
[D] GAVO	Annual Voluntary Sector Networking Event
[E] Mon CC	Severnside Area Cttee Agenda/Mins 13.3.13
[F] NALC	Local Council Review Winter 2012
[G] Mon CC	Monmouthshire LDP Notes of Pre-Hearing Meeting & Attendance
[H] Aneurin Bevan CHC	Agenda/Mins 19.3.13
[I] One Voice Wales	Larger Local Councils Cttee Agenda/Mins 21.3.13
[J] Mon CC	Cabinet Agenda 6.3.13
[K] Monmouthshire Housing Association	Neighbourhood Team Services

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

8973 Planning [Displayed]

A) Planning Applications Received

DC/2013/00938: Double storey side extension and alterations – 78 Church Road, Caldicot

TC Approved

DC/2013/00939: Rear double storey extension. Renewal of existing approval DC/2007/01109 – 76 Church Road, Caldicot

TC Approved

B) Mon CC Planning Information [Displayed]

i) Mon CC Planning Permissions

DC/2012/00450: Outline building plot in front of detached garden – 5 Severn View, Caldicot

TC Ref 31.10.12*

***Access Issues – near to thoroughfare of school children**

DC/2013/00048: Proposed two storey extension to rear of existing dwelling – 14 Churchfield Avenue, Caldicot

TC App 12.2.13

DC/2013/00016: Single storey extension and conversion of garage – 6 Stafford Road, Caldicot

TC App 30.1.13

ii) Mon CC Split Decision

DC/2012/00941: Fascia signs x 2 fascia sign (triangular) Monolith Sign – 27-30 Newport Road, Caldicot

Town Council noted Planning Information (i) and (ii) above from Mon CC

iii) Appeal Ref: E6840/A 12/2186032

To Note Public Inquiry to be held at 1st Floor, Building 2, Conference Centre Wales 1 Business Park, Magor, Caldicot NP26 3DG on 23.7.2013 at 10am Re: DC/2012/00307: Outline Planning Permission – Residential development (Use class C3) to provide up to 340 dwellings including: a reconfigured access and creation of new emergency access route; new internal roads, footpaths/cyclepaths, car parking and highway improvements; a network of public open spaces, including landscaping, recreation space, public realm and biodiversity enhancement; and other ancillary works and activities requiring; site preparation, demolition and clearance, treatment, re-profiling and the installation of new services and infrastructure – Sudbrook Paper Mill, Sudbrook Road, Caldicot

It was resolved to defer this item to Planning & Resources Committee 14.5.13 to nominate a representative to represent Town Council at the Public Inquiry

8974 Finance [Circ]

a) To Approve Updated Cheque List Schedule March 2013

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

8975 Members Items of Business

i) Cllr M Stevens – Town Council Noticeboard Town Centre [Circ]

Cllr Stevens outlined her item of business and requested consideration be given to refurbishing and improving Town Council noticeboard

It was resolved to consider any funding to refurbish Town Council noticeboard and to restrict notices/posters to Town Council and charitable organisations only.

8976 To Consider Response to Mon CC Re: Consultation draft of Monmouthshire's Single Integrated Plan [b/f TC 27.2.13/No Quorum P&R12.3.13] – Cllr WC Response [Circ]

Town Council considered a Member's proposed response to Mon CC regarding its consultation draft of Monmouthshire's Single Integrated Plan

It was resolved to endorse the circulated response and forward to Mon CC on behalf of Town Council.

8977 To Consider Town Council Compound [b/f TC 27.2.13/No Quorum P&R12.3.13]

a) Notes of Meeting with Fields in Trust 27.2.13/Foodbank Response [Circ]

Town Council approved the notes of meeting with Fields in Trust 27.2.13 and noted a response in relation to use of the compound.

b) Request from The Mighty Bean [Circ]

Town Council considered an expression of interest from The Mighty Bean on behalf of Churches Together to use the compound as a community hub.

A discussion ensued and it was requested if a Town Council working party could be set up in order to consider the best use of the building and to involve interested organisations and Fields in Trust.

Reference was made to discussions in relation to the removal of the Shopmobility portakabin which currently accommodates Caldicot Street Warmers and Street Pastors.

It was resolved:

- i) to invite The Mighty Bean steering committee to view the compound.**
- ii) to set up a KGVPF compound working party to consider the best use of the compound and to nominate Cllrs A Davies, D Evans, F J Harvey, P Maycock-Jones, M Stevens and P Stevens to the working party.**

Cllr M Stevens declared an interest in this matter.

8978 To Consider Request from Churches Together to Use Town Council Building as Foodbank [Circ]

Town Council considered correspondence from Churches Together following the viewing of Town Council's kitchen area and compound as a possible venue for a foodbank.

It was resolved to re-iterate Town Council's support for the request to use its building as a foodbank and to await further proposals for Churches Together

8979 Twinning

a) To Approve Minutes of Twinning Committee 14.3.13 [Circ]

The Minutes were approved as a true record.

b) To Consider Response from J R Guillot [Circ]

Town Council considered correspondence from Morières stating a delegation of between four and eight representatives would be delighted to visit Caldicot in June 2013.

It was resolved to formally invite a small delegation from Morières to Caldicot over the weekend of 22/23 June and to refer this matter to Town Council Twinning Committee.

8980 To Note Health & Safety Testing of Headstones due 2013 [b/f TC 27.2.13] – see Min 8983 below

Town Council noted health & safety testing of headstones in Caldicot Cemetery due in 2013.

See also Min 8983(b) below.

8981 KGVPF

a) To Approve Notes of User Committee KGVPF 14.3.13/Response Caldicot AFC [Circ]

Town Council approved the notes of User Committee KGVPF 14.3.13 and noted the response from Caldicot AFC.

It was agreed to await further information with regard to neutral games.

8982 Reports

a) Town Council Representatives on Outside Bodies

Ref: One Voice Wales Area Committee - Cllr A Davies reported a lack of progress in relation to Mon CC/Town and Community Councils Charter.

b) Governors

Cllr S Webb updated Members in relation to Dewstow Primary School.

c) Other

There were no other reports.

8983 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 in 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 Screen/Projector [Circ]

Town Council approved quotation for Screen/Projector from Audio Visual Service Solutions at a cost of £1,053 + VAT

b) To Consider Quotation for Headstone Testing, if Required [Circ]

It was clarified that actual costs for the testing of headstones would not be available until completion, however approximately 800 headstones at £1/headstone and 100 at £1.50/headstone and £85 per headstone requiring re-erection

Town Council approved quotation for headstone testing from JB

The meeting closed at 8.40pm

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Mayor/Deputy Mayor

APPENDIX A

8966 Suspended Proceedings – Inspector M Pope, Sergeant R Giles, Caldicot Police

- Updated Members on crime and detection rate statistics for Caldicot
- Anti-social behaviour incidents in the town
- Easter operation – designated patrols on town centre between 6pm – 10pm with use of CCTV
- Multi agency work with The Zone
- Rural crime operation with extra officers working early hours – stop/search vehicles
- Looking into By-Law in town centre re: footballs before summer if possible
- Investigating graffiti incidents at Budden Crescent
- Looking to working with Caldicot School re: litter dropping
- Traffic offences to be reported to 101