

CALDICOT TOWN COUNCIL

Sandy Lane
Caldicot

Minutes of the meeting of Full Town Council held at 7.00pm on Tuesday 13th November 2007 at Caldicot Day Luncheon Centre for the purpose of considering Estimates/Finance

PRESENT:

Cllrs D Ashwin	G Jenkins
A Easson	J Marshall
D Evans	R Stewart
J Harris	K Thomas
J Haskey	P Tidmarsh
R J Higginson	

In attendance: Mrs G McIntyre, Mrs A Sandiford, Member of the Public

1 Apologies

Apologies were received from Cllrs C Babb, J Daniels, E Davies, W Edwards, D Jones

2 Declarations of Interest

Cllr D Ashwin declared an interest in CCTV and The Zone

Cllr J Harris declared an interest in Youth Provision, Citizens Advice Bureau, Caldicot and District Chamber of Commerce, Caldicot Regeneration Group,

Cllr R J Higginson declared an interest in CCTV and The Zone

Cllr R Stewart declared an interest in CCTV and Caldicot Regeneration Group

Cllr P Tidmarsh declared an interest in Caldicot.com

Cllr A Easson declared an interest in Caldicot and District Chamber of Commerce and Caldicot Regeneration Group

Cllr J Marshall declared an interest in Caldicot Regeneration Group

It was noted that Cllrs D Ashwin, R Harris, R J Higginson and R Stewart had been granted dispensation in relation to Caldicot Cemetery.

Further declarations of interest to be identified under the relevant item

3 To Consider Burial Fees/Allotment Fees/DLC Hire Fees [Page 2]

Town Council considered in detail burial fees/allotment fees/DLC Hire Fees.

It was resolved:

- i) to approve burial fees/allotment fees
- ii) to increase DLC Hire Fees as follows:
 - Community Groups - £2.20/hour [office hours]/£6.30 per evening session
 - Business Organisations - £10.50/hour

Cllr J Harris declared an interest in burial fees

4 To Consider Revised Estimates 2007/2008 [Circ]

Town Council considered the draft revised estimates 2007/2008.

Ref: P6 1006/19 – It was clarified that the amount was for the re-erection of an unsafe headstone.

Town Council approved the Revised Estimates 2007/2008.

5 To Consider DRAFT ESTIMATES 2008/2009 [Circ]

a. To Consider Request from The Zone – See Committee

Town Council considered the draft estimates 2008/2009 in detail.

Ref: P4 1002/18 – It was resolved to reduce the Mayor’s Allowances by £40 [split of allowance - Mayor £2,400/Deputy Mayor £400]

Ref: P5 1004/16 – Town Council noted no playscheme in 2007. Reference was made to a contingency fund for Playscheme 2008.

Cllrs J Harris and R J Higginson declared an interest in Playscheme

Cllrs A Easson and J Harris declared an interest in Shopmobility

Cllr A Easson declared an interest in Caldicot Castle

1004/47 – Reference was made to Caldicot Operatics being requested to submit an application for funding for consideration in Estimates. It was noted that no application had been received to date.

Ref: P6 1008/11 – Reference was made to CAB funding. Cllr J Harris outlined successful funding obtained by CAB. It was noted that no request had been received from CAB for financial assistance for the current year.

1011 – A discussion ensued regarding the consequences of Town Council’s withdrawal from CCTV in Caldicot. It was stated that the partnership was “two-sided” and that Mon CC had not complied with Town Council’s request for alterations to the CCTV system.

Cllr J Harris requested it be recorded he was opposed to acceptance of page 6.

It was resolved to exclude the member of 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.

a. To Consider Request from The Zone

Cllrs D Ashwin, J Harris and R J Higginson declared an interest in the following item and left the room.

In the absence of Cllr D Ashwin it was resolved that Cllr K Thomas chair this item.

Town Council considered a cash flow forecast from The Zone in conjunction with a request for financial assistance to develop and safeguard the project.

It was resolved:

- i) to request a full set of audited accounts from The Zone for further consideration of donation
- ii) to request Town Council representation on The Zone
- iii) that £4000 in relation to Caldicot Youth Group remain in Estimates 2008/09

Normal proceedings were resumed

6 To Fix the Precept for Submission to Mon CC for 2008/2009

It was resolved to fix the precept for submission to Mon CC for 2008/2009 at £172,975.

7 To Consider Re-investment of Town Council Bond – 21.1.08

It was resolved to re-invest Town Council Bond for six months.

Cllrs D Ashwin and D Evans declared an interest in this matter

8 To Consider Financial Regulations

[Circ]

a. Recommendation 5.2 Internal Audit Report 06/07

Town Council accepted the recommendation from the internal auditor in relation to Financial Regulation 10.1 and approved a cost of £25 to be included.

It was resolved to amend Town Council Regulation 10.1 as follows:

An official order should be issued for all work, goods and services unless a formal contract is to be prepared or an official order would be inappropriate, eg petty cash purchases or small value purchases up to £25 necessary for the efficient day to day running of the office or grounds maintenance ordered by telephone. Copies of orders shall be retained.

The meeting closed at 8.10pm

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Mayor/Deputy Mayor