



**8576\*(1b)Caldicot Street Pastors**

**Appreciation for £500 donation**

Town Council noted the appreciation for £500 donation from Caldicot Street Pastors

**\* (2) Resident**

**Request to place bench at Dewstow Cemetery**

**Town Council resolved to permit a memorial bench at Dewstow Cemetery at the owner's responsibility.**

**(3) Mon CC**

**To note response re: Neddern Brook**

Town Council noted response from Mon CC advising of a current survey being undertaken to identify washing machine misconnections together with a plan indicating where the hydro-brake pipes enters the Neddern Brook.

A discussion ensued and a Member clarified the position to Town Council.

**It was resolved to write again to Mon CC to request the depth, exact location and capacity of the hydro-brake pipes entering the Neddern Brook.**

**(4) One Voice Wales**

**To note response re: Complaints**

Town Council noted response from One Voice Wales advising that Town Council, as a corporate body, cannot make a complaint to the Local Government Ombudsman about Mon CC in relation to issues regarding the Castle Catering contract.

A discussion ensued and it was clarified that individual Members could pursue a complaint against Mon CC individually as members of the public if they so wished via the specific form.

**(5) Monmouthshire Housing Association**

**Invitation to 'Time for Play' launch event – 12pm 29.10.10 at ICC, Abergavenny**

Town Council noted the above invitation to Members to the 'Time for Play' launch 29.10.10.

**\* (6) Mr & Mrs Jones**

**Appreciation for flowers re: 70<sup>th</sup> Anniversary**

Town Council noted the appreciation for flowers from Mr & Mrs Jones.

**(7) Caldicot & District Royal British Legion**

**Re: Remembrance Day & Remembrance Sunday**

Town Council noted correspondence from Caldicot & District RBL in connection with arrangements for Remembrance Day and Remembrance Sunday.

The Mayor advised Members of the 'March for Honour' taking place on Friday, 5.11.10 which would be passing through Caldicot between 12.30pm and 1.30pm.

**(7a) Mon CC**

**Armistice Day 11<sup>th</sup> Nov 2010 – Caldicot Castle**

Town Council noted correspondence from Mon CC advising of arrangements for the Act of Remembrance for Armistice Day.

Clarification was requested in relation to the location for the gathering following a statement that confusion had previously arisen resulting in gatherings at both the Celtic Cross and the centre of the town.

**It was resolved to seek clarification from Royal British Legion in this matter.**

**8576 (8) Mon CC**

**Re: Caldicot Town Centre**

Town Council noted correspondence from Mon CC advising that contractors will shortly be removing chewing gum from the highway surface in the pedestrian area of the town centre and that dual recycling bins will be installed in this area.

**8577 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office**

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| <b>[A]NALC</b>                                 | <b>Direct Info Service Issues 743-744</b>          |
| <b>[B] Plus Publishing Service</b>             | <b>Local Council's Update Issue 132</b>            |
| <b>[C] National Association of Councillors</b> | <b>AGM Agenda/Mins 23.10.10</b>                    |
| <b>[D]SARA</b>                                 | <b>Newsletter – July/August 10</b>                 |
| <b>[E] One Voice Wales</b>                     | <b>Mon/Newport Area Cttee Agenda/Mins 14.10.10</b> |
| <b>[F] One Voice Wales</b>                     | <b>LLC Cttee Agenda/Mins 20.10.10</b>              |
| <b>[G]GAVO</b>                                 | <b>The Monmouthshire Network – Autumn 2010</b>     |
| <b>[H]Mon CC</b>                               | <b>CCTV Statistics – September</b>                 |
| <b>[I] STRI</b>                                | <b>Bulletin – September 2010, Issue 250</b>        |

Town Council noted publications, minutes etc [A] to [I] above, available in Town Council office.

**8578 Planning [Displayed]**

**A) Planning Applications Received**

**DC/2010/00914:** Alterations and extensions – 72 Cae Mawr Road, Caldicot **TC Approved**

**B) Mon CC Planning Information**

**i) Planning Permissions**

**DC/2009/00955:** Off-site drainage and engineering works to proposed residential development at Church Road, Caldicot – Land at Church Road, Caldicot **TC Ref 9.2.10\***  
**\*existing flooding issues in the town.**

A Member read out the MCC Committee report in relation to planning application DC/2009/00955.

**DC/2010/00562:** Removal of condition 6 of application DC/2006/01189 to enable connection of Church Road housing development to mains sewerage system at a point of connection at Wentwood View – Land at Church Road, Caldicot **TC Ref 13.7.10**

- **Overload to existing sewerage system**
- **Concerns of “bottle necking”**
- **Existing flooding issues re: unadopted sewerage systems in Caldicot**
- **Development should be stopped until the current infrastructure is corrected for the rest of Caldicot**

A Member read out the MCC Committee report in relation to planning application DC/2010/00562.

**DC/2010/00763:** Change of use from downstairs office & upstairs flat to residential dwelling – 154 Newport Road, Caldicot **TC App 29.9.10**

**8578 ii) New/Completed Enforcement Cases – 1.9.10 – 30.9.10**

**iii) Planning Committee Agenda – 19.10.10 [For Information]**

Town Council noted Planning information (i) to (iii) above, from Mon CC.

**iv) Mon CC Section 14 – Road Traffic Regulation Act - [Plan Displayed] [Circ]  
Alianore Rd, Linnet Rd, Mallard Ave, Curlew Ave, Mill Lane, Durand Rd, Orchard Cl,  
Dewstow Cl, Caldicot – Temporary Road Closure**

Town Council noted the above temporary road closures.

**v) Town Police clauses Act 1847 [Circ]  
Various Roads, Caldicot Armistice Day Parade - Temporary Street Closure Order**

Town Council noted the above temporary Street Closure Order.

**vi) Public Health Act 1925 – Street Naming and Numbering Re: New Development [Circ]  
Location: New Development off Church Road, Caldicot**

Town Council noted the suggested road names for the new development site off Church Road.

**Cllr D Evans and R Stewart declared an interest in Planning matters.**

**8579 Finance**

**A) To Approve Updated Cheque List Schedule October 2010 [Circ]**

**Town Council resolved to approve the Updated Cheque List Schedule as circulated.**

**B) To Approve Financial Comparisons 1.4.10 – 30.9.10, 1.7.10 – 30.9.10 [Circ]**

**Town Council resolved to approve the above Financial Comparisons as circulated.**

**8580 Members Items of Business [Circ]**

**i) Cllr D Ashwin – Re: Councillor’s Indemnity [To Note Copy Insurance Schedule – Officials Indemnity Section – For Information]**

Cllr D Ashwin requested an explanation of the Indemnity Section as part of Town Council insurance.

A Member requested when the indemnity cover for complaints against Members came into force.

A discussion ensued and clarification was sought from the Clerk and Mayor who advised that the indemnity cover had been in place since Town Council approved a change of insurance provider approximately 18 months ago and renewal of the policy at TC 26.5.10.

The Clerk stated that she had been advised that not all insurance companies provided this type of cover and the Mayor advised that the cover became apparent during an issue which had recently come to light when he was being investigated by the Standards Committee. The Clerk also stated that this was the first time a Town Councillor had been reported to the Standards Committee since her employment with the council.

The Clerk advised that specific insurance queries would require response from Town Council's insurance company.

It was requested to move progress in this matter and it was stated that Members should examine documents presented to them. The Clerk advised that it was a recommendation of Health and Safety Committee that the appropriate Committee meet to review Town Council insurance policy prior to renewal.

In relation to Town Council insurance policy, the Clerk also advised that any Member above the age of 80 was required to complete a form for insurance purposes [group personal cover]

**It was resolved that the Clerk provide the Member with details of the previous insurance policy, if available.**

**8581 To Approve Minutes/Recommendations of Health & Safety Committee 12.10.10 [Circ]  
[See Also Item 19]**

Town Council approved the Minutes and recommendations of Health & Safety Committee 12.10.10.

Ref: Play Equipment:

**It was resolved to obtain costs for additional play equipment for children 10+ to be installed at King George V Playing Fields in the area behind Washbournes**

**It was further resolved to investigate "at own risk" signage for the Children's play area.**

Ref: Fire Risk Assessment:

**It was resolved to ban smoking within Town Council grounds**

Ref: Training – See Min 8583 below

**8582 Cemetery Forum [b/f TC 29.9.10]**

The Mayor advised of two responses being received from Funeral Directors, Local Community Councils and Churches in relation to the setting up of a Cemetery Forum.

A lengthy discussion ensued in relation to future burial space at the Cemetery and the purpose of setting up the forum to obtain land for future burials in Caldicot. It was proposed that all Members be part of the forum. The Clerk clarified Town Council's internal Cemetery Committee consisting of Full Town Council.

**It was resolved to arrange a meeting of Town Council Cemetery Committee and to invite Mon CC Area Services Officer to the meeting.**

**8583 Training [b/f P&R 12.10.10]**

To note direct training available at £350/ session [up to 20 participants] inc travel and resources

Town Council noted the costs for training sessions to be held at Town Council.

**It was resolved that the Clerk obtain a list of training options in order to pursue training for Members.**

#### **8584 To Consider Additional Nominations [Deputies] on Outside Bodies [b/f P&R 13.7.10]**

**Town Council resolved to nominate Deputies to the following Committees in the absence of Town Council representatives with existing representatives to contact Deputies direct if they are unable to attend a meeting:**

- a) Severnside Neighbourhood Watch Cttee [Cllr KH] – **Cllr K Thomas**
- b) Tidal Strategy Environment [Cllr AP] – **Cllr J Bond**
- c) Caldicot Community Website [Cllr AE] – **Cllr A Lloyd**
- d) Mon CC Cemeteries Group [Cllr DE] – **Cllr P Watts**
- e) Fairtrade Wales – Insufficient interest for Campaign in Caldicot - **Noted**
- f) Abergavenny Theatre Management Cttee [Cllr AE] – in process of winding up - **Noted**
- g) CAIR – awaiting response - **Noted**
- h) School Admissions Forum [Cllr KH] – awaiting response – **Noted**

**Town Council resolved to re-agenda ‘Fairtrade’ for future discussion.**

#### **8585 To Note Annual Sunset Service – Sunday 14.11.10, 4pm at Celtic Cross**

Town Council noted the arrangement for its Annual Sunset Service.

#### **8586 Christmas Lighting**

- i) **Cllr D Evans - Request to use Town Council building for light refreshments re: Christmas Lighting Up Event – Friday 26.11.10**

**Town Council resolved to permit the use of its building for light refreshments on 26.11.10.**

#### **8587 Town Council Flagpole**

The Mayor advised Members that the flagpole had been removed for health and safety reasons and that the supplier had been informed with a view to inspect the flagpole as it was considered it should last more than the 4 years it had been in place. The Mayor also advised Members of costs for a replacement flagpole, in the region of £700, should the supplier fail to replace the flagpole free of charge.

**It was resolved to delegate full authority to the Mayor and Clerk to replace the flagpole.**

#### **8588 Reports**

- a) **Report of Best Kept Garden Competition/Citizens Awards 12.10.10** [Circ]

Town Council noted the report.

- b) **Town Council Representatives on Outside Bodies**

There were no reports from representatives on outside bodies.

- c) **Governors**

Cllr J Bond clarified the fence recently installed around Castle Park Primary School.

- d) **Other**

There were no other reports

#### **8589 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**

Ref: Bollards [b/f TC 28.6.10]

The issue of bollards at KGVPF was clarified and Town Council accepted the specification provided by Willow Landscapes – quotes to be obtained.

**a) To Consider quotations Re: 11 above [Circ]**

Ref: Tree planting:

**It was resolved to request a location plan prior to installation of trees at KGVPF**

**Town Council accepted quotation from Willow Landscapes for works at KGVPF:**

- **Tree planting at an estimated cost of £660 + VAT**
- **Re-site bench at a cost of £204 + VAT**
- **Clear overgrown path at a cost of £90 + VAT**

**Town Council accepted quotation from Willow Landscapes for works as identified at Health & Safety Committee at a rate of £10 per hour + VAT**

**Town Council accepted quotation from Willow Landscapes for machinery works as identified at Health & Safety Committee at a rate of £13.50 per hour + VAT**

**Town Council accepted quotation from John Reece to extend the fence at rear of guide hut at a cost of £875 + VAT**

**b) To Consider Tree Report KGVPF [Circ]**

Town Council noted the Tree Report for KGVPF

**c) To Consider Correspondence/Quotations Re: CCTV [Circ]**

**Town Council resolved to put £10,000 into estimates for provision of a mobile WCCTV camera in Caldicot.**

**d) To Consider Accounts Caldicot Summer Spectacular August 2010 [Circ]**

Following a discussion on entrance fees to the castle during events, clarification of ‘castle fees’ was provided by a Member.

**It was resolved to accept a breakdown of accounts for Caldicot Summer Spectacular, as provided, and release £2,000 to Caldicot & District Chamber of Commerce for the fireworks event as agreed at TC 30.6.10 [Min 8432(iv)]**

**Cllr A Easson declared an interest in this matter**

The meeting closed at 8.15pm

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Mayor/Deputy Mayor