

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of meeting of Full Town Council held at 6.30pm on Wednesday 27th April 2005 at Caldicot Day Luncheon Centre.

PRESENT:

Cllrs R Stewart, Mayor	D Evans
P Tidmarsh, Deputy Mayor	R J Higginson
D Ashwin	G Jenkins
C Babb	D Jones [7.10pm]
J Daniels	J Roberts
E Davies	K Thomas

In attendance: Mrs A Sandiford, Members of the Public

Town Council resolved to send flowers and best wishes to the Clerk who was recovering from an operation [JD/KT].

7444 Apologies

Apologies were received from Cllrs W Edwards, J Haskey, S Williams and G McIntyre

7445 Open Forum for Public Participation

The Mayor referred to the Open Forum for Public Participation at Town Council meeting 30.3.05 and stated the Forum was open for fifteen minutes and at the discretion of the Mayor.

- Ms G Dominy referred to comments made by Cllr R J Higginson at a recent traders meeting about car parking charges and apologised to Cllr R J Higginson for interrupting him during the discussion. Cllr Higginson replied that he had stated facts at the meeting.
- Mrs S Stewart stated she was speaking as a member of the public and not as the Mayor's wife and requested if Town Council proceedings could be tape recorded as not to eliminate facts being recorded in the Minutes. Mrs Stewart referred to Mr G Powell calling the Mayor a "Gauleiter" 30.3.05 and to "Nazi implications" and Mrs Stewart requested her comments be recorded. It was stated that Town Council had previously voted against the use of recording devices but this matter would be re-agenda'd.
- Mr M Rice stated Town Council office was being obstructive in supplying information requested by him in relation to Town Council's original decision not to enter into negotiations for the sale of King George V Playing Fields [KGVPF]. Mr Rice further stated it was the responsibility of Town Council to provide him with the information requested and not for him to search the Minutes himself. The Mayor referred Mr Rice to KGVPF Trust/National Playing Fields Association [NPFA] for information in relation to the fields and stated Town Council were due to undertake Trustee training in relation to KGVPF. Mr G Powell outlined the history of KGVPF in Caldicot. It was stated that Town Council Minutes were available for inspection to members of the public by appointment. It was further stated that it was only necessary to retain Minutes for the past 5 years.
- Mr C Harris referred Members to a recent tabloid newspaper article and expressed concerns in relation to proposed car parking charges in Caldicot.
- Mr D Harris referred to the proposed building of a supermarket on Caldicot Comprehensive School grounds and requested if the 4 acres of ground used for the development would be substituted elsewhere.

7446 To Suspend Proceedings – Police Report

See Appendix A

7446 Declarations of Interest

**Cllrs D Evans, E Davies, R J Higginson, J Daniels, D Ashwin declared an interest in Min 7450 (11b)
Cllr R Stewart declared an interest in Planning matters.**

Further Declarations of Interest to be identified under the relevant Minute

Cllr D Evans requested it be recorded that Mrs Sandiford was present to take the Minutes only and not to answer any questions.

Cllr C Babb requested if the decisions made following the abandonment at the previous meeting were lawful. It was requested to obtain clarification in this matter.

7448 To Approve the Minutes of Full Town Council Meeting 30th March 2005 [Circ]

Cllr K Thomas stated the Minutes of 30th March 2005 were inaccurate and he read out a statement of what was said at the meeting. Cllr Thomas further stated that Town Council should employ a “trained shorthand typist” to take “accurate and punctually correct minutes” to relay “word for word” what is discussed in meetings. Cllr Thomas referred to the tape recording of meetings in order to record facts. A discussion ensued and it was stated that Minutes were not meant to be a verbatim account of what was discussed but a record of decisions.

It was proposed by Cllr K Thomas and seconded by Cllr J Roberts that the Minutes of 30th March 2005 be approved subject to the following amendments as provided by Cllr Thomas [Vote - 7 For: 5 Against]

Min 7425 - insertcar parking charges in Caldicot. *‘Cllr Stewart, the Mayor, reminded Mr Powell that his Labour Council had brought in the charges in Monmouthshire in 1996’*

Min 7425 – delete *‘Mr Powell requested a response to his question as the matter referred to the Deputy Mayor of Caldicot. The Mayor again refused to answer and requested Mr Powell desist from pursuing the topic at the meeting. Mr Powell continued to pursue the topic and requested an answer to his question. Cllr Stewart requested Mr Powell leave the meeting, which he refused, and subsequently Cllr Stewart stated that the proceedings were abandoned’.* **insert** *‘Mr Powell refused the Mayor’s request to desist from this topic and persisted in his questioning. The Mayor again requested that Mr Powell desist. Mr Powell Refused. “The Mayor requested Mr Powell leave the meeting which he refused and subsequently the Mayor stated the proceedings were abandoned”. *Mr Powell asked the Mayor if he were going to get the police and stated that he would see him in court. Mr Powell concluded by shouting, “Goodnight Mr Gauleiter.”*

*[*These comments were made following the abandonment of proceedings].*

a) Mayor to Sign the Minutes

The Mayor refused to sign the Minutes until they were amended.

7449 To Approve the Minutes of Planning Committee 12th April 2005 [Circ]

The Minutes were approved subject to page 1 item 4 - Plan M/11378 **insert** '*It was stated that Plan M/11378 was not professionally drawn*' [DA/PT]

a) Mayor to Sign the Minutes

The Mayor, signed the Minutes

7450 Correspondence [Circ unless marked*]

(1) Severn Area Rescue Association Request for Donation

Town Council resolved to donate £25 to Severn Area Rescue Association [RJH/JD].

(1a) Childline Cymru Request for Donation

Town Council resolved to donate £50 to Childline Cymru/Wales [JD/KT].

(1b) Children with Leukaemia Request for Donation

Town Council resolved to donate £50 to Children with Leukaemia [RJH/JD].

(2) Senedd '04 Proposals Concerning Machynlleth Parliament

Town Council noted correspondence from Senedd '04, a voluntary association set up in 2004 to mark the 600th anniversary of the Machynlleth Parliament, an all-Wales, non-party association with an aim to reopen the Machynlleth Parliament as a permanent democratic forum.

(3) Rt Hon Alan Howarth CBE MP Re: Caldicot Playing Fields

Town Council considered correspondence from Alan Howarth MP enclosing two letters from the former Secretary of Caldicot Playing Fields expressing concern that Caldicot Playing Fields [KGVPF] may be sold to enable a new supermarket to be built and suggesting an alternative site for development – Caldicot Comprehensive School grounds.

It was resolved to acknowledge the correspondence advising that Town Council is due to undertake Trustee training to ascertain its roles and responsibilities in relation to KGVPF.

(4) Mon CC Highways Issues

Town Council considered correspondence from Mon CC stating it is preparing a Road Safety Strategy that will fully explain the Council's duties, obligations, aims and objectives as part of a three year forward rolling programme of works.

It was resolved to request a site visit during June/July for Town Council to identify its concerns.

(4a) Mon CC Highway Inspection Areas [Map Displayed]

Town Council noted correspondence from Mon CC advising of an adjustment to highway inspection areas.

7450 (5) Welsh Assembly Directorate

M48 Request for Signing of Caldicot

Town Council noted correspondence from Welsh Assembly Directorate advising it cannot agree to additional signing of Caldicot on the westbound carriageway of M48 near the Severn Bridge.

(5a) Mon CC

Signs

Town Council noted correspondence from Mon CC stating the Chepstow cast iron type signs were organised/financed by the Severnside Area General Manager.

(6) Mon CC

Dog Fouling

Town Council noted copy correspondence to a local resident in relation to dog fouling.

(6a) Mon CC

Dog Fouling Bins

Town Council considered correspondence from Mon CC stating dog waste is to be officially classed as hazardous waste from 1.6.05 thus Mon CC will not be offering an emptying service for dog waste.

Cllr J Daniels stated she had contacted Tim O'Donovan in this matter, who would respond via the Clerk.

It was resolved to await response from Mon CC.

- (7) Mr R Shute**
- (7a) Mr M Jarvis**
- (7b) Mr C Carter**

**Community Precept/Council Tax 2005-6
Council Tax 2005/2006
Re: Council Tax [Circ at meeting]**

Town Council considered correspondence from local residents in relation to the increase in Town Council Precept/Council Tax 2005/2006.

It was resolved that the Mayor and Deputy Mayor respond to the residents via the Clerk to the Council.

(8) Mon CC

Feasibility Study for Community Centre

Members noted correspondence from Mon CC advising Town Council was unsuccessful in its recent application for financial support to undertake a feasibility study for a community centre under Mon CC's Community and Economic Development Scheme [CEDS] for 2005/2006.

(9) Mon CC

Car Parking Charges

Town Council noted correspondence from Mon CC advising proposals for car parking charges are to be set out in a Draft Traffic Order prior to consultation with Town Council and others before a final decisions is made. It was stated that Somerfield were apparently proposing parking charges for its car park.

7450 (10) Mon CC

Connecting the Spheres – Taking Area Working Forward

Town Council considered correspondence from Mon CC advising of a conference to explore and expand the issues of mutual interest to the County, Town and Community Councils is to be held on Friday 27th May 2005.

It was resolved that the Mayor, Deputy Mayor and Clerk attend the Conference.

(11) Mon CC

**Public Entertainment Licence Application
Licensing Period 1.4.05 – 31.10.05 – Mr
Chaplin’s Taverna, Sandy Lane, Caldicot**

Town Council had no objections to the above application for Public Entertainment Licence.

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

(11a) Mon CC

**Public Entertainment Licence Application
Licensing Period 1.4.05 – 31.10.05 – The Galleon,
180 Newport Road, Caldicot**

Town Council had no objections to the above application for Public Entertainment Licence.

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

(11b) Mon CC

**Public Entertainment Licence Application
Licensing Period 1.4.05 – 31.10.05 – Sudbrook
Cricket Club, Mill Lane, Caldicot ***

Town Council had no objections to the above application for Public Entertainment Licence.

Cllrs D Ashwin, E Davies, D Evans, J Daniels, R J Higginson, K Thomas and R Stewart declared an interest in this matter

*** (12) Mon CC**

**Public Health Act 1925 – Street Naming and
Numbering, New House – Plot Between 19 and
21 Station Road, Caldicot – ‘Greenview’, 19A
Station Road, Caldicot NP26 4BU**

Town Council noted the above information from Mon CC.

*** (13) Mon CC**

**Health & Safety at Work Act 1974 – HS (G) 47
New Roads & Street Works Act 1991 – S79(93)
Street/Road Name:- Chepstow Road, Caldicot**

Town Council noted the above copy information from Mon CC.

(14) Caldicot Town AFC

KGVPF Maintenance

Town Council considered correspondence from Caldicot AFC stating the gates to KGVPF will be closed during maintenance works from early May [7th or 15th] to end of July [15th or 22nd].

A discussion ensued regarding the closure of the gates and it was stated that when representatives of NPFA had visited KGVPF it was stipulated that the gates could not be closed during the day. Cllr R Stewart referred to correspondence he had received from NPFA to the contrary.

Members were unhappy with the proposed length of closure of the gates and it was stated that a maximum of six weeks would be sufficient time to allow for maintenance works to the fields.

Cllr R J Higginson requested his opposition to the closure of the gates during the day be recorded.

It was resolved:

- i) to acknowledge Caldicot AFC requesting an explanation for the length of the proposed closure of the gates.
- ii) to obtain clarification from NPFA regarding the closing the gates

Cllr J Roberts declared an interest in this matter.

7450 (15) Caldicot Town AFC

**Copy Application for Grant Aid From Mon CC
Through the Welsh Church Act Fund 2004/2005**

Town Council considered the above copy application for grant aid from Mon CC to renew the existing perimeter fence at KGVPF with anti-vandal proof fencing.

It was resolved to support the application.

Cllr J Roberts declared an interest in this matter.

(16) Audit Commission in Wales

**Separation of Business in Wales to Wales Audit
Office**

Town Council noted correspondence from Audit Commission in Wales advising it is now in its final preparations for the separation of its business in Wales to the Wales Audit Office [WAO] that is being set up by the Public Audit (Wales) Act 2004.

(16a) Wales Audit Office

Auditor Appointment [Response by 14.5.05]

Town Council considered correspondence from Wales Audit Office stating it assumes all of the Audit Commission's former responsibilities in Wales.

It was resolved to agree to the proposals for Auditor appointment.

(16b) Welsh Assembly Government

**Account and Audit Regulations [available TC
Office]**

Town Council noted correspondence from Welsh Assembly Government in relation to Account and Audit (Wales) Regulations 2005.

(17) Cllr R Stewart

Various Issues

- i) **Draft letter to Mon CC re: parking charges**

Town Council considered draft letter to Mon CC opposing proposed parking charges in the town.

It was resolved to endorse the draft letter to Mon CC subject to minor alterations to be made by the Mayor.

ii) Proposal for Fair Trade Team presentation

Cllr R Stewart proposed a Fair Trade Team presentation be made to Town Council.

It was resolved to await response from Mon CC to Cllr R Stewart in this matter prior to committing Town Council to a presentation.

iii) Presentation of cheque to LATCH at Town Council Annual Meeting

Town Council noted the presentation of cheque to LATCH at Town Council Annual Meeting.

iv) Change of Town Council headed paper

Cllr R Stewart requested Town Council headed paper be amended to become bilingual and to either incorporate the Morières crest, or omit the Waghäusel crest.

It was resolved to amend Town Council headed paper to become bilingual and to incorporate Morières crest as soon as is practicably possible.

7450 (18) Cllr P Tidmarsh

Various Issues

i) Dog Fouling

Cllr P Tidmarsh requested Town Council purchase bins and fund disposal of dog waste.

It was resolved to defer this matter pending a response from Mon CC [See Min 7450 (6a) above].

ii) Caldicot Police Station

Cllr P Tidmarsh requested Town Council form a partnership with Gwent Police Authority to 'man' Caldicot Police Station for seven hours per day and to purchase personal alarms and shed alarms for vulnerable citizens.

It was resolved that Cllr Tidmarsh pursue this matter with Inspector M Budden.

Cllr Tidmarsh also requested a speed monitor be installed at the junction of Chepstow Road – By Pass at Deepweir. Cllr R J Higginson stated a request had been made to Mon CC in this regard

iii) Community Hall

Cllr P Tidmarsh requested consideration be given to extending Caldicot Day Luncheon Centre [DLC] to form a Community Hall for local groups. Cllr D Ashwin stated St Mary's Primary School is considering disposal of part of its land.

It was resolved to request the advice of two local architects and Mon CC for advice in this matter.

7450*(19) Stadt Waghäusel

**Invitation to 30 Year Anniversary Celebrations:
2nd – 5th September 2005**

Cllr R Stewart advised Members of an invitation to Waghäusel for its 30-year anniversary celebrations of the amalgamation of three local towns.

It was resolved that interested Members contact the Clerk in order to report to Town Council 25.5.05.

*** (20) Cllr C Babb**

Re: Appointment of New Mayor

Cllr C Babb referred to his letter, circulated at the meeting, and stated it was a follow up from a question asked by a member of the public 30th March 2005.

Town Council resolved to consider this item under Committee [JD/KT].

7451 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC, Cabinet	Agenda 6.4.05
[B] Plus Publishing Services	Local Council's Update Issue No 66
[C] NALC Direct Information Service	Issue Nos 602 - 604
[D] Monmouthshire Area CHC Cttee	Agenda/Mins 15.3.05
[E] GAVO	Health Social Care and Well Being – Issue 5
[F] Monmouthshire Local Health Board	Healthcare – The Future
[G] Wales Office	Draft commissioner for Older People (Wales) Bill
[H] Mon CC	Consultation Draft - Mon Local Biodiversity Action Plan
[I] NPFA	Fields Focus – Issue 7
[J] NACRO	Crime and Disorder Reduction – A practical Guide for Town and Community Councils
[K] National Organisation for Play	Play for Wales – Issue 15
[L] Morières	Aujourd 'Hui - No 44
[M] International Tree Foundation	Trees are News – April 2005
[N] Monmouthshire Countryside Service	Public Rights of Way – An A-Z of Problems, Policy and Protocol
[O] Environment Agency Wales	Catchment Abstraction Management Strategy

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

7452 Planning Committee [Displayed]

Cllr R Stewart declared an interest in Planning Committee

A) Planning Applications

Plan M/11445: 2 Storey Rear Extension for Sitting Room and Bedroom with En-Suite – 11 Green Lane, Caldicot **TC Approved**

Plan M/11448: Awnings, Tables and Chairs to be Placed Upon and Outside 12 Newport Road, Caldicot – 12 Newport Road, Caldicot ***TC Approved**

***Observation – Tables to be contained within a certain area**

B) Mon CC Planning Information

i) List of Planning Applications Received/Delegated Decision List/New Enforcement Cases and Resolved Cases

28.03.05 – 01.04.05

04.04.05 – 08.04.05

ii) Mon CC Planning Agenda 19.4.05 – For Information

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

7453 Cheque List Schedule

Update [Circ]

Town Council resolved to approve the updated Cheque List Schedule.

7454 (a) To Consider Alpha Key Holder Service for Town Council Building and Compound

- Annual £75.00 + VAT

Town Council resolved to accept quotation for Alpha key holder service for Town Council building and compound at a cost of £75.00 [DE/ED].

(b) To Approve Renewal One-Voice Wales 05/06 - £834.00

Town Council resolved to approve renewal of One-Voice Wales 05/06 at a cost of £834.00 [RJH/JD].

(c) To Approve Renewal Town Council Insurance from 1.6.05 - £5,659.86 (excl increased premium for increase in fidelity guarantee insurance)

Town Council resolved to approve insurance cover and make the following payments:

i) renewal of Town Council insurance - £5,695.86

ii) increased premium for increase in fidelity guarantee insurance - £127.57

iii) insurance cover for Town Council insignia for twinning visit to Morières - £26.25

It was further resolved to go out to tender for comparative insurance cover for 2006/07

7455 Donations and Contributions Schedule

Update [Circ]

Town Council resolved to approve the updated Donations and Contributions Schedule.

7456 CCTV – Awaiting Response Mon CC

Town Council resolved to defer correspondence from Miss D Sidnell, Community Safety and CCTV Projects Officer, circulated at the meeting, to Town Council meeting 25.5.05

7457 Charity Law & Trusteeship – GAVO Training Officer unavailable Tuesday, 3.5.05 - Awaiting New Dates Possibly June 05

Town Council resolved to defer this item to Town Council meeting 25.5.05

7458 Caldicot Cemetery – Awaiting Response from Mon CC Re: Address to Members

Town Council noted no response from Mon CC in relation to Caldicot Cemetery

7459 Highways Site Meeting – See Correspondence

See Min 7450 (4) above.

**7460 Twinning Exchange 5th – 10th May 2005 – Cllrs R Stewart, P Tidmarsh, K Thomas, D Evans
- Update**

Cllr D Evans stated he was now unable to attend the twinning exchange due to personal circumstances.

7461 To Note Date Town Council Annual Meeting 6.30 pm Wednesday, 18th May 2005

Town Council noted the time and date for its Annual Meeting.

7462 Reports

a) Governors

There were no Governors’ reports.

b) Other

There were no other reports

7463 Committee – To consider exclusion of press and public 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

i) Cllr C Babb Re: Appointment of New Mayor

Town Council considered correspondence from Cllr C Babb, circulated at the meeting. Members expressed their personal opinions in relation to the correspondence before resolving to abandon any further discussion in this matter.

ii) To Consider Quotations for Works – Cemetery/KGVPF

Town Council resolved to defer this item to Planning Committee 10.5.05

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Mayor/Deputy Mayor

7447 Suspended Proceedings – Police Report

The Mayor welcomed Sgt Hancock, who advised Members in relation to changes taking place within Heddlu Gwent Police in terms of a greater presence within the community of Police Officers and Community Support Officers.

Sgt Hancock answered questions in relation to the following:

- CCTV in Caldicot
- Incidents requiring '999' assistance
- Issues relating to Heddlu Gwent Police call centre
- Congregation of youths in the town centre/underage drinking

It was agreed to write to the Chief Constable regarding issues relating to Heddlu Gwent Police call centre.

The Mayor thanked Sgt Hancock for updating Members