

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of meeting of Full Town Council held at 6.30pm on Wednesday 29th June 2005 at Caldicot Day Luncheon Centre.

PRESENT:

Cllrs P Tidmarsh, Mayor R Stewart	J Haskey
J Daniels, Deputy Mayor	R J Higginson
D Ashwin	G Jenkins
W Edwards	D Jones
D Evans	R Stewart

In attendance: Mrs A Sandiford, Members of the Public and Press

7485 Apologies

Apologies were received from Cllrs C Babb, E Davies, K Thomas and G McIntyre

7486 Open Forum for Public Participation

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

- A recent incident concerning public transport [local bus service] – County Cllr R J Higginson to pursue this matter
- Minutes in relation to King George V Playing Fields [KGVPF]
- Consultation Costs [previous] in relation to proposed second supermarket in Caldicot

7487 To Suspend Proceedings – Police Report

There was no Police Report

7488 Declarations of Interest

Cllr R Stewart declared an interest in Planning Matters

Further declarations of interest to be identified under the relevant Minute.

7489 To Approve the Minutes of Full Town Council Meeting 25th May 2005 [Circ]

a) Mayor to Sign the Minutes

The Minutes were approved subject to **Min 7471(3)**service costs only **insert** *‘when fully in agreement and on completion and signature of the contract’*.

The Mayor signed the Minutes.

7490 To Approve the Minutes of Special Meeting 1st June 2005 [Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

7491 To Approve the Minutes of Planning Committee 14th June 2005 [Circ]

The Minutes were approved as a true record

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

7492 Correspondence [Circ unless marked*]

(1) Action 50+ (Caldicot District) Press Release

Town Council noted the press statement on the establishment of a Forum for people over the age of 50 in the Caldicot area.

(2) John Griffiths Proposed Car Parking Charges – Caldicot
(3) D J Harris MCC Proposed Car Parking Charges – Caldicot
(4) Andrew Crump MCC Proposed Car Parking Charges – Caldicot

Town Council noted correspondence (2) – (4) above in relation to proposed car parking charges in Caldicot and referred to the forthcoming consultation period.

(5) LATCH Letter of Appreciation

Town Council noted the letter of appreciation and Certificate for £2,165 presented to LATCH 18.5.05.

(6) Cllr Dave Ashwin Police Issues

Town Council noted copy correspondence to PC T Bentham in relation to a recent incident in the town.

It was resolved:

- i) that Cllr Ashwin pursue two further incidents directly with Caldicot Police
- ii) to agenda this matter for Planning Committee 12.7.05.

(7) Mon CC Mon CC Waste Strategy Summary

Town Council noted the above correspondence from Mon CC.

(8) County Car Park Watch Partnership Request for Funding

Town Council resolved to decline a request from County Car Park Watch Partnership for sponsorship towards a vehicle to assist in reducing crime in car parks.

(9) Woodland Trust Invitation to Meeting

Town Council noted an invitation to a public meeting in relation to Wentwood Forest held at Caerwent Village Hall on June 7th 2005 at 7pm.

(10) Mon CC Highway – Road Safety

Town Council noted correspondence from Mon CC stating a report and draft copy of the Road Safety Strategy was due to be submitted to the Environment Select Committee 16.6.05.

7492 (11) Gwent Police

Issues Raised at CTC Meeting 25.05.05

Town Council considered correspondence from Inspector Budden in relation to issues raised at Town Council meeting 25.5.05.

It was resolved:

- i) to request feedback on youths congregating in the town centre
- ii) to request if Caldicot Police have sufficient manpower to cover the proposed new licensing hours.

(12) Cllr James Harris

Issue Raised at CTC Meeting 25.05.05

Town Council resolved not to accept the above correspondence from Cllr J Harris.

(13) Cllr James Harris

Request for CTC Minute

Town Council noted Cllr J Harris' request for a copy of the Minutes of Town Council meeting 25.5.05. It was stated that Town Council minutes were also now available on the internet.

(14) Michael Barton

Request for Funding

Town Council considered a request for funding from a resident of Magor to participate in the Great Britain U16 Horse Ball Champions to be held in Rome in July 2005.

It was resolved to refer the resident to Magor/Undy Community Council, Mon CC Area Committee, Welsh Church Fund and Monmouthshire Youth Service.

(15*) ChildLine Wales

Letter of Appreciation

Town Council noted the letter of appreciation for donation of £50 from Childline Wales.

(16) Chepstow Town Council

Code of Conduct Training for Members

Town Council resolved to accept the offer of a training session on the Code of Conduct for Members to take place on Wednesday 6.7.05, 7pm at the Council Chamber, The Gatehouse, Chepstow.

(17) Mon CC

Civic Year 2005 – 2006

Town Council noted Mon CC elected Chairman and Vice Chairman for Civic Year 2005-2006.

(18) Mon CC

Foodstore Development, Caldicot

Town Council noted an invitation to a consultation event to take place 4.30pm – 7pm on Monday 27th June 2005 at Caldicot Library in relation to a proposed foodstore development on part of Caldicot Comprehensive School playing field.

Reference was made to previous consultation costs in relation to a proposed second supermarket in Caldicot.

7492 (19*)Local Government International Bureau Contact Database

Town Council noted correspondence from Local Government International Bureau.

(20*)Welsh Blood Service Letter of Appreciation

Town Council noted blood donor results for Caldicot from Welsh Blood Service.

(21*)Gwent Police Letter of Appreciation

Town Council noted the letter of appreciation for donation of £400 from Gwent Police.

(22*)Countryside Council for Wales Request Information

Town Council noted the request for information from Countryside Council for Wales.

(23*)SARA Letter of Appreciation

Town Council noted the letter of appreciation for donation of £25 from SARA.

(24) Mon CC Joint Conference between Towns, Community and County Councillors

Town Council noted Mon CC's report of the joint conference between Town, Community and County Councillors held 27.5.05.

(25*)Wales Audit Office Annual Returns Year Ending 31.03.05

Town Council noted correspondence from Wales Audit Office.

(26*)Allianz Cornhill Insurance Renewal Documents

Town Council noted correspondence from Allianz Cornhill.

(27*)GAVO (Booking Form) Charity Law & Trusteeship Training

Town Council noted the booking form for Charity Law & Trusteeship Training from GAVO to be submitted by Town Council office.

(27a)Deserie Mansfield 14.07.05 Caldicot Rugby Club

Town Council noted Charity Law & Trusteeship training session to be held at 6pm on 14.7.05 at Caldicot Rugby Club.

It was resolved that Members indicate their interest in attending the above training session on the proforma circulated at the meeting.

(28) National Assembly for Wales Request Presentation on workings of National Assembly

Town Council resolved to request a presentation from National Assembly at Full Town Council meeting 28.9.05.

7492 (29) Children with Leukaemia

Request for Donation

Town Council declined a request for donation from Children with Leukaemia following a donation already made for financial year 2005/2006.

(30) Mon CC

**Equal Opportunities Working Group -
Request Information**

Town Council resolved that Cllr J Daniels attend as an approved duty the next meeting of Mon CC Equal Opportunities Working Group to be held 18.7.05 at County Hall, Cwmbran.

(31) Mon CC

Dewstow Ward – Notice of Vacancy

Town Council noted Mon CC Notice of Vacancy for Dewstow Ward.

(32) Mon CC

Unauthorised Signs Placed on BT Poles

Town Council noted correspondence from Mon CC advising of BT's intent to levy a charge against organisations for placing unauthorised signs on their poles.

Cllr J Daniels declared an interest in this matter.

(33*)Freemans Solicitors

Transfer of the Justice's Licence

Town Council noted application for transfer of justice's licence for Indian Empire, Parkwall, Crick, Caldicot

(34) Mon CC

**Public Entertainment Licence Application
The Measure Inn, Caldicot**

Town Council objected to the above Public Entertainment Licence Application and resolved to recommend that existing licensing hours remain.

(35) Mon CC

Provision of a Youth Facility in Caldicot

Town Council considered correspondence from Mon CC in relation to the setting up of a working group to investigate the possibility of creating a youth facility for the young people of Caldicot and requesting two representatives of Town Council be nominated to the Mon CC working group.

Proceedings were suspended to allow Mr Ballisat to address Members.

Mr Ballisat referred to possible sites referred to at a recent Severnside Area Committee, ie Town Council depot and parcel of land at KGVPF [rear of Washbournes] and requested Town Council approval to investigate this matter further.

It was stated that until Town Council had undertaken its training session in relation to trusteeship of KGVPF, no decisions could be made however; Town Council was willing to listen to proposals from Mon CC.

Cllr P Tidmarsh referred to the possibility of monies being made available to build a youth centre from the proposed development on the Comprehensive School field and stated he was calling a Development Committee meeting to discuss this matter.

It was resolved to nominate Cllrs P Tidmarsh and D Evans to the Mon CC working group to investigate the possibility of creating a youth facility for the young people of Caldicot

Cllr R J Higginson declared an interest in this matter

7492 (36) Mon CC

Alcohol 2005: Whose Responsibility is it?

Town Council noted confirmation of reservation for the Mayor and Deputy at the above event.

(37) Mon CC

Celebration of Monmouthshire

It was resolved that the Mayor represent Town Council at a meeting with the Chairman, Mon CC to be held 9.7.05, 9.30am-1pm at The Beaufort Arms, Raglan, to propose that the 10th Anniversary of Monmouthshire in its current form be used to improve the image and identity of the County and its constituent parts.

(38) ALLC

Freedom of Information Act – Seminar

Town Council noted information of the above seminar from ALLC.

(39*)GAVO

Request Information

Town Council noted the request for information from GAVO.

(40*) Mon CC Caldicot One Stop Shop

Request Information

Town Council noted the request for information from Mon CC.

(41) Chepstow Town Council

CCTV

Town Council resolved to refer a request for a venue and dates for Chepstow Town Council to meet with Members to Town Council CCTV Working Party.

7493 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC
[B] Mon CC
[C] European Union
[D] Welsh Assembly Government
[E] Welsh Assembly Government
[F] Construction line
[G] WLGA
[H] Record Playground Equipment
[I] Mon CC
[J] One Voice Wales
[K] Caldicot & District Chamber of Commerce
[L] DIS
[M] Local Council
[N] Kidney Wales Foundation
[O] DWP
[P] Lite
[Q] ABA

Planning Committee Agenda
Sevenside Area Committee – Agenda/Minutes
Inforegio News
Fire & Rescue Nation Framework for Wales
Delivering our Promises
NPQS Contract Extension
Assisted Car Loan Schemes
The Record Revolution
Cabinet Agenda
Agenda – Minutes
Agenda – Minutes
Issue No. 607 – 608
Update Issue 68 - June 2005
Walk for Life
Touchbase
Illumination Supplementary Edition 2005
Information

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

7494 Planning Committee [Displayed]

A) Planning Applications

Plan M/11709: Rear 2 Storey Extension – 85 Newport Road, Caldicot **TC Approved**

Plan M/11722: New Dwelling – Between 19 and 21 Station Road, Caldicot **TC Approved**

Plan M/11685: Conservatory – 195 Newport Road, Caldicot **TC Approved**

Mon CC Planning Information

i) Planning Permission

Plan M/11565: Conservatory – 4 Dancarga Drive, Sandy Lane, Caldicot

Plan M/11447: Awning, Tables and Chairs outside 12 Newport Road, Caldicot

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

06.06.06 – 10.06.06

iii) Mon CC Planning Agendas 3.5.04, 17.5.05 – For Information

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

7495 Cheque List Schedule

Update

Town Council approved the updated Cheque List Schedule as circulated at the meeting.

7496 Donations and Contributions Schedule

Update

Town Council approved the updated Donations and Contributions Schedule as circulated at the meeting.

7497 Trustee Training - 14.07.05 Caldicot Rugby Club

Cllr P Tidmarsh requested final numbers for the trustee training session 14.7.05 – See Min 7492(27a) above.

7498 Stadt Waghusel . Invitation 2nd – 5th September 2005

Town Council resolved to defer this matter to Full Town Council meeting 27.7.05 for final numbers.

7499 Tape Recording of Meetings

A discussion ensued regarding the tape recording of Town Council meetings, during which it was stated that it was understood that if any person objected to being tape recorded, the exercise would not be permitted.

Cllrs R J Higginson and W Edwards stated they were opposed to the tape recording of meetings.

The Mayor stated the discussion to tape record meetings was not an attack on the Clerk or her Assistant and commended the Admin Assistant for her efforts in the absence of the Clerk.

It was proposed by Cllr R J Higginson and seconded by Cllr W Edwards that Town Council meetings are not recorded. Cllr J Daniels amended the proposal, seconded by Cllr D Jones to investigate the legal position in relation to the tape recording of meetings. A vote ensued [6 For the Amendment: 3 For the Proposal].

It was resolved to investigate the legal position in relation to the tape recording of Town Council meetings.

7500 Caldicot Cemetery Update

Cllr P Tidmarsh, Mayor stated the Cemetery looked “wonderful” and that resurfacing works to the cemetery were now completed. Reference was made to the proposed transfer of the cemetery to Mon CC and audit recommendation prior to carrying out resurfacing works. It was stated that works were necessary to keep the cemetery up to standard.

Members were advised of positive comments relating to the cemetery and it recently being referred to as “one of the best kept cemeteries in Gwent” by a visitor from outside Caldicot. In response to these comments the Mayor commended Town Council staff.

Cllr Tidmarsh referred to Min 7367(3) – *‘It was resolved to report back to Mon CC in relation to the maintenance and running of the cemetery following Estimates Committee 14.12.04’* and Min 7404 – *‘Town Council noted that maintenance and running costs were made available at Estimates Committee and that issues relating to consultation of the public, staff matters etc, required consideration prior to reporting back to Mon CC’* and stated he would be responding to Mon CC as this had not been done.

7501 Dog Fouling

Mon CC – Re: Litter Bins [circ at the meeting]

Town Council considered quotation for litter bins from Mon CC as requested direct by Cllr J Daniels.

A discussion ensued regarding the use of litter bins for disposal of dog waste and to signs being placed on the litter bins stating dog waste is permitted to be disposed of in the receptacle. It was stated that dog waste was classed as chemical waste and required specialised disposal.

Cllr W Edwards referred to contrary advice from Mon CC to that given by Mon CC to Cllr J Daniels in relation to emptying of litter bins containing dog waste.

It was resolved:

- i) to obtain clarification from Mon CC in relation to the use of litter bins for disposal of dog waste and to the emptying of bins.
- ii) to agree that the Glasden Jubilee bins in black/red be Town Council’s choice of litter bin should a decision to purchase bins be forthcoming.
- iii) to defer this matter to Full Town Council meeting 27.7.05.

7502 Christmas Lighting – Repair/Renewal of equipment

Town Council were advised that the majority of its Christmas lights required repair. Members were also advised that the rope lights that hang across the town centre were defective and would no longer be permitted due to the hindrance of CCTV coverage.

Reference was made to the ‘plug-in’ Christmas displays and it was stated that eventually each lamppost in the town centre would accommodate a display.

It was requested that a meeting with Mr Roger Joy, Street Lighting Manager, Mon CC be called to request a quotation for the installation of sockets to each of the remaining lampposts in the town centre that were not already fitted with a socket and also to request two separate quotations for the repair of the faulty displays.

It was resolved:

- i) to request a site meeting with Mr Roger Joy, Street Lighting Manager, Mon CC
- ii) to obtain quotations for the repair of faulty displays.

7503 Purchase blower for Groundsman Cemetery/KGVPF

Cllr P Tidmarsh requested Town Council consider the purchase of a blower for the Groundsman for use at the Cemetery and KGVPF.

It was resolved to agree in principle to the purchase of a blower for Town Council Groundsman and to obtain quotations for suitable blowers.

7504 Caldicot AFC – Football ground maintenance

- a) **Caldicot AFC – Re: Maintenance Works**
- b) **National Playing Fields Assoc. [NPFA] – Re: Maintenance Works**
- c) **Caldicot AFC – Re: Maintenance Works**

Town Council considered the above correspondence in relation to the gates to KGVPF being locked during maintenance works [circulated at the meeting].

The Mayor stated he had inspected the condition of the grass at KGVPF together with Town Council Groundsman and presently the ground was not ready for the gates to be opened, as Caldicot AFC was still seeding and carrying out maintenance works.

Members were unhappy at the length of time the gates to KGVPF were locked but agreed for this year only to leave the decision to re-open to gates to the discretion of Town Council Groundsman.

It was resolved:

- i) that Town Council Groundsman determine when the gates to KGVPF are to opened.
- iii) reassess the maintenance situation of KGVPF in 2006.
- iv) request a fixture list from Caldicot AFC for the forthcoming use of KGVPF

7505 Reports a) Governors b) Others

There were no Reports

The meeting closed at 8.15pm