

CALDICOT TOWN COUNCIL
Minutes of Full Council held at 6.30pm
on Wednesday, 28th April 2021 at Caldicot Town Council
(meeting held remote via Starleaf)

Present:	Cllrs:	D Evans	RJ Higginson
		J Bond	A Lloyd
		W Conniff	M Mitchell
		A Easson	F Rowberry
		R Garrick	M Stevens
		J Harris	P Stevens
		K Harris	

[In attendance: S King, Acting Clerk; B Hodges; Insp. N Hughes (Police)]

10395 Apologies

Apologies were received from Cllrs J Dobson-Pettican, C Watkins.

10396 Declarations of Interest - to be identified under the relevant item/forms to be completed

Cllrs A Easson, D Evans, RJ Higginson declared personal interests as members of Mon CC Planning Committee.

10397 Open Forum for Public Participation [maximum 15 minutes at Mayor's Discretion]

There were no members of the public present.

10398 To suspend proceedings

a) To introduce new Police Inspector

Town Council welcomed Inspector Nikki Hughes to the meeting. Following introductions, Inspector Hughes answered questions on the following items:

- Incident in The Avenue – councillors were advised there is no cause for concern
- CCTV not providing sufficient cover in Caldicot
- Stalking Protection Orders
- Cars parking by town centre bollards

Inspector Hughes thanked Council for raising the issues and agreed to provide further information in due course. Councillors were asked to email with any other concerns.

10399 To Approve the Minutes:

- i. Minutes of Full Town Council 31st March 2021 - Mayor to sign the Minutes.

The minutes of Full Town Council 31st March 2021 were approved as a true record and duly signed by the Mayor.

- ii. Confidential Minutes of Full Town Council 31st March 2021 - Mayor to sign the Minutes

Confidential Minutes of Full Town Council 31st March 2021 were approved as a true record and duly signed by the Mayor.

iii. Minutes of Planning and Resources 13th April 2021 - Mayor to sign the Minutes.

The minutes of Planning and Resources Committee 13th April 2021 were approved as a true record and duly signed by the Mayor.

a) To note actions from previous meetings

Concerns were raised that it was not possible to hold a site visit regarding a planning application, as only remote options were offered. It was requested that Mon CC were asked whether any officers were holding on site visits.

Town Council expressed disappointment that Mon CC had not responded to the request for a meeting regarding CMTS accommodation. It was requested that the email was resent to Mon CC using the single point of contact.

It was requested that the Action Sheet be amended to include progress of items.

10400 Planning

Cllrs A Easson, D Evans, RJ Higginson declared personal interests as members of Mon CC Planning Committee.

A) Planning Applications Received:

DM/2021/00373: Householder. Two storey side extension.

- 3 Swan Close, Caldicot NP26 5RG

APPROVED

DM/2021/00464: Advertisement Consent. Four illuminated Aldi wall hanging signs mounted to the face of the building (sign A). One non-illuminated building trance Aldi sign (sign B). One bilingual internally illuminated freestanding 6m high double faced double post mounted sign (sign C). One internally illuminated Aldi letters roof mounted (sign D). One internally illuminated Aldi letters roof mounted (sign E). One non-illuminated bilingual opening times panel and image sign (sign F). Seven Bilingual nonilluminated Aldi building shopfront signage vinyl graphics applied to glass shopfront (sign J). Four non-illuminated temporary vinyl graphics applied to existing shopfront glazing (sign G). Two non-illuminated temporary Aldi bilingual temporary double 'Opening Soon' banners (sign H).

- Aldi Stores Ltd, Wesley Buildings, Newport Road, Caldicot NP26 4BR

APPROVED

DM/2021/00479: Planning Permission. The erection of one two-storey two bed house.

- 1 Tennyson Road, Caldicot NP26 4LJ

DEFERRED*

*** Reason for deferral:**

Too close to boundary. Access issues. More information and request site meeting.

DM/2019/01485: [Re-consultation] Discharge of conditions 5 and 11 of planning consent DM/2018/00696 (drainage strategy).

Amendment details: S104 Plans received. Letter from Welsh Water

- Land Development South of Crick Road, Portskewett

NOTED

10401 Finance

- i. To Approve Cheque list March 2021

Town Council noted that the circulated cheque list had been approved at FTC 31.3.2021. The cheque list for end March 2021 would be included on the May meeting agenda.

- ii. To consider Financial Comparisons 01.01.2021 - 31.03.2021

Town Council considered and approved Financial Comparison 1.1.21-31.3.21

- iii. To Consider 2021 (June) inclusion in Standbrook Guides Ltd - £395 + VAT

Town Council discussed full-page advert in Standbrook Guides and suggested that the design differed to previous years. It was agreed that the design detailed Town Council achievements.

Town Council resolved to agree inclusion in Standbrook Guides Ltd -- £395 +VAT. Draft design to be considered at next Town Council meeting.

- iv. To approve SLCC ILCA Course - £120 (Communications Assistant/Admin Officer)

Town Council resolved to approve SLCC ILCA Course – £120.

10402 To consider attendance at Independent Remuneration Panel for Wales – Review of the Remuneration Framework for Community and Town Councils [b/f FTC 24.2.21]

Town Council agreed Cllr J Bond to attend IRP Review meeting, with Acting Clerk - Group A Councils Session – 10 May 2021: 10.00 to 12.00 (Microsoft Teams).

10403 Members' items of business

- a) Cllr M Stevens – Closure of Durand Primary School for use as a Polling Station

Cllr M Stevens withdrew this item.

- b) Cllr J Harris – Strategic Review of CCTV

In presenting the item, Cllr J Harris advised Council that a strategic review of CCTV is needed in Caldicot and Severnside to deliver better community safety. Council noted:

- Reporting system for CCTV in town centre – concerns regarding vehicles in town
- Clarification whether CCTV cameras are watched on a 24-hour basis
- Community cohesion – more CCTV needed
- Should be included in Mon CC Local Development Plan
- Cameras should be picking incidents up and reporting live
- Town Council representatives to raise issue at CCTV Group

Town Council was supportive of a strategic plan and agreed to contact Mon CC to ask questions and raise the issue of a review.

Cllr J Harris left the meeting at 7:40pm.

c) Cllr J Bond – Community Thank You

Cllr J Bond withdrew this item. Town Council noted that Councils could not redistribute tax funds to individuals.

Town Council agreed to set up a Working Party - Cllrs J Bond, K Harris and M Mitchell.

10404 To consider existing locations of defibrillators in Caldicot

5x provided by Caldicot Town Council:

Castle Inn, Co-op, Town Council Office, Oakley Way Stores, Caldicot Castle AFC/JFC.

Town Council discussed locations and accessibility of defibrillators. It was suggested that an exercise was carried out and the matter be considered by Health and Safety Committee.

Town Council resolved to refer defibrillator locations to Health and Safety Committee for consideration.

10405 To Consider Date for Annual Meeting

Town Council resolved date of Annual Meeting - Wednesday 19th May 2021, 6pm.

10406 To Note Closing Date 28th April 2021 – Vacancy Green Lane Ward

Town Council noted closing date 28th April 2021 for the vacancy Green Lane Ward.

Council requested a letter was sent to Cllr D Ashwin to recognise the contribution made during years of service as a Town Councillor.

10407 Caldicot Regeneration Update – Notice Board and Maintenance of Planters

Councillors were provided with an update regarding the location of the notice board, which would be placed temporarily opposite Wye Valley Studios. Mon CC is looking to replace the old notice board with a digital one, which will be sited near the old bus stop. Further information would be provided to Town Council, at a future date.

Cllr A Lloyd left the meeting at 8:00pm

Town Council were advised that parklets would be placed in the Town Centre, with planting in each parklet area. It was noted that small planters had been placed outside retail units as part of a community volunteer group project, it was requested that clarification was obtained whether these were maintained by the groups. Town Council commended volunteer efforts in boosting the town centre.

It was agreed that the Town Council groundsman was invited to provide a quotation for maintenance/upkeep of the parklets, in accordance with Mon CC request.

It was noted that some works at Caldicot Cross had yet to be completed, relocation of bus stop, bus timetables for visually impaired, works outside printers and takeaway.

It was suggested that Town Council contact Mon CC for an update.

10408 Reports

a) Reports from Town Council Representatives on Outside Bodies

There were no Reports.

b) Governor's reports

There were no Governor's Reports.

c) Police Report

Town Council requested that the police report was circulated via email. Councillors noted the invitation to undertake Ward walks.

d) Members items for website

No items were put forward.

e) Other

There were no other reports.

The meeting ended at 8.05pm

Mayor/Deputy Mayor

PART B – KING GEORGE V PLAYING FIELDS TRUSTEE

1 Members Item of Business

a) Cllr M Stevens – Safety of children and users of KGVPF Play Area

In presenting the item, Cllr M Stevens advised Town Council of the dangers posed to children and users of the Play Area, particularly at the large lockable main gates. It was proposed that Council investigate the inclusion of an alternative, smaller gate/entrance along the pathway, to keep children safe. This would also increase Health and Safety during construction of the MUGA (multi use games area).

Town Council resolved to refer this item to Health and Safety Committee for further consideration.

2 To note MUGA project update – Tender submission closing date 24th May 2021

Town Council noted that the tender submission closing date for the MUGA Project was 24th May 2021

The meeting ended at 8.10pm

Mayor/Deputy Mayor