

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of Meeting of Caldicot Town Council held at 6.30 pm on Wednesday, 31st May 2006 at Caldicot Day Luncheon Centre

Present:-

Cllrs: - J Daniels [Mayor]	R J Higginson
D Ashwin	D Jones
C Babb	J Marshall
E Davies	R Stewart
D Evans	P Tidmarsh
J Haskey	

In attendance: G McIntyre, Members of Public

7681 Apologies

Apologies were received from Cllrs W Edwards, J Harris, G Jenkins, J Roberts, K Thomas and A Sandiford.

Proceedings were suspended to allow Inspector J Smith to update members on policing in Caldicot.

A vote of thanks was given to the police in Caldicot together with appreciation for police services at the Carnival.

7682 Open Forum for Public Participation

The following issue was addressed to Inspector J Smith in the Forum for Public Participation [Bullet point only]

- Use of police sirens before 7 am

There were no further issues raised in the Open Forum for Public Participation.

Following the Public Open Forum the Mayor invested Cllr D Ashwin, Deputy Mayor, with the Chain of Office.

Cllr Ashwin thanked the Council for the position, stating he accepted with mixed feelings and when called upon to take the Chair would not tolerate the Council being fetched into disrepute by "gutter politics".

7683 Declarations of Interest

Cllr J Marshall declared an interest in Min 7687 (3), (4), (6), (7b),

Cllr P Tidmarsh declared an interest in Min 7687 (6)

Cllr R J Higginson declared an interest in Min 7687 (1d), (4), (7), Min 7691

Cllr R Stewart declared an interest in Mon CC matters, Min 7691

Cllr D Ashwin declared an interest in Mon CC matters, Min 7691

The Clerk was asked to advise in connection with declarations of interest in respect of Town Council members appointed to outside bodies. The Clerk responded that advice on declarations of interest should be sought through the Monitoring Officer. However, the Clerk stated it was her understanding that Town Council members appointed to outside bodies should declare an interest at Town Council meeting under Paragraph 12 of the Model Code of Conduct.

The Clerk requested that declarations of interest be made under the relevant agenda item for accuracy and voting purposes.

7684 To Approve the Minutes of Full Town Council Meeting 26th April 2006 [Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes.

b) Matters Arising Update Sheet [Circ] – For Information

Re: KGVPF – Land Registration – Legal Department Mon CC – awaiting advice Land Surveyor re: Guides Hut - Re-agenda Town Council 28.6.06

Re: Mitel Roundabout - Members were advised that permission had not been granted by Mon CC to excavate the Mitel roundabout and plant with shrubs as a result of possible services being present [**Cllr J Daniels declared an interest**] It was agreed to request Mon CC provide costs for planters on the roundabout.

Re: Double Yellow Lines Woodstock Way/Mill Lane – Site meeting arranged with Mon CC for 2 pm Friday, 2nd June to meet at Day Luncheon Centre [Cllr D Ashwin to attend, Cllr R J Higginson apologies]. It was agreed to include pedestrian crossing at bypass [Deepweir] and “no right turn” at the Pill Row Junction.

7685 To Approve the Minutes of Planning Committee 9th May 2006 [Circ]

The Minutes were approved as a true record.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes.

7686 To Approve the Minutes of Annual Meeting 16th May 2006

The Minutes of the Annual Meeting 16th May 2006 [date amended] were approved as a true record subject to inclusion of Consort Master Alex Hanks and Retiring Mayor, Cllr P Tidmarsh [not Cllr R Higginson]

Cllr J Daniels, Mayor, advised that voting at the Annual Meeting had been undertaken in accordance with Town Council Standing Orders. Any changes to Committees would require to be agenda'd in the usual manner.

Cllr C Babb stated that Town Council representatives to outside bodies should take the views of the Council to that body. The Clerk and not Mon CC or the internet should be consulted for advice and that no member should issue instructions to the Clerk or Administrative Assistant.

Cllr J Marshall responded that statements made about bringing the Council into disrepute should name the persons concerned. Cllr C Babb agreed with Cllr Marshall's comments.

a) Mayor to Sign the Minutes

The Mayor signed the Minutes.

7687 Correspondence [Circ unless marked*]

(1) Round The Horn – Request for Contribution

Town Council resolved to donate £1000 to Round the Horn as included in Estimates 06/07, following consideration of Round the Horn accounts at Estimates Committee 13.12.05.

(1a) SARA - Request for Donation

Town Council resolved to advise SARA of its policy of donations being given in alternate years, subject to successful application.

(1b) Andrew Damsell – Request for Donation

Town Council resolved to donate £108 for the purchase of a suit for Andrew Damsell to participate in the Commonwealth Judo Championships 2006. It was agreed that the sporting achievements of Master Damsell had “put Caldicot on the map”.

(1c) Caldicot Events Committee – Request for Contribution £2000/Financial Statement Carnival 2005/Christmas Event/Groundsman Assistance Carnival

Town Council received financial statements from the Events Committee. It was noted that a profit was shown on the statements and it was considered that Town Council should donate upto £2000 to cover any shortfall for this year.

Cllr D Evans advised members that although the venue had changed the costs of the Carnival event remained the same eg prize monies, licence fee non-refundable. Live bands were unable to participate.

Town Council resolved to donate £2000 to the Events Committee [Carnival] and to reassess any donation to Christmas Lighting Event at Estimates Committee.

Cllrs J Daniels, D Evans and E Davies declared an interest in this item.

(1d) Caldicot & District Two Bridges Music Group – Request Permission to Keep Audio Equipment at Day Luncheon Centre

Town Council resolved to forward this item to Day Luncheon Centre Voluntary Committee.

Cllrs E Davies, D Jones and R J Higginson declared an interest in this item.

***(1e) Wales Air Ambulance – Appreciation for Donation £25**

Town Council noted appreciation for donation of £25 to Wales Air Ambulance.

7687 (2) Gwent Police Authority – Police Service Restructure in Wales

The principle behind the police service restructure in Wales was outlined. However, members were generally not in favour of the proposed restructure particularly with the rate of change.

Town Council resolved to note the correspondence from the Gwent Police Authority.

- (3) Community Health Council – Copy Correspondence to Local Health Board/Response
Re: Grayhill Surgery [**To Note Meeting with John Griffiths, AM 10.00 am Friday, 9.6.06 at DLC**]

Cllr J Daniels, Mayor, advised members of the forthcoming visit of John Griffiths, AM.

A discussion took place regarding members' dissatisfaction with Grayhill Surgery and it was stated that Cllrs Daniels and Haskey [as Town Council representatives] should meet with the practice]. A specific complaint was made about GP out of hours practice and the ambulance service.

Town Council resolved to await the meeting with John Griffiths AM; members of the community be not invited to participate at this stage and that a copy of the minutes be sent to the Local Health Board.

Cllr J Marshall declared an interest in this item.

- (4) Mon CC - Formal Response Re: Caldicot Cemetery

Town Council noted the formal response from Mon CC "That the Authority does not accede to Caldicot Town Council's request to transfer the management of the Town's cemetery".

It was stated that Mon CC had confirmed "double taxation" in relation to the cemetery being administered by Town Council and that it cost "£100,000 for Mon CC to manage the Abergavenny/Monmouth/Chepstow cemeteries.

It was stated that additional ground would be required at the cemetery and that further "topple-testing" of headstones would be necessary. It was agreed to agenda this matter for Town Council meeting 28th June 2006.

It was stated that prior to the previous testing Town Council had engaged professional persons to advise on the process and public advertisements had been placed. It was also stated that the Clerk and Administrative Assistant had dealt with the concerns of many members of the public and had received abuse on one occasion in this instance.

Cllrs R J Higginson and J Marshall declared an interest in this item.

- (5) First Great Western – Re: Proposed Changes to Services from Severn Tunnel Junction

Correspondence from First Great Western stated that consultation was currently taking place on the timetable for December 2006 and that following consultation the Department of Transport and Network Rail would have to accept the proposals.

It was stated that Arriva Trains Wales provided the service from Severn Tunnel Junction to Bristol. The Clerk advised that the MP and AM had responded in connection with First Great Western [see update sheet].

Town Council resolved to note the correspondence from First Great Western and to write to Arriva Trains Wales in this connection.

7687 (5a) Arriva Trains Wales – Re: Caldicot Station

Town Council resolved to write to Arriva Trains Wales welcoming the proposals for the trimming back of overgrowth at Caldicot Station and to advise that Mon CC were the Highway Authority.

(6) Caldicot Regeneration Group – Re: Caldicot Shop Mobility Scheme

Members supported, in principle, the proposed shop mobility scheme and requested further information prior to consideration of Town Council financial contribution towards proposed running costs of the scheme eg electrics, telephones.

Town Council suspended proceedings to allow Mr Mike Rice, Chairman, to further outline the scheme.

Mr Rice stated that the scheme would cost £18,000 in total, with £6,000 grant having been secured for the provision of scooters and wheelchairs. A portakabin would cost £10,000 +. The result of grant applications to CEDS and the Church in Wales for capital costs was awaited and it was anticipated that the scheme would be “up and running” by August.

Mr Graham Powell requested he participate in the discussion. The Mayor advised this was not permissible. The Mayor repeatedly requested Mr Powell to “sit down”. Mr Powell refused. The Mayor three times requested Mr Powell leave the meeting. Mr Powell refused. Cllr J Marshall proposed that the meeting be suspended and the police called. Cllr Marshall read from Standing Orders. The Mayor requested the Clerk’s advice. The Clerk stated that it was Council’s decision but suggested that Council consider the abandonment of the meeting or the police be called. Mr Powell was requested by the Mayor to leave “for the fourth and final occasion”. At this point Mr Powell agreed to leave. Whilst leaving, Mr Powell prodded Cllr Marshall on his left shoulder. The Mayor firmly stated “you cannot touch a member of this Council, that is classed as an assault”. Mr Powell left the meeting and the meeting resumed.

Town Council resolved to request a breakdown of costs from the Regeneration Group for consideration at Planning Committee 13.6.06 and suggested the Group write to local firms for sponsorship eg CORUS, Mitel, Tesco, Wilkinson, “Helping Hands” at Magor Brewery.

(7) Mon CC - Re: Caldicot Castle

Cllr R Stewart stated he had requested County Cllr Hackett-Pain visit Caldicot Castle following Town Council meeting 31.5.06 but she was unable to do so.

A discussion took place about Caldicot Castle and it was generally considered impracticable for Town Council to take over the management of the Castle referred to as the “jewel in the crown”. It was stated that the Castle would be a “millstone around Town Council’s neck” with a

significant wages bill and costs. It was considered that it would be “a substantial drain on the resources of Town Council and rate payer of Caldicot”.

A vote ensued to allow proceedings to be suspended to allow Mr Anthony Easson to address Town Council. The vote was carried. Cllr J Daniels, Mayor, stated that proceedings would be suspended for 3 minutes.

Mr Easson referred to a petition in the town against the proposed closure of the Castle for six months a year. He welcomed the support of Town Council, appreciated the costs involved and stated he was “in discussion with various people” about this issue and that the possibility of CADW taking over the Castle “maybe the answer”.

7687 (7a) Cllr J Harris - Copy Correspondence Re: Caldicot Castle

[see (7) above]

(7b) Mr A Easson - Re: Caldicot Castle

Town Council noted the correspondence from Mr Easson.

Cllr J Marshall declared an interest in this item.

(8) Cllrs J Marshall, J Haskey - Re: Police Constable Mark Bowen

Cllr J Haskey stated she had requested permission from Inspector Jeff Smith in this matter.

Town Council unanimously supported the request to award PC Mark Bowen recognition of his outstanding achievement in “saving a life”.

[See Min 7692]

(8a) Cllr J Marshall - Traffic Lights outside Brooklands Motel

Cllr J Marshall apologised to Ward Councillors for not bringing this item to their attention which, he stated, was brought to Town Council at short notice.

A discussion ensued regarding the perceived danger of the location of the traffic lights.

It was stated that this matter had been identified as second priority in the Mon CC traffic works Plan.

Cllr R Stewart referred to traffic issues in Birbeck Road. Cllr Stewart was advised to write in to Town Council.

It was resolved to request this location be visited in conjunction with the site meeting arranged with the Assistant Engineer, Mon CC for 2 pm Friday, 2.6.06, together with consideration of a “No Right Turn” at Pill Road Junction

7687 (8b) Cllr J Marshall - Signs for Dewstow Cemetery

The absence of directional signing from Chepstow and Newport to Caldicot cemetery was considered.

Reference was made to the “crescent” outside the cemetery being used for parking by a taxi firm. It was stated that this matter had been previously raised at Town Council and had been dealt with.

Town Council resolved to request Mon CC provide a directional sign to Caldicot cemetery.

(9) Cllr C Babb - KGVPF/Bowls Club/Football Club

Reference was made to the lack of detail for consideration in Cllr Babb’s correspondence.

Cllr C Babb withdrew his correspondence from the agenda.

7688 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC	Cabinet Agenda/Mins 3.5.06, 24.5.06
[B] Plus Publishing Services	Local Council’s Update Issue No 79
[C] NALC Direct Information Service	Issues No 629,630,631
[D] NALC Local Council Review	May 2006
[E] Clerks & Councils Direct	May 2006
[F] Nat Soc Allotment & Leisure Gardener	Issue 2
[G] Mon CC	Agenda/Mins Severnside Area Cttee 17.5.06
[H] Mon CC	Agenda/Mins Severnside Area Forum 7.6.06
[I] Mon CC	Monmouthshire Unitary Development Plan- Council’s Statement of Decisions & Reasons and Notice of Intention to Adopt
[J] One Voice Wales	Minutes 19.4.06
[K] The Commission for LA in England	Ombudsman Special Report Memorial Safety in Local Authority Cemeteries [Cllr J Harris 52 pages www.ombudsman-wales.org.uk]
[L] HM Courts Service	Merger of Local Criminal Justice Areas Gwent

Town Council noted publications, minutes etc [A] to [L] above, available in Town Council office.

7689 Planning [Displayed]

a) **Planning Applications** - None at Date of Despatch of Agenda

b) **MCC Planning Information** – Planning Committee 30.5.06 – For Information Only

Town Council noted Item 9 (a) (b) above.

7690 Finance [Circ]

a) **Cheque List Schedule – Update**

b) **Financial Comparisons 1.1.06 – 31.3.06, 1.4.05 – 31.3.06**

c) **Donations and Contributions Schedule - Update**

Town Council resolved to approve Items (a) (b) (c) above as circulated.

7691 CCTV – Service Level Agreement Awayday 3.5.06 Raglan – Attended Cllr D Evans/Clerk
To Note CCTV User Group Meeting 10.00 am 14.6.06 at Caldicot Day Luncheon
Centre [Agenda/Minutes 3.5.06 Received]

To Nominate additional Town Council Representative from CCTV Working
Party [Cllrs D Ashwin, E Davies, D Evans, J Haskey, J Marshall]

Cllr D Evans outlined the meeting held at Raglan 3.6.06 attended by himself and the Clerk.
It was resolved to nominate Cllr J Marshall as representative of the CCTV Working Party to attend
further CCTV User Group meeting to be held at Day Luncheon Centre 14.6.06.

Reference was made to a further visit to the control centre. Cllr Evans stated he had been advised
that this would be arranged following the proposed upgrade.

Reference was also made to previous concerns about the CCTV cameras at Washbournes and
Somerfield Car Park. It was agreed to bring this up at the User Group meeting.

7692 To Consider Best Kept Front Garden/Allotment Etc Competition/Merit Awards

Nominations were received for merit awards – PC Mark Bowen [see Min 7687 (8) above], Peter
Griffiths [St. Mary’s Churchyard], Rita Harris and Ruby Beale [animal sanctuary]
The Clerk advised that nominations should be put in writing.
It was resolved to present merit awards at Planning Committee 11.7.06.

It was resolved that Mr Dennis Collett be requested to judge the Best Kept Garden Etc.
Competition - fee to be paid at discretion of Clerk - presentation evening to take place 12.9.06
[following Planning Committee] with light refreshments.

7693 To Consider Fairtrade Presentation 9.5.06 – Becoming a Fairtrade Town [Circ]

Town Council resolved to support Caldicot becoming a Fair Trade Town.

7694 Reports

a) Governors

Cllr R Stewart referred to the nomination of Town Council representative to the Governing Body
of West End School [Cllr J Daniels]. The Clerk advised that correspondence from Mon CC had
recently been received which would be agenda’d for Town Council meeting 28.6.06.

b) Town Council Representatives on Outside Bodies

Cllr J Marshall reported on his attendance, with Cllr P Tidmarsh, at the AGM of the Regeneration
Group 24.5.06. Issues discussed at the meeting 24.5.06 - shopmobility, supermarket update,
proposed town centre walkway, lack of consultation by Mon CC with reference to Caldicot Castle,
tax relief of business premises in Caldicot.

c) Other

There were no other reports.

7695 Committee – To consider exclusion of press and public from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information

It was resolved to exclude press and public from the meeting.

a) To Approve Town Council Insurance 1.6.06

The Clerk advised that tendering committee had not met to discuss Town Council insurance. The Clerk had sought an alternative quotation from Zurich Municipal Insurance. However, although proposal forms had been completed and outstanding issues discussed a final quotation had not been received from Zurich Municipal Insurance.

It was resolved to approve Town Council insurance with Cornhill Allianz Plc for period 1.6.06 – 31.5.07 at premium of £6,090.43.

b) To Consider Revised Quotation for Dog Fouling Bins

The Clerk advised that the proposed contractor had incorrectly quoted for the supply of dog fouling bins and Mon CC had not given permission for bins to be attached to highway signposts.

The Clerk had requested the contractor provide an amended quotation to include posts. Quotations had been received for the supply of 10 second-hand bins/new posts and supply of 10 new bins/new posts.

It was resolved to purchase 10 new bins/new posts to be located as per site visit 11.4.06 at cost of £1660.00 + VAT including equipment and fitting.