Council Offices, Sandy Lane, Caldicot NP26 4NA

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21st June 2018

Dear Councillor

You are summoned to a meeting of Caldicot Town Council to be held at **6.30pm on Wednesday**,

**27th June 2018** at Caldicot Town Council for the purpose of transacting the following business.

Yours faithfully

Gail McIntyre

Clerk to the Council

**Please note the use of mobile phones is strictly prohibited during meetings**

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|  **PART A - CALDICOT TOWN COUNCIL** |
| **1****2****3****4****5****6****7****8****9** **10****11****12****13****14****15****16****17****18****19****20** | \*\*\*\*\*\*  | Apologies **Declarations of Interest – To be identified under the relevant item/Forms to be completed****Open Forum for Public Participation [max 15 mins at Mayor’s Discretion]****To Approve the Minutes [CIRC]:**a) Minutes of Full Town Council 30th May 2018 – Mayor to sign the Minutes b) Minutes of Planning and Resources 12th June 2018 – Mayor to sign the Minutes **Planning - Plans may be viewed prior to the meeting at:**[**http://www.monmouthshire.gov.uk/planning/research-planning-history**](http://www.monmouthshire.gov.uk/planning/research-planning-history)**A) Planning Applications Received:****DM/2018/00926:** Detached garages - 108/110 Chepstow Road, Caldicot, NP26 4JA**Finance [Circulated unless marked\*]**1. To Approve Cheque List June 2018
2. To Note Appreciations for Donations:

a) Bobath - £50b) Caldicot Events Committee - £8,0001. To consider investment of Town Council Funds

a) Ref. Internal Audit Report R2: ‘***The Clerk has developed an Investment Strategy which has subsequently been approved and adopted by the members. Members have also received a presentation from the CCLA but have not reached a decision on investments.’*** b) To complete CCLA Application Forms c) To consider amount of investment *[Annual Investment Strategy Circ]*1. To Consider IRP Determination 47 Special Responsibility Payments *[b/f AM16.5.18]*

*[Community and town councils in Group B & C must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses]*1. To consider specification for renewal of contract for installation of Christmas lights

**Members Items of Business [Circ]**1. Cllr A Easson – Flag raising ceremony for Merchant Navy Day/Flagpole to be left in place
2. Cllr F Rowberry – Introduction of Microphone System in Council Chamber
3. Cllr F Rowberry – Vehicles using Caldicot Town Centre
4. Cllr A Easson – The failure to prevent unauthorised vehicles entering the Town Centre

**To Approve the Minutes of Grants Committee 12.6.18 [CIRC]**1. **To Approve Recommendations**

**To Approve the Minutes of Health & Safety Committee 14.6.18 [CIRC]**1. **To Approve Recommendations**

**To Approve the Minutes of Health & Safety Committee 27.6.18 – to follow**1. **To Approve Recommendations – to follow**

**To note date of Mayor’s Civic Service – Sunday 1st July 2018 at 3.00pm****To Note Caldicot Working Together Working Party meeting - Friday, 6th July 2018 at 1.00pm, Town Council Building *[Representatives nominated FTC 30.5.18]****[FTC 28.3.18 Member item of business, Cllr P Stevens - working party to celebrate development of Caldicot throughout time, opportunity for collaborative working and joint project for partners within Caldicot]* (Interested parties – GAVO, History Society, Church, Caldicot Town Team, Caldicot Community Working Together Volunteers, Events Committee, Mon CC)**To note date for Best Kept Garden/Citizen’s Awards 2018 – 7pm 11th September 2018*****[Nominations to be returned by end July]*****To Consider Request from RBL for PA System for Sunset Service****To further support Caldicot becoming a Fairtrade Town –** To agree toserve Fairtrade refreshments (tea and coffee minimum) at events, functions and within the offices.*[Resolved to support Fairtrade FTC 27.9.17 and Representatives nominated FTC 30.5.18]***Reports**  a) Reports from Town Council Representatives on Outside Bodies  b) Governor’s reports c) Police Report  d) Other (incl. Website Analytics)**To Receive Clerk’s Report – Correspondence, Publications***[NB: One Voice Wales responds on WG consultations on behalf of Town Councils via a network of volunteer responders: interested councillors contact Clerk]****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:*****To Consider Option/Quotation for Deputy Mayor’s Chain** **Dewstow Cemetery – Ecology Works Cost Proposal**  |
| **PART B – KING GEORGE V PLAYING FIELDS TRUSTEE** |
| **1****2****3** | **Notes of Users Sub Committee – 14th June 2018/Agreement [CIRC]** **To Consider Renewal of STRI subscription £585.00 + VAT 2018/19 – Includes annual** **inspection of Bowls Green (travel expenses to be paid at time of inspection)****To Note ROSPA inspection Play Equipment/Adult Equipment to take place July 2018**  |