

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of meeting of Full Town Council held at 6.30pm on Wednesday 29th September 2004 at Caldicot Day Luncheon Centre.

PRESENT:

Cllrs P Tidmarsh, Deputy Mayor	R J Higginson
D Ashwin	G Jenkins
J Daniels [8.35]	D Jones
J Haskey	K Thomas

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

The Deputy Mayor, Cllr P Tidmarsh took the chair in the absence of the Mayor, Cllr R Stewart

7313 Apologies

Apologies were received from Cllrs C Babb, E Davies W Edwards, J Harris, J Roberts, R Stewart and S Williams

7314 Suspended Proceedings – Caldicot Police

See Appendix A

7315 Open Forum for Public Participation

No questions were posed in the Open Forum.

7316 Declarations of Interest

Declarations of Interest to be identified under the relevant Minute.

7317 To Approve the Minutes of Full Town Council Meeting 28th July 2004 [Circ]

The Minutes were approved as a true record.

a) Matters Arising from the Minutes [Update Sheet Circ]

Min 7280 (18) Return of Lease of Caldicot Cemetery to Mon CC/Dog Fouling It was noted that no response had been received from Mon CC. It was agreed to request Mr Giles Ballisat, Severnside Area Manager to address Town Council regarding these items.

b) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

7318 To Approve the Minutes of Special Meeting of Full Town Council 10th August 2004 [Circ]

The Minutes were approved as a true record.

a) Matters Arising from the Minutes

It was agreed to forward a copy of the Agreement for Caldicot AFC use of KGVPF to Caldicot AFC.

b) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

7319 To Approve the Minutes of Planning Committee 14th September 2004 [Circ]

The Minutes were approved as a true record.

a) Matters Arising from the Minutes

Item 7 – Re Councillors’ Training The Clerk advised that fourteen Members were attending the Councillors’ Training Course at Cwmbran Stadium on 23.10.04.

b) Mayor to Sign the Minutes

The Deputy Mayor signed the Minutes

7320 To Ratify Plenary Powers 14.9.04 [Plans Inquire Due to Declarations of Interest]

Plan M/10478: First Floor Extension and Extension of Porch – 7 Swan Close, Caldicot **Approved**

Plan M/10483: Erection of a PVCU Conservatory to the Rear of the Property – 35 Eagle Close, Caldicot **Observations – No Radon Barrier Shown on Plans**

Plan M/10533: Erection of 4 No 2 Bedroom Houses – Land Adjacent Brooklands Motel Caldicot ***Refused**

- **Inadequate Parking Facilities For New Properties**
- **Loss of Hotel Parking Facility**
- **Building to Boundaries**
- **Dangerous Entrance**
- **Not Within Keeping of Surrounding Properties**

Town Council ratified the above decisions made under plenary powers.

7321 Correspondence [Circ unless marked*]

(1) Caldicot RFC

Request for Financial Assistance/Request for Grass Cutting

Town Council considered correspondence from Caldicot RFC requesting financial assistance and assistance with grass cutting of the second pitch. It was stated that Caldicot RFC had secured funding of £1,000 from Severnside Area Committee for benches and were looking to turn the premises into a community centre.

It was resolved:

- i) to request Caldicot RFC be more specific in relation to financial assistance.
- ii) that Town Council cut the second pitch at the discretion of the Groundsman during his normal working hours.

Cllrs R J Higginson and K Thomas declared an interest in this matter – Cllr R J Higginson withdrew from the meeting.

(1a) Cllr C Babb

Re: (1) above

Town Council noted correspondence from Cllr C Babb regarding grass cutting at Caldicot RFC.

(1b) Macmillan Cancer Relief

Request to Support Local Appeal

Town Council resolved to donate £25 to Macmillan Cancer Relief [JD/RJH].

7321 *(2) Monmouthshire Millennium Festival Ltd

Appreciation for Donation - £3,000

Town Council noted appreciation for donation of £3,000 from Monmouthshire Millennium Festival Ltd.

***(2a) Mr N Powell, 2nd Caldicot Scouts**

Appreciation for Donation - £25

Town Council noted appreciation for donation of £25 from Mr N Powell, 2nd Caldicot Scouts.

**(3) National Assembly for Wales/
Welsh Assembly Government
- Consultation Documents Available
In Town Council Office (i)-(vi)**

- (i) Committee Inquiry into Public Services Regulation and Inspection Regime [Response By 30.9.04]**
- (ii) A Commissioner for Older People in Wales [Response By 30.9.04]**
- (iii) The Operation of New Political Management Structures in Local Govt.**
- (iv) Revised Local Govt. Partnership Scheme and Local Govt. Partnership Scheme Report 2002-03**
- (v) The Conduct of members (Model Code of Conduct)
(Wales) (Amendment) (No 2) Order 2004
(SI 2004/1510 (W.159))**
- (vi) The Local Elections (Declaration of Acceptance of Office) (Wales) Order 2004 (SI 2004/1508 (W.157))**

Town Council noted the above correspondence and Consultation Documents from National Assembly for Wales/Welsh Assembly Government.

(4) Cllr R Stewart

Copy Letter to Inspector Price, Caldicot Police

Town Council noted copy correspondence to Inspector Price, Caldicot Police regarding a recent incident in the Town.

(4a)

**Copy Letter to Donna Sidnell, CCTV/CCTV
Development Officer, Mon CC**

Town Council noted copy correspondence to Donna Sidnell, CCTV Development Officer, Mon CC regarding communication between Cwmbran Police Communication Centre and Caldicot Police Station.

(4b)

Copy Letter to Inspector Price

Town Council noted copy correspondence to Inspector Price, Caldicot Police regarding a recent incident in the Town.

(4c)

**Copy Letter to Donna Sidnell, CCTV/CCTV
Development Officer, Mon CC**

Town Council noted copy correspondence to Donna Sidnell, CCTV Development Officer, Mon CC regarding a recent incident in the Town.

(4d)

**Copy Letter to Ruth Rourke, Rights of Way
Officer, Mon CC**

Town Council noted copy correspondence to Ruth Rourke, Rights of Way Officer, Mon CC regarding use of footpath 28 by cyclists and horse riders.

(4e)

**Copy Letter to John Clements, Environmental
Health Officer, Mon CC**

Town Council noted copy correspondence to John Clements, Environmental Health Officer, Mon CC regarding pigeon fouling

7321 (4f)

Copy Letter to Paul Frampton, Highways Department, Mon CC

Town Council noted copy correspondence to Paul Frampton, Highways Department, Mon CC regarding the junction at Pill Road, Chepstow Road and the By-pass.

(4g)

Copy Letter to Giles Ballisat, Severnside Area Manager, Mon CC

Town Council noted copy correspondence to, Giles Ballisat, Severnside Area, Manager, Mon CC requesting information relating to The Celtic Cross, the Library and a laurel hedge in the Town.

(4h)

Re: Public Participation

Town Council noted correspondence from Cllr R Stewart stating public participation in questioning or putting observations to guest speakers be at the discretion of the Chairman.

(5) Mon CC

Various Highways Issues, West End Ward

Town Council noted correspondence from Mon CC in relation to parking issues in Caldicot.

*(6) Mon CC

Residents Petition for Footpath from Denny View to By-Pass Passed to Housing Dept

Town Council noted the above correspondence from Mon CC.

*(7) Mon CC

Removal of Decaying Oak Tree to the Front of 5 Longfellow Place

Town Council noted the above correspondence from Mon CC.

(8) Mon CC

Re: Communities Against Drug Support Group For Ex-Users [To Note TC Agreed in Principle 28.7.04]

Members considered correspondence from Mon CC requesting funding for the hire of a room at Caldicot Leisure Centre at £7.50/hour to provide support, relapse, prevention and activities to former heroin users.

Reference was made to Town Council's previous decision to agree in principle to funding the hire of a room on a temporary basis until Christmas 2004. Members were advised that an invoice had been received from Mon CC for £75.

It was resolved:

- i) to make payment of Mon CC invoice for £75 for the hire of a room at Caldicot Leisure Centre
- ii) to review this matter at Full Town Council meeting 24.11.04

(9) Mr & Mrs Jones

Re: Accident in Cobb Crescent 16.8.04

Town Council considered correspondence from Mr & Mrs Jones regarding a recent incident in Caldicot and requesting traffic calming in Cobb Crescent/Fitzwalter Road. It was noted that an acknowledgement had been sent to Mr & Mrs Jones and the correspondence forwarded to Mon CC.

It was resolved to forward a copy of the correspondence from Mr & Mrs Jones to Caldicot Police.

7321*(10) Mon CC

**Health and Safety at Work Act 1974 – HS (G) 47
New Roads and Street Works Act 1991 – Section
79(3) Street/Road Name:- Severnbridge
Industrial Estate, Caldicot**

*(10a) Mon CC

**Health and Safety at Work Act 1974 – HS (G) 47
New Roads and Street Works Act 1991 – Section
79(3) Street/Road Name:- Clos Aled, Caldicot**

*(10b) Mon CC

**Health and Safety at Work Act 1974 – HS (G) 47
New Roads and Street Works Act 1991 – Section
79(3) Street/Road Name:- 48 Chepstow Road,
Caldicot**

Town Council noted items (10) – (10b) above from Mon CC.

(11) One Voice Wales/WLGA

**Notice of Annual General Meeting 23.10.04
[To Note Councillors/Clerk Training Day]**

Town Council considered correspondence from One Voice Wales/WLGA advising of the 1st Annual Meeting of One Voice Wales to be held 23.10.04 in the Pavilion Conference Centre, Llandrindod Wells.

It was noted that Members would be attending Councillor Training in Cwmbran on the same day.

It was resolved to offer apologies to One Voice Wales/WLGA

(11a) WLGA/One Voice

**To Approve 2004/2005 National Salary Award from
1.4.04 as Recommended by NALC and SLCC and
Adopted by One Voice Wales/Car Allowances
from 1.4.04**

Town Council resolved to discuss this matter in Committee.

(12) Caldicot & District Chamber of Commerce Re: Funding Caldicot Festival 2004

Town Council noted the accounts for the Caldicot Festival 2003 from Caldicot & District Chamber of Commerce.

Cllr P Tidmarsh declared an interest in this matter

(13) Monmouthshire Youth Service

Project Information

Town Council noted correspondence raising awareness of Post 16 Project set up to advise persons aged 16 - 25 seeking help and advice on education, employment or training. It was further noted that the information had been placed in Town Council noticeboard.

(14) Welsh Assembly Government

Council Tax Revaluation and Rebanding 2005

Town Council considered correspondence from Welsh Assembly Government advising The Valuation Office Agency [VOA] has completed its assessment of all Welsh homes as part of Council Tax Revaluation and Rebanding 2005.

Members expressed public concern in relation to revaluation and rebanding.

It was resolved that Mon CC and The Valuation Office Agency be requested to address Town Council and members of the public under suspended proceedings from 6.30pm – 7.30pm at Full Town Council meeting 24.11.04 [public open forum to be cancelled for this meeting only].

Cllr R J Higginson declared an interest in this matter

7321 (15) Cardiff International Airport/Bristol International Airport

**Changes to Cardiff and Bristol International Airports' Airspace [Map Available in Office]
[To Note One Response from TC only]**

Town Council noted correspondence from Cardiff International Airport/Bristol International Airport advising of proposed changes to the way that airspace above and surrounding the two airports is designated.

(16) Mon CC

Caldicot Cross

Town Council considered correspondence from Mr Giles Ballisat, Severnside Area Manager stating repairs to the Cross were now in progress and that the sculptor had informed him that the Cross was designed to be accessible to the public and that any change to commissioned work of art that is accessible to the public contravenes European Legislation.

It was resolved to include this item for discussion with Mr Ballisat 24.11.04.

(17) Mon CC

Financial Assistance, Caldicot Resource Centre

Town Council noted correspondence from Mr Giles Ballisat, Severnside Area Manager acknowledging receipt of Town Council contributions 2002/03 and 2003/04 and stating the Resource Centre is now under the control of Mon CC's Asset Management Section.

Reference was made to Town Council allocated funds for Caldicot Resource Centre 2004/05 and it was requested that the monies be donated to CAB.

It was resolved to re-agenda this item for Full Town Council meeting 27.10.04.

(18) Emu Ltd

Licence Application for Aggregate Dredging in the Outer Bristol Channel, Area 486 [To Note One Response from TC only]

Town Council noted correspondence from Emu Ltd stating The Resource Management Association have applied to Welsh Assembly Government for a licence to dredge Area 486, located approximately 10km south of the Gower Peninsula in the Outer Bristol Channel.

(19) County Cllr J Harris

1 Severnside Action Plan – Author Mr GB

2 Longfellow Road Play Area

3 Notice Board within West End

4 Footpath leading to West End School

(19a)

1 Access Road Sign to Royal Mail West End

2 Car Park – Job Centre Newport Road

(19b)

1 CCTV Caldicot

2 Loss of Playing Field, Caldicot School

(19c)

Youth Club Caldicot

(19d)

1 Entrance Gates to Playing Fields

2 State of Stonework

3 More Benches on Playing Field

4 Environmental Enhancement of Playing Fields

5 New Licensing Reform

(19e)

1 Caldicot – A Community against Drugs

2 Kaleidoscope

(19f)

1 Crime Figures

2 Visitors Book

3 Gritting

(19g)

Charity Bill

In the absence of County Councillor J Harris, Town Council resolved to defer items (19) – (19g) to Full Town Council meeting 27.10.04.

7321 (20) Welsh Assembly Government

Research Study into the Role, Functions and Future Potential of Community and Town Councils in Wales –Welsh Assembly Government Response [Responses available in Office]

Town Council resolved to accept the above information from Welsh Assembly Government.

(21) Local Health Board

GP Out of Hours Services

Town Council noted correspondence from Local Health Board stating GPs have signed a new contract with the NHS that no longer requires them to provide services Out of Hours.

It was noted that the arrangements for contacting GP services outside normal surgery hour is posted on Town Council noticeboard.

It was resolved to request Amanda Brown, Head of Primary Care, Monmouthshire Local Health Board address Town Council 27.10.04 under suspended proceedings to discuss this matter.

(22) Mon CC

Licensing Act 2003 – Mon CC’s Statement of Licensing Policy [Draft Policy sent direct to all Members via Mon CC] [Response By 29.10.04]

Town Council considered correspondence from Mon CC advising The Licensing Act 2003 received Royal Assent on 16.7.03 with effect from 7.2.05. Cllr D Ashwin referred to the omission within the Act of smoking issues.

It was resolved to write to Mon CC to request Mon CC’s position in relation to smoking issues.

Cllr R J Higginson declared an interest in this matter

(23) National Assembly for Wales

Meeting of South East Wales Regional Cttee, 9.30am – 12.30pm, Friday 8.10.04 at Barry Memorial Hall Theatre

Town Council noted the date and venue for the meeting of South East Wales Regional Cttee.

(24) Edge Designs Ltd

IT Upgrade – Replacement of One Existing PC

It was resolved to consider this item in Committee.

7322 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC	Agenda/Minutes Cabinet 28.7.04, 1.9.04, 9.9.04
[B] South East Wales Liaison Cttee	Minutes 2.8.04
[C] NALC DIS	Issues 586, 587, 588, 589
[D] Plus Publishing Ltd	Local Councils Update – Issues 58, 59
[E] Mon CC	Improvement Plan 2004-05
[F] Monmouthshire Local Strategic Partnership	Community Planning Update 10
[G] Gwent Community Health Council	Agenda/Minutes 7.9.04
[H] Association of Burial Authorities	Abainfo – Issues 27
[I] H M Government	“Preparing for Emergencies”
[J] Welsh Assembly Government	Local Govt Partnership Scheme/Report 2002-03
[K] Morières Aujourd Hui	September 2004
[L] Severnside Area Forum	Minutes 8.9.04
[M] One Voice Wales	Minutes of Inaugural Meeting of Monmouth Area Committee – 29.7.04

Town Council noted publications [A] to [M] above, available in Town Council office.

7323 Planning Committee [Displayed]

A) Planning Applications

Plan M/10614: Single Storey Extension for Bedroom and Bathroom to Side of Property – 11 Kingfisher Close, Caldicot **TC Approved**

Plan M/10623: 4 Illuminated Signs, 1 Illuminated Totem Sign and 1 Non-Illuminated Sign – Somerfield Store, Woodstock Way, Caldicot **TC Approved**

Plan M/10625: Proposed Porch and Bedroom Extension – 107 Castle Lea, Caldicot **TC Approved**

B) Other Planning Applications [Received after Despatch of Agenda]

There were no other planning applications.

C) Mon CC Planning Information

i) Planning Permissions

Plan M/10143: Two Storey Side Extension – 21 Stafford Road, Caldicot ***TC Refused 8.6.04**

- i) Out of keeping with surrounding area**
- ii) Terracing Effect of Semi-detached Properties**

Plan M/10430: Conservatory – 8 Ash Grove, Caldicot **TC Approved 10.8.04**

Plan M/10383: Provision of Parking Spaces – Green Court, Green Lane, Caldicot.
TC Approved 10.8.04

Plan M/10400: Conservatory at Rear – 19 Heol Teifi (Plot No 18) Caldicot
TC Approved 10.8.04

ii) List of Planning Applications Received [Displayed]

25.8.04 – 29.8.04

01.9.04 – 05.9.04

iii) Mon CC Planning Agenda 21.9.04 – For Information

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

7324 Cheque List Schedule

Update [Circ]

Reference was made to £800 for Civic Buffet 22.8.04 - catering for 200 persons at St Mary's church hall. Health & Safety concerns were expressed and it was stated that tables were laid outside the church hall for 100 persons and that St Mary's School was on standby in the event of bad weather.

Reference was also made to the Groundsman's mobile phone contract. Members referred to 'pay as you go' telephone arrangements being a cheaper option. The Clerk referred to relying on the Groundsman to 'top up' the phone and the necessity to contact him at all times.

It was resolved:

- i) to approve the updated Cheque List Schedule**
- ii) to obtain costings for 'pay as you go' mobile phone costs.**

7325 Donations and Contributions Schedule

Update [Circ]

Town Council approved the updated Donations and Contributions Schedule.

7326 To Approve Annual Return for Year End 31.3.04 [Circ]

[compiled from End of Year Accounts 31.3.04 Approved TC 26.5.04]

Town Council approved the Annual Return for Year End 31.3.04

7327 Consider Revocation of Standing Order 36(a)(b) re: Rescission of Previous Resolution [Circ]

Town Council considered revocation of the above Standing Order.

It was proposed by Cllr J Daniels and seconded by Cllr D Jones that Standing Order 36(a)(b) is revoked. A vote ensued - 6 For: 2 Against.

It was resolved that Standing Order 36(a)(b) is revoked

7328 King George V Playing Fields [KGVPF]

(a) Caldicot Bowls Club – Request for Two Benches [Circ]

It was resolved to accept request for Town Council to order two additional benches for the edge of the bowling green on behalf of Caldicot Bowls Club.

The Clerk & Admin Assistant declared an interest in this item.

(b) Caldicot AFC – Various Correspondence as Circulated:-

(i) Mr G Powell - Re: Town Council Meeting 28.7.04/Caldicot AFC [Circ]

Town Council noted correspondence from Mr G Powell regarding Town Council meeting 28.7.04

(ii) Cllr C Babb (1) The Future of Caldicot Town Football Club Regarding the Use of the King George V Playing Fields [Circ]

(2) The Feasibility of Building a Community Hall for Use of the Residents and Organisations of Caldicot

In the absence of Cllr Babb, Town Council resolved to defer this item to Full Town Council meeting 27.10.04.

(iii) Mr J Thomas - Re: Caldicot AFC [Circ]

Town Council noted correspondence from Mr J Thomas regarding Caldicot AFC

(iv) Caldicot AFC - Vehicle on KGVPF 9.8.04 [Circ]

Town Council noted correspondence from Caldicot AFC regarding a vehicle on KGVPF 9.8.04.

It was resolved to forward a copy of the letter to Caldicot Police for comments.

(v) Cllr S Williams - Re: Caldicot AFC/Caldicot Bowls Club [Circ]

In the absence of Cllr S Williams, it was resolved to defer this item to Full Town Council meeting 27.10.04

(vi) Caldicot AFC Outstanding Payment for Reinstatement Work on KGVPF During 2004

Town Council expressed disappointment in relation to correspondence from Caldicot AFC requesting its acceptance of post-dated cheques as payment for reinstatement works 2004. It was stated that Members had “bent over backwards” to assist Caldicot AFC and requested when they intended paying for the works.

Reference was made to Caldicot AFC’s previous standing order arrangements for payment of reinstatement works. It was stated that no problems had occurred in relation to previous payments for reinstatement works prior to standing order arrangements being stopped by the current Chairman without notice to Town Council.

It was also stated that further payment was outstanding for grass seed and repairs to the gate.

It was resolved that The Mayor, Deputy Mayor and Cllr K Thomas meet with Caldicot AFC in this matter.

(c) To Note No Fixture List Received to Date

Town Council noted no fixture list received to date and resolved to further request this and discuss this matter when Members meet with Caldicot AFC [See 7328 (b)(iv) above].

7329 Town Twinning - Waghäusel Representatives Visit to Caldicot 3-6 September 2004

(a) Report - Cllr R Stewart

In the absence of Cllr R Stewart, Cllr P Tidmarsh reported on the recent Twinning visit and stated the visit had gone very well and the visitors were very happy.

It was stated that the protocol for the visit was wrong, particularly Sunday evening at the choir hall. Reference was made to the absence of a top table and named place settings for individuals and to German guests not being greeted and shown to their seats. Further reference was made to the catering arrangements at the choir hall and it was stated that the German visitors should have been treated better. Cllr P Tidmarsh stated Walter Heiler had requested informality.

It was noted that letters of appreciation to those involved with the recent twinning had been sent.

(b) Cllr P Tidmarsh – Request for reimbursement for entertainment Sunday 5.9.04 - £300

Cllr P Tidmarsh referred no entertainment booked for the official twinning anniversary evening at the choir hall. The Clerk requested if Cllr Tidmarsh wished to declare an interest in this matter, which he did and withdrew from the meeting.

Members considered Twinning Committee 6.5.04 “*It was considered that numbers and time would not allow for performances at anniversary function [Sunday]*” and 22.7.04, approved by Town Council 26.5.04 and 28.7.04

It was proposed, seconded and resolved not to reimburse payment of £300 for entertainment 5.9.04.
[5 For: 2 Abstentions]

7330 Best Kept Front Garden, Etc Competition

- i. To Note Competition Judged by Mr DC**
- ii. To Consider Presentation Evening**

Town Council considered the presentation evening for Best Kept Front Garden etc Competition and it was suggested that the presentation take place before Planning Committee 12.10.04.

It was resolved that the Clerk liaise with the Mayor to arrange presentation evening.

7331 Caldicot Cemetery

- (a) To Note Mon CC Cemetery Working Group 10 am 1.10.04 County Hall – Representative Cllr R King [Agenda/Mins 7.7.04 Circ for information]**

Town Council noted the next meeting of Mon CC Cemetery Working Group.

- (b) To Consider Opening/Closing Cemetery Gates**
 - (i) No Response to Advertisement**

Town Council noted no response to advertisement for the opening/closing of cemetery gates.

- (ii) Current Keyholder unable to close at 5pm [Work Commitment – 5.30pm]**

It was resolved that the cemetery gates be locked at 5.30pm due to the current keyholder being unable to lock the cemetery at 5pm.

- (iii) Summer Opening Hours – Members of Public Visiting Cemetery 7pm**

It was resolved to defer this item to Full Town Council meeting 27.10.04.

7332 CCTV

- (a) To Note Original/Copies CCTV Service Level Agreement for Consideration and Signing by Town Council**
- (b) To Consider Ms Donna Sidnell to Address Town Council Prior to Signing**
- (c) To Note No Payments Made to Date**

See Min 7314 – Appendix A

7333 Induction Loop System [b/f TC 26.5.04]

To Note Day Luncheon Centre Voluntary Committee to re-apply for Funding

Reference was made to the Disability Discrimination Act and to the Royal National Institute for the Deaf [RNID] presentation to Day Luncheon Centre Voluntary Committee 22.9.04, with a view to implementation of a loop system for the hard of hearing to Caldicot Day Luncheon Centre. Members were advised that a further assessment of the building would be carried out in order to apply for grant.

7334 Caldicot Newsletter –Cllrs R Stewart/P Tidmarsh/G Jenkins – Any Update

Cllr P Tidmarsh referred to possible funding available for the production of a non-political newsletter to be distributed to all residents in Caldicot and requested if in the meantime photocopying of the proposed newsletter could be borne by Town Council.

It was resolved that Town Council photocopy the proposed newsletter.

7335 Christmas Lighting – Correspondence Street Lighting Manager, Mon CC
Awaiting Quotation from SEC for Erection/Dismantling Christmas Lights
1,000 New Coloured Bulbs Required @ 0.36p each [Estimate]
Repairs to Christmas Decorations Required £100 [Lampost Displays]
Other Wall Displays Require Repair
Minutes of New Events Cttee Meeting 3.8.04 and 21.9.04 [Circ]

Town Council noted correspondence from Mon CC stating Mr Roger Joy, Street Lighting Manager would no longer be involved with engaging Christmas Lighting contractors.

Members referred to the New Events Committee having no access to funding and it was requested that Town Council donate a working budget to the New Events Committee in order to arrange Christmas Lighting 2004. A discussion ensued and it was stated that the New Events Committee was set up as a “stand alone” committee in order to request donations and grants and to reduce the burden on Town Council. Reference was made to the New Committee reporting to Town Council and to audit requirements and payments in relation to Christmas Lighting.

A further discussion ensued regarding the installation and removal of the Christmas lights. Reference was made to the Fire Brigade erecting/dismantling the Christmas lights for a donation to their benevolent fund. It was stated that this option had previously been refused under health and safety.

Consideration was given to the extended period of lighting this year and to the shortage in time to the Christmas Lighting Up date 26.11.04.

It was resolved:

- i) to accept quotation from SEC for £3,570 to erect/dismantle Christmas lights 2004
- ii) to purchase 1,000 bulbs at 36p each
- iii) to make necessary repairs to Christmas decorations.

Cllr J Daniels left the meeting during discussion of this item.

7336 Reports

a) Governors – To Note Awaiting Confirmation from Governors re: Acceptance of Town Council Representatives

Town Council noted confirmation awaited from Governors regarding the above.

Reference was made to Governor Services, Mon CC being in receipt of proposed new Governors’ addresses. The Clerk confirmed Town Council elected Governors information had been passed to Mon CC.

b) To Approve Notes of Highways Liaison Meeting/Mon CC 29.7.04 at Caldicot Day Luncheon Centre [Circ]
To Consider Requests for Additions to 10 Year Plan by 30.9.04 [Circ]

Town Council approved the Notes of the above Highways Liaison Meeting.

c) Other

7337 COMMITTEE

(11a) WLGA/One Voice

To Approve 2004/2005 National Salary Award from 1.4.04 as Recommended by NALC and SLCC and Adopted by One Voice Wales/Car Allowances from 1.4.04

Town Council resolved to approve 2004/2005 National Salary Award and Car Allowances for Local Council Clerks from 1.4.04 as recommended by NALC and SLCC.

(24) Edge Designs Ltd

IT Upgrade – Replacement of One Existing PC

It was resolved to include this item in estimates 2004.

7314 Appendix A – Caldicot Police [Insp R Price, PC A Bentham, Mr G Thomas]

Inspector R Price introduced Mr Gwyn Thomas who was originally involved in the early stages of CCTV in Caldicot.

Mr Thomas referred to Caldicot “setting the ball rolling” for CCTV and the subsequent inclusion by Mon CC of three other towns in its scheme; consequently spreading the budget over four towns. It was stated that the current system was a “starter kit” which needs to be developed.

Cameras scan the biggest areas they possible can.

CCTV images determined by specific scanning or general scanning.

REDPOP attempting to secure funding to purchase equipment to view CCTV tapes at police stations [approx £2,000].

Cameras are preset but regularly changed on request.

CCTV footage has assisted in prosecutions.

Cameras continually monitored 24 hours, 7 days a week

Miss Donna Sidnell, CCTV Development Officer, Mon CC offered via Caldicot Police to arrange visit to control centre if Town Council require

Insp. Price updated Members on crime figures for the area. It was noted that a reduction in crime was evident in all categories with the exception of burglaries – dwelling.

Problems with call centre still being addressed.

It was noted that Caldicot Police had the best detection rate within the force at the moment.

Mr J Marshall referred to recent incidents at Margarets Hairdressers to Insp Price. PC Bentham, Crime Prevention Officer, offered to visit and conduct a crime prevention survey.

Reference was made to mobile CCTV cameras and trouble “hot spots”.

Reference was also made to untaxed vehicles, especially Cas Troggy and Caldicot By-pass – Insp Price to action.

Cllr K Thomas referred to speeding vehicles along the by-pass.

Insp Price referred to Police response times to incidents in the town.

The Police left at 7.15pm.

Cllr D Ashwin requested Crime statistics for Green Lane and Severn Wards – Insp Price to action

Cllr J Haskey requested shed alarms (2) for constituents – Insp Price to action.

