

24<sup>th</sup> June 2021

Dear Councillor

You are summoned to a meeting of Caldicot Town Council to be held at **6.30pm** on **Wednesday, 30<sup>th</sup> June 2021** at Town Council for the purpose of transacting the following business.

***Please note that this meeting will be available remotely – for further details contact the Town Council Office***

Yours faithfully



Sarah King  
Acting Clerk to the Council

**\*\*Public Open Forum – Members of the public may make representations in respect of the business on the agenda**

**PART A - CALDICOT TOWN COUNCIL**

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| <b>1</b> | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>2</b> | <b>Declarations of Interest – To be identified under the relevant item/Forms to be completed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>3</b> | <b>**Open Forum for Public Participation [max 15 mins at Mayor's Discretion]</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>4</b> | <b>To Approve the Minutes [CIRC]:</b> <ul style="list-style-type: none"><li>i. Minutes of Annual Meeting 19<sup>th</sup> May 2021 – Mayor to sign the Minutes</li><li>ii. Minutes of Full Town Council 26<sup>th</sup> May 2021 – Mayor to sign the Minutes</li><li>iii. Minutes of Planning &amp; Resources 8<sup>th</sup> June 2021 – Mayor to sign the Minutes</li><li>a) Items from previous meetings, for information</li></ul>                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>5</b> | <b>Planning – Plans may be viewed prior to the meeting at:</b><br><b><a href="https://planningonline.monmouthshire.gov.uk/online-applications/?lang=EN">https://planningonline.monmouthshire.gov.uk/online-applications/?lang=EN</a></b><br><br><b>A) Planning Applications Received:</b><br><br><b>DM/2021/00975:</b> Householder. Removal of conservatory and construction of two storey rear extension containing enlarged kitchen/dining area at ground floor with bedroom, ensuite and dressing room at first floor level. Construction of single storey side extension containing utility room – 37B Church Road, Caldicot NP26 4HN<br><br><b>DM/2021/00011:</b> Householder. UPVC and glass conservatory to rear of ground floor flat, to be accessed via existing patio doors – 77B Sandy Lane, Caldicot NP26 4NR |

**B) Mon CC Planning Information**

*(includes decided applications whether permitted or refused):*

**i. Planning Permissions:**

**DM/2021/00391:** Householder. Proposed two storey side extension and first floor front extension – 2 Margretts Way, Caldicot, NP26 4NL  
*(deferred FTC 31.3.21, P&R 13.4.21 – site visit held 26.5.21)*

**DC/2017/01193:** Outline Planning Permission. Erection of detached dwelling.  
Woodstock Way, Caldicot (FTC Approved 14.11.17)

**6 Finance [Circulated unless marked\*]**

1) To approve cheque list June 2021

2) To consider and approve chairs of committees and remuneration –

a) Grants Committee

b) Health and Safety Committee

c) Personnel Committee - Cllr D Evans *(appointed by committee 27.5.21)*

3) To consider grounds maintenance, cemetery and Christmas lighting contracts  
*[subject to Council passing a resolution to extend a number of existing contracts and naming those contracts because of extenuating circumstances surround the COVID situation –  
Financial Regs 11aiv: for work to be executed or goods or materials to be supplied which constitute an extension of an existing contract by the Council]*

7 To ratify minutes of Extremely Urgent Committee held on 23<sup>rd</sup> June 2021

8 To consider notes and recommendations of 'Community Thank You' working party meeting held, 23<sup>rd</sup> June 2021

9 To agree time and dates of Grants Committee meetings for 2021/2022 – 13<sup>th</sup> July 2021, 12<sup>th</sup> October 2021 and 8<sup>th</sup> February 2022

**10 Members items of business:**

a) Cllr A Easson – Town Centre Planters

b) Cllr A Easson – Minor Injuries Unit Chepstow Hospital

c) Cllr J Bond – Town Council objectives

d) Cllr M Stevens – Rat Plague in Town Centre

11 To note road closure 19<sup>th</sup> July – Dewstow Road and Caerwent [Circ]

12 To consider correspondence from resident regarding location of dog waste bin [Circ]

13 To note Final Recommendations Review of County Electoral Arrangements for Monmouthshire [www.ldbc.gov.wales](http://www.ldbc.gov.wales) and correspondence from One Voice Wales [Circ]

14 To consider location of Christmas trees and RBL flag

**15 Reports**

a) Reports from Town Council Representatives on Outside Bodies

b) Governor's reports

c) Police report

d) Members items for website

e) Other

16	<b>To Resolve – Exclusion of Press and Public – By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted</b>
17	To consider quotation for Christmas Lights – remote switch system [Circ]
18	To consider quotation for grounds maintenance, on behalf of Mon CC [b/f P&R 8.6.21]
19	To consider quotation for Willow Tree at Dewstow cemetery, following report of infection from grounds maintenance – Health and Safety [Circ]
20	To approve minutes of Personnel Committee meeting, held 27 <sup>th</sup> May 2021 and consider recommendations [Circ]

#### PART B – KING GEORGE V PLAYING FIELDS TRUSTEE

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| 1 | <b>MUGA project correspondence [Circ]:</b><br>a) Caldicot Bowls Club<br>b) Fields in Trust                                                                                                                                                                                                                                                           |
| 2 | <b>Members item of business [Circ]:</b><br>a) Cllr K Harris – MUGA project<br>b) Cllr J Bond – MUGA project                                                                                                                                                                                                                                          |
| 3 | <b>To Resolve – Exclusion of Press and Public – By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted</b> |
| 4 | To consider quotation for grounds maintenance KGVPF fenced in pitch [Circ]                                                                                                                                                                                                                                                                           |
| 5 | <b>To consider tenders for MUGA project [Circ]</b><br>a) To consider update from Project Manager regarding next steps and consultation                                                                                                                                                                                                               |