

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of meeting of Caldicot Town Council held at 6.30 pm on Wednesday, 30th January 2008 at Caldicot Day Luncheon Centre

PRESENT:

Cllrs:D Ashwin, Mayor	G Jenkins
C Babb	D Jones
A Easson	J Marshall
D Evans	R Stewart
J Haskey	K Thomas
R J Higginson	

In attendance: Mrs G McIntyre, Clerk, Mrs A Sandiford, Inspector J Smith, Members of the Press and Public

7975 a) Mayor's Statement to Council

The Mayor, Cllr D Ashwin, made a Statement to Council - See Appendix A

b) Inspector J Smith, Caldicot Police

Inspector J Smith updated Members on current crime statistics in the town.

7976 Apologies

Apologies were received from Cllrs J Daniels, E Davies and P Tidmarsh.

7977 Open Forum for Public Participation [15 Minutes]

The following issues were discussed in the Open Forum for Public Participation [Bullet points only]:

- Union Jack flag
- Appreciation of Town Council support re: Churches' candlelight service held at Caldicot Castle 2007/Update of forthcoming events
- Agenda Item 23(d)
- Primary Schools in Caldicot
- Proposed Pelican Crossing at Deep Weir
- Comments to honoured citizens/Anti-social behaviour in town centre - **Cllr J Marshall declared an interest in this item**
- Duration of Public Open Forum
- Bus Stop at Longfellow Road
- Taping of Town Council meetings/minutes
- Town Council sleigh/shield for Best Dressed Shop Window

7978 Declarations of Interest – to be identified under the relevant item

7979 To Approve the Minutes of Full Town Council Meeting 28.11.07

[Circ]

The Minutes were approved as a true record, subject to:

Min 7974(18a) ref: para 2 -“.....*balanced views.* insert “*Cllr K Thomas proposed that Cllr Marshall’s letter with his detailed set of proposals and Draft Policy be accepted in its entirety. This was seconded by another councillor and no vote was taken*”

Min 7974(18a) ref: last para - “*A Member requested delete ”he incorporate the Draft Policy into Cllr Marshall’s correspondence” insert “if there was any reason why he couldn’t incorporate the Draft Policy by way of amendment into Cllr Marshall’s correspondence”*”

Min 7965 Appendix A ref: para 8 – “..... *October 2007.*” insert “*Town Council did not make a financial commitment for March because Life Long Learning and Leisure did not want commitment for March*”

Cllrs R J Higginson and D Ashwin declared an interest in this amendment.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

7980 To Approve the Minutes of Special Meeting of Full Town Council 4.12.07

[Circ]

A lengthy discussion ensued concerning the accuracy of Item 3. It was stated that this was no reflection on the Clerk or the assistant; that the Minutes were “accurate” but could be made “more accurate”.

Cllr J Marshall requested paragraph 2 be deleted and read out a lengthy paragraph he wished inserted in its place. The Clerk advised Members that this was not recorded at the meeting.

The Minutes were approved as a true record, subject to insertion of the following paragraph at the end of the Minutes:

“Various comments made at meetings are not recorded in minutes. Some councillors commented on what Members felt had been left out of the minutes because minutes are not verbatim”.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

7981 To Approve the Minutes of Planning Committee 8.1.08

[Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes

7982 To Ratify decision of Emergency Cttee [Mayor/Cllrs RS/PT] 23.1.08 to agree to Contractor to remove additional debris from Sandy Lane Allotments at a cost of £250 following further letter to plot holders to remove debris within 14 days.

Town Council resolved to ratify the decision of Emergency Cttee [Cllrs DA, RS, PT] 23.1.08 to agree to Contractor to remove additional debris from Sandy Lane Allotments at a cost of £250 following further letter to plot holders to remove debris within 14 days.

7983 Ongoing/Outstanding Issues: [Placed at front of agenda in accordance with Town Council]

- a) To Note the following issues added to list of requests for consideration of inclusion in Mon CC Road Safety Strategy – See Correspondence 10(9)
 - Pelican Crossing at Deepweir
 - 20mph speed restriction – Castle Lodge Crescent
 - Parking Issues – Newport Road
 - Barriers at Lane Newport Road – Masefield Road
 - Patch of Grass opposite entrance to Shakespeare Drive/Car Park – Requested MCC undertake traffic safety survey at West End
- b) Directional sign to Caldicot Cemetery – See Correspondence 10 (9a)
- c) Mini Roundabout at Sandy Lane – On Mon CC Road Safety Strategy – To investigate Sandy Lane/Jubilee Way junction improvement
- d) Additional Plaques to ‘Welcome to Caldicot’ Signs – See Committee
- e) Bus Shelters

Town Council noted that the above outstanding issues (a) – (c) were included in the Mon CC requests for consideration for the Road Safety Strategy - See Min 7984(9)

7984 Correspondence [Circ unless marked*]

(1) Caldicot & District Royal British Legion Request for Reimburse of Buffet 11.11.07 - £80

Town Council considered a request for reimbursement of buffet following Armistice Day parade from Caldicot & Caldicot & District Royal British Legion.

It was resolved to donate £80 to Caldicot & District Royal British Legion.

(1a) Caldicot & District Citizens Advice Bureau Request for Funding Increase from £8000 to £9,500 -Annual Report 2007/Accounts

Town Council considered the Annual Report and Accounts 2007 for Caldicot Citizens Advice Bureau [CAB] together with a request for an increase in funding from £8,000 to £9,500 for financial year 2007/08.

A discussion ensued on the amount of contribution received by the CAB from surrounding community councils.

It was resolved:

- i) to donate £8,000 to Caldicot & Citizens Advice Bureau as set aside in Estimates Committee 12.12.06.
- ii) to request CAB approach surrounding community councils for increased contributions to make up the additional £1,500 requested.
- iii) to request CAB advise Town Council following (ii)

Cllr R J Higginson declared an interest in Item (1a)

7984 (1b) Mon CC

**Request for Financial Support Summer
Playscheme 2008 - £8000/Supporting
Documentation**

Town Council considered a request for financial assistance towards a range of activities proposed by Mon CC in Caldicot during the school summer holiday period in 2008, together with an evaluation report of the 2007 activities held at the four Leisure Centres in Monmouthshire.

It was resolved to support the Playscheme 2008 to the sum of £8,000.

Cllrs D Ashwin, R J Higginson and R Stewart declared an interest in Item (1b)

(1c) Mon CC

**St David's Day Event 2008 1.3.08/Request
for Subsidy**

Town Council considered a 'Draft Outline' from Mon CC for the proposed 'open day' event for Saturday 1st March 2008 at Caldicot Castle, together with proposed costs for the event.

A discussion ensued and the following issues were discussed:

- Town Council's request for the castle to be open during March
- Town Council being requested to contribute towards Mon CC functions in Caldicot
- Mon CC reduction in services
- Deficit of October 2007 - £1,232 estimated to be confirmed
- Costs incurred as a result of "Double Booking" 1.3.08

It was resolved

- a) to request audited accounts in respect of October 2007 opening of the Castle**
- b) that Town Council not contribute towards costs incurred as a result of a "double booking" 1.3.08**
- c) MCC advise as to the costs of opening the Castle for the whole of March as opposed to a "one-off event"**

Cllrs D Ashwin, J Marshall, R J Higginson and R Stewart declared an interest in Item (1c)

Cllr A Easson declared an interest in Item (1c) and left the room during discussion of the Item.

(1d) Caldicot Judokwai

Request for Donation

Town Council considered a request for donation from Caldicot Judokwai towards three members' forthcoming participation in Commonwealth Judo Championships held in January 2008 in Mauritius.

It was stated that Town Council would only be willing to sponsor participants resident in Caldicot.

It was resolved to donate £200 to each of the three participants competing in the Commonwealth Judo Championships providing they are Caldicot residents

***(2) Bobath Cymru**

Appreciation for Donation

Town Council noted the appreciation for donation from Bobath Cymru.

St Mary's School's current School Travel Plan which, if successful, could possibly secure funding in 18 months.

Town Council considered this item as a priority. Reference was made to various organisations and charities offering financial support for the crossing.

It was resolved to advise Mon CC that the crossing is not reliant on sole funding from Mon CC and urge Mon CC "speed up" the installation of a crossing on Sandy Lane for the benefit of elderly and disabled persons.

7984 (10) Mon CC

Copy Letter to Cllr R Stewart re: Neddern Brook

Town Council considered copy letter from Mon CC Environmental Health Officer to Cllr R Stewart in relation to pollution of Neddern Brook.

Cllr Stewart read out a response he had received from the Environment Agency in this matter. It was stated that it did not appear the leaflets had been distributed to date.

It was resolved to "chase up" Mon CC leaflets, referred to in the correspondence, designed to attract householders' attention to the possibility that they may have misconnected appliances into the storm system

(10a) W H Llewellyn

Re: Town Council Shield/Sleigh – For Information

Town Council considered correspondence from a former Town Councillor, outlining the history of Town Council shield for Best Dressed Xmas Window and Town Council Sleigh.

It was resolved that the Clerk make enquiries about the sleigh via Mr Llewellyn.

Standing Orders were called for 30 minutes [9pm]

(10b) Resident

Switching on of Christmas Lights 7.12.07

Town Council considered correspondence from a local resident expressing "disgust" at the way in which the Mayor was treated at the switching on of the lights at Caldicot on Friday 7.12.07.

A discussion ensued and the following issues were discussed:

- Identity of the resident
- Members working together for the benefit of the community
- Lack of assistance for events in the town
- Legislation re: running of events
- Grants towards town events

It was resolved to note the correspondence from the local resident.

i) Road Repairs – Oakley Way

Cllr Haskey referred to the state of the road in areas of Oakley Way, particularly in front of the shops and expressed concerns for elderly persons.

ii) Christmas Tree – Oakley Way

Cllr Haskey conveyed residents' appreciation of the Christmas tree lights at Oakley Way.

iii) Rubbish Collection Charges

Cllr Haskey referred to an increase in Mon CC charges for the disposal of fridges [£13] and stated that local elderly persons had written to Mon CC expressing concerns over a lack of subsidy. It was stated that, although local County Councillors had opposed the increased charges, the charges had been approved by Mon CC.

A short discussion ensued regarding Mon CC proposals to site recycling containers in the Oakley Way area.

It was resolved to defer proposed recycling in the Oakley Way area to Town Council meeting 27.2.08.

iv) CCTV Spar Oakley Way Area

Cllr Haskey referred to attempted break-ins at a shop in Oakley Way and requested if CCTV could be considered in the area.

A discussion ensued and the following issues were discussed:

- Privacy issues to residents
- Temporary CCTV camera requiring electricity supply
- Comparison of West End with Oakley Way
- Hand held video recorder purchased for the benefit of the Police
- Meeting Cllr R J Higginson/CCTV Development Officer 13.12.07
- Issue to be brought up at next CSAT meeting by Cllrs R J Higginson and J Marshall
- Oakley Way residents requesting CCTV in the area
- Anti social behaviour in area

It was resolved to request the CCTV mobile van be used at Oakley Way due to anti social behaviour in the area and to request the Police advise of the useage of the video camera

v) Donations to Organisations/Properly Audited Accounts

Cllr J Haskey requested clarification on donations made to organisations and subsequent breakdowns of accounts being received as opposed to properly audited accounts.

It was resolved that Cllr Haskey consider resubmitting this item, with more specific information, under Committee at Town Council meeting 27.2.08

vi) Flag Poles

It was resolved to discuss this item in conjunction with item (13) below.

Cllr A Easson referred to Town Council Standing Order 19.

(12) Cllr J Marshall

Re: Stenographer for Caldicot Town Council

Cllr Marshall requested Town Council consider employing the services of a stenographer/s to record everything that is discussed during council meetings to alleviate disputes amongst council members over the accuracy of the minutes.

A discussion ensued and the following issues were discussed:

- It could be seen as a “slur” on the Clerk and Assistant
- Minutes were not a verbatim record
- Unnecessary cost to tax payers
- Consideration of taping meetings/shorthand qualification
- Conduct of meeting

It was resolved not to employ the services of a stenographer/s. [Vote 3 For: 6 Against].

Due to insufficient time the following items were not considered

(12a) Cllr J Marshall

Letter of Commendation to Mr Mike Rice and Chamber of Commerce

(12b) Cllr J Marshall

**Copy letter to Chief Executive, Mon CC
Re: Road Safety in Caldicot**

(12c) Cllr P Tidmarsh

Pelican Crossing Deepweir/Town Signs B4245

(12d) Cllr J Marshall

Visitors Day Diary

(12e) Cllr J Marshall

Traders’ Meeting with Police

(13) Caldicot & District Chamber of Commerce

Re: Flag Poles/Specification/Plans

(14) Cllr A Easson

Protocol for Flying Union Flag from Public Buildings

(14a) Cllr A Easson

Special Meeting 4.12.07/Sleigh

(14b) Cllr A Easson

Comments Free Press

(14c) Cllr A Easson

Complaints Council Business

(14d) Cllr A Easson

Motion of “No Confidence”

7985 Publications, Minutes, Etc [Displayed]

[A] One Voice Wales

Update on 2007 AGM Resolutions/The Electoral Commission – Community Council Elections in Wales May 2008

Agenda/Mins Mon Area Cttee 17.1.08

[B] NALC

Direct Information Service issues 671 – 673 (inc)

[C] Gwent Levels Flood Defence Alliance

Agenda/Mins 8.1.08

[D] Môr Hafren Area Committee

Agenda/Mins 9.1.08, Special Meeting 5.2.08

Budget Consultation 2008/2009

[E] NALC

Local Council Review, January 2008

[F] Plus Publishing Services

Local Council’s Update Issue No 98

[G] Clerks & Councils Direct

January 08, Issue 55

[H] Memorial Awareness Board [MAB]

Bulletin, November 2007

[I] International Tree Foundation

December 2007/January 2008

[J] STRI

Bulletin, January 2008

[K] Adjudication Panel for Wales

Annual Report 2006-2007

[L] Mon CC
[M] Mon CC

[N] Severn Tunnel Action Group
[O] Royal Mail

[P] Sewta

Improvement Plan 2007/08
Local Development Plan [LDP] Delivery
Agreement
Update Dec 07
Post Office Ltd's Network Change Programme
for Your Area - Proposed Caldicot Post
Offices to remain in the network
[Response by 25.2.08]
Annual Report 2006/07 – www.sewta.gov.uk

7986 Planning [Displayed]

A) Planning Applications Received

DC/2007/01573: Two storey side extension to form two (one bedroom) flats – 4 Westfield Avenue, Caldicot

DC/2007/01593: Single storey extension to front of existing dwelling – 30 Lapwing Avenue, Caldicot

DC/2008/00004: Rear single storey extension and pitch roof around side flat roof garage and front bay – 58 Mill Lane, Caldicot

B) Mon CC Planning Agenda 8.1.08, 22.1.08 – For Information

Town Council noted the above Planning Information from Mon CC.

7987 Finance [Circ]

a) Cheque List Schedule – Update

Town Council approved the updated Cheque List Schedule as circulated

b) Donations and Contributions Schedule Update [Circ]

Town Council approved the updated Donations and Contributions as circulated

c) Financial Comparisons 1.4.07 – 30.9.07

Town Council approved the Financial Comparison 1.4.07 – 31.12.07

d) District Audit Certificate/Report – Yr Ended 31.3.07 [Displayed in Town Council Noticeboard in accordance with Statute]

Town Council approved the District Audit Report for yr ended 31.3.07 and noted no

7988 To Note Casual Vacancy – Dewstow Ward

7989 Town Council Standing Orders

a) To Consider 30 Minutes for Public Forum [Notice given 28.11.07]

b) To Consider Notice for Motion for Rescission of Previous Resolution

7990 CCTV

a) To Approve Payment 07/08 - £11,500 [Invoice Received 15.12.07/Reminder]

14.1.08/Final Reminder 24.1.08]

b) **Mon CC/Town Council Representatives Update** [Circ]

7991 Caldicot Cemetery

- a) **Cllr J Marshall – Re: Management of Memorials - Inspection Workshops** [Circ]
- b) **To Set Date for Commencement of Consultation following guidance laid down by Mon CC Cemetery Working Group**
- c) **To Consider Presentation Re: Headstone Testing**

7992 King George V Playing Fields – Complaint from Resident [Circ]

7993 To Arrange Date for Health and Safety Committee

7994 To Consider Best Dressed Christmas House Presentation – Certificates

7995 To Note Changed Date of Address to Town Council - Ms D Mansfield, RCA – 11.3.08
- MCC Youth Service Address 12.2.08
- Fairtrade Address 27.2.08

7996 Reports

- a) **Meeting with Grayhill Surgery 13.12.07 – Any report**
- b) **Flooding Forum Agenda 4.2.08/Draft Notes 3.12.07**
- c) **Town Council Representatives on Outside Bodies**
- d) **CCTV – See 16 above**
- e) **Governors**
- f) **Other**

7997 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) **Town Council Trees – To Consider Quotation for Survey [b/f TC 11.12.07]** [Circ]
- b) **Town Signs – To Consider Quotation for Additional Plaques** [Circ]
- c) **Tymperley’s Nursery** [Circ]
- d) **Member of Public – Uncivilised Conduct** [Circ]
- e) **KGVPF – Bowls Green Fence – Additional Costs for Gravel Boards**

The meeting closed at 9.30pm

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Mayor/Deputy Mayor

Appendix A

7975 – Mayor’s Statement to Council

Since being elected Mayor I have tried to chair the council meetings fairly and impartially.

Most issues I do not vote on, although I carry 2 votes in my pocket.

The last time I used my casting vote was the election of a Town Councillor to the temporary Governing Body of St Mary’s School. I chose Cllr Debbie Jones in preference to Cllr Easson because she gives the children reading lessons, which is above and beyond the normal duties required of a Governor and can only benefit the children.

Regarding the special sleigh meeting, I know what I heard and what Mr Rice said. I would like to inform the general public that I was very conscious of the chain of office I was wearing or my words would have been far more choicer than teddy bears and cots.

The minutes do not have to be a verbatim record of everything said. They must be a record of business transacted and decisions made.

I was democratically elected to the office of Mayor and will hand over my chain of office to the new Mayor at the Annual General Meeting after the elections. So the couple of people who are calling for me to resign can forget it.

To Mr Rice, who is trying to make mountains out of molehills I say – you have got your sleigh now put up or shut up – put up against me in the elections and let the public decide.

To Cllr Easson I say – you should be ashamed of yourself cluttering up the agenda when there are important issues to discuss, like CCTV, like cemetery space, like more bus shelters and pelican crossing for the old, young and blind. Shame on you!

So in case you didn’t hear correctly the first time – you can huff and puff and put whatever motions of confidence into me - I shall not be resigning.

Now lets get on with Council business.