


CALDICOT TOWN COUNCIL Report of Town Clerk

FULL TOWN COUNCIL 25TH JULY 2018

1. CORRESPONDENCE – ONE VOICE WALES

1.1. One Voice Wales Conference and AGM Saturday 29th September 2018

One Voice Wales Conference
 Saturday 29th September 2018



The theme for this year's conference is
"The Future Role of Community and Town Councils "


Guest Speakers Confirmed

Alun Davies AM, Cabinet Secretary for Local Government and Public Services: who will be talking about the next steps of the Local Government Reform journey and the potential future roles and functions of Community and Town Councils

Cllr Debbie Wilcox Leader of the WLGA: who will talk about the future of Local Government and future working relations between the two tiers of Local Government.

Two members of the Independent Review Panel (names to be confirmed): who will be talking about the independent review process and will feedback on their findings.

OVW member councils with less than 200 dwellings	Price £85
OVW member councils with 200 dwellings or more	£95
Non-member councils & other organisations	£125



Royal Welsh Showground, Llanellwedd, Builth Wells, LD2 3SY
 Registration from 9:30am for a 10:30am start

1.2. Publication of Circular 008/2018 – Planning requirement in respect of the use of private sewerage in new development, incorporating septic tanks and small sewage treatment plant

'Today a new Circular has been published in order to provide updated guidance to planning authorities and developers on the management of private sewerage as part of new developments. This Circular supersedes advice contained in Circular 10/99 – Planning Requirement in respect of the Use of Non-Mains Sewerage incorporating Septic Tanks in New Development.

The purpose of updating Circular 10/99 is to ensure national planning guidance is reflective of current legislative and wider requirements with regards to private sewerage schemes as part of new developments having regard to the previous Circular being published in 1999. The key changes include:

- *Reflecting the current position on bodies that provide advice on matters relating to private sewerage in Wales;*
- *Updating references to legislation in this subject area, including the Environmental Permitting (England and Wales) Regulations 2016. These Regulations require an environmental permit to be obtained from Natural Resources Wales for developments which discharge treated sewage effluent over certain thresholds and the need for records to be kept for 5 years on the maintenance of treatment systems for private sewerage provided as part of new developments; and*
- *Providing clarity on the types of treatments available for private sewerage, including on the use of package plant treatments and cesspools.*

The Circular is available to download here:
<https://gov.wales/topics/planning/policy/circulars/welshgovcirculars/wgc-008-2018/?lang=en>

1.3. Achieving our low-carbon pathway to 2030

'Welcome to our latest edition of the Decarbonisation Newsletter. This issue is a consultation special to highlight the work we are doing to achieve a low-carbon pathway to 2030. <https://beta.gov.wales/sites/default/files/consultations/2018-07/low-carbon-pathway-to-2030-consultation.pdf>

The consultation is available between the 12th July- 4th October. You can find out all the information about the consultation and how to respond by visiting our [consultation page](#). Here you will also find a summary version and our young people's consultation.

If you would like to find out more or would like to discuss please email the [Decarbonisation mailbox](#).'

2. CORRESPONDENCE - MONMOUTHSHIRE COUNTY COUNCIL

2.1 Response to issues

Church Farm Development - contact agent and Mon CC for public meeting (venue Bethany Baptist Church)	<input checked="" type="checkbox"/> SK 31.5.18	Held 2.7.18 and planning decision submitted from Town Council
Dog bin (rear of Oakley Way) – Town Council to be advised of location, following Mon CC clarification from officers	<input checked="" type="checkbox"/> SK 31.5.18	Ongoing with ward member
Clarification re. lease on land adjacent to cemetery (proposed extension)	<input checked="" type="checkbox"/> GM 31.5.18	Meeting with Estates Officer, Monday 25 th June – held and confirmed no issues
Vehicles in Town Centre and damage to cross memorial	<input checked="" type="checkbox"/> SK 27.6.18	Meeting with R Hoggins 10.7.18 – MCC to resolve
Green infrastructure event (Cllr D Evans attended)	<input checked="" type="checkbox"/> SK 27.6.18	Further information from MCC re. green infrastructure grant – included in clerks report 25.7.18

2.2 HGV access to Severn Bridge Industrial Estate

'I am writing to advise that the Councils Severnside area committee has recently considered and discussed various road safety related concerns regarding the speed and routing of heavy goods vehicles through the various Communities in the Severnside area including those Communities located along the B4245.

We would respectfully ask that consideration is given to the various Communities in this locality and that hgv's are driven to the prevailing road conditions and within the posted statutory speed limits along the length of the B4245. The routing of deliveries to and from the Industrial Estate should be by the most appropriate highways given the class of vehicles being used.

The area committee has also raised concerns regarding the volume of usage of the B4245 by hgv's in general and the Council will be undertaking further investigations including surveys in the near future.

Please do not hesitate to contact me if you have any queries regarding this letter or wish to discuss the area committees concerns with me.'

2.3 Public Consultation on the Provision of Adult Thoracic Surgery in South Wales

*'Please see information from Aneurin Bevan University Health Board. ABUHB would like views on the proposal to locate a single **adult thoracic** surgery centre at Morryston Hospital in Swansea serving patients from south east Wales, west Wales and south Powys. Please do share.*

Public Consultation on the Provision of Adult Thoracic Surgery in South Wales

Local Health Boards are working together to look at the future provision of adult thoracic surgery services in South Wales. This work is being led by the Welsh Health Specialised Services Committee (WHSSC) which is responsible for the joint planning of specialised NHS services on behalf of all Local Health Boards in Wales.

Thoracic surgery involves operations on all parts of the chest, including the chest wall, the contents of the chest, and the lungs. It does not include the heart (cardiac surgery). A large part of a thoracic surgical team's work is on patients with lung cancer. They also operate on patients with other noncancerous conditions such as punctured lungs or complications from pneumonia, and carry out biopsies on people with certain types of lung disease to help get a diagnosis

The documents for the consultation are attached and there will also be a range of public meetings taking place across Gwent to support the process. Those wishing to respond can do so by using the details provided by WHSSC via the following link (WHSSC).

Representatives from the Health Board will be giving a presentation on the proposals at a number of forthcoming events and we will share details of how you can register for these shortly.

Engagement events will be taking place across Gwent for all the dates see email below – there will be two taking place in Monmouthshire:

- ***Monmouthshire South 26th July 2018***
4.00 – 6.00 Caldicot Male Voice Choir Hall
- ***Monmouthshire North 9th August 2018***
4.00 – 6.00 Abergavenny Community Centre

For further information and to share your thoughts please contact <http://www.whssc.wales.nhs.uk/thoracic-surgery-services-in-south-wales>'

2.4 Housing Delivery and Growth Areas

'Please find below information on the distribution of housing across the County. The right hand column of the first table shows the distribution as per the current LDP, and the adjacent column shows the actual situation. 'Commitments' means sites allocated in the current LDP or sites with a live planning permission. Of particular note, the housing completions in Caldicot are mostly from the Redrow and Taylor Wimpey sites on Church Road which were in the previous UDP.

The second table is taken from of Joint Housing Land Availability Study. The left hand column is actual completions from LDP start date (2011) to now (counted March 2018). The other columns show what is predicted to be completed between now and 2021 (the remainder of the LDP period).

	Completions								Commitments as at 2017/18	Total	%	LDP % Growth 2011-21
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18					
Abergavenny	8	11	16	17	20	6	101	409	588	11.3		
Chepstow	13	16	14	19	63	8	2	669	804	15.5		
Monmouth	21	65	77	20	11	77	96	536	903	17.4		
MAIN TOWNS	42	92	107	56	94	91	199	1614	2295	44	42	
Caldicot	59	60	26	35	13	17	4	43	257	5.0		
Portskewett	8	11	0	7	0	3	0	285	314	6.1		
Magor Undy	3	58	19	22	6	1	9	504	622	12.0		
Caerwent	47	32	31	23	0	0	0	10	143	2.8		
Rogiet	15	0	0	0	0	22	0	19	56	1.1		
Sudbrook	0	4	4	0	0	3	2	258	271	5.2		
SEVERNSIDE	132	165	80	87	19	46	15	1119	1663	32	32	
Usk	8	3	2	1	1	0	0	39	54	1.0		
Raglan	1	2	1	4	3	0	13	51	75	1.4		
Penperlleni	1	0	0	0	0	0	6	73	80	1.5		
Llanfoist	35	42	10	8	83	51	15	127	371	7.2		
RSS	45	47	13	13	87	51	34	290	580	11	10	
RURAL	35	38	30	49	34	50	31	378	645	12	16	
TOTAL	254	342	230	205	234	238	279	3401	5183	100	100	

	Completions 2011 - 2018	Small Site Windfalls 2018 - 2021	Large Site Windfalls 2018 - 2021	Allocated Site Completions 2018- 2021	Total	LDP Target 2011 - 2021
Abergavenny	179	25	45	230	479	566
Chepstow	135	31	135	150	451	675
Monmouth	367	47	81	377	872	825
MAIN TOWNS	681	103	261	757	1802	2066
Caldicot	214	11	25	0	250	210
Portskewett	29	0	0	120	149	324
Magor Undy	118	8	0	273	399	631
Caerwent	133	6	0	0	139	152
Rogiet	37	5	11	0	53	53
Sudbrook	13	1	46	133	193	244
SEVERNSIDE	544	31	82	526	1183	1614
Usk	15	11	0	20	46	53
Raglan	24	4	0	45	73	75
Penperlleni	7	5	0	65	77	122
Llanfoist	244	7	80	0	331	245
RSS	290	27	80	130	527	495
RURAL	267	88	39	90	484	782
TOTAL	1782	249	462	1503	3996	4957

This data does not include the new Church Road site that the meeting related to. The best place to view the reasons why sites are behind schedule is the LDP Annual Monitoring Report <http://www.monmouthshire.gov.uk/planning-policy2/monmouthshire-local-development-plan-2/ldp-annual-monitoring-report>

2.5 Plastic Free

2018 has seen a huge surge of interest in single-use plastics. Not least because of the shocking scenes of plastic contamination in our oceans as shown on the BBC's Blue Planet II series.

Precious fossil fuels are used to make single use plastics like straws and polystyrene trays. These items cost money to buy and then dispose of. The light weight and durable nature of plastic makes it a useful everyday material but when it is thrown as litter, it blights our landscape, causes injury to wildlife on land and sea and can take hundreds of years to break down. So as a council, we are taking steps to reduce our own use of unnecessary, single use plastic and Polystyrene – and are encouraging others to do the same.

We are re-thinking our use of plastic milk bottles and straws in school, plastic cups in offices and single use plastic bags for collecting recycling out on the street.

There's loads we can all do and these are just a few ideas:

Make a habit of picking up a few pieces of litter when you're out walking, this will encourage others not to drop it in the first place!

Ask your favourite takeaway to serve your food in paper or card instead of plastic and polystyrene. Drop them a postcard which you can collect from one of the community hubs

Let the shop or manufacturer know if you're unhappy with the packaging on your favourite product – Use our postcard

Loads of cafes and pubs will now refill your water bottle for free – just ask!

A 'Wales-wide Refill App' is currently being developed – watch this space to discover more refill stations.

From your local chippy, to the school fete, from a small family party to a large corporate event, we can all play our part in ditching the disposables in favour of re-usable alternatives. Planning a Party – Poster

Other types of litter like balloons and lanterns, often get overlooked but these can also cause harm to wildlife and property. Mass balloon releases have been banned from MCC land for a number of years and we encourage other land owners to do the same. If you do buy a balloon or a lantern- don't let it go!

When wet wipes (containing plastic) are flushed down the loo- they block drains and cause a huge problem for water companies and marine wildlife. So working with Dwr Cymru, our advice is 'Only put down the loo – paper, pee and poo!'

Our local litter and Transition Town groups have joined forces in Abergavenny, Usk, Chepstow and Monmouth to help spread the word. Together, we are working with schools and businesses to raise awareness of the damage that single use plastics can cause to our environment and the economy. Chepstow has recently become the first town in Monmouthshire to gain Plastic Free Status with Surfers Against Sewage. www.plasticfree.org.uk

For more information or to get involved: 'Plastic Free Abergavenny Facebook page' or email:

plasticfreeabergavenny@gmail.com 'Plastic Free Chepstow Facebook page' or email:

plasticfree@transitionchestow.org.uk 'Plastic Free Monmouth Facebook page' or email:

plasticfreemonmouth@gmail.com

3. CORRESPONDENCE - OTHER

3.1 Royal British Legion Update

Patron: Her Majesty The Queen

Registered Charity Number: 219279



78 Newport Road
Caldicot
Monmouthshire
NP26 4BR

Caldicot.treasurer@rbl.community
Mobile: 07855 402493

21st June 2018

Dear Colleague

The Longest Day is here already. Where is the time going?

Just a short update to keep you informed as to what is going on between meetings.

Silent Soldier

Caldicot Town Council who are very supportive of the Royal British Legion, have purchased a 'Silent Soldier to commemorate the end of the First World War and it is currently attached to the wall of the Council Offices on Sandy Lane. Towards Remembrancetide, it will be relocated closer to Church Road/Chepstow Road by the town sign.

GP90

GP90, *The Great Pilgrimage 90 Years On*. Probably the largest RBL event ever, will replicate the Pilgrimage to the Ypres Salient in August 1928. Nearly 2000 standards will parade through Ypres or Ieper as it is now known, to the Menin Gate, as an act of Remembrance and Thanks to all who served during 1914 to 1918. Caldicot & District Branch will be attending the event in August 2018. Our Standard Bearer, Andrew Roberts will carry our Standard and Bob Reid Vice-Chairman, will accompany him as our Wreath Layer. The Wreath Card is being completed by our former Mayor, Cllr Phillip Stevens, himself a former serviceman on behalf of the Community. Our Deputy Standard Bearer, Rob Preston will be carrying Chepstow's Standard. During the five days, visits and ceremonies will be carried out in Ypres in Belgium and the Somme, Northern France.

The Branch is extremely appreciative of the £500 grant Caldicot Town Council contributed towards the cost of our involvement in GP90.

Hughes Award

Now give yourself a nice pat on the back! Gwent County has been awarded the Hughes Award for the District/County with the largest percentage increase during the 2016/17 Poppy Appeal. Caldicot & District made a large contribution to that total, so we can all take some pleasure from the recognition. The award is a glass plaque set on a stand. I will endeavour to prise it from the hands of our County Chairman and get it to a future meeting so you can have a 'selfie'.

The next meeting of the Branch will be on Tuesday 10th July 2018. I hope to see you there if you can.

In comradeship

Gordon Hill
President and Interim Treasurer

3.3 Caldicot Events Committee



*Mrs P M Hayward, 12 Wentwood View, Caldicot NP26 4QG
E-mail: hayward100@gmail.com*

04 JUL 2018

Mayor and Councillors
Caldicot Town Council
Council Offices
Sandy Lane
Caldicot
NP264NA

2 July 2018

Dear Mayor and Councillors

The carnival held recently on the castle grounds was a great success; more floats, walking groups and arena participation than ever before. All feedback has been positive and already people are wanting to be part of the Christmas light switch on and next years carnival.

We would not be able to put on the Summer and Christmas events if it were not for your financial support.

We would particularly like to thank Mayor Oliver Edwards who worked tirelessly all day judging entries and presenting prizes, and to thank those on the Town Council who also supported the event on the day.

We would also like to thank you for the kind invitation to the Mayor's Civic Service and Reception which we enjoyed.

Your sincerely

Pauline Hayward
Secretary
Caldicot Events Committee

3.4 Langstone CC – Wales Road Safety Conference 2018

'7th September 2018 –The Augusta Suite at the Celtic Manor Resort in Newport.

Join the Rhiannon Jade Smith Memorial Trust in conjunction with Langstone Community Council for a one day conference to learn from the past and explore what the future of road safety looks like in Wales.

- *Hear from knowledgeable experts*
- *Debate the initiatives for improving traffic safety*
- *Discover new solutions that will help to transform Road Safety for all users.*
- *Discuss young drivers and behaviour change*
- *Learn from academics presenting their current research into road safety*
- *Learn from leaders in industry that are developing advanced safety technologies*
- *Politicians will discuss local and national policy towards Road Safety*
- *Network with practitioners, policy makers and community members*
- *CPD in respect of attendance at the conference*

The event, starts at 10am (refreshments from 9:30am) and will conclude by 4:30pm. A finalised programme will soon be available speakers will include:

- *Jessica Morden MP*
- *John Griffith AM*
- *Mr Jeff Cuthbert Gwent Police Commissioner*
- *Mr Julian Williams Chief Constable Gwent Police*
- *Samuel Nahk Brake- the Road Charity*
- *Dr Sarah Jones, Public Health Wales*
- *Dr Charles Musselwhite Associate Professor Swansea University*
- *Dr Malik Zaben Neurosurgeon Cardiff University*
- *Prof Frank McKenna, Reading University'*

3.5 Caldicot Town Team Agenda 4th July 2018

Caldicot Town Team Agenda, Wednesday 4th July 2018 and dates of meetings 2018/19

Appendix 1

4. SUBSCRIPTIONS and PUBLICATIONS

To note Subscriptions and Publications - available Town Council Office:

- **SLCC The Clerk – July 2018**
- **Clerks and Councils Direct – July 2018 Issue 118**
- **One Voice Wales Bulletin June 2018**
- **OVW Agenda Annual General Meeting Monmouth/Newport Area Committee 19.7.18**
- **Older People's Commissioner for Wales – Summer 2018**
- **STRI Bulletin – Summer 2018 Issue 282**
- **Fields in Trust - Field Notes Summer 2018**

For further information please contact Caldicot Town Council

Telephone/Ffôn: (01291) 420441, Fax/Ffacs: (01291) 431139

e-mail/e-bost: towncouncil@caldicottc.org.uk

website/gwefan: www.caldicottc.org.uk Facebook: Caldicot Town Council

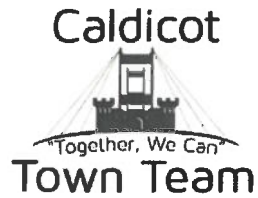


Agenda

St Marys Church Hall, Caldicot

Wednesday 4th July 2018 6:30pm Start

- 1, Welcome
- 2, Apologies / Signing of register / Housekeeping
- 3, Annual Reports
 - Directors Report
 - Financial Report
- 5, Election of Directors
- 7, AOB
- 8, Next Meeting Date



Meeting Dates – 2018/2019

Meetings will be held on the following dates throughout the year and will be held in St Marys Church Hall, Church Road, Caldicot.

- Wednesday 5th September 2018 – 6:30pm start
- Wednesday 7th November 2018 – 6:30pm start
- Wednesday 9th January 2019 – 6:30pm start
- Wednesday 6th March 2019 – 6:30pm start
- Wednesday 1st May 2019 – 6:30pm start
- Wednesday 3rd July – AGM – 6:30pm start

Any changes to the meeting dates above will be published on our website and social media changes.



Directors Report **2017 - 2018**

2017 – 2018 has been an extremely busy and successful year for Caldicot Town Team, before we get into the details, we would like to thank every single volunteer who has helped us over the last year, from planting hanging baskets, marshalling, parking cars, dealing with customers at events, running our stalls, helping to put up markets and even painting, without each and every one of you, Caldicot Town Team couldn't exist, so please accept our gratitude and thanks for all you have done to help make our town a better place to work, live and play.

Markets

We have had the most successful market year, with a total of 124 traders attending throughout the year, This is an average of 13 traders per specialised market. We purchased a further 10 3x3m gazebos in the financial year, meaning we are able to generate further income by charging for hire. We do however loan out our gazebos to community groups and local schools if they require them free of charge. This offer is still in place, and helps with the promotion and publicity of Caldicot Town Team. The full financial breakdown will be covered in the financial report.

Town Centre Improvements

We have carried out a few projects to improve the town centre environment over the last year, all of the existing seating and lampposts in the town centre have been painted black. We have collaborated with GumDrop LTD to provide 5 gumdrop bins to reduce the amount of chewing gum litter in the town, these are the bright pink 'balls' which have been fitted to lampposts throughout the town. We have also purchased new seating and low level planters which will replace the existing brick planters and seating in the town centre, giving the town centre a much more modern feel, and making the town centre less cluttered. This is an ongoing project, due to previous issues with contractors and is hoping will be completed by the Autumn. New brickwork will also be placed in the town, around these seating areas, to compliment the linkage area, between Asda and the town centre, providing some much needed continuity between both areas. The existing seating will be relocated at King George V Playing fields, to promote the recreational use of the fields, without wasting any materials during the upgrade.

Caldicot In Bloom

We purchased hanging baskets in 2017 which have been planted up by local independent business Gemini Plants, volunteers helping at nursery, these were put up again in 2018, and will continue there through the season.

Urban Design Project

Monmouthshire County Council commissioned Chris Jones Regen back in 2017 to push forward with plans for redeveloping Caldicot town centre, this project has resulted in three main areas for regeneration, the Jubilee way car park, with residential housing, the cross junction shared space scheme and the redevelopment of the units from Store 21 – St Davids charity shop at a total estimated cost of £9.1 million pounds. Monmouthshire County Council are looking to raise the funds from TRIP funding from Welsh Government, investment from Landlords and from outside funding. Realistically, these are likely to take a number of years to see fruition, in the meantime we will continue to work with Monmouthshire County Council on these projects.

Wi-Fi

We had wifi installed in the town centre in September, between then and the end of march, over 1,100 users had connected to the free service, over the coming year we will be exploring possibilities to extend the use of this, by way of an app that would benefit both businesses and customers.

Caldicot Town Team CIC AGM meeting 18/01//2017
Company No: 09178105

Caldicot Choir Hall

Present

Aaron Reeks	Janice Batley
Jeff Williams	Kristian Gibbons
Rachel Smith	Kevin Bell
Phillippa Reeks	Crispin Watkins
Wendy Bowart	Julie White
Cllr Tony Easson	Ian Wise
Joanne Hume	Peter Strong
Phillip Stevens	Jacqui Strong
Maria Stevens	Gail Wills
Jenny Hancock	Heather Glover
Maxine Mitchell	Cathy Edwards
Oliver Edwards	Rachel Grumbach
Judith Langdon	

1) Welcome

Aaron welcomed everyone to the meeting, asking everyone to sign the register, and reminding non-members that they would need to become a member to enable them to vote in the upcoming election of directors. Councillor Easson noted a declaration of Interest, and would abstain from voting.

2) Apologies

3) Review of AGM minutes

AGM Minutes reviewed and agreed with 1 amendment.

4) Open Public Forum

Councillor Easson asked for clarification of the source of the extra £25,000 and the delay in the linkage. It was explained that the extra £25,000 was in addition to any S106 funding and have been met by the county council. The delays are due to hold ups with London & Cambridge (landlords) and work is now due to start in February. (see point 8)

Members raised concerns around rumors that Dominos pizza was considering opening up in Caldicot, namely the old British heart foundation shop in Wesley buildings. The matter was discussed with confirmation that Dominos were indeed looking at Caldicot, and are putting in planning permission to take over half of the existing Concord unit. It was noted that members who wished to make objections then this could be made online when planning permission is being sought. Cllr Easson highlighted there may well be certain criteria to object under, but would need to go away and check this.

Members wanted clarification of the moving date of the post office. It was confirmed that they had moved to new premises this week, and will now be located within McColls newsagents.

Members raised concerns at local press release information provide by Liberal Democrats regarding Caldicot Town Team. Concerned was raised over possibility affiliation between the two. It was noted that a press release had already been released by Caldicot Town Team confirming they are an independent community group and as such is not affiliated with any political party whatsoever.

A member also raised concerns at our recent press releases and the omission of financial support by Town Council – namely regarding the CCTV in the town centre. Apologies were noted, however this was a brief press release rather than in depth analysis and as such didn't detail any involvement whatsoever by council or groups.

A member raised a question about future plans for The Cross Inn pub. It was confirmed that Gareth Crowe was to leave The Cross at the end of the month (January) and Enterprise Inns – the landlords – were intending on keeping the pub open, with new management being sought.

5) **Annual & Financial Reports**

The annual report was presented by Directors. Noting income generated from specialised markets as well as documenting plans for markets in 2017.

Discussion centred around Caldicot Goes Pop! and its success, with 90% occupancy rate, 33 days donated to charitable groups, £1,330 in income generated, recuperation of 30% of budget in 4 months.

Comments were noted by members about the delay in the linkage. Upcoming 2017 events were also discussed.

6) **Amendments to constitution**

Current

23.2 At all times the company will have at least 4 directors in office where there will be a minimum of 2 business directors and 2 resident directors.

Proposed

23.2 At all times the company will have at least 3 Directors in office, where there will be a minimum of either 1 business director and 2 resident directors.

Members voted as follows; For 16, 6 Abstained. Motion carried.

7) **Election of Directors**

Candidate	For	Abstained	Against	Result
Rachel Grumbach	19	3	0	Elected
Aaron Reeks	18	4	0	Elected
Cathy Edwards	19	3	0	Elected

7) **Action Plan.**

Urban Design – A meeting is being arranged for all interested parties along with stakeholders and council members. A public consultation will be carried out over the next two months, which will help shape the future of the project.

Linkage – Work is due to start on Monday February 13th, Detailed plans will be provided via the Town Team website, as well as on social media. Total cost of the project is £254,000.

Markets – Purchase of Gazebos reduced vehicle hire and fuel costs significantly. More help is needed to ensure the success of the markets, possible leaflet drops in specific areas around Caldicot. cc

8) **Incredible Edible**

Caldicot Town Team wished to approve the transfer of funds of £1,722 from Incredible Edible to Caldicot In Bloom.

A meeting will be arranged for interested members to set up a T&F group for Caldicot In Bloom 2017.

9) **AOB**

Pigeons – Recent conversations with Gwent Police now mean that 6 littering offence notices could be issued to those feeding pigeons, however this could be extremely difficult to enforce. MCC also agreed that new signage was to be erected over the next few weeks. Members were advised that repeat offenders should be reported to MCC for a written warning.

15) **Date of next meeting**

The next meeting will be on Wednesday 15th March at Caldicot Choir Hall at 6:30pm.

Meeting closed at 8pm

COMPANY REGISTRATION NUMBER 09178105

CALDICOT TOWN TEAM C.I.C.

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31ST MARCH 2018

CALDICOT TOWN TEAM C.I.C.

FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2018

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CALDICOT TOWN TEAM C.I.C.

THE DIRECTOR'S REPORT

YEAR ENDED 31ST MARCH 2018

The directors have pleasure in presenting their report and the unaudited financial statements of the company for the year ended 31st March 2018.

PRINCIPAL ACTIVITIES

The principal activity of the company during the period was to promote and support the social, economic, cultural and environmental regeneration of Caldicot Town.

THE DIRECTORS OF THE COMPANY

The directors who served the company during the year were as follows:

Mr A Reeks

Mrs C Edwards

Ms R E Grumbach

Mr M A Clements

appointed on 1st March 2018

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
Country Flowers
38 Newport Road
Caldicot
Monmouthshire
NP26 4BG

Signed by order of the directors

Mrs C Edwards
Company Secretary

Approved by the directors on 19th June 2018.

CALDICOT TOWN TEAM C.I.C.**INCOME STATEMENT****YEAR ENDED 31ST MARCH 2018**

	Note	2018 £	2017 £
TURNOVER		69,324	16,730
Administrative Expenses		60,812	16,070
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		8,512	660
Tax on profit on ordinary activities		150	0
PROFIT ON ORDINARY ACTIVITIES AFTER TAXATION		8,362	660
PROFIT FOR THE FINANCIAL YEAR		8,362	660

The notes on pages 4 to 5 form part of these financial statements

CALDICOT TOWN TEAM C.I.C.**STATEMENT OF FINANCIAL POSITION****31ST MARCH 2018**

	Note	2018 £	2017 £
FIXED ASSETS	4	5,526	0
CURRENT ASSETS			
Prepayments		754	0
Cash at bank		18,453	17,121
Cash in hand		<u>1,287</u>	<u>47</u>
CREDITORS: Amounts falling due within one year	5	<u>19,893</u>	<u>19,403</u>
NET CURRENT LIABILITIES		<u>6,127</u>	<u>(2,235)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>6,127</u></u>	<u><u>(2,235)</u></u>
RESERVES			
Profit and loss account	6	<u>6,127</u>	<u>(2,235)</u>
MEMBERS' FUNDS		<u><u>6,127</u></u>	<u><u>(2,235)</u></u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS102 Section 1A - small entities.

These financial statements were approved and authorised for issue by the Board on 19th June 2018

Signed on behalf of the board of directors:

Mr A Reeks

CALDICOT TOWN TEAM C.I.C.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2018

1. STATUTORY INFORMATION

Caldicot Town Team C.I.C. is a Community Interest Company, limited by guarantee, domiciled in England and Wales, with registration number 09178105. The registered office is Country Flowers, 38 Newport Road, Caldicot, Monmouthshire, NP26 4BG.

2. COMPLIANCE WITH ACCOUNTING STANDARDS

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A - small entities. There were no material departures from that standard.

3. ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Basis of accounting

The financial statements have been prepared under the historical cost convention.

Cash flow statement

The director has taken advantage of the exemption in Financial Reporting Standard No 1 (Revised 1996) from including a cash flow statement on the grounds that the company is small.

Turnover

The turnover shown in the profit and loss account represents amounts received during the year from grant funding, donations and fees from staged events. The grant funding relates to Section 106 funding from Monmouthshire County Council; amounts not spent in the current year are deferred to match the specific expenses as and when they occur.

4. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2017	0
Additions	6,907
Disposals	0
At 31 March 2018	<u><u>6,907</u></u>
 DEPRECIATION	
At 1 April 2017	0
Charge for the year	(1,381)
At 31 March 2018	<u><u>(1,381)</u></u>
 NET BOOK VALUE	
At 31 March 2017	0
At 31 March 2018	<u><u>5,526</u></u>

CALDICOT TOWN TEAM C.I.C.
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31ST MARCH 2018

5. CREDITORS: Amounts falling due within one year

	2018	2017
	£	£
Trade creditors	452	0
Accrued income	157	132
Taxation	150	0
Deferred income	<u>19,134</u>	<u>19,271</u>
	<u>19,893</u>	<u>19,403</u>

6. PROFIT AND LOSS ACCOUNT

	2018	2017
	£	£
Opening funds	(2,235)	(2,895)
Deficit for the financial period	<u>8,362</u>	<u>660</u>
Balance carried forward	<u>6,127</u>	<u>(2,235)</u>

7. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and therefore has no share capital. The liability of the members upon winding up of the company is limited to £1.

CALDICOT TOWN TEAM C.I.C.

MANAGEMENT INFORMATION

YEAR ENDED 31ST MARCH 2018

The following pages do not form part of the statutory financial statements.

CALDICOT TOWN TEAM C.I.C.

**ACCOUNTANTS' REPORT TO THE DIRECTOR OF CALDICOT TOWN
TEAM C.I.C.**

YEAR ENDED 31ST MARCH 2018

As described on the balance sheet, the directors of the company are responsible for the preparation of the financial statements for the year ending 31st March 2018 as set out on pages 2 to 6.

You consider that the company is exempt from an audit under the Companies Act 2006.

In accordance with your instructions we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

CSD ACCOUNTS LIMITED
Merlin House
No 1 Langstone Business Park
Priory Drive
Newport
NP18 2HJ

19th June 2018

CALDICOT TOWN TEAM C.I.C.**DETAILED PROFIT AND LOSS ACCOUNT****YEAR ENDED 31ST MARCH 2018**

	2018	2017
	£	£
TURNOVER		
Section 106 Funding	34,000	13,044
Pitch fees income	4,848	1,193
Private Funding	1,435	0
Donations received	15,131	1,485
Fundraising	11,998	0
Caldicot Town Team stall	0	85
Merchandise	1,812	48
Rent	0	875
Stall sponsorship	100	0
	<hr/> 69,324	<hr/> 16,730
General expenses		
Advertising and promotions	1,547	418
Donations Paid	13,437	0
Infrastructure costs	18,498	0
Merchandise	6,023	166
Insurance	1,291	58
Travel and subsistence	621	298
Office expenses	87	244
Website	104	15
Printing, stationery and postage	799	184
Equipment hire	4,902	13,370
Other equipment	3,649	310
Sponsorship	41	0
Security	2,229	185
Entertainment	1,898	0
Legal and professional fees	306	13
Repairs and maintenance	3,443	493
Consumables	106	66
Depreciation of equipment	1,381	0
Accountancy fees	450	250
	<hr/> 60,812	<hr/> 16,070
SURPLUS FOR THE FINANCIAL YEAR	<hr/> 8,512	<hr/> 660

CALDICOT TOWN TEAM C.I.C.
DETAILED PROFIT AND LOSS ACCOUNT
YEAR ENDED 31ST MARCH 2018

2018

	Running Costs	Markets	Easter Egg Hunt	Christmas Event	999 Day	Fun Day	Car Boot	Manchester	Street Food	Quiz Nights	Fireworks	Caldicot in Bloom	Hoggin the Bridge	Town Centre Improvements	Caldicot Goes POP	TOTAL
TURNOVER																
Section 106 Funding	3,000	14,600			1,500	1,000			1,000				1,900	11,000		34,000
Pitch fees income		1,415			155	411	86		472				2,259			4,848
Private Funding			200									235		1,000		1,435
Donations received	450					20		226					14,435			15,131
Fundraising		23	574	327	1,746	647				1,347			7,334			11,998
Merchandise		50									1,762					1,812
Stall sponsorship						100										100
	3,450	16,087	774	377	3,401	2,178	86	226	1,472	1,347	1,762	235	25,928	12,000		69,324
General expenses																
Advertising and promotions	83	1,056			78	111		135	20	104			95			1,547
Donations paid													13,302			13,437
Infrastructure costs														14,998		15,498
Merchandise			548		32	129			160	822	788	3,499	3,543			6,023
Insurance	779												511			1,291
Travel and subsistence	621															621
Office expenses	87															87
Website	104															104
Printing,stationery and postage	524															524
Equipment hire					475									275		750
Other equipment		1,021			138				30					4,270		4,902
Sponsorship				50		41						33	2,376			3,649
Security																41
Entertainment									594				1,635			2,229
Legal and professional fees	43			275		1,090			200	110						1,898
Repairs and maintenance				21	100				21				121			306
Consumables														1,995	110	3,443
Depreciation of equipment		1,381	70			36						870	468			1,06
Accountancy fees	450															1,381
	2,692	3,458	618	346	823	1,406	226	226	1,025	1,036	788	4,468	26,820	16,993	110	60,812
SURPLUS/(DEFICIT)	758	12,629	156	31	2,578	772	86	0	447	311	973	(4,233)	(893)	(4,993)	(110)	8,512

