



**8717 Correspondence [Circulated unless marked\*]**

**(1) Mon CC**

**To Consider Review of Polling Districts and Polling Places 2011 – Response by 12.9.11**

Town Council considered a review of polling districts and polling places for Caldicot.

It was considered that a review of Caldicot Wards was required to better accommodate streets closest to specified polling stations.

**It was resolved to recommend the following polling stations for Caldicot and to express disappointment at the short notice for consultation in this matter.**

Ref: Caldicot Castle V1 – It was proposed that St Mary’s Church Hall or Castle Park School replace the Scout Hall as the majority of voters lived on the same side of the road, making it more accessible for disabled persons. It was further proposed to include roads, not in Castle Ward but closer to St Mary’s Church Hall or Castle Park School, eg Castle Lea, Castle Lodge Crescent.

Ref: Dewstow V2 – It was proposed that the new Dewstow Primary School, when built, replace Ysgol Y Ffin.

Ref: Green Lane V3 - It was proposed that the new Dewstow Primary School, when built, replace St Paul’s Community Hall

Ref: Severn V4 – It was proposed that Durand Primary School remain and include roads not in Severn Ward but closer to Durand School, eg Cobb Crescent, Stafford Road, Kestrel Close, Alianore Road, Goldfinch Close.

Ref: West End V5 – It was proposed that Cwrt Severn, the Annex at rear of “fish and chip shop”, West End or Caldicot Rugby Club be considered following closure of West End School. It was further proposed that currently West End School replace West End School Nursery due to mobility issues.

**(2) One Voice Wales**

**To Note Appointment of Paul Egan – Development & Training Officer for South Wales**

Town Council noted details for the recently appointed One Voice Wales Development & Training Officer for South Wales.

**(3) Network Rail**

**To Note Network Rail ref NASR phase II – level Crossing works at Caldicot April 2012**

Town Council noted details of forthcoming works at Caldicot level crossing.

**\* (4) Caldicot Shopmobility**

**To Note Appreciation for £300 donation**

Town Council noted an appreciation for £300 donation from Caldicot Shopmobility.

**\* (5) Caldicot Chamber of Commerce**

**To Note Appreciation for £2,000 donation**

Town Council noted an appreciation for £2,000 donation from Caldicot Chamber of Commerce.

Town Council considered proposed adoption of the red telephone kiosk at Caldicot Cross for £1.

Reference was made to the current state of the telephone kiosk and to Town Council's liability for its upkeep should it decide to adopt it.

A discussion ensued and it was stated that although Town Council was not in favour of adopting the kiosk, due to the short notice, no opportunity could be afforded to local groups and societies to adopt it if they so wished, albeit at the liability of Town Council.

**It was resolved to request BT extend its deadline of 31.7.11 in order to ascertain interest from local groups and societies in this matter.**

**8718 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office**

[A] NALC	Direct Info Service Issues 761 - 763
[B] Clerks & Councils Direct	July 2011
[C] Public Services Ombudsman for Wales	Annual Report 2010/11
[D] GAVO	Community Voice/Community Cohesion Small Grants Scheme
[E] One Voice Wales	Agenda/Mins 13.7.11 Larger Local Councils Cttee/14.7.11 AGM Mon/Npt Area Cttee
[F] SLCC	The Clerk – July 2011
[G] Welsh Government – ARUP	M4 Corridor Enhancement Measures Programme (CEM) Newsletter 1: Easing the Flow [Circulated]
[H] STRI	Bulletin – July 2011 Issue 254

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

Ref: [G] – Reference was made to the closure of the M4 due to a fire in the Maesglas Tunnels.

**It was resolved to note publication [G] and to request that the Welsh Government look again at a junction onto the M48 for Caldicot as a matter of urgency, as a result of additional housing in the area and proposed increased traffic and to approach Charter Liaison Committee to consider a joint response to the Welsh Government on behalf of Severnside. Members also requested that the Welsh Government look at alternative travel as in a suitable bus service for the area.**

**8719 Planning [Displayed]**

**A) Planning Applications Received**

**DC/2011/00547 ST:** Single storey extension at the rear/side to accommodate a store room – Icon Vocational Training Ltd, 61 Newport Road, Caldicot **TC Approved**

**DC/2011/00577/ST:** Side extension to main hall, updating and improving toilet facilities plus building extra rooms and storage space – Bethany Baptist Fellowship, 1 Neddern Way, Caldicot **TC Approved**

**DC/2011/00604:** Change of use to A3 (Café/Bistro) and erection of extract ducting to rear of property – 15 Newport Road, Caldicot **TC Refused\***

- **\*Too many food outlets in town centre**

**DC/2011/00606:** Proposed single storey bay window extension to existing front elevation – 29 Budden Crescent, Caldicot **TC Approved**

- DC/2011/00632/ST:** Single storey lean to for store room – 128 Chepstow Road, Caldicot  
**TC Approved**
- DC/2011/00646:** Single storey extension to rear of existing dwelling – 8 New Road, Caldicot  
**TC Approved**
- DC/2011/00647:** UPVC conservatory – 10 Heron Road, Caldicot  
**TC Approved**

**8719 B) Mon CC Planning Information**

- i) New/Completed Enforcement Cases 1.6.11 to 30.6.11**
- ii) Planning Committee Agenda 26.7.11 – For information**

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

**8720 Finance [Circ]**

**A) To Approve Updated Cheque List Schedule July 2011**

**Town Council resolved to approve the updated cheque list as circulated.**

**B) To Approve Financial Comparison 1.4.11-30.6.11**

**Town Council resolved to approve Financial Comparison 1.4.11 – 30.6.11.**

**C) To Approve Final Accounts following audit**

**Town Council resolved to approve Final Accounts for 2010/2011 following audit**

**D) To Approve Sections 1 & 2 Annual Return for the year ended 31.3.11 for submission to External Audit**

**Town Council resolved to approve Sections 1 & 2 of the Annual Return Yr End 31.3.11**

**E) To Consider Internal Audit Report for the year ended 31.3.11**

**Town Council resolved to accept the Internal Audit Report for year ended 31.13.11 and commended the Clerk and Admin Assistant in their efforts.**

**F) To Approve Annual Donation to Caldicot & District Citizen's Advice Bureau - £8,500 in Estimates 2011/12 [LGA s142] - Request & 31<sup>st</sup> Annual Report 2011**

**Town Council resolved to accept Annual Report and Financial Statements to 31.3.10 from Caldicot & District Citizens Advice Bureau and resolved to contribute £8,500 as set aside in Estimates Committee for 2011/12**

**Cllrs V Lloyd and R Stewart declared an interest in this matter**

**G) To Note ch no. 502523 15.12.11 £100 – Aneurin Bevan Health Board [Children's Unit RGH] Unpresented [b/f TC 29.6.11]**

Town Council noted unpresented cheque no 502523.

**It was resolved to formally cancel the above cheque and issue a subsequent cheque for £100 to be personally presented to RGH Children's Unit by the Mayor.**

**8721 Members Items of Business [Circ]**

**i) Cllr S Webb                      Re: Community Poll – Service from Mon CC [b/f TC 29.6.11]**

The Clerk advised Members of receipt of the Community Poll invoice, received after despatch of agenda and was requested to provide a verbal breakdown of the invoice.

A discussion ensued and Members requested a response from Mon CC on the following items reported at the meeting:

- Non receipt of flyers
- Lack of electoral registers on the day
- Confusion in relation to polling stations
- Members approached by electors being turned away from polling stations

It was stated that Mon CC did not meet its contractual obligation to the people of Caldicot and its Town Council representatives and that the performance overall resulted in an inefficient operation which would not be tolerated in normal circumstances.

**It was resolved to contest the invoice for the community poll on the basis of Town Council's dissatisfaction with the service provided by Mon CC and to request a response by Mon CC Electoral Officer in this matter.**

**8721 ii) Cllr D Ashwin                      Re: Casual Vacancy Severn Ward**

This item was withdrawn.

**Town Council resolved to accept additional correspondence from Mon CC Electoral Officer in relation to the casual vacancy in Severn Ward.**

The Clerk read out the correspondence received from Mon CC advising that no election had been requested in the Severn Ward and that Council should proceed to co-opt the casual vacancy.

**It was resolved to defer this item to Planning & Resources Cttee 9.8.11 together with documentation to be provided in this matter from Cllr D Ashwin.**

**iii) Cllr K Harris                      (1) Re: Request Monmouthshire Housing address Town Council**

Cllr Harris requested MHA address Town Council in order to update on how the elderly residents are coping without wardens and on whether MHA have kept their promises that they made at the consultation meetings.

**It was resolved to request MHA address Town Council**

**Cllrs D Evans and R J Higginson declared an interest in MHA**

**(2) Re: Mobile camera KGVPF**

This item was deferred for discussion under Min 8723 below.

**8722 To Nominate Additional Representative to attend meeting with five towns [Circ]  
[b/f TC 29.6.11] [Cllr P Watts, Clerk + 1]**

**It was resolved to nominate Cllr D Evans in addition to Cllr P Watts and the Clerk to attend the meeting on behalf of Town Council.**

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

**8723 King George V Playing Fields**

**i) To Consider Request from Caldicot Bowls Club to waive fees [Circ]**

Town Council accepted a breakdown of works undertaken and funded by Caldicot Bowls Club amounting to approximately £5,000 and considered a request to waive fees for 2011/2012 season.

**It was resolved to waive fees for Caldicot Bowls Club for 2011/2012 season.**

**Cllr K Harris declared an interest in this matter**

**ii) To Consider Annual Playarea Inspection Report [Circ]**

**Town Council resolved to accept the annual play inspection/risk assessment for the children's play area and deferred the report to Health & Safety Committee to meet on site.**

**iii) Cllr K Harris Re: Mobile Camera KGVFP**

Cllr Harris referred to the recent closure of the children's play area and requested if this was due to vandalism. The Mayor clarified the temporary closure, due to an equipment fault and it was requested if a notice could be placed on the play area gate in future if the play area is closed due to vandalism.

Reference was made to ownership of a mobile camera if purchased by Town Council.

Cllr Harris requested the mobile camera be re-installed at KGVFP. It was stated that the mobile camera was currently in use at Oakley Way. It was stated that Town Council representative on Community Safety Action Team [CSAT] would take the request to the next meeting and report back to Town Council.

**It was resolved to request the mobile camera be re-installed at KGVFP.**

**Cllrs D Evans and R J Higginson declared an interest in MHA.**

*Normal proceedings resumed*

**8724 Twinning - Invitation to Morières-les-Avignon 8th – 12<sup>th</sup> September 2011**

**a) To Consider Responses to Invitation by 26.7.11 [b/f P&R 12.7.11]**

Members were advised that invited groups and societies were unable to participate on this occasion. It was confirmed that two Members and one partner had expressed an interest so far.

**b) To Consider Gift**

**It was resolved to purchase a framed photograph of Caldicot Castle to present to Morières at a cost of £150.**

**8725 Infrastructure of Caldicot [b/f TC 12.7.11]**

A discussion ensued regarding recent flash flooding in Caldicot and the effect the new building development at Church Road and the proposed new supermarket will have on the current infrastructure of Caldicot.

**It was resolved to request Mr Martin Davies, MCC and a representative of Welsh Water address Town Council in this matter and to invite the representative of Crick Action Group.**

**8726 Reports**

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

There were no reports

**b) Governors**

Cllr S Webb advised Members of the recent ‘cutting of the turf’ celebrations in relation to the new Dewstow Primary School site and of an arranged visit to Castle Park Primary School in October 2011 in order to view “plaza style learning”.

**c) Other**

There were no other reports.

**8727 Committee - To consider exclusion of 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**

**Town Council resolved to accept an additional nomination for Citizen’s Award, received after despatch of agenda.**

**i) To Consider Nominations for Citizen’s Awards [Circ]**

**It was resolved to accept nominations for the following persons to be presented with Citizen’s Awards 13.9.10:**

- **Mr R Knight**
- **Mrs P Welford**
- **Mrs M Doyle**
- **Ms L Monger**

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**[Mayor/Deputy Mayor]**