

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

### Minutes of Caldicot Town Council held at 6.30pm on Wednesday 27<sup>th</sup> May 2009 at Caldicot Town Council

**Present:** Cllrs: D Evans, Mayor  
P Watts, Deputy Mayor  
C Ashwin  
D Ashwin  
J Bond  
A Easson [6.35pm]  
K Harris  
R J Higginson  
J Haskey [left 7.30pm]  
V Lloyd  
A Perrett  
M Stevens  
R Stewart  
S Webb

In attendance: G McIntyre, Clerk, A Sandiford, Inspector J Walker, Members of Public

#### 8227 Apologies

Apologies were received from Cllr J Daniels

#### 8228 Declarations of Interest - Forms to be completed and identified under the relevant item

**Cllrs D Evans and R J Higginson declared an interest in Monmouthshire Housing Association**

**Cllrs D Evans and R Stewart declared an interest in Planning**

**Cllr R J Higginson declared an interest in Caldicot Youth Group**

**Cllr D Ashwin declared an interest in The Zone**

**Cllr P Watts declared an interest in St Mary's Church Hall**

Further Declarations of Interest to be identified under the relevant item

#### 8229 To Suspend Proceedings

##### A) Inspector J Walker, Caldicot Police

Inspector Walker apologised for his non-attendance at the meeting 29.4.09 and updated Members on crime statistics in the town.

Inspector Walker responded to Members on the following:

- Comparison of targets/detection rates with other areas of Gwent Police
- Change of Inspectors in Caldicot over recent years
- Public Order/responsibilities of licensees
- Policing in Caldicot
- Confiscation of mini motorcycles

Inspector Walker stated the two main issues of concern for the area were theft of high value bicycles and petrol theft from Magor Services.

##### B) Open Forum for Public Participation [max 30 mins at discretion of Mayor]

The following issues were discussed in the public open forum:

- Monmouthshire Housing Association – Complaints via councillors  
**Cllrs D Evans and R J Higginson declared an interest in MHA**
- Flagpoles at Town Council building

**8230 To Approve the Minutes of Full Town Council Meeting 29<sup>th</sup> April 2009 [Circ]**  
**a) Mayor to Sign the Minutes**

The Minutes were approved as a true record and duly signed by the Mayor

**8231 To Approve the Minutes of Planning Committee 12<sup>th</sup> May 2009 [Circ]**  
**a) Mayor to Sign the Minutes**

The Minutes were approved as a true record and duly signed by the Mayor

**8232 To Approve the Minutes of Finance Committee 12<sup>th</sup> May 2009**  
**a) Mayor to Sign the Minutes**

The Minutes were approved as a true record and duly signed by the Mayor

**8233 To Approve the Minutes of Annual Meeting 19<sup>th</sup> May 2009 [Circ]**  
**a) Mayor to Sign the Minutes**

The Minutes were approved as a true record, subject to: page 3 – **delete** “*Temp New Primary School*” **insert** “*Castle Park Primary School*” and **delete** “*Durand School*” **insert** “*Durand Primary School*”. The Mayor signed the Minutes

**8234 Correspondence [Circulated unless marked\*]**

**\* (1) Plot Holder 2 Sandy Lane To Approve request to site shed on allotment plot**

Town Council approved a request to site a shed at Plot 2 Sandy Lane allotments.

**\* (2) Mathern Community Council To Note no support for Sign at Parkwall re: Second Severn Crossing – large, unsightly, out of keeping with rural nature of the area - Response awaited from WAG**

Town Council noted no response to date from Welsh Assembly Government and Mathern Community Council’s objections to placing a warning sign at Park Wall to advise of Severn Bridge closures.

**\* (3) Mon CC One Stop Shop To Consider Request via Mike German AM for more dog waste bins – Old Caerwent Road, Clos Rheidol, Caldicot School Playing Fields – 24 Dog Waste Bins in situ/2 awaiting Permission/1 Remaining**

Town Council noted the above correspondence from Mon CC.

**It was resolved that Castle Ward Members consider dog bins in the above area and report back to Town Council meeting 24.6.09**

**(4) One Voice Wales [OVW] a) Notice of OVW Conference and AGM Saturday, 10.10.09 Ceredigion**

**It was resolved that the Mayor and Deputy Mayor attend the above OVW Conference and AGM.**

**b) To Consider Maximum of two motions for debate to be submitted no later than 26.6.09**

**It was resolved that Members forward any potential motions for consideration at OVW Conference to Planning Committee meeting 9.6.09**

**c) Monmouthshire-Newport Area Committee 11.6.09**

**It was resolved that the Mayor and Deputy Mayor attend the Monmouthshire-Newport Area Committee 11.6.09.**

**d) To Consider WAG model “Charter” between Unitary Authorities and Community and Town Councils**

Town Council noted comments from Cllr R J Higginson outlining the above Charter.

**8234 (5) Mon CC**

**To Consider response Re: Sandy Lane Maintenance**

Town Council considered a response from Mon CC in relation to road surfaces in the Sandy Lane area.

A discussion ensued regarding the proposed resurfacing of Church Road and the allocation of funds to Castle Park Primary School under ‘Safe Routes in the Community’ [formerly Safe Routes to Schools].

**It was resolved to request Mon CC meet with Town Council at 5.30pm prior to Planning Committee on 9.6.09 to discuss this matter.**

**(6) Mon CC**

**To Consider Update Re: Summer Playscheme 2009**

Town Council considered an update from Mon CC in relation to Summer Playscheme 2009.

Reference was made to transport arrangements from surrounding areas and it was requested if the first bus stops into Caldicot from Rogiet and Portskewett could be included in the arrangements. It was stated that Caldicot Town Council’s donation related to children attending from Caldicot.

**It was resolved to request Mon CC consider re-addressing the pick up points to include the first bus stops into Caldicot from Rogiet and Portskewett**

**(7) SLCC**

**To Consider Cemetery Management Course – Wednesday, 10.6.09 Swansea £95 per delegate**

**It was resolved that the Clerk and Administrative Assistant attend the above Cemetery Management Course.**

**\* (8) Inspector J Walker**

**To Note apologies TC meeting 29.4.09**

Town Council noted apologies from Inspector Walker.

**\* (9) Caldicot Community Carnival**

**To Note appreciation of Donation £2,000**

Town Council noted the appreciation for £2,000 donation from Caldicot Community Carnival

**\* (10) 2<sup>nd</sup> Caldicot Scouts**

**To Note appreciation of Donation £800**

Town Council noted the appreciation for £800 donation from 2<sup>nd</sup> Caldicot Scouts.

**8235 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office**

[A]	NALC	Direct Info Service Issues 708
[B]	Plus Publishing Service	Local Council's Update Issue 115
[C]	Clerks & Councils Direct	March 2009, Issue 63
[D]	Monmouthshire LHB	Gwent NHS Reform Briefing No 2 (April 09]
[E]	Monmouthshire Health Alliance	Partnership News – Spring 2009
[F]	Gwent CHC	Agenda/Minutes 5.5.09
[G]	Caldicot Medical Group	Agenda/Minutes 12.5.09
[H]	STAG	Update/Newsletter – 8.5.09
[I]	Severn Estuary Partnership	Severn Estuary – Flooding and the Future – Have Your Say – 10.6.09 Penarth 2-6 pm Invitation to join partnership
[J]	Civic Trust for Wales	Open Doors 2009-05-20
[K]	Mon CC	Countryside Volunteer Newsletter
[L]	Mon CC	RDP for Wales – Monmouthshire's Business Plan 2008 – 2010 – Axis 3 Projects
[M]	GAVO	Monmouthshire Network – Newsletter
[N]	Allotment & Leisure Gardener	Issue 2 2009
[O]	Heddlu Gwent Police	Neighbourhood News, Spring 2009
[P]	Morières-les-Avignon	Morières News, May 2009

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

**8236 Planning [Displayed]**

**A) Planning Applications Received**

**DC/2009/00444:** Two storey extension to side and single storey sunroom to rear; detached store room to rear; single storey extension to front (retention and completion of revised scheme) – 2 Fitzwalter Road, Caldicot **TC Approved**

**DC/2009/00455:** New detached dwelling with off road parking and gardens – 86 Longfellow Road, Caldicot **TC Approved**

**DC/2009/00472:** Fill an existing buried air-raid shelter with foamed concrete to strengthen the chamber against possible damage due to loading from construction traffic and future traffic on the road above. Work relates to sewer upgrade to alleviate local flooding – Access road to west of Caldicot Castle

**Observations\***

- **Further information required in relation to historical/archaeological interest in the site.**
- **CADW involvement required**
- **Clarification required re: foamed concrete**
- **Town Council request Mon CC Planning Committee undertake a site visit in consideration of this application**

**B) Mon CC Planning Information**

**i) Planning Permissions**

**DC/2009/00302:** Front Porch – 10 Shakespeare Close, Caldicot **TC App 29.4.09**

**DC/2009/00343:** Retention of rear wall and fence – 19 Blackbird Road, Caldicot **TC App 29.4.09**

**ii) New Enforcement Cases/Completed Enforcement Cases – 01.04.09 – 30.4.09**

**iii) Planning Committee Agendas – 31.3.09/21.4.09 – for Information**

Town Council noted the above Planning Information from Mon CC

**8237 Finance [Circ]**

**A) To Approve Updated Cheque List Schedule May 2009 [Circ]**

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

**B) To Consider LGA 1972 Section 137 Applications for Grant [Circ]**

**[See also Committee for Group Accounts]**

**i) St Mary's Church Hall – Thursday Lunch Group**

Town Council considered grant application for £9,072 [over 3 years] from St Mary's Church Hall – Thursday Lunch Group for community lunches.

**It was resolved to meet with representatives of St Mary's Church Hall prior to further consideration of this item**

**Cllr P Watts declared an interest in this matter**

**ii) Caldicot Harlequins – No Further Response to date**

**It was resolved to consider this item under Committee**

**C) To Approve Payment of Taylor-Made Invoice for Play Equipment - £7221.00 + VAT**

**Town Council resolved to make payment of £7221.00 + VAT for the newly installed piece of play equipment at KGVPF play area.**

**D) To Note Sale of Assets at Public Auction 18.4.09 - £10,821.50**

Town Council noted the outcome from public auction 18.4.09.

**8238 Caldicot Foodstore Proposals: To Consider Meeting with Mon CC Planning and Cabinet Member for Environment**

It was proposed that Town Council arrange a Special Meeting with Mon CC officers and Cabinet Members for an update on foodstore proposals at Caldicot School playing fields following the results of an Air Quality Survey undertaken at the site.

A discussion ensued and it was requested if Town Council could reconsider its previous opposition to the outline planning application, refused on the grounds that it would not regenerate Caldicot.

**It was resolved to convene a Special Meeting of Town Council at 6pm on Tuesday, 3<sup>rd</sup> June 2009 at Town Council building to receive further information and reconsider Town Council's Decision on the Planning Application for Proposed Foodstore.**

**8239 Town Twinning**

It was stated that Caldicot Twinning Association remained in existence although Town Council representatives had not been informed of any meetings within the last year.

A Member clarified the difference between Civic and Twinning Association Functions.

**To Consider Invitation from Walter Heiler, Burgermeister, Stadt Waghausel 24-26.7.09  
[b/f TC 29.4.09] [Circ] - 2 responses from Members**

The Mayor advised of Members interested in visiting Germany in July 09.

A discussion ensued regarding a gift from Town Council and it was requested that the gift be as local and creative as possible.

**It was resolved to accept the above invitation to Stadt Waghausel in July 2009 at Members' own expense and to present a gift from Town Council at a maximum cost of £200.**

**8240 To Elect Town Council Representatives [b/f Annual Meeting 19.5.09]  
Abergavenny Theatre Management Committee (1)**

**It was resolved to nominate Cllr A Easson as representative on Abergavenny Theatre Management Committee**

**Mon CC Cemeteries Working Group (1)**

**It was resolved to nominate Cllr A Easson as representative on Mon CC Cemeteries Working Group**

**Caldicot Twinning Association (2) – To Note confirmation requested**

**It was resolved to defer this item to Town Council meeting 24.6.09 pending an official response from Caldicot Twinning Association.**

**Cemetery Forum – To Note no action undertaken to date with regard to appointment from outside bodies**

A discussion ensued regarding the proposed Cemetery Forum and reference was made to the involvement of local Churches, Funeral Directors and Mon CC Area Office.

**It was resolved to request expressions of interest from local Churches, Funeral Directors and Mon CC Area Office in the setting up of a Cemetery Forum.**

**8241 Reports**

**a) Notes of Meeting Monmouthshire Housing 29.4.09 [Circ]**

The notes were approved as a true record.

**b) Notes of Meeting Caldicot Youth Group 12.5.09 [Circ]**

The notes were approved as a true record.

**c) Town Council Representatives on Outside Bodies**

Cllr A Perrett advised that Caldicot & Wentloog Flood Alliance were considering the installation of 8 wind turbines at the sea wall.

**8241 d) Governors**

Cllr P Watts advised that a meeting of Castle Park Primary School is currently being arranged to consider its aims and vision

Cllr A Easson advised that West End Infant School's vision was "working well"

**e) Other**

None

**8242 Committee – It was resolved to exclude the public and press 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**

**a) To Consider Quotation for Town Council Insurance Renewal 1.6.09 – To Note 3 Quotations Requested [Circ]**

Town Council considered quotations for the renewal of insurance, based on the present insurance schedule.

**It was resolved to accept quotation from Norwich Union in the sum of £3,701.58, including a 3 Year Long Term Agreement in respect of Property Sections**

**b) To Consider Fire Risk Assessment – To Approve Quotation for TC Works [Circ]**

Town Council considered the Fire Risk Assessment provided by Alpha Crime & Fire Prevention Ltd

**It was resolved:**

- i) to accept the Fire Risk Assessment as presented**
- ii) to accept quotation from Alpha Crime & Fire Prevention Ltd for replacement fire doors to Town Council office and kitchen areas at a cost of £280.00**

**c) Section 137 Accounts from Organisations [See 11Bi/ii above] [Circ]**

See Min 8237 Bi) above

**d) To Consider Quotation for Repair/Replacement Town Council Chairs [Circ]**

Town Council considered quotation for repair/replacement of Town Council chairs.

**It was resolved to request a sample of 'tidying up' to further consider this option at Town Council meeting 24.6.09.**

**e) To Consider Further Quotation for Bowls Green Path [b/f TC 29.4.09] – To Follow**

It was noted that no further quotation had been received to date.

**f) To Consider Quotation for Bollard – KGVPF – To Follow**

It was noted that no further quotation had been received to dated.

The meeting closed at 8.10pm