

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

### Minutes of Caldicot Town Council held at 6.30pm on Wednesday 28<sup>th</sup> January 2009 at Caldicot Town Council

**Present:** Cllrs: D Evans, Mayor  
P Watts, Deputy Mayor  
C Ashwin [left 8.40pm]  
D Ashwin  
J Bond [left 9.25pm]  
A Easson [left 9.05]  
K Harris  
R J Higginson

J Haskey  
V Lloyd  
J Marshall [left 9pm]  
A Perrett  
M Stevens  
R Stewart  
K Thomas [left 9pm]  
S Webb

In attendance: G McIntyre, Clerk, A Sandiford, Members of Public and Press

#### 8156 Apologies – Cllr J Daniels

#### 8157 Open Forum for Public Participation

The following issues were discussed in the Open Forum for Public Participation:

- Cllr J Marshall's request to make a statement
- Objection to bus shelter at Chepstow Road
- Cyclists in pedestrianised area/By-law
- Town Council achievements
- Mini buses parking in Neddern Court

#### 8158 Suspended Proceedings – Head of Planning and Regeneration/Estates Manager MCC Address Re: Advertisement of Sale of Land in Free Press 5.11.08

See Appendix A

#### 8159 Declarations of Interest – Forms to be completed and identified under the relevant item

Cllr J Marshall declared an interest in Min 8164 – Plans DC/2008/01331, DC/2005/01387

DC2008/01426 Min 8166(6) Min 8169(a) (c) (d) and (f)

#### 8160 To Approve the Minutes of Full Town Council Meeting 26.11.08 [Circ] a) Mayor to Sign the Minutes

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

#### 8161 To Approve the Minutes of Planning Committee: a) 9<sup>th</sup> December 2008 b) 13<sup>th</sup> January 2009 [Circ] c) Mayor to Sign the Minutes

The Minutes of 9.12.08 and 13.1.09 were approved as a true record and duly signed by the Mayor.

**8162 Correspondence [Circ unless marked\*]**

**(1) Mon CC**

**Response re: Taxi Rank Consultation**

Town Council considered the recommendation of the Licensing and Regulatory Committee, following consultation with local County Councillors and Town Council, for 'new rank for pull in area by Somerfield Stores for 2 vehicles'.

A discussion ensued and Town Council considered it detrimental that its proposals in this matter had not been accepted.

**It was resolved not to accept MCC proposals and reiterate Town Council's request that the lay-by outside Somerfield retain its drop off/pick up status for disabled persons.**

**Cllrs R J Higginson and J Marshall declared an interest in this matter**

**(2) Michael Rice**

**Response re: Shopmobility**

Town Council considered a response from Caldicot Shopmobility stating the information it had requested was not Town Council business.

A discussion ensued and it was stated that a Shopmobility meeting was due to be held to assess its viability/location/publicity.

Certain Members supported the Shopmobility Scheme in Caldicot.

**It was resolved to note the correspondence and await a report of the Shopmobility meeting from Cllr A Easson.**

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

**(3) Resident**

**KGVPF – Footpaths**

Town Council considered correspondence in relation to the footpath alongside the children's play area at KGVPF

**It was resolved to refer this item to Town Council Health & Safety Committee.**

**(3a) Resident**

**Caldicot Village**

**It was resolved to refer a resident's request to officially name the shopping area 'the village' to Mon CC.**

**(3b) Resident**

**Caldicot Vets Centre Footpath**

Town Council considered correspondence in relation to the footpath adjacent to Caldicot vets.

**It was resolved to refer this item to Monmouthshire County Council.**

**(4) Mon CC**

**Monmouthshire LDP Options Report –  
Response by 30.1.09**

Town Council considered the Monmouthshire LDP Options Report and requested the following comments/response be forwarded to Mon CC:

Q1 - Option 2 (see LDP notes- plus the following)

Comments -

- Meets current and future needs all groups - from first time buyers to senior citizens
- Does not detrimentally effect environment and infrastructure (as option 3 would)

Q2 - Combination of Options B and D (see LDP notes)

- Focus on Severnside area as there is already connecting roads and infrastructure.
- Development will bring ultimately more employment- Severnside needs the attention!
- Use of brownfield sites - reduce environmental impact.
- D allows large scale mixed development (including affordable) to meet all needs.
- D includes the development in Raglan and Monmouth
- School attendances maintained.

Q3 - As in LDP notes. Focus on Severnside - development - better infrastructure- more employment. Already good transport links but could include consideration of Motorway junction nearer to Caldicot. Use of brownfield sites such as Sudbrook Pulp mill and associated improvements will assist Sudbrook access and bring development to a possibly declining area.

**It was resolved to forward the above response to LDP Options Report to Mon CC**

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

**8162 (5) Fairtrade Wales**

**Fairtrade Town Scheme**

Town Council considered correspondence introducing Fairtrade and the Fairtrade Town's Scheme.

**It was resolved to support a Fairtrade Town Scheme for Caldicot and request a Fairtrade Wales presentation to Town Council**

**(6) Mon CC**

**Reporting Problems with Street Lights**

Town Council considered correspondence from Mon CC seeking the help of Town Council in the reporting of problems with street lighting and illuminated traffic signs following the withdrawal of the street lighting patroller's service in December 2008.

**It was resolved to place a notice in Town Council noticeboard advertising how to report street lighting problems to Mon CC, particularly the inclusion of the 'NX' column number printed on the street light**

**(7) One Voice Wales**

**Climate Change Info Day – 30.1.09**

Town Council noted details of the One Voice Wales Climate Change Info Day.

**(8) Mon CC**

**Community & Economic Development Scheme [CEDS] 2009/10**

Town Council noted correspondence from Mon CC advising that the next round of CEDS grants is now open to applications.

**8162 (9) Headteacher, West End Infant School**

**Request for Dog Bin at footpath alongside West End Infant School**

Town Council considered a request from the Headteacher of West End Infant School for dog bin at the footpath alongside the school.

**It was resolved to accept the request and instal a dog bin alongside West End Infant School.**

**(10) Mon CC**

**Response Re: Development Newport Road**

Town Council noted response from Mon CC in relation to the halted Development at Newport Road

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

**\* (11) Support Our Soldiers**

**Appreciation for £99 Donation**

Town Council noted an appreciation for donation from Support Our Soldiers

**\* (12) Caldicot Community Carnival**

**Appreciation for £2000 Donation**

Town Council noted an appreciation for donation from Caldicot Community Carnival

**\* (13) Caldicot Community Website**

**Appreciation for £200 Donation**

Town Council noted an appreciation for donation from Caldicot Community Website

**\* (14) Severn Tunnel Band**

**Appreciation for £750 Donation**

Town Council noted an appreciation for donation from Severn Tunnel Band

**(15) Jean Barret, Morières-les-Avignon**

**Copy Correspondence sent to Organisations re: Proposed Twinning April 2009**

**It was resolved to defer this item to Town Council Twinning Committee**

**(16) CCTV Development Officer, Mon CC**

**Evidence CCTV Cameras**

Town Council noted correspondence from CCTV Development Officer in relation to evidence used in support of criminal investigations during October – December 2008 as discussed in the CCTV Working Group meeting in January 2009.

Cllr J Marshall stated he wished to resign from CCTV Working Group. It was stated that any nomination for replacement representative on CCTV Working Group would require to be agenda'd.

**(16a) CCTV Development Officer, Mon CC**

**Copy correspondence to Monitoring Centre**

Town Council considered the above copy correspondence to the CCTV Monitoring Centre. Members requested if any dates had been made available to visit the Monitoring Centre.

**It was resolved to request dates for Members to visit the Monitoring Centre**

Members considered CCTV statistics for Caldicot and questioned the cost effectiveness of the CCTV system on the grounds that the Police did not appear to be fully utilising the CCTV system.

**It was resolved to refer Members' concerns to the CCTV Development Officer and Police.**

**Town Council resolved to accept an additional item of correspondence from CCTV Development Officer, Mon CC advising of possible grant funding available for CCTV subject to an application being submitted by 30.1.09**

It was stated that in light of (16b) above, further evidence of Police usage of the CCTV system was required before Town Council should commit further monies to CCTV.

It was clarified that any information in relation to CCTV could be obtained from the CCTV Development Officer.

**It was resolved to defer this item to Planning Committee 10.2.09 pending further evidence that the current CCTV system is cost effective.**

The Clerk advised Town Council that the date for submission of the application for grant funding was 30.1.09.

**(17) Mon CC**

**Re: Caldicot Castle**

Town Council considered correspondence from Mon CC advising that Caldicot Castle will be open on Sunday 1<sup>st</sup> March 2009.

A discussion ensued on the proposals and Members were unhappy that Mon CC had not worked in partnership with Town Council in relation to the event for 1.3.09 and throughout the year.

Members were updated in relation to the proposed group being formulated, consisting of individuals from the community, in relation to the restoration of Caldicot Castle.

**It was resolved to request Mon CC address Town Council in relation to its programme for 1.3.09 and events for Caldicot Castle at Planning Committee 10.02.09**

**8163 Publications, Minutes, Etc [Displayed]**

[A] NALC	Direct Info Service Issues 697 – 700 (inc)
[B] Plus Publishing Services	Local Council's Update Issue No 110
[C] NALC	Local Council Review, January 2009
[D] Clerks & Councils Direct	January 2009, Issue 61
[E] Môr Hafren Area Cttee	Agenda/Minutes 17.12.08
[F] Gwent Community Health Council	Agenda 20.1.09
[G] Caldicot Medical Group	Agenda 13.1.09
[H] Gwent Levels Flood Defence Alliance	Agenda/Mins 16.11.08
[I] Mon CC	Agenda 15.1.09
[J] One Voice Wales	LLC Forum Agenda 21.1.09
	Mon/Npt Area Cttee – Ag/Mins 15.1.09
[K] STRI	Bulletin, January 2009

[L] One Voice Wales  
[M] International Tree Foundation  
[N] Severn Tunnel Action Group [STAG]  
[O] National Association of Councillors

The Voice, December 2008  
Trees, December/January 2008/09  
May 2009 Consultation Timetables  
Notice of Ordinary Meeting 31.1.09,  
Cwmbran Town Council  
Newsletter, Issue 3, Winter 2008  
Newsletter, Issue 7, Winter 2008

[P] Gwent Shrievally Police Trust  
[Q] Monmouthshire Countryside Service

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

*Standing Orders were called for 30 minutes*

## 8164 Planning [Displayed]

**Cllrs D Evans, R J Higginson and R Stewart declared an interest in Planning.**

### A) Planning Applications Received

**DC/2008/01331:** Change of use from classes A1, A2 and B1 to class A3 Units 1-4 and 14-15  
Wesley Buildings, Newport Road, Caldicot [b/f Planning Cttee 13.1.09] **TC Reused\***

**\*Negative impact on existing businesses**

**(a) Mon CC Response re: Plan DC/2008/01331 [Circ]**

Town Council noted the above response from Mon CC

**DC/2005/01387 [M/124657] [Amended]:** Class A1 foodstore, new relief road and partial closure of  
Woodstock Way to traffic, enhancement of Library and One Stop Shop and improvements to  
pedestrian links – Playing Fields at Caldicot Comprehensive School (Land fronting Woodstock Way  
and Chepstow Road, Caldicot) **TC Refused\***

**\*Will not regenerate Caldicot**

**DC/2008/01426:** Retention of granny annexe – 28 Caemawr Grove, Caldicot **TC Approved**

**DC/2008/01427:** New refrigeration unit to side of existing store plus hit and miss screen fence/gate  
– 180 Newport Road, Caldicot **TC Approved**

### B) Mon CC Planning Information

#### i) Planning Permission

**DC/2008/01283:** 1800mm high brick boundary wall – 10 Goldfinch Close, Caldicot **TC App 9.12.08\***

**\*Observation:** Require strengthening pillars or double skin

**DC/2008/01098:** Extension and alterations including conversion of garage to living accommodation  
– 21 Deepweir, Caldicot **TC App 14.10.08**

**DC/2008/01285:** Proposed extension to existing youth group centre to provide additional space,  
kitchen, office, storage and wc – The Zone, 1 Chepstow Road, Caldicot **TC App 9.12.08**

#### ii) Planning Committee Agenda – 20.1.09

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

**8165 Finance [Circ]**

**A) i) To Approve Updated Cheque List Schedule Dec 08/Jan 09**

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

**ii) To Approve Updated Donations and Contributions Schedule Dec 08/Jan 09**

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

**iii) To Approve Financial Comparisons 1.04.08-31.12.08, 1.10.08-31.12.08**

**Town Council resolved to approve Financial Comparisons 1.04.08-31.12.08, 1.10.08-31.12.08**

**iv) To Receive External Auditor's Certificate– Section 3 Annual Return Yr End 31.3.08  
[Notice of Conclusion of Audit and Right to Inspect Annual Return Displayed in  
accordance with Statute 5.1.09]**

**Town Council accepted the 'External Auditor's Certificate and Opinion' and noted no matters giving cause for concern that relevant legislation and regulatory requirements had not been met.**

**v) To Consider Quotation for Internal Audit 2008/2009**

**Town Council resolved to accept quotation for £1282.50 from Mon CC to carry out Internal Audit 2008/2009**

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

**i) Eisteddfod Genedlaethol Cymru**

Town Council considered grant application for £500 from Eisteddfod Genedlaethol Cymru for 2009 Eisteddfod.

**It was resolved to donate £100 to Eisteddfod Genedlaethol Cymru**

**ii) Abergavenny Eisteddfod Y Fenny**

Town Council considered grant application for £100 from Abergavenny Eisteddfod for 2009 Eisteddfod.

**It was resolved to donate £50 to Abergavenny Eisteddfod**

**iii) Llangollen International Musical Eisteddfod**

Town Council considered grant application for £60 from Llangollen International Musical Eisteddfod for 2009 Eisteddfod.

**It was resolved to donate £50 to Llangollen International Musical Eisteddfod**

**8165 B) iv) Caldicot Town AFC Twinning Committee**

Town Council considered grant application for £500 from Caldicot Town AFC Twinning Committee towards travelling costs and expenses associated with their forthcoming visit to Weisental in May 2009.

**It was resolved to donate £250 to Caldicot Town AFC Twinning Committee**

**C) Caldicot Chamber of Commerce – Response Re: Cancellation of August Festival 2008**

Town Council considered the response from Caldicot Chamber of Commerce following its request for receipts for August Festival 2008, together with signed accounts.

It was noted that neither receipts for £1,000 nor signed accounts had been forthcoming to date.

**It was resolved to further request Caldicot Chamber of Commerce provide receipts for £1,000 and signed accounts for audit purposes.**

**8166 Items of Business Submitted by Members [Circ]**

**(1) Cllr A Easson - Re: Castroggy Gateway**

In the absence of Cllr A Easson this item was withdrawn from the agenda

**(2) Cllr J Marshall - Re: Dog Fouling/Partnership Agreement with Mon CC**

In the absence of Cllr J Marshall this item was withdrawn from the agenda

**(3) Cllr J Bond - Re: Proposal for information required for future agenda items**

**Town Council resolved to accept and adopt Cllr J Bond's Proposals for the format of future agenda items**

**(4) Cllr J Bond - Re: Town Council Survey**

Cllr Bond referred to a 10% response to Town Council survey and requested a Working Party be set up to carry the results forward.

**It was resolved that Cllrs J Bond, K Harris, V Lloyd, R Stewart and S Webb form a Working Party to consider the results of Town Council Survey.**

**(5) Cllr M Stevens - Re: Correspondence Re: Residents Maple Close, Caldicot**

Cllr M Stevens withdrew this item from the agenda.

**(6) Cllr A Perrett - Re: Supermarket Alternative – Plan to follow**

Cllr A Perrett gave a brief presentation on alternative proposals to a supermarket on Caldicot School fields and invited Members to a fuller presentation at the next Transition Town meeting to be held in the Choir Hall, 7pm on 6.2.09.

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



**8166 (7) Cllr R Stewart - Re: Appearance of Flag at Town Council Premises**

**Town Council resolved to purchase 2 replacement flags for Town Council premises.**

**8167 To Approve Minutes/Recommendations of Health and Safety Committee 15.12.08 [Circ]**

The Minutes and recommendations of Health and Safety Committee were approved subject to the following:

Item 4(a) – Clerk to seek confirmation of land ownership from Mon CC

Item 6(b) – Clerk to seek confirmation of compliance in relation to current Fire Regulations on the building

**8168 To Approve Minutes/Recommendations of Personnel Committee 14.1.09 [Circ]**

The Minutes and recommendations of Personnel Committee were approved.

**8169 To Consider Additional Bus Shelters in Caldicot [b/f TC 9.12.08]**

- a) **Cllr J Bond – Siting Proposals [Circ]**
- b) **Cllr A Easson – Request for Bus Shelter top Longfellow Road, Newport Bound** [b/f TC 29.10.08]
- c) **MCC Correspondence Re: Consultation [b/f TC 26.11.08]** [Circ]
- d) **Resident – Objection to Siting of Bus Shelter Green Lane [b/f TC 29.10.08]** [Circ]
- e) **Resident – Verbal Request for Bus Shelter Ferney Bank/Green Lane** [b/f TC 26.11.08]
- f) **Resident – Verbal Objection to Siting of Bus Shelter Chepstow Road** [b/f TC 27.6.07]
- g) **Mon CC – Request for Contribution to Move Bus Shelter at Deepweir** [Circ]

A brief discussion ensued regarding the proposed installation of bus shelters in Caldicot and the following items were discussed:

- Locations
- Ownership/responsibility for bus shelters
- Maintenance of bus shelters
- Advertising space to generate income
- Electronic timetables

**It was resolved to defer this item to Planning Committee 10.2.09**

**8170 King George V Playing Fields**

- a) **To Consider Request to Install Lighting in AFC Stand [subject to Community Safety Grant via CCTV Development Officer] [Circ]**
- b) **Correspondence Resident Re: Request for Information re: Supermarket KGVPF [Circ]**

**It was resolved to defer this item to Planning Committee 10.2.09**

**8171 Reports**

- a) **Town Council Representatives on Outside Bodies**
- b) **Governors**
- c) **Other**

There were no reports to Town Council

**8172 To Note Best Dressed Christmas House Presentation - 7 pm, Tuesday 10.2.09 [following Planning Committee]**

Noted

**8173 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**

**1) Quotation Re: Orchard Close**

**Town Council resolved to accept quotation from Willow Landscapes for works to Orchard Close at a cost of £95 + VAT**

**2) Quotation Re: Childrens Play Area**

**Town Council resolved to accept quotation from Willow Landscapes for works to children’s play area at a cost of £180 + VAT**

**3) Quotation Re: Cemetery/KGVPF**

**Town Council resolved to accept quotation from Willow Landscapes for works to Cemetery/KGVPF at a cost of £365 + VAT**

**4) Quotation Re: Annual Mole Control at Cemetery**

**Town Council resolved to renew P & P mole control at the Cemetery**

**5) Cllr J Marshall – Statement to Town Council**

In the absence of Cllr J Marshall this item was withdrawn from the agenda.

**6) Re : Town Council Assets**

**Town Council resolved to defer this item to Planning Committee 10.2.09**

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

**7) To Consider Quotation for Item of Play Equipment to replace Boat Structure – To Follow**

**Town Council resolved to defer this item to Planning Committee 10.2.09**

The meeting closed at 9.30pm

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Mayor/Deputy Mayor

## 8158 APPENDIX A

### **Head of Planning and Regeneration/Estates Manager MCC - Address Re: Advertisement of Sale of Land in Free Press 5.11.08**

The Mayor welcomed Mr George Ashworth and Ms Debra Hill-Howells to the meeting and requested an updated on the sale of land for supermarket on Caldicot School fields

Detailed discussions ensued on the following issues:

- Land ownership and planning
- Public request for new supermarket in Caldicot
- Workshops held in the town
- Amendment to original plans to place supermarket closer to town centre
- Caldicot school field considered best option to site a new supermarket
- Loss of playing fields to be compensated by multi-surface sports surface and changed layout of pitches
- Public views considered by Mon CC
- Increased traffic issues
- Liaison with Caldicot School Governors
- Final design of development down to successful supermarket
- 7 expressions of interest received – to be evaluated and short listed via Caldicot Project Board prior to marketing the land for development
- Playing fields used daily
- Multi surface not suitable for rugby
- Mon CC policy in accordance with Welsh Assembly and National Policy to locate supermarkets in town centres
- Increased traffic congestion – Mon CC working on links
- Flooding issues in the area
- Monies from sale of land - capital receipts - to 'central pot' allocated against priority schemes in Monmouthshire
- Section 106 Agreement
- Noise levels causing disturbance to school children
- Carbon monoxide pollution issues

Members did not consider the proposals would regenerate the town centre and expressed concerns that monies generated from the sale of the school fields would not be used for the benefit of Caldicot

Mr Ashworth stated that any objections to the proposed development would be taken into consideration during the statutory consultation process and should be put in writing to:

Mr George Ashworth, Head of Planning, Mon CC, County Hall, CWMBRAN NP44 2XH  
or emailed to: [georgeashworth@monmouthshire.gov.uk](mailto:georgeashworth@monmouthshire.gov.uk)

The Mayor thanked Mr Ashworth and Ms Hill-Howells for addressing Town Council

**Cllrs D Evans, J Marshall and R J Higginson declared an interest in this matter**