

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of Meeting of Caldicot Town Council held at 6pm on Wednesday, 29th September 2010 at Caldicot Town Council

Present: Cllrs: D Evans, Mayor
M Stevens, Deputy Mayor
C Ashwin
D Ashwin
A Easson [6.35pm]
E Harvey [left 9.00pm]
R J Higginson
A Lloyd [left 8.45pm]
V Lloyd [left 8.00pm]
A Perrett [left 8.30pm]
R Stewart
K Thomas [6.05pm]
P Watts
S Webb [left 7.35pm]

In attendance: A Sandiford, Members of the Public

8554 Apologies

Apologies were received from Cllrs J Bond, K Harris, J Haskey, Mrs G McIntyre

8555 Declarations of Interest – To be identified under the relevant item/Forms to be completed

Declarations of interest to be identified under the relevant item.

8556 Suspended Proceedings – Mr G Edmunds, Business Unit Manager, Mon CC Waste

The Mayor welcomed Messrs Glyn Edmunds and Tony Collett of Mon CC Waste Department and County Cllr Brian Jones to the meeting.

Mr G Edmunds gave a presentation to Members and outlined the imminent changes to waste collection in Caldicot. It was clarified that recycling waste would continue to be collected weekly with general refuse being collected fortnightly.

Messrs Edmunds and Jones responded to Members' questions in relation to the proposed changes and it was stated that no complaints had been received since implementation of the fortnightly collection from Magor and Undy residents.

8557 Open Forum for Public Participation [max 30 mins at Mayor's Discretion]

The following issues were discussed in the public open forum:

- No suture facility at Gray Hill Surgery
- Gray Hill Surgery Patient Participant Group – open to all Surgery patients
- Green Lane Bus Shelter
- Rev Jim Davies thanked Members who attended his recent ordination service for their support

Town Council resolved to accept the following items on to the agenda:

- i) Late correspondence from Mon CC - Re: Green Lane Bus Shelter – See Min 8561 (16) below**
- ii) Insp J Walker – Updated Crime Figures – Noted**
- iii) Emergency Motion – Re: ward closures at Chepstow Hospital - See Min 8571 below**

8558 To Approve the Minutes of Full Town Council Meeting 28th July 2010

[Circ]

The Minutes were approved as a true record subject to the addition of Cllr P Watts under 'present'

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

8559 To Approve the Minutes of Special Meeting 17th August 2010

[Circ]

The Minutes were approved as a true record subject to deletion of 'Deputy Mayor' under 'present'

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

A Member referred to the meeting being inquorate at 6.30pm and requested how long was reasonable to wait in such circumstances.

It was resolved to allow 10 minutes maximum wait for a meeting to become quorate from official start of any meeting

8560 To Approve the Minutes of Planning and Resources Committee 14th September 2010 [Circ]

The Minutes were approved as a true record subject to the following amendment:

Page 1 item 2 **deletes** '*the Mayor arranges training*' insert '*the Mayor re-arrange training*'

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

8561 Correspondence [Circulated unless marked*]

*** (1) Caldicot Community Carnival Appreciation for £2,000 donation**

Town Council noted the appreciation for £2,000 donation from Caldicot Community Carnival

*** (1a) Caldicot & District Chamber of Commerce Appreciation for £2,000 donation**

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

*** (1b) Rene Probert Whist club Appreciation for £50 donation**

Town Council noted the appreciation for £50 donation from Rene Probert Whist Club

*** (2) Caldicot & District Chamber of Commerce Signed Audited Accounts/Receipts**

Town Council noted receipt of signed audited accounts and receipts from Caldicot & District Chamber of Commerce.

(3) Hope Request for £50 donation

Town Council considered a request donation towards planting and upkeep of two planters for Cas-Troggy park.

It was resolved to donate £50 to Hope

(4) Resident Re: Plans submitted to the Council

Town council noted correspondence from a resident in relation to photographs being used for consideration of planning applications.

(4a) Mon CC Response Re: (4) above

Town Council noted copy response and guidance from Mon CC Development Control Manager to resident re: (4) above.

8561 (4b) Resident

Re: Donations to MHA for play scheme

Town Council noted correspondence from a resident in relation to Town Council's donation to MHA playscheme.

It was stated that the playscheme, advertised via schools and held on Caldicot School fields near to the leisure centre had been well attended and that a breakdown of activities and attendance would be forthcoming to Town Council.

It was also stated than any organisation wishing to apply for a donation could do so via the relevant form.

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

(4c) Resident

Re: Letters not entered on council monthly meetings

Town Council noted correspondence from a resident in relation to letters submitted for consideration by Town Council.

(5) Jessica Morden MP

Contact details/poster placed in [TC noticeboard]

Town Council noted contact details from Jessica Morden MP.

(6) Resident

Re: Nedern Rise and Church Road

Town Council considered correspondence from a resident regarding (i) name of the new housing development at Church Road, (ii) Pollution of the Neddern River and (iii) Church Road as the only access route from the new housing development to the Town Centre.

A lengthy discussion ensued and the following items were discussed:

- 'Nedern' as opposed to 'Neddern'
- Developer's right to name its development
- Recent meeting held in Caldicot re: flooding issues in Castle Lea area
- Environment Agency [EA] concerns of pollution to Neddern as a result of incorrectly plumbed washing machines
- EA to distribute information to residents at Caldicot Town Centre on 5.10.10 and undertake home visits to inspect plumbing connections
- Opposition to drainage from new housing development at Church Road into Site of Special Scientific Interest at Caldicot Castle
- EA to put pressure on Mon CC to ensure washing machines are correctly plumbed
- Conditions applied to planning application for new housing development at Church Road

Proceedings were temporarily suspended to allow County Cllr John Marshall to speak on this matter.

It was resolved:

- i) to write to Mon CC to request the exact proposed siting of the hydro-brake pipe in the Neddern and what Mon CC intends to do about solving pollution issues in the Neddern, particularly as a result of incorrectly plumbed washing machines**
- ii) that Cllr P Watts represents Town Council at Mon CC Planning Committee 5.10.10 in objecting to drainage into the Neddern from the new housing development at Church Road**

Cllr D Evans and R Stewart declared an interest in this matter re: planning issues

8561 (7) Resident/Mon CC response

Copy correspondence re: ribbed paving

Town Council noted copy correspondence between Mon CC and a resident re: ribbed paving.

The Mayor advised that any future copy correspondence, not directly addressed to Town Council, will be put on file or referred to the appropriate department at Mon CC and not placed on Town Council agenda.

A Member referred to ribbed paving affecting disabled persons in the town. The Mayor referred to a similar issue in West End ward and advised that Mon CC was aware of certain issues in the town and would be addressing them accordingly.

(8) National Assembly for Wales

Consultation on proposed Local Government (Wales) Measure Response by 17.12.10 or via One Voice Wales

Town Council considered the above consultation on proposed Local Government (Wales) Measure.

It was resolved that One Voice Wales respond on Town Council behalf.

(8a) Welsh Assembly Government

Re: proposed Local Govt (Wales) Measure

Town Council noted correspondence on proposed Local Government (Wales) Measure from Welsh Assembly Government [see also (8) above].

(9) Welsh Assembly Government

Local Govt Partnership Scheme: Annual Report 9/10

Town Council noted correspondence from Welsh Assembly Government advising that the above Annual Report is available on its website.

(10) One Voice Wales

Motions for debate in the AGM 9 Oct 2010

Town Council noted the motions for debate in the One Voice Wales AGM.

(11) One Voice Wales

New Chief Executive Mr Lyn Cadwallader

Town Council noted correspondence introducing the new Chief Executive of One Voice Wales.

(12) Mon CC

Ryder Cup Security Arrangements

Town Council noted the security arrangements for the Ryder Cup from Mon CC.

(13) Welsh Water

Copy Correspondence re: Works at Castle Lea

Town Council noted correspondence advising of revised working schedules to works at Castle Lea from Welsh Water.

(14) Mon CC Monitoring Officer

Re: Annual Standards Conference – 14.10.10 at Cardiff City Hall

Town Council considered correspondence advising of the above Annual Standards Conference from Mon CC.

It was resolved to nominate Cllr M Stevens and the Clerk to attend the conference, as an approved duty, at a cost of £60 per delegate

8561 (15) Mon CC Monitoring Officer

Re: Standards Committee

Town Council noted correspondence advising of imminent vacancies for independent members to Mon CC's Standards Committee; issues relating to declarations of interest and the provision of The Local Authorities (indemnities for Members and Officers) (Wales) Order 2006 which allows Town Council to indemnify (subject to conditions) members in respect of (amongst other things) allegations of breach of the Members' Code of Conduct; together with an offer to address Town Council re: Code of Conduct.

(16) Monmouthshire Housing Association [MHA]

Re: Bus shelter Green Lane

Town Council considered correspondence from MHA providing information, as previously requested by a Member, relating to MHA's consultation on the construction of a bus shelter at Green Lane concluding that it would not grant permission for its area of land to be used in the construction of a bus shelter.

A discussion ensued and a Member 'disputed the legitimacy' of MHA's consultation.

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

(16a) Resident

Re: Bus shelter Green Lane

Town Council noted correspondence from a resident present at the site meeting held at Green Lane bus stop on 11.8.10, urging Members to reject proposals for a bus shelter at this location.

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

(16b) Resident

Re: Bus shelter Green Lane

Town Council noted correspondence from a resident present at the site meeting held at Green Lane bus stop on 11.8.10 in support of a bus shelter at this location.

It was stated that Town Council site meetings were for the purposes of elected Members and appropriate Officers only, and although members of the public could attend they could not participate.

Town Council considered late correspondence from Mon CC, circulated at the meeting, advising that it did not support the installation of a bus shelter at Green Lane.

Reference was made to current regulations for bus shelters and a Member stated he had not received the information in this regard from Mon CC as requested at the site meeting 11.8.10.

It was resolved to request Mon CC provide information on the current regulations re: installation of bus shelters to Cllr D Ashwin

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

(17) Cty Cllr R J W Greenland

Caldicot Regeneration

Town Council noted correspondence from Cllr Greenland requesting Members re-consider its views about the use of a part of Caldicot School fields for a supermarket

It was resolved to invite Cllrs R Greenland, P Fox and L Hackett Pain to address Town Council in this matter and to extend the invitation to Mr Rick Longford, Mon CC

Cllr D Evans declared an interest in this matter

8561 (18) Resident**Re: Castle toilet facilities**

Town Council considered correspondence from a resident requesting updated facilities and the installation of a shower block at Caldicot Castle toilets.

It was resolved:

- i) to acknowledge the resident advising that Town Council fully supports the request
- ii) to forward the correspondence to Mon CC

8562 Publications, Minutes, Etc [Displayed] – To Note available Town Council Office

[A] NALC	Direct Info Service Issues 743-745
[B] Plus Publishing Service	Local Council's Update Issue 130/131
[C] Clerks & Councils Direct	September 2010 Issue 71
[D] The Voice	Issue 14 – July 2010
[E] Mon CC Môr Hafren Area Committee	Agenda/Minutes 3.8.10/22.9.10
[F] Mon CC	CCTV Statistics – July/August 2010
[G] Mon CC	Report/Decision of Standards Cttee 5.8.10
[H] STRI	Bulletin – July 2010
[I] Severn Estuary Partnership	Severn Tidings – Issue 12, Summer 2010/ Severn Estuary Shoreline Management Plan Review (SMP2) Final Strategic Environmental Assessment Report
[J] Monmouthshire Housing Association	Summer Activities for children & young people in Caldicot & surrounding areas Newsletter – Summer 2010
[K] Charity Commission	Agenda 10.8.10
[L] Aneurin Bevan CHC	Issue No 3 – 2010
[M] Allotment and Leisure Gardener	Caldicot Crime Statistics – July 2010
[N] Caldicot Police	Issue 32 – Summer 2010
[O] Play for Wales	Boost: Life in Rural Communities – Summer 2010
[P] Mon CC	Countryside Newsletter – Summer 2010
[Q] Mon CC	10:10 Campaign
[R] Mon CC	Updates
[S] STAG	Tidy Wales Awards 2010
[T] One Voice Wales	

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

8563 Planning [Displayed]**A) Planning Applications Received**

DC/2009/01040 [Amendment]: Demolition of existing dwelling and re-development with two dwellings (one largely on current dwelling's footprint) – access to the new property will be via the current access to No 12 Church Road – 12 Church Road, Caldicot **TC Refused***

***Over-development of site**

DC/2010/000763: Change of use from downstairs office & upstairs flat to residential dwelling – 154 Newport Road, Caldicot **TC Approved**

B) Mon CC Planning Information**i) Planning Permissions**

DC/2010/00142: Retention of wind turbine – 15 Caldicot Pill, Caldicot **No Obs 11.5.10**

DC/2010/00590: Erection of a two storey side extension with car port under – 3 Woodstock Court, Caldicot **TC App 17.8.10**

DC/2010/00595: Proposed porch and rear single storey extension – 14 Westfield, Caldicot. **TC App 28.7.10**

DC/2010/00631: New internally illuminated fascia and hanging signs – Wesley House, Caldicot
TC App 28.7.10

8563 ii) Permitted Development

DC/2010/00619: Replacement of flat garage roof with a pitch roof with roof tiles same as house roof –
10 Castle Lodge Crescent, Caldicot **TC App 17.8.10**

iii) New/Completed Enforcement Cases – 1.8.10 – 31.8.10

iv) Planning Committee Agenda – 21.9.10 [For Information]

Town Council noted Planning information (i) to (iv) above from Mon CC

v) CC Section 14 – Road Traffic Regulation Act - [Plan Displayed] C70.4 Sandy Lane, Caldicot/Caerwent – Temporary Road Closure [Circ]

Town Council noted the above temporary road closure.

vi) Correspondence from Mon CC re: Mon CC Planning Decisions [Circ]

Town Council noted correspondence from Mon CC advising of its decision some years ago not to provide hard copies of decisions as they are available on Mon CC website.

A discussion ensued regarding planning decisions and it was advised that planning decisions against the recommendation of Town Council were printed from the website and displayed at Town Council meetings.

Cllrs D Evans and R Stewart declared an interest in Planning

8564 Finance

A) To Approve Updated Cheque List Schedule July-September 2010 [Circ]

Town Council resolved to approve the updated cheque list as circulated

B) To Consider S137 LGA Applications for Grant [Circ]

i) Leonard Cheshire Disability

Town Council considered a request for £1000 donation from Leonard Cheshire Disability towards an activities/therapy room within its home.

It was resolved to donate £250 to Leonard Cheshire Disability

ii) 2nd Caldicot Scout Group – [See Committee for Accounts]

Town Council considered a request for £250 donation from 2nd Caldicot Scout Group towards a scout's visit to the World Scout Jamboree.

It was resolved to donate £250 to 2nd Caldicot Scout Group

iii) Street Pastors – [See Committee for Accounts]

Town Council considered a request for £3,200 from Caldicot Street Pastors towards annual running costs.

It was proposed and seconded to donate £500 to Caldicot Street Pastors. An Amendment was proposed and seconded to donate £1,000.

A vote ensued: For the Amendment: 4 – For the Proposal – 6. The Proposal was carried

It was resolved to donate £500 to Caldicot Street Pastors

8565 Members Items of Business [Circ]

i) Cllr E Harvey - Re: Caldicot Castle/Donations

Cllr Harvey withdrew the item on Caldicot Castle - see (v) below

Ref: Donations – Cllr Harvey requested Members consider formalising requests for donation by (i) agreeing to a donation and (ii) agreeing the amount of donation.

A discussion ensued and reference was made to Town Council being internally and externally audited. Members did not consider a need to alter its current method for agreeing donations.

It was resolved that any Member opposed to a particular donation be recorded in the Minutes if required.

8565 ii) Cllr P Watts a) - Copy Correspondence to Mon CC Re: Trees

Cllr Watts withdrew this item.

b) - Request for Dog Bin in the vicinity of Ebbw Road/Church Road

Cllr P Watts requested a dog bin be installed in the vicinity of Ebbw Road/Church Road.

Cllr D Ashwin requested a dog bin be installed on the grassed area outside Caldicot Day Hospital, opposite Green Lane School

It was resolved to approve the installation of a dog waste bin in the vicinity of Ebbw Road/Church Road and on the grassed area outside Caldicot Day Hospital, opposite Green Lane School

iii) Cllr K Thomas - Re: Caldicot Cemetery Burial Capacity

Cllr Thomas expressed concerns of burial capacity in Caldicot cemetery, referring to surrounding community churches being full or near full, resulting in potential future consequences for Caldicot residents wishing to be buried in the cemetery.

Cllr Thomas referred to Mon CC estimating 3 years burial space remaining in 2007 and stated he had recently been advised by a Funeral Director of 5–7 years maximum burial capacity at the cemetery.

A discussion ensued and the following items were discussed:

- Length of time/process required to acquire burial land
- Rock - not considered to be an issue according to Funeral Director
- Results of Town Council rock survey undertaken at the Cemetery indicating
- Short/medium/long term plans required
- Concerns re: potential cremations only due to lack of space
- Cemetery Forum - to include Churches, Funeral Directors, local Community Councils
- Pressure Mon CC for release of land adjacent to cemetery
- Mon CC declined to take over the running of the cemetery
- Mon CC's reluctance to release land for cemeteries
- Increased burials from outside Caldicot due to church graveyards being full
- Creation of a 'Sevenside' Cemetery to accommodate all local communities
- Available land for a cemetery
- Possibility of relocating Oakley Way allotments to Rogiet

It was resolved:

- i) that the Mayor enquire about available land with the Churches**
- ii) to write again to Churches, Funeral Directors and local Community Councils to enquire about setting up a Cemetery Forum in Caldicot**
- iii) to re-agenda Caldicot Cemetery Forum for Town Council meeting 27.10.10**

8565 iv) Cllr A Easson - Re: Indemnification of Members

Cllr Easson requested if Town Council insurance indemnified Members against legal expenses arising as a result of Ombudsman investigations.

It was stated that the summary of Town Council Insurance was approved by Town Council on 26.5.10 and that the full Policy is available for Members to view in Town Council office.

It was resolved to provide Members with a copy of the 'Indemnity' section of Town Council policy

v) Cllr R Stewart - Re: Caldicot Castle

Town Council noted copy correspondence from Cllr Stewart to Mon CC in relation to the catering contract at Caldicot Castle.

A discussion ensued and Members were unhappy with the outcome of Mon CC's investigation in this matter. It was requested if Town Council could report Mon CC to the Ombudsman over the handling of this matter.

It was resolved to seek advice from One Voice Wales in this matter.

Cllrs A Easson, D Evans, R J Higginson and R Stewart declared an interest and abstained from voting in this matter.

Standing Orders were called for 9.10pm

8566 King George V Playing Fields [KGVPF]

i) Mon CC re: WCCTV Camera [Circ]

Town Council noted correspondence from CCTV Engagement Officer, Mon CC advising of the removal of WCCTV camera from KGVPF.

The Mayor advised of reports of increased activity at KGVPF following removal of the camera.

It was resolved to obtain costs for Town Council to purchase a WCCTV camera for use at KGVPF

ii) Willow Landscapes re: Suggestions for improvements [Circ]

It was resolved to refer a request from Town Council contractor to meet with Members to discuss some improvements to KGVPF to the Health & Safety Committee.

iii) Caldicot Bowls Club re: proposed refurbishment works [Circ]

Town Council resolved to accept a request from Caldicot Bowls Club to undertake improvement works to the bowling green at no cost to Town Council.

iv) To Note bowls green contract expires 30.9.10

Town Council noted the date for expiry of bowls green contract.

It was resolved to extend the bowls green contract for six months to 31.3.10

8567 Ryder Cup Poster Competition [b/f 13.7.10]

The Mayor advised that only Durand School participated in the Ryder Cup Poster Competition.

A discussion ensued regarding prizes due to the lack of response to the competition.

It was resolved:

- i) that the Mayor judge the competition**
- ii) to award £50 to the winning pupil and £100 to Durand School**

Cllrs R J Higginson and M Stevens declared an interest in this matter

8568 Best Kept Garden Competition/Citizenship Awards Presentation Evening 12.10.10 [Following Planning & Resources Cttee]

- a) See Committee for nomination re: Citizenship Award**

It was resolved to consider this item in Committee

8569 Reports

- a) To approve notes of site meeting re: Green Lane Bus Shelter 11.8.10 [Circ]**

Town Council approved the notes of site meeting 11.8.10 re: Green Lane Bus Shelter

- b) Town Council Representatives on Outside Bodies**

There were no reports

- c) Governors**

There were no reports

- d) Other**

There were no reports

8570 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

- a) See Min 8564 (ii) above – Town Council accepted accounts**
- b) See Min 8564 (iii) above – Town Council accepted accounts**
- c) To Consider STRI Report re: Inspection of Bowls Green [Circ]**

It was resolved to accept STRI Report and forward a copy to the Bowls Green Contractor

- d) To Consider Nomination for Citizenship Award [Circ]**

It was resolved to accept nomination for Ms Pauline Edwards to be presented with Citizen's Awards 12.10.10.

- e) To Consider cost to supply and install bench and picnic table at Cas Troggi Park b/f TC 28.7.10 [Circ]**

It was resolved to contribute to a bench and picnic table for Cas Troggi Park at a cost of £1,175 + VAT

- f) To Consider cost of 3 x Christmas trees**

It was resolved to accept quotation from John Rees for supply of 3 x Christmas Trees and fencing at a cost of £800 + VAT.

- g) To Consider cost of replacement lights for Christmas trees**

It was resolved to accept quotation for replacement lights for Christmas trees at a cost of £155 + VAT

The meeting closed at 9.10pm

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