Council Offices, Sandy Lane, Caldicot NP26 4NA

**Tel: 01291 420441 Fax: 01291 431139 email** **towncouncil@caldicottc.org.uk**

19th July 2018

Dear Councillor

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

**25th July 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****12a****13****14****15****16****17****18****19** | \*\*\*  | 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 27th June 2018 – Mayor to sign the Minutes b) Minutes of Planning and Resources 10th July 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:****DC/2013/00796:** Erection of 15 no. dwellings with associated parking, access, landscaping and engineering works. ***Amendment Details:*** *submission of revised plans due to the reduction in number of units from 16 to 15.*Residential Quarters, The White Hart Inn Sandy Lane, Caldicot, NP26 4NA **Finance [Circulated unless marked\*]**1. To Approve Cheque List June 2018
2. To Approve Financial Comparison 1.4.18 – 30.6.18
3. To Approve payment of invoice to Mon CC - £20,500 for support of roadsweeping services 1.4.18 – 31.3.19 [NB: £20,000 in Estimates] [TC 29.11.17 *… thereafter the invoice would be paid in quarterly instalments]*
4. To clarify allocation of IRP Determination 47 Special Responsibility Payments *[b/f Annual Meeting 16.5.18 & FTC 27.6.18]*

*[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 Note Appreciations for Donations:

a) MS Therapy Centre - £75b) Abergavenny Eisteddfod - £50 *[received after the event]*c) Caldicot Community Lunches - £2,500d) Mon CC – Summer Reading Challenge - £500**To Note Invitation to Summer Reading Challenge Event 3.10.18 Caldicot Hub** **To Approve the Minutes of Personnel Committee 10.7.18 [CIRC]**1. **Confidential Minute – see Appendix A (Item 19)**

**To receive notes of Caldicot Working Together Working Party meeting 6.7.18**1. **To approve recommendations**
2. **Date of next meeting**

**To receive notes of meetings with Mon CC representatives held 10th July 2018 [CIRC]:** 1. **Education and School places – Cllr R John, M Jones**
2. **Caldicot Town Centre – R Hoggins**

**To note date for Best Kept Garden/Citizen’s Awards 2018 – 7pm 11th September 2018*****[Nominations to be returned by end July]*****To note date of commemoration of Merchant Navy Day, flying the Red Ensign – Friday 31st August 2018 at 2.00pm** **Reports**  a) Reports from Town Council Representatives on Outside Bodies  b) Governor’s reports c) Police Report  d) Other (incl. Website Analytics – to follow)**To consider inclusion into Standbrook Guides (as per 2017) - £525.00 + VAT****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 quotations for upgrade of Town Council Fire Alarm system** **(3 requested) (CIRC) [b/f *FTC 27.6.18]*****To consider quotations for *[b/f FTC 27.6.18]* (CIRC):**1. Town Council Building Microphone system
2. Public Address system for Sunset Service

**To consider renewal of Town Council maintenance contract – expires 30.10.18** 1. General Specification of Works – Grounds Maintenance (CIRC)

**To consider quotations for re-decoration/carpets for Town Council building [b/f FTC 27.6.18]- to follow****Ref: Item 7(a) – Appendix A** |
| **PART B – KING GEORGE V PLAYING FIELDS TRUSTEE** |
| **1****2****3****4** | Green Infrastructure Strategy Workshop 2: Delivering Projects *[b/f FTC 27.6.18]**a) Summary of proposals in support of Green Infrastructure corridor projects – to follow*Renewal of Town Council maintenance contract  a) Request from Caldicot AFC to clarify annual Re-instatement works *[Notes of User Meeting* *14.6.18 Circ for information]****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 quotation for replacement bollards (located around playing field)**  |