

24th January 2024

Dear Councillors,

You are hereby summoned to attend a meeting of Caldicot Town Council in **Caldicot Room Suite 3, Castlegate Business Park** to be held on **Wednesday 31st January at 18:30 p.m.**

Yours sincerely,



Anne Wilson
Locum Town Clerk to the Council

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting, though not, under current legislation, of the Public Participation session, as this is not part of the formal agenda of the meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

Agenda

1. Welcome

The Town Mayor will welcome everyone to the meeting and make any announcements.

2. Apologies for Absence

Members are asked to receive apologies of absence for this meeting.

3. Declarations of Interest

Members are asked to receive declarations of interest under consideration on this agenda in accordance with Part III of the Local Government Act 2000 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

4. Public Question Time and Participation

Members of the public are advised that they are welcome to ask questions about items on the agenda. It is not always possible to give a verbal response at the meeting and questions may receive a written response. No resolution can be made under this item.

Questions should relate to matters of Town Council policy or practice and not relate to the individual affairs of either the questioner or any other named person.

5. Minutes

The Town Mayor will identify the following appended minutes and invite the Committee Chairs to present recommendations that they would like the Council to confirm.

Members are asked to confirm the recommendations contained therein:

- i.** Notes of 50 Years of Caldicot Working Group Meeting 13th October 2023
Copy attached Appendix A
- ii.** Notes of Allotments Committee Meeting 31st October 2023
Copy attached Appendix B
- iii.** Notes of 50 Years of Caldicot Working Group Meeting 10th November 2023
Copy attached Appendix C
- iv.** Minutes of Full Town Council Meeting 29th November 2023
Copy attached Appendix D
- v.** Minutes of Personnel Committee Meeting 12th December 2023
Copy attached Appendix E
- vi.** Minutes of Extraordinary Full Town Council Meeting 12th December 2023
Copy attached Appendix F
- vii.** Minutes of Extraordinary Full Town Council Meeting 11th January 2024
Copy attached Appendix G
- viii.** Notes of 50 Years of Caldicot Working Group Meeting 12th January 2024
Copy attached Appendix H
- ix.** Minutes of Extraordinary Full Town Council Meeting 16th January 2024
Copy attached Appendix I
- x.** Minutes of Grants Committee Meeting 25th January 2024
Copy attached Appendix J

6. Report from Monmouthshire Councillors

Members are asked to receive a verbal report from the Monmouthshire Councillors on matters pertaining to Monmouthshire Council and those relevant to Caldicot Town Council.

7. Report from Gwent Police

Members are asked to receive a written report from Gwent Police on matters pertaining to Caldicot.

Copy attached Appendix K

8. Appoint representatives on Committees and Outside Bodies (following vacancies)

Members are asked to nominate our new Town Councillors to the following committees, noting where the current vacancies are:

1. Compound Working Group (1)
2. Climate Change Working Group (1)
3. Allotment Committee (2)
4. 50 Years of Caldicot Working Group (1)
5. User Sub-Committee King George V Playing Fields (1)
6. Caldicot Business Forum (2)

Copy attached Appendix L

9. Caldicot Town Council Building

Members are asked to receive a verbal update on matters relating to the refurbishment of the Caldicot Town Council building, to include consideration of an additional cost for the current inefficient heating system.

10. Training for Councillors and Staff

Members are asked to consider the attached report with regard to Training for Councillors and staff and consider when they may be able to attend.

Copy attached Appendix M

11. Bridges Dental Surgery

Members are asked to note the response from Aneurin Bevan University Health Board re: Bridges Dental Surgery

Copy attached Appendix N

12. Finance

- i) Members are asked to consider and confirm the attached payment schedule.

Copy attached Appendix O

- ii) Members are asked to consider a Grant application received by the Grants Committee in relation to a Capital project for the Youth Group.

Copy attached Appendix P

13. Planning

Plans may be viewed prior to the meeting at <https://www.monmouthshire.gov.uk/view-planning-applications>

i) **Planning Applications for consideration:**

Members are asked to consider the planning applications received:

- DM/2023/01739 Change of use from Class A3 (Café/Restaurant) to a Tanning Salon. 13 Wesley Buildings, Newport Road, Caldicot, NP26 4LY
- DM/2023/01633 Internal alterations and block up side entrance and provide new front entrance. Caldicot Town Council Offices, Sandy Lane, Caldicot, NP26 4NA

ii) **MCC Approved Planning Applications**

Members are asked to note that the following planning applications have been approved:

- **DM/2023/01606:** Installation of air source heat pump. 4 Swallow Drive, Caldicot [FTC Approved 29.11.23]

14. Footpath 8, Portskewett

Members are asked to note the new closure order to close Footpath 8, Portskewett for up to an additional six months.

Copy attached Appendix Q

15. Strategic Equality Plan Consultation

Members are asked to note consultation on Monmouthshire County Council Strategic Equality Plan for 2024-2028.

Copy attached Appendix R

16. SLA Update

Members are asked to receive a verbal update on matters relating to the SLA Agreement reported by Severnside Team.

17. Town Centre Report

Members are asked to consider the attached report with regard to issues being caused by the pigeons and littering in Caldicot Town Centre and agree the way forward.

Copy attached Appendix S

18. Any new matters relating to the town not included elsewhere on the agenda

Members are invited to raise any matter under this item but noting that no decisions can be made although instructions can be given to the Locum Clerk.

It is also the opportunity to ask for items for a future agenda but noting that if the items require research, then unless a simple answer can be obtained by the Town Clerk by an e-mail or telephone call then the Councillor will be asked to do the research and report it to the Town Clerk for the future agenda item.

19. Date of next meeting

Members are asked to note that the next Full Council meeting of Caldicot Town Council is scheduled to be held on **Wednesday 28th February 2024**.

Members are asked to note the date of future meetings of Caldicot Town Council are as follows:

- Full Council – Wednesday 20th March 2024