

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

**Minutes of meeting of Caldicot Town Council held at 6.30pm on Wednesday 31<sup>st</sup> January 2007 at Caldicot Day Luncheon Centre**

### **PRESENT:**

Cllrs J Daniels, Mayor	D Jones
D Ashwin	J Marshall
E Davies	J Roberts [left 8.10pm]
A Easson	R Stewart
D Evans	P Tidmarsh
J Haskey [left 8.50pm]	

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

### **7785 Apologies**

Apologies were received from Cllrs C Babb, G Jenkins, J Harris, R J Higginson and K Thomas

### **7786 Mayoral Address [Procedures]**

The Mayor addressed Members on Town Council procedures and Standing Orders [See Appendix A]

### **7787 Declarations of Interest**

**Cllr J Daniels declared an interest in Royal British Legion**

**Cllrs D Ashwin, D Evans declared an interest in Min 7794 (2)**

**Cllr E Davies declared an interest in Min 7794 (8)**

**Cllr A Easson declared an interest in Min 7794 (10)**

**Cllr D Ashwin declared an interest in Mon CC issues**

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

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

### **7788 Inspector J Smith, Caldicot Police**

See Appendix B

### **7789 Suspended Proceedings – Mr M Jones, Area Services Officer, Mon CC One-Stop-Shop**

See Appendix C

### **7790 Open Forum for Public Participation [15 Minutes]**

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

- Mayoral address to Members
- Bus stop at Longfellow Road
- £7,000+ contribution from Mon CC to Town Council projects
- Request for lighting/toilets/barriers at Caldicot Castle
- Steering group for Caldicot Castle
- Pedestrian crossing at by-pass
- Proposed fence at Longfellow Road play area

**7791 To Approve the Minutes of Full Town Council Meeting 29<sup>th</sup> November 2006 [Circ]**

The Minutes were approved as a true record

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7792 To Approve the Minutes of Estimates Committee Meeting 12<sup>th</sup> December 2006 [Circ]  
[including Final Estimates 2007/2008]**

The Minutes were approved as a true record, subject to the addition of Cllr J Marshall under 'present'.

Cllr A Easson wished it recorded that he was not present at the meeting [prior to becoming an elected Member].

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7793 To Approve the Minutes of Planning Committee Meeting 9<sup>th</sup> January 2006 [Circ]**

The Minutes were approved as a true record, subject to page 1 DC/2006/01293 ..... insert  
*"Cllr A Easson wished it recorded that he abstained from voting"*

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7794 Correspondence [Circ unless marked\*]**

**(1) Caldicot Town AFC**

**Request for Donation [b/f Est Cttee 12.12.06]**

Town Council considered a request for donation from Caldicot Town AFC towards hosting German guests from FV Wiesental during the spring of 2007.

It was proposed and seconded to donate £100 to Caldicot AFC. An Amendment was proposed and seconded to donate £50 to Caldicot AFC. A Further Amendment was proposed and seconded to donate £500 to Caldicot AFC.

Following voting of Further Amendment, Amendment and Proposal, the Proposal was carried.

**It was resolved to donate £100 to Caldicot AFC**

**(1a) Abergavenny Eisteddfod Y Fenni**

**Request for Donation**

Town Council considered a request for donation from Abergavenny Eisteddfod Y Fenni towards its Eisteddfod 16.6.07.

**It was resolved to donate £50 to Abergavenny Eisteddfod Y Fenni.**

**(1b) Llangollen Int'l Musical Eisteddfod**

**Request for Donation**

Town Council considered a request for donation from Llangollen International Musical Eisteddfod towards its 61st annual eisteddfod 10.7.07 – 15.7.07.

**It was resolved to donate £50 to Llangollen International Musical Eisteddfod.**

**7794 (1c) Alzheimer's Society**

**Request for Donation**

Town Council considered a request for donation from Alzheimer's Society.

**It was resolved to donate £50 to Alzheimer's Society.**

**(1d) Macmillan Cancer Support**

**Request for Donation**

Town Council considered a request for donation from Macmillan Cancer Support.

**It was resolved to donate £50 to Macmillan Cancer Support.**

**(1e) Kidney Wales Foundation**

**Request for Donation**

Town Council considered a request for donation from Kidney Wales Foundation.

**It was resolved to donate £50 to Kidney Wales Foundation.**

**(1f) Royal British Legion**

**Request for Reimbursement of Buffet Cost**

Town Council considered a request for donation from Royal British Legion for buffet supplied following Remembrance Service Parade 12.11.06.

**It was resolved to donate £70 to Royal British Legion**

**Cllr J Daniels declared an interest in this matter and withdrew from the meeting, during which time Cllr D Ashwin took the chair.**

**\*(2) Caldicot Youth Group**

**Appreciation of Donation £3000/  
Breakdown of Costs**

Town Council noted appreciation for £3,000 donation and breakdown of costs from Caldicot Youth Group.

**\*(2a) Caldicot & District CAB**

**Appreciation of Donation £8000/Accounts**

Town Council noted appreciation for £8,000 donation from Caldicot & District CAB.

**(3) Cllr R J Higginson**

**Re: Town Council Meeting 25.10.06  
[b/f TC 29.11.06]**

In the absence of Cllr R J Higginson this item was removed from the agenda.

**(3a) Cllr R J Higginson**

**Re: Town Council Meeting 25.10.06**

In the absence of Cllr R J Higginson this item was removed from the agenda.

**(4) Mon CC**

**Strong Communities Select Committee**

Town Council considered correspondence from Mon CC advising of a new committee structure established within Mon CC which includes the Strong Communities Select Committee.

**It was resolved to request Mon CC Strong Communities Select Committee refer this matter to the Severnside Area Forum.**

**7794\* (5) Resident**

**Request to Site Bench at Cemetery**

**Town Council approved a request from a local resident to site a bench at the Cemetery.**

**(6) Portskewett CC**

**Re: Mitel Roundabout**

Town Council noted correspondence from Portskewett Community Council refusing permission to place planters on Mitel roundabout.

**It was resolved to request permission and licence from Mon CC to place the planters beneath the two new proposed 'Welcome to Caldicot' signs.**

**(7) Mon CC**

**Directional/Tourist Signs – Caldicot**

Town Council noted correspondence from Mon CC stating relevant application forms and guidance had been submitted to staff at Caldicot Castle in relation to additional signs for Caldicot Castle on Junction 23a of the M4.

**(8) Mon CC**

**Road Safety and Traffic Management  
Programme 2006/2007 to 2008/2009  
Proposed Traffic Calming Schemes**

Town Council considered informal consultation regarding proposed traffic calming schemes at Mill Lane, Caldicot. Reference was made to parking issues in this area.

**It was resolved to recommend proposal C662/5/1.**

Reference was made to parking issues in this area.

**Cllrs D Ashwin and E Davies declared an interest in this matter**

**(8a) Mon CC**

**B4245 Chepstow Road Junction, Caldicot**

Town Council noted proposals for traffic scheme at the above junction.

**(9) Dept of Transport & Industry**

**Future of Post Office Network**

Town Council noted response from Dept of Trade and Industry regarding the future of Post Office Network.

**(10) Cllr A Easson**

**Caldicot Castle/Rail Services Severn  
Tunnel Junction**

Town Council considered correspondence from Cllr A Easson [written prior to becoming an elected Member] in relation to his campaign opposing barriers being installed at Caldicot Castle, the reduction in public visiting times and requests for lighting to be installed at the countryside park.

Cllr Easson urged Members to support promotion of Caldicot Castle and referred to recent campaign efforts in relation to rail services.

Town Council fully supported Cllr Easson in this matter and agreed in principle to sponsor an extension of opening times from March 2007.

Reference was made to the lack of lighting in the countryside park and insufficient toilet facilities at the Castle during functions.

**It was resolved to request Mr A Nelme, Mon CC, Matthew Lewis, Mon CC and Cllr Liz Hacket-Pain address Town Council in relation to these issues and to provide financial information relating to possible extension of opening times from March 2007. It was further resolved to re-agenda this item for Planning Committee 13.2.07**

**Cllr A Easson declared an interest in this matter**

**7794 (10a) Cllr A Easson**

**Traffic Management Dewstow Road,  
Kirlach Close, Birbeck Road**

Town Council considered correspondence from Cllr A Easson regarding residents' speeding and parking concerns along Dewstow Road and Birbeck Road and egress and access onto the B4245 from Dewstow Road.

The Mayor referred to a recent meeting with Mr D Harris, Head of Highways, Mon CC in relation to Mon CC Road Safety Strategy and advised that an updated priority list of traffic schemes for Caldicot was awaited. The Mayor also advised that costs for proposed traffic calming schemes in Caldicot, with a view to partnership funding Mon CC/Town Council was also awaited.

**It was resolved to defer this item to Town Council meeting 28.2.07 pending priority list for Caldicot and costs for traffic calming schemes from Mon CC**

**(11) Local Health Board**

**Public Consultation: Draft Disability  
Equality Scheme - Comments by 9.3.07**

Town Council considered correspondence from Local Health Board requesting comments on the draft Disability Equality Scheme.

**It was resolved to send a copy of the correspondence to the Disability Rights Commission to request whether it considers the scheme to be "fair" and whether anything further should be included in the document.**

**(12) Royal Mail**

**Overflowing Post Boxes**

Town Council noted correspondence from Royal Mail stating collections from post boxes in the area had been monitored and no complaints had been received by from the Caldicot area.

**(13) Community Safety Support Officer**

**Community Safety Chest Information**

Town Council considered correspondence in relation to the Community Safety Chest grant scheme.

**It was resolved to write to GAVO to request all local voluntary organisations are informed of the Community Safety Chest grant scheme**

**(14) County Cllr J Harris**

**Copy letter to Practice Manager Re:  
Grayhill Surgery**

In the absence of Cllr Harris this item was removed from the agenda.

**It was resolved that Cllrs D Ashwin and D Jones attend a meeting with Mr R Joy, Street Lighting Engineer, Mon CC at 10am on Wednesday 7.2.07 at County Hall in relation to Christmas Lighting 2007.**

**It was also resolved to request Mon CC re-instate the Xmas lighting socket on the renewed lamppost at West End.**

**(16) Gwent Police Authority**

**Questionnaire**

Town Council noted questionnaire from Gwent Police Authority in relation to improving its response to local community needs – Members to complete and return.

**(17) Cllr E Davies**

**Re: Town Council meeting 29.11.06**

Town Council noted correspondence from Cllr E Davies stating Members left Town Council meeting 25.10.06 “in disgust” and disagreeing with the amendment of the Minutes at Town Council meeting 29.11.06 to remove the words “in disgust”.

**(18) Cllr R Stewart**

**Various Issues**

**i) Welsh Flag**

Cllr R Stewart referred to the Welsh flag flying continuously at Town Council office stating that it was not very colourful.

**ii) ‘Boy Racers’**

- See Appendix A

**iii) “Caldicot Community Centre”**

Cllr Stewart requested when the Day Luncheon Centre [DLC] building could be called ‘Caldicot Community Centre’.

Cllr J Daniels, Mayor, advised that Town Council had not agreed to rename DLC and any changes would have to be made via Day Luncheon Centre Voluntary Committee [[DLCVC] in accordance with its constitution. Members were advised that audited accounts were awaited in relation to DLC.

**iv) Dog Fouling Bins**

Cllr Stewart referred to complaints of overflowing dog fouling bins.

**v) Children’s’ Play Area – KGVPF**

**Town Council resolved to open the children’s’ play area at KGVPF during the groundsman’s working hours for a trial period of three months.**

It was noted that the play area would be closed at weekends.

**vi) Garbage Containers at Woodstock Way Car Park**

Cllr Stewart referred to overflowing refuse bins at Woodstock Way Car Park

**It was resolved to request Mon CC empty the refuse bins on a more regular basis.**

**vii) Cracked pavement, rough ground and litter at rear of Chappell's Chemist**

Cllr Stewart referred to the "mess" at the rear of Chappell's Chemist. A discussion ensued and it was stated that although the area was apparently unadopted, Mon CC had a duty under Health and Safety to ensure safety.

Reference was also made to flooding in this area.

**It was resolved to write to Mr Mike Jones, Mon CC:**

- i) to request response from developers regarding the unadopted area of land at the rear of Chappell's Chemist**
- ii) to request an update regarding flooding issues at the rear of the post office, butchers shop, Chepstow Road and Woodstock Way.**

**(19) Charity Commission**

**King George's Field**

**It was resolved to defer this item to Town Council meeting 28.2.07**

**7795 Publications, Minutes, Etc [DISPLAYED]**

<b>[A] Mon CC, Cabinet</b>	<b>Agenda/Mins 3.1.07</b>
<b>[B] Mon CC Severnside Area Committee</b>	<b>Agenda/Mins 10.1.07</b>
<b>[C] Mon CC Severnside Area Forum</b>	<b>Agenda/Mins 10.1.07</b>
<b>[D] Mon CC Lower Wye Area Cttee</b>	<b>Agenda Special Meeting 16.1.07</b>
<b>[E] NALC Direct Information Service</b>	<b>Issue No 620 – 622</b>
<b>[F] Local Council Review [LCR]</b>	<b>January 2007</b>
<b>[G] Clerks &amp; Councils Direct</b>	<b>January 2007</b>
<b>[H] Welsh Blood Service</b>	<b>Attendance Results Dec 06</b>
<b>[I] International Tree Foundation</b>	<b>December/January 2006/07</b>
<b>[J] Monmouthshire Area CHC</b>	<b>Agenda/Mins 19.12.06</b>
<b>[K] One Voice Wales</b>	<b>Agenda/Mins 18.1.07</b>
<b>[L] NPFA</b>	<b>Fields Focus, Issue 8</b>
<b>[M] Mon CC</b>	<b>Mon CC Improvement Plan 2006/07/UDP Satisfaction Survey</b>
<b>[N] STRI</b>	<b>Bulletin, January 2007</b>
<b>[O] Welsh Assembly Govt</b>	<b>Making the Connections – November 2006</b>
<b>[P] Mon Countryside Service</b>	<b>Newsletter December 06</b>

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

**7796 Planning [Displayed]**

**A) Planning Applications**

**DC/2006/01649: Two Storey Extension to Provide a 'Day Room' & Additional Bedroom –  
16 Castle Lodge Crescent, Caldicot** **TC Approved**

**DC/2006/01667:** Erection of Two Storey Extension to Form Garage, Playroom and Bedroom – 20 Heol Glaslyn, Caldicot **TC Approved**

**DC/2006/01682:** Two Storey/One Storey Rear Extension to Give Extra Bed/Ensuite Extension to Kitchen/WC – 63 Cae Mawr Road, Caldicot **TC Approved**

**DC/2006/01691:** 2 Storey Extension to Side of Existing Dwelling – 1 Shakespeare Drive, Caldicot **TC Approved**

**B) Mon CC Planning Information**

**i) Refusal of Planning Permission**

**MM11976:** Demolition of Existing Premises Comprising Hotel and Restaurant and Redevelopment of 37 Sheltered Units Accommodation – 125 Newport Road, Caldicot

**TC Refused**

- i) **Access issues onto main road/traffic lights**
- ii) **Insufficient parking**
- iii) **Out of keeping with surrounding area**

Cllrs E Davies and D Jones updated Members on a presentation by proposed developers held at West End School 30.1.07 in this connection.

**(ii) List of Registered Planning Applications**

16.12.06 – 29.12.06

30.12.06 – 05.01.07

**(iii) Mon CC Planning Agenda 23.01.07 – For Information**

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

**7797 Finance [Circ]**

**a) Cheque List Schedule Update**

Town Council approved the updated Cheque List Schedule as circulated.

**b) Donations and Contributions Schedule Update**

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

**c) Financial Comparison 1.4.06 – 31.12.06**

Town Council approved Financial Comparison 1.4.06 – 31.12.06 as circulated.

**d) To Consider Financial Regulations [b/f Estimates 12.12.06] - NB Response from Internal Auditor**

Town Council considered Financial Regulations and noted response from Internal Auditor confirming that Internal Audit Reports 2004/05 and 2005/06 had not referred to any issues concerning the reclamation of statutory sick pay [SSP] and that the financial administration of the Town Council was highly satisfactory.

Cllr J Marshall stated his written request for the amount of sickness taken and period of sickness had not been addressed. Cllr Marshall was advised by Members that he was not entitled to such information.



It was stated that Town Council was “out of order” continuing to make reference to the reclamation of SSP.

**It was resolved to close the issue of reclamation of SSP and accept Town Council Financial Regulations.**

Cllr J Marshall wished it recorded he was against Town Council decision.

Cllrs A Easson and R Stewart abstained from voting on this item.

**e) District Audit Certificate/Report – Yr Ended 31.3.05 [Displayed in Town Noticeboard in accordance with Statute]**

Town Council accepted the ‘External Auditor’s Certificate and Opinion’ and noted no matters giving cause for concern that relevant legislation and regulatory requirements had not been met.

**f) Wales Audit Office – Changes to External Auditor - Awaiting District Audit Report 1.4.05 – 31.3.06**

Town Council noted correspondence from Wales Audit Office regarding the proposed change to the auditor appointment and advising on future arrangements for community council audits in Wales.

**g) To Consider Mon CC Quotation for Internal Audit Works 2006/2007**

**Town Council resolved to accept quotation for Internal Audit works 2006/2007 from Mon CC at a cost of £1,080.00.**

**h) To Consider Payment of SLCC Subscriptions by Council [Circ] – 2007 - £170**

**Town Council resolved to make payment of SLCC subscription at a cost of £170.**

**7798 To Arrange Date for Health and Safety Committee NB: Internal Audit Recommendation 5.1 “A Formal risk assessment should be carried out on an annual basis” – NB: To Include Fire Risk Assessment – To Note No Quorum Health and Safety Committee 9.11.06 and 7.12.06**

**It was resolved to convene a meeting of Health and Safety Committee at 10am on Tuesday 6<sup>th</sup> February 2007 at DLC.**

**7799 To Consider Town Council Representatives on Outside Bodies/Internal Cttees re: RK**

**i) Herbert Trust [Cllr PT + 1]**

**ii) Severnside Area Forum [Cllrs JD, GJ, JR + 1]**

**iii) User Sub Cttee KGVPF [Cllrs DA, DE, JM, RS + 1]**

**iv) To Note Nominated Members Only to Represent Town Council on Outside Bodies.**

**v) Town Council Allotments Cttee [Cllrs JD, DA, ED, DE, DJ + 1]**

**vi) Resignation Cllr J Roberts from Regeneration Committee [Cllrs JM, PT + 1]**

**vii) To Consider Remit of Development Cttee [b/f 29.11.06]**

**Town Council resolved to defer items (i) to (v) and (vii) above to Town Council meeting 28.2.07**

**Re: (vi)** – Town Council accepted Cllr J Roberts’ resignation from the Regeneration Committee.

**It was resolved to nominate Cllr A Easson to Regeneration Cttee.**

**7800 To Note Date for Best Dressed Christmas House Presentation/Citizens Awards –  
7pm Tuesday 13<sup>th</sup> February 2007 [Following Planning Cttee]**

Town Council noted the date for presentation of the Best Dressed Christmas House Presentation/Citizens Awards.

- a) To Consider Nominations for Citizens Awards**
  - i) Recommendation Cllr J Harris – July 2006 [Circ]**
  - ii) TC 27.9.06 Min 7740 (9) – Mr BA**

Town Council accepted nominations for Citizens Awards.

**It was resolved to present Town Council crests to Mr J Squibbs, Mr & Mrs Mills, Mr A Simmonds, Mr D Flint and Mr B Adams for their services to the community.**

**It was further resolved to present Certificates to Jason Morgan, Christopher Hill, Ben Thomson and Simon Williams for their bravery in relation to a fire in the flats at Masefield Road.**

- iii) To Approve Purchase of Town Council Crests –To Consider Welsh Translation [Circ]**

**It was resolved to purchase 50 Town Council Crests with two scrolls at a cost of £13.75 each [total £687.50].**

Due to insufficient time the following items were deferred to Town Council meeting 28.2.07

- iv) To Approve Purchase of Past Mayor’s Pins [Circ]**

**16 Dog Fouling Bins – To Review weekly collection [b/f 27.9.06]**

**17 To Arrange Date for Tendering Sub Committee**

- a) To Consider Town Council Insurance [expires 1.6.07]**

**18 CCTV [b/f TC 29.11.06] – Minutes of CCTV User Group Meeting 18.12.06 [Circ]**

**19 DLCVC – No Meeting held to date**

**20 Reports**

- a) Town Council Representatives on Outside Bodies**
- b) Governors**
- c) Notes of meeting with Dave Harris, Mon CC re: Road Safety Strategy 1.12.06 [Circ]**
- d) Minutes of Meeting at Gray Hill Surgery 21.12.06 [Circ]**
- e) Other**

**21 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) Cllr J Harris – Agenda Item 4 [Circ]**
- b) Cllr J Daniels – Re: Town Council Assistance to Town Events [Circ]**
- c) Land adjacent to Wentwood View, Caldicot [Circ]**
- d) Mon CC – Land at KGVPF [Circ]**

.....

**Mayor/Deputy Mayor**

## Appendix A

### 7786 Mayoral Address

Firstly I would like to welcome everyone back from the break and look forward to a productive 2007. Also to welcome Councillor Easson the newly elected member for Dewstow Ward.

I would like to remind all councillors of some procedures which I am sure we are aware of.

#### 1) Agenda Items

On submission of items for the agenda it is the Individual Councillors responsibility to ensure such information does not breach and any statutory UK legislation - This includes Data Protection, Confidentiality, Human Rights etc.

I full appreciate that we may not all be fully aware of all the components of this legislation therefore I have spoken with One Voice Wales on what training is available and they will forward information direct to the Clerk so it is Agenda item. The council/councillors can then consider what and if any training they may wish to arrange/request.

#### 2) Public Participation

Understanding orders it states: 15 minutes maximum open forum for public participation at the start of Full Town Council Meeting prior to Police Reports etc at the discretion of the Mayor.

#### 3) Disruption of Meetings

Under standing orders/Chairmanship NALC/police public disorder:

No one is entitled to interrupt or obstruct the proceedings of the Council or its committees. Either member of the public or councillor – the chairman will call the individual to order, failure to do so the individual will be warned failure to desist and they could be excluded, if this warning is ignored, it will be resolved without discussion for the interrupter to be excluded. If the individual fails to leave they can be removed by force – this includes where necessary contacting the police.

#### 4) Complaints Procedure

If any individual councillor has concerns over another councillor's behaviour, conduct or a decision that is made by the town council the correct procedure is to first contact the Ombudsman forms are available from the Clerk – copies of your concerns can also be addressed to MCC standards committee – they will deal with your issue and notify you and the monitoring officer of any corrective action. The Clerk, Council and/or Individual will then be advised of the results.

Therefore any councillor presenting such an item for the Agenda in future will again be advised of this procedure.

Thank for your time if anyone would like further clarification on anything I have said Standing orders and Chairmanship documentation and The Good Councillors Guide (which you should have all received copies of) are held with the Clerk.

## **Appendix B**

### **7788 Inspector J Smith, Caldicot Police**

Inspector Smith updated Members on the following:

- current crime figures
- annual drink-driving campaign
- “misuse of alcohol” operation undertaken in conjunction with Mon CC over the Christmas period.
- recent checks re: local unlicensed taxis

Inspector Smith answered questions in relation to the following:

- preventative measures for anti social behaviour in the town centre during the summer months
- prosecutions as a result of CCTV
- “boy racers” at Jubilee Way, Caldicot and Undy

The Mayor thanked Inspector Smith for his update and congratulated Caldicot Police on the reduction in crime.

## **Appendix C**

### **7788 Suspended Proceedings – Mr M Jones, Area Services Officer, Mon CC One-Stop-Shop**

Mr Jones addressed Members on the following:

- update re: ‘Welcome to Caldicot’ signs
- advised Mr Giles Ballisat had been placed on secondment in North Wales for 12 months and Mr Tim MacDermot, Area Services Manager, Lower Wye was covering Severnside Area upto 31.13.07. A report to be submitted to Cabinet during February 07 re: long term future of Area Working
- procedures for reporting Mon CC issues to One Stop Shops and duties of Area Services Officer – Tel: 01291 426400, E:mail: severnside@monmouthshire.gov.uk

Cllr J Haskey referred Mr Jones to a past issue, reported to the One Stop Shop, regarding removal of a skip at Oakley Way.

Cllr J Marshall requested breakdown of time/man hours/labour etc in relation to the cost of repair to the benches in the town centre as he considered the costs to be excessive. Mr Jones stated he would provide the information for Cllr Marshall.

Mr Jones referred to the “Community Newsletter” stating the benches would be removed if not repaired and requested future input to the “Community Newsletter” with regard to Mon CC issues.

Mr Jones referred to partnering projects between Severnside One Stop Shop and Town Council and to £7,000+ funding by the One Stop Shop for Town Council projects.

Cllr A Easson requested clarification in relation to un-adopted areas of land, particularly the area behind Chappell’s Chemist. Mr Jones stated he would contact the developer in this regard.

Cllr P Tidmarsh thanked Mr Jones for his good work for the community and requested a letter of thanks be sent to Giles Ballisat. Cllr J Daniels, Mayor, requested Cllr Tidmarsh bring up at Town Council meeting.