

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of Annual Meeting of Caldicot Town Council held at 6.00 pm on Wednesday, 20th May 2014 at Town Council

Present: Cllrs: A Davies, Mayor
D Evans, Deputy Mayor
D Ashwin [left 6.10pm]
W Conniff
A Easson
F J Harvey
J Haskey
R J Higginson
A Lloyd [6.20pm]
M Stevens
G Owen
F Rowberry
R Stewart
P Watts
J Williams

In attendance: G McIntyre Clerk, A Sandiford, Members of the Public and Press

- 1. Apologies** – Cllrs F Rowberry, P Stevens
- 2. Declarations of Interest** – None
- 3. Retiring Mayor, Cllr Alan Davies Address to Town Council**
See Appendix A
- 4. INAUGURATION**

To Elect the Mayor following Nomination for Civic Year 2015/2016

Cllr A Davies requested Town Council nominate and elect a Mayor for 2015/2016.

Cllr G Owen nominated Cllr D Evans to the office of Mayor. Cllr W Conniff seconded the nomination and Cllr Evans was duly elected to the office of Mayor for the Civic year 2015/2016.

A recorded vote was requested:

For: Cllrs WC/AD/DE/AE/FJH/RJH/GO/MS/RS/PW/SW/JW

Abstentions: Cllrs DA/JH

Clerk to Request Mayor's Acceptance of Office

Mayor to Sign Declaration of Acceptance of Office

Cllr D Evans signed the official Declaration of Acceptance of Office, which was witnessed and signed by the Clerk.

Retiring Mayor to Invest Incumbent Mayor with Chain of Office

Cllr A Davies presented Cllr D Evans with the Mayoral chain of office

Retiring Mayor's Consort to Invest Incumbent Consort with Chain of Office

The Mayor's consort was not present at the meeting and the chain of office was passed to Cllr D Evans

Mayor to Present Past Mayor's Pin to Retiring Mayor Cllr Alan Davies

Cllr D Evans, Mayor presented a past Mayor's pin to Cllr Alan Davies

Incumbent Mayor's Address to Town Council/Response

See Appendix B

To Elect a Deputy Mayor Following Nomination for 2015/2016

The Mayor, Cllr D Evans requested nominations for the office of Deputy Mayor.

Cllr G Owen nominated Cllr P Stevens to the office of Deputy Mayor.

Cllr J Haskey seconded the nomination and Cllr P Stevens was duly elected to the office of Deputy Mayor for the Civic year 2015/2016

Mayor to Invest Deputy Mayor with Chain of Office

Cllr P Stevens was not present at the meeting.

Deputy Mayor to Address Town Council

In the absence of Cllr P Stevens this item was deferred to Town Council meeting 27.5.15.

5. To Review Terms of Reference for Committees [Circ]

a) To Consider Planning & Resources Committee [b/f TC 24.9.14]

Town Council reviewed its Terms of Reference for Committees and made no amendments.

6. To Elect Internal Committees

Health & Safety Committee/ Allotments Committee	(6)	Cllrs D Evans, P Stevens J Harvey, A Lloyd, G Owen, F Rowberry,
Twinning Committee	(5)	Cllrs D Evans, R J Higginson, G Owen, P Watts, S Webb
Personnel/Appointments Committee [Includes Mayor/Deputy]	(7)	Cllrs D Evans, P Stevens, A Davies, A Easson, R J Higginson, G Owen, P Watts <i>Cllr W Conniff [Non-Voting]</i>
Planning, Cemetery, Finance, Estimates	FULL	
Garden, Best Kept Town	FULL	
King George V Playing Fields Charity Trust Committee	FULL	
Cheque Signatories [Not a Committee] Excluding Clerk - also to be signatory	(4)	Cllrs D Evans, P Stevens, G Owen, J Williams
EXTREMELY URGENT COMMITTEE [PLENARY]	(3)	Mayor/Deputy + 2 Cllrs
Planning Applications of Urgent Nature [Including a holiday period]	(3)	Mayor/Deputy + 2 Cllrs
<i>Town Council Newsletter Working Group</i>	(3)	<i>Cllrs M Stevens, P Stevens, J Williams</i>

7. To Elect Representatives of Town Council on Outside Bodies 2015/2016

Monmouthshire County CAB [For Term of Council]	(2)	Cllrs A Davies, P Watts
One Voice Wales Area Committee [Precedent Mayor/Deputy]	(2)	Cllrs D Evans, P Stevens
One Voice Wales Larger Local Councils Cttee [Precedent Mayor]	(1)	Cllr D Evans
Emergency Contacts Mon CC on Permanent Basis [Incumbent Clerk/Mayor]	(4)	Cllrs D Evans, P Stevens, W Conniff Mrs G McIntyre
Sevenside Neighbourhood Watch Committee	(1)	Cllr F Rowberry
User Sub-Committee King George V Playing Fields *To include Health & Safety Member	(5)*	Cllrs D Evans, J Harvey, G Owen P Watts, S Webb
School Governors [For Term of Council]		
Dewstow Primary School	(1)	Cllr S Webb
Durand Road Primary School	(1)	Cllr A Lloyd
Castle Park Primary School	(1)	Cllr P Watts
Schools Admission Forum	(1)	Cllr W Conniff [<i>deputy Cllr G Owen</i>]
Herbert Charity Trust [For Term of Council]	(2)	Cllrs A Davies, P Watts
CAIR	(1)	Cllr G Owen [<i>deputy Cllr A Easson</i>]
Community Safety Action Team [CSAT]	(1)	Cllr A Easson [<i>deputy Cllr D Evans</i>]
Community Website	(1)	Cllr A Easson [<i>deputy Cllr A Lloyd</i>]
Mon CC Cemeteries Working Group	(1)	Cllr D Evans [<i>deputy Cllr P Watts</i>]
Mon CC CCTV Working Group	(2)	Cllrs D Evans, A Easson, [<i>dep Cllr M Stevens</i>]
Tidal Strategy Environment	(1)	Cllr A Easson [<i>deputy Cllr G Owen</i>]
Sevenside Area Committee	(1)	Cllr P Stevens [<i>dep Cllr F Rowberry</i>]
Caldicot Castle & Country Park Advisory Group	(2)	Cllrs A Easson, A Davies
Mon CC Caldicot Castle Steering Group Cttee	(1)	Cllr F Rowberry
Mon CC Liaison Meetings – Charter signed 23.3.11	(2)	Cllrs D Evans, P Stevens
Caldicot Foodbank Steering Committee	(1)	Cllr P Watts
Mon CC Give Dog Fouling The Red Card Working Group	(1)	Cllr P Watts
Mon/Torfaen Youth Offending Team – Restorative Justice	(1)	Cllr M Stevens
Mon CC Programme Board	(1)	Cllr A Davies [<i>deputy Cllr W Conniff</i>]
Caldicot Youth Group	(1)	Cllr A Lloyd

Town Council resolved to defer the following items to a Special Meeting of Town Council

- 8. To Review Town Council Standing Orders [Circ]**
- 9. To Review Town Council Financial Regulations [Circ]**
 - a) To Consider One Voice Wales – Repeal of s.150(5) of the Local Government Act 1972 – Implementation and One Voice Wales – Model Financial Regulations**
 - b) To Consider interim internal audit report Feb 15 –“The Council should undertake a review of and adopt appropriate Financial Regulations reflecting any changes in working practice following repeal of Section 150(5) of the LG Act 1972”***