

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

**Minutes of meeting of Full Town Council held at 6.30pm on Wednesday 30<sup>th</sup> March 2005 at Caldicot Day Luncheon Centre.**

### **PRESENT:**

Cllrs R Stewart, Mayor	R J Higginson [left 7.50pm]
P Tidmarsh, Deputy Mayor	D Jones
C Babb	J Roberts [left 7.30pm]
D Evans	K Thomas
J Haskey	

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

The Mayor advised Members that Lloyd Watkins, a former Mayor of Caldicot, had recently passed away.

### **7424 Apologies**

Apologies were received from Cllrs J Daniels, E Davies, W Edwards G Jenkins and S Williams

### **7425 Open Forum for Public Participation**

- Mr G Powell stated he had been in touch with the Audit Commission to investigate an increase of 37.5% in Town Council precept.
- Mr G Powell requested Town Council take “serious consideration” to the proposed decision by Mon CC to impose car parking charges in Caldicot town centre and referred to a “1969 document” in which it is apparently stated that charges could not be made for car parking in Jubilee Way car park. Cllr Stewart stated this business was a matter for Mon CC. Mr Powell referred to the Mayor and Cty Cllr D Ashwin supporting Mon CC Cabinet’s decision to impose car parking charges. Cllr R Stewart, Mayor stated he opposed the proposed car parking charges in Caldicot and had spoken out against the proposals at the Mon CC meeting. It was clarified by Cllr R J Higginson that although Cllrs Stewart and Ashwin were opposed to the proposed car parking charges, by implication when Cllr Stewart supported Mon CC budget proposals 2005/2006, allowing for income to be expected from car parking charges and post 16+ transport charges they had supported the proposals to impose car parking charges in Caldicot.
- Mr G Powell requested if there was any truth in the rumours that the Deputy Mayor had been involved in a fracas in a public place. The Mayor refused to answer Mr Powell’s question, stating it was a personal matter and “hearsay” and if he wished to pursue the matter he should write to the Town Council or contact the Ombudsman. Mr Powell requested a response to his question as the matter referred to the Deputy Mayor of Caldicot. The Mayor again refused to answer and requested Mr Powell desist from pursuing the topic at the meeting. Mr Powell continued to pursue the topic and requested an answer to his question. Cllr Stewart requested Mr Powell leave the meeting, which he refused, and subsequently Cllr Stewart stated that the proceedings were abandoned. Cllr R J Higginson stated it would not be wise to abandon the meeting on a question posed by a member of the public.

The Mayor agreed to commence business proper at 6.45 pm following abandonment of the public open forum.

## 7426 Declarations of Interest

**Cllr R Stewart declared an interest in Planning Matters.**

**Cllr R J Higginson declared an interest in Plan M/11310**

Further Declarations of Interest to be identified under the relevant Minute

Town Council resolved to consider Planning Committee at the end of the meeting, prior to Committee, due to Cllr R J Higginson's declaration of interest in Plan M/11310

## 7427 To Approve the Minutes of Full Town Council Meeting 23<sup>rd</sup> February 2005 [Circ]

The Minutes were approved subject to **Min 7411 (6ii)** ..... [TC 30.10.02 Min 6947(14)] insert '- a decision of the previous Town Council'

### a) Mayor to Sign the Minutes

Cllr R Stewart, Mayor, signed the Minutes

## 7428 To Approve the Minutes of Planning Committee 8<sup>th</sup> March 2005 [Circ]

The Minutes were approved as a true record.

### a) Mayor to Sign the Minutes

Cllr R Stewart, Mayor, signed the Minutes

## 7429 Correspondence [Circ unless marked\*]

### (1) Mon CC The Oakley Association

### **Request for Funds for Street Lighting Columns at Oakley Way**

Town council resolved to donate £1,000 to Mon CC The Oakley Association following request for funds for street lighting columns at Oakley Way [CB/DE]

### \***(1a) Cllr J Haskey**

### **Update on Funding Re: (1)**

Cllr J Haskey updated Members on funding of street lighting columns at Oakley Way, stating sufficient monies had now been raised to have the street lighting columns installed and thanked Members for their support in this matter.

**Cllr J Haskey declared an interest in (1) and (1a)**

### \***(2) Cllr J Haskey**

### **Lack of Signs around Caldicot against Dumping - Caerwent Lane, Railway Station, Old Sewerage Works**

Cllr J Haskey referred to a lack of signs against illegal dumping of household waste/garden refuse in areas around Caldicot, particularly Caerwent Lane, Railway Station and Old Sewerage Works.

A discussion ensued and Members referred to the number of refuse bags permitted at Mon CC waste disposal site at Caerwent

It was resolved to refer this matter to Mon CC.

**7429(3) Cty Cllr M Smith**

**Re: Leisure Centre Summer Playscheme**

Town Council noted correspondence and copy report received by Members of Mon CC in relation to Summer Playscheme from Cty Cllr M Smith

**(3a) Mon CC**

**Caldicot Playscheme 2004  
To approve Payment of Invoice - £9455.00**

Town Council received the report from Mon CC and accepted request for 3% increase on £9,455, ie £9,739 for Playscheme 2005.

Town Council resolved to make payment of £9,455.00 for Caldicot Playscheme 2004 [PT/RJH]

**(4) Mon CC**

**Application for Funds from Commuted Sum  
Payments Arising from Local Housing  
Development at Church Road, Caldicot (Section  
106)**

Town Council noted correspondence from Mon CC stating applications for funds from commuted sum payments arising from local housing development at Church Road were being assessed and would be reported to the next Mon CC Cabinet meeting.

**(5) Mon CC**

**Report to Cabinet re: Litter Enforcement/Dog  
Fouling Enforcement [Comments requested]**

Town Council noted the report to Cabinet in relation to litter enforcement/dog fouling enforcement and offered no comments on the report.

**(6) Welsh Assembly Government**

**(a) Application for a Government View: North  
Middle Grounds, Areas 455 & Bristol Channel**

Town Council noted correspondence in relation to an application to the Welsh Assembly Government for a Government view to extract marine aggregates from the Bristol Channel.

**(b) WAG Spending Plans 2005-2008 [Leaflet Circ]**

Town Council noted correspondence in relation to the Welsh Assembly Government's spending plans for the period April 2005 to March 2008 being approved by the National Assembly for Wales.

**\*(7) Miss Sian Perry, 2<sup>nd</sup> Caldicot Scouts**

**Appreciation for Donation £50**

Town Council noted appreciation for donation of £50 from Miss S Perry, 2<sup>nd</sup> Caldicot Scouts.

**\*(7a) Caldicot & District U3A**

**Appreciation for Donation £100**

Town Council noted appreciation for donation of £100 from Caldicot & District U3A.

## **7429 (8) Caldicot & District Chamber of Commerce Caldicot Town Re-Development**

Members considered correspondence from Caldicot & District Chamber of Commerce:

- i) declining Town Council's offer to make presentation to Members 30.3.05 in respect of 'Caldicot Town Re-Development' and requesting the presentation be deferred until April.
- ii) requesting a copy of Min 6947 (14) as referred to at Town Council meeting 23.2.05

It was resolved:

- i) to allow presentation to take place at 7pm on Tuesday 12.4.04 following Planning Committee
- ii) to forward a copy of Minute 6947 (14) to Caldicot & District Chamber of Commerce.

### **(9) Cty Cllr J Harris**

**For Information – The Sports Council for Wales  
Re: Caldicot Comprehensive School Playing  
Fields**

Town Council noted correspondence for information from The Sports Council For Wales via Cty Cllr J Harris advising of its objection to proposed plans to sell off playing fields at Caldicot Comprehensive School.

### **(10) Mon CC**

**Re: Foodstore Development, Caldicot**

Town Council noted correspondence from Mon CC stating it had instructed architects to come up with a number of ideas for development within the constraints of the site [Caldicot Comprehensive School] for a foodstore development in Caldicot.

## **7430 Publications, Minutes, Etc [DISPLAYED]**

**[A] NALC Direct Information Service**

**[B] Plus Publishing Services**

**[C] Mon CC, Cabinet**

**[D] Mon Area Community Health**

**[E] Association of Burial Authorities/MAB**

**[F] NALC Local Council Review**

**[G] GAVO**

**[H] Monmouthshire GreenWeb**

**[I] Clerks & Councils Direct**

**[J] Welsh Assembly Government**

**[K] Mon CC**

**Issues No 601**

**Local Council's Update Issue No 65**

**Agenda 2.3.05 (v) \*Cemeteries Working Group**

**(vii) \*Car Park Charging Proposals**

**Agenda 15.3.05**

**No. 29 Spring 2005/Feb 05**

**March 2005**

**Training Brochure 2005**

**"GreenWeb Gleanings"**

**Issue 38**

**The Local Government Partnership Scheme**

**Annual Report 2003-2004**

**Agenda Severnside Area Committee 30.3.05**

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

## **7431 Planning Committee [Displayed]**

This item was moved to the end of the meeting [see Min 7442]

## **7432 Cheque List Schedule Update [Circ]**

Town Council resolved to approve the Updated Cheque List Schedule.

## **7433 Donations and Contributions Schedule**

**Update [Circ]**

Town Council resolved to approve the Updated Donations and Contributions Schedule

## **7434 Notice of Audit of Accounts Year Ending 31.3.04 to take place 11.4.05 - Awaiting Internal Auditor Report [c/f TC 23.2.05]**

### **a) To Consider Internal Audit Report Year Ending 31.3.04 [Circ]**

Town Council considered and accepted the Internal Audit Report Year Ending 31.3.04, with cost for 2004/2005 £645. It was resolved to adopt recommendations 9.1 – 9.4 of the Internal Audit Report.

### **b) To Approve and Sign Amended Annual Return Year Ending 31.3.04 for Submission to External Audit 11.4.05 [Circ – see (a)]**

Town Council resolved to approve the Amended Annual Return [Circ – see (a)] Year Ending 31.3.04 and the Mayor subsequently signed the Amended Annual Return.

### **c) Clerk Report Re: (a) - To Consider Recommendations Internal Audit Report [Circ]**

Town Council accepted the Clerk's Report.

It was resolved:-

- (a) to accept quotation from Allianz Cornhill for £121.50 pa to increase fidelity insurance from £100,000 to £145,000
- (b) to amend Financial Regulations 8.1 – *“Investments shall be for a maximum of 6 months with a recognised banking institution at the direction of Council”*

### **d) To Approve Payment of Invoice £630 + VAT**

Town Council resolved to approve payment of invoice for 2003/2004 internal audit £630 + VAT

## **7435 CCTV – To Approve Notes CCTV Training Session 8.3.05 [Circ]**

### **a) To Note Service Level Agreement Unsigned**

### **b) To Note Outstanding Contributions 2003/2004 - £11,500, 2004/2005 - £11,500**

Town Council approved the Notes of CCTV training session held 8.3.05.

Members expressed concerns regarding CCTV in Caldicot and questioned its “value for money”. It was stated that Town Council were under obligation to £11,500 per year running costs, although issues were still outstanding in relation to CCTV in Caldicot.

Cllr J Roberts expressed concerns over the wording “partnership” as opposed to “partnering” and to no “break clause” in the Service Level Agreement.

Town Council noted the Service Level Agreement remained unsigned and that outstanding contributions 2003/2004 and 2004/2005 remained unpaid.

It was resolved to await Mon CC response to outstanding issues.

#### **7436 Charity Law & Trusteeship – GAVO Training Officer unavailable Tuesday, 12.4.05**

- a) Possibility of Change of Venue of GAVO Training Course to DLC Thursday, 14.4.05 9.30 – 4.00**
- b) Numbers (max 12)**

Town Council noted GAVO Training Officer was unavailable to undertake training session following Planning Committee 12.4.05 and requested further dates to arrange training to be undertaken in an evening at Town Council office for Members only.

It was noted that the training session was being offered free of charge at present, but the situation could change in the future.

It was resolved to request further dates from GAVO.

**Cllr J Roberts left the meeting at this point**

#### **7437 Caldicot Cemetery**

- a) Awaiting Response from Mon CC Re: Representative to Address Members**

Town Council noted response awaited from Mon CC in relation to representation from Mon CC regarding the possibility of handing Caldicot Cemetery back to Mon CC.

#### **7438 Highways Site Meeting – Awaiting Dates from Mon CC**

Members noted dates awaited from Mon CC for a highways site meeting.

A discussion ensued regarding proposed implementation of car parking charges in Caldicot. It was stated that Caldicot offered no incentive for people to visit and the town centre would “die” if charges for car parking were implemented.

It was clarified to Members that a statutory consultation process would have to be adhered to and Town Council would have to be consulted.

It was resolved to advise Mon CC that Town Council deplore the fact that Mon CC intend to impose car parking charges in Caldicot.

#### **7439 Twinning – Update Report from Twinning Association**

Cllrs P Tidmarsh updated Members on arrangements for the forthcoming Twinning visit to Morières.

Cllr Tidmarsh referred to the Twinning Association not being able to access funds held in a Twinning Association account with HSBC Bank, although monies had been placed into the account for twinning with Morières. The Clerk stated she had previously spoken to Cllr Tidmarsh following the first meeting of the Twinning Association and to the Treasurer of Twinning Association, advising that a bank mandate form required completion by the Twinning Association in order to amend signatories to the account.

Reference was made to a teacher from Caldicot Comprehensive School being “out of pocket” as a result of paying for pupils’ fares to Morières. It was stated that this matter was the business of the Twinning Association and not Town Council.

Cllr Tidmarsh requested a gift be presented to Morières at the official Twinning Ceremony.

A discussion ensued and it was stated that Town Council was committed to twinning with Morières and as the twinning visit was a Civic function and not a Twinning Association function, all requests from Morières and arrangements for the visit should be made via the Clerk to enable matters to be placed on the Agenda.

Reference was made to Twinning Committee organising the event with recommendations being brought to Town Council.

It was resolved to arrange a meeting of Twinning Committee.

#### **7440 Christmas Lighting Display Mon CC – Tuesday, 19.4.05 11 am – Invitation via R Joy, Street Lighting Manager, Mon CC**

Town Council accepted the invitation via Mon CC Street Lighting Manager to attend a Christmas Lighting Display 19.4.05 and resolved to confirm numbers nearer the date.

##### **a) To Note £250 received from Severnside Capital Budget via M Jones, Area Services Officer, for installation of Electrical Socket for Christmas Lighting at shops, Oakley Way**

Town Council the noted donation of £250 from Severnside Capital Budget for installation of electrical socket for Christmas lighting at Oakley Way.

#### **7441 Reports**

##### **a) KRUF Walk for Life Sunday, 13.3.05 – 17 Walkers DLC-Pill-Sudbrook-Black Rock-Portskewett-Castle-DLC [Presentation Evening – 17.5.05]**

Town Council noted 17 walkers participated in KRUF Walk for Life 2005. It was noted that approximately £200 had been raised from the walk. It was stated that in comparison with previous years this figure was disappointing and it was requested if Members could sponsor the event individually.

##### **b) Governors**

There were no Governors' reports

##### **c) Other**

There were no other reports.

**Cllr R J Higginson left the meeting at this point**

#### **7442 Planning Committee [Displayed]**

##### **A) Planning Applications**

<b>Plan M/11305</b>	16 Grove Gardens, Caldicot	- Proposed Rear Extension	<b>TC Approved</b>
<b>Plan M/11308</b>	173 Elan Way, Caldicot	- Erection of Sun Lounge	<b>TC Approved</b>
<b>Plan M/11310</b>	31 Eagle Close, Caldicot	- Single Storey Rear Conservatory	<b>TC Approved</b>
<b>Plan M/11332</b>	98 Chepstow Road, Caldicot	- Convert Part Garage to Playroom & Store Room Extension to Garage	<b>TC Approved</b>
<b>Plan M/11359</b>	Unit 18 Severn Bridge Industrial Estate, Symondscliffe Way, Mon	- Change of Use of Building to Use Class B2 (General Industry)	<b>TC Approved</b>

- Plan M/11368** 5 Burns Crescent - Rear Lean To Extension **TC Approved**  
**Plan M/11361** 13 Shelly Close, Caldicot - Two Storey Side Extension and Single Storey Rear Extension Containing Family Room, Playroom, Bedroom, En-suite and Dressing Room **TC Approved**

**The Planning Inspectorate**

**Town and Country Planning Act 1990**

**Appeal by Mr G Fuller**

**Site at Land at the Rear of 21 Sandy Lane, Caldicot, NP26 4NA – Appeal Dismissed**

Town Council noted the above Appeal by Mr G Fuller.

**B) Mon CC Planning Information**

**i) Planning Permissions**

**Plan M/10623** 4 Illuminated Signs, 1 Illuminated Totem Sign and 1 Non-Illuminated Sign – Somerfield Store, Woodstock Way, Caldicot **TC Approved 29.9.04**

**Plan M/10988** Proposed First Floor Extension to Side of Existing Dwelling - 6 Kestrel Close, Caldicot **\*TC Refused 14.12.05**

**\*Terracing Effect of Semi-Detached Properties**

**Plan M/11130** Somerfield Supermarket, Wesley House, 43 Newport Road, Caldicot – External Alterations to Store, Relining Existing Car Park, New Ramp, Stair and Canopy, New Trolley Bays **TC Approved 23.2.05**

**Plan M/11143** 3663, Unit 12B Severnbridge Industrial Estate, Newport – Replacement of Above-Ground Enclosed Bunded Storage Tank **TC Approved 8.2.05**

**ii) List of Planning Applications Received**

21.02.05 – 25.02.05

28.02.05 – 04.03.05

07.03.05 – 11.03.05

**iii) Mon CC Planning Agenda 8.3.04, 22.3.04 – For Information**

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

**7443 Committee – To consider exclusion of press and public 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**

**Quotations c/f Town Council 23.2.05**

**a) Hedge Oakley Way Allotments – Awaiting Mon CC Re: Provision of Fence/Contribution**

Town Council noted response awaited from Mon CC in relation to the hedge at Oakley Way Allotments.



**b) No further quotation received Cremated Remains Section – Caldicot Cemetery**

It was noted that no further quotation had been received in relation to the Cremated Remains Section at Caldicot Cemetery

It was resolved that previous quotation by JR be accepted in the sum of £450.00 + VAT to dig out and back-fill cremated remains section in order to utilise the area [PT/DE].

**c) Cemetery Works – 3 Options/Estimates Received NB: Internal Auditor Advice – Verbal 3.3.05  
- Await Outcome of 14a above prior to consideration of works.**

Town Council noted internal audit advice.

It was resolved to request firm tenders for re-surfacing works to Caldicot Cemetery, as per Mon CC specification.

**d) Benches – Children’s play area**

It was resolved to purchase four picnic style benches for the children’s play area at a cost of £110 + VAT each [PT/DE].

The meeting closed at 8pm

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Mayor/Deputy Mayor