

10563 Planning

A) Planning Applications Received:

DM/2022/00176: Householder. Work to existing detached dormer bungalow, comprising the demolition of attached flat-roofed garage and the erection of a two-storey side extension to provide a garage and master bedroom suite.

- 3 Prospect Crescent, Caldicot NP26 4HP **APPROVED**

DM/2022/00139: Planning Permission. Refurbishment of existing shopfront to include façade upgrades and remodelling.

- Wye Valley Studios, 3-5 Newport Road, Caldicot NP26 4BG **APPROVED**

DM/2022/00124: Householder. Erect fence.

- 17 Grove Gardens, Caldicot, NP26 4GY **APPROVED**

DM/2021/01480: Reconsultation: Change of use to rear part of ground floor shop to create an apartment. Proposed extension to first floor apartment.

[Amendment details: Internal alterations only, no extension]

- Coral Betting, 32 Newport Road, Caldicot NP26 4BQ **APPROVED**

B) Mon CC Planning Information

i Planning Permissions:

DM/2021/01918: Planning Permission. Single storey rear extension.

- 104 Mill Lane, Caldicot NP26 5DD **Approved P&R 11.1.2022**

DM/2021/01803: Planning Permission. Window and door replacements.

- Cwrt Severn, Caldicot NP26 4JZ **Approved FTC 24.11.2021**

DM/2021/01981: Planning Permission. Refurbishment.

- 1 Church Road, Caldicot NP26 4HY **Approved FTC 26.1.2022**

DM/2021/01494: Proposed single storey rear extension. Hip to gable roof with rear dormer.

- 212 Newport Road, Caldicot NP26 4AE **Deferred FTC 11.1.21/ 26.1.21**

Town Council noted Planning Permissions.

10564 Finance

i. To approve cheque list February 2022

Town Council approved cheque list February 2022

ii. To Approve and Accept Annual Return Year End 31 March 2021

Town Council approved and accepted Annual Return Year End 31 March 2021

Town Council noted Conclusion of Audit displayed on 28.1.2022.

iii. To consider request for financial support from MIND Monmouthshire

Town Council noted that MIND was a worthwhile cause and the service would benefit residents of Caldicot. It was suggested that £15,000 could be donated for 2022/2023, following the request.

Town Council recognised that it would be the responsibility of Town Council annually to decide the budget and it would not be appropriate to agree funding for future financial years. It was suggested that MIND contact Caldicot Town Council on an annual basis, providing report each year to demonstrate the benefit of the service for residents of Caldicot.

Town Council resolved to donate £15,000 for 2022/2023 to MIND Monmouthshire and that reports were provided to evidence the benefit to Caldicot residents.

iv. To ratify repair to Town Council wall (following vehicle collision) £200
Town Council ratified repair to Town Council wall £200

v. To approve cost of One Voice Wales consultancy - £1138 (plus travelling expenses) [b/f P&R 8.2.2022]

Town Council approved cost of One Voice Wales consultancy - £1138 + travel

vi. To approve Mon CC invoice Jubilee Way toilets 2021/22 - £11,009.96 + VAT

Town Council approved Mon CC invoice Jubilee Way toilets 2021/22 - £11,009.96 +VAT

Further information requested from Mon CC regarding sanitary provision in toilets.

10565 To approve minutes and recommendations of Grants Committee 8th February 2022

Grants Committee Recommended:

- **£12,000 be granted to Caldicot Events Committee, for financial year 2022/23**
Spending Power – Local Government Act 1972, s145
- **£1,500 be granted to Noah’s Ark Children’s Hospital Charity**
Local Government Act 2000, s.2
- **£100 be granted to National Eisteddfod 2022**
Spending Power – Local Government Act 1972, s145

Town Council approved the minutes and recommendations of Grants Committee held on 8th February 2022.

10566 To receive notes of Community Thank You meeting held on 8th February 2022 and consider any recommendations

Town Council received notes of Community Thank You Working Party held on 8th February 2022.

Town Council approved recommendations:

- **3 benches (community bench project) to be located on grass area in front of Town Council building and plaques on benches.**
- **Price to be obtained for ground level plaque recognising ‘Town Council greatly appreciated the efforts of the Caldicot community during the pandemic’**
- **Commemorative tree (weeping style tree) to be planted near benches – for 23rd March National Day of Reflection**
- **Community Thank You Working party task completed.**

10567 To receive notes of Town Council Building Working Group held 14th February 2022 and consider any recommendations

Town Council received the notes of Town Council Building Working Group and approved the recommendations.

a) Cllr R Wilsher expressed interest to join Town Council Building Working Group

Town Council appointed Cllr R Wilsher to Town Council Building Working Group

Cllr M Stevens left the meeting at 7:10pm

10568 To receive notes of Climate Change Working Group meetings held on 24th January 2022 and 14th February 2022 and consider any recommendations

The working group had held two meetings and discussed a number of items, which would assist in ensuring priorities for future generations. A member of the working group would contact schools to establish interest, at an educational level. Town Council received the notes of Climate Change Working Group meetings held on 24th January 2022 and 14th February 2022.

Town Council approved recommendations:

- Investigate funding opportunities for jubilee celebrations - tree planting
- Welsh Government policy on Carbon Neutral/Energy
- Cost of trees (9-12ft) [*Hungarian Oak and Weeping Style suggested*]
- Planting to take place during Summer

10569 Members Items of Business:

a) Cllr F Rowberry – Dog Fouling at Castle Park

In presenting the item, Cllr Rowberry advised that a recent clean-up of the area around Castle Park Primary School had taken place. However, dog mess continued to be a major problem, particularly with pupils walking it into school. Support was requested from Town Council in an effort to resolve the issue. Following discussions, it was agreed to invite Mon CC Cabinet Member and Officer to attend a meeting to discuss a way forward to resolve the dog mess issue.

Town Council to invite Mon CC Cabinet member and Officer to attend a meeting to discuss a way forward to resolve the dog mess issue

Cllr J Harris left the meeting at 7:30pm

b) Cllr F Rowberry – Compound Gates

In presenting the item, Cllr Rowberry suggested that, following the demolition of the KGVPF compound, the gates could be used on a local community project (the Cornfield Project).

Town Council agreed in principle that gates could be donated, this was subject to a formal request being received from the Cornfield Project to Caldicot Town Council.

10570 Reports

a) Reports from Town Council Representatives on Outside Bodies

Caldicot Foodbank

Cllr M Mitchell provided an update on Foodbank. Currently, there are plenty of volunteers and stock levels are good. There is a possibility that a fuel voucher scheme may be introduced.

Smart Towns

Cllr M Mitchell had recently attended a remote Smart Towns meeting. Funding of £50,000 to be used by the end of this financial year. Ideas suggested for its use to date are: town wi-fi, sensor rubbish bins, digital notice boards, website for the whole of Caldicot and digital bus stops. Councillors should submit any ideas via the Town Council office.

b) Governor's reports

There were no Governor's Reports

c) Police Report

Town Council received and noted the Police Report

d) Members items for website

No items were put forward for the website

e) Other (Clerks Report)

Clerk's Report

Town Council noted the Clerks report.

10571 To note actions/updates from previous meetings

[The list includes updates on actions from previous meetings – where decisions are required on any matters, members should request that an item is included on a future agenda]

The following point was raised regarding actions/updates from previous meetings:

- Bus shelters – A member noted that the bus shelters had still not been installed and frequent communication had been made with Mon CC. An update was provided, Mon CC suggested that installation was delayed until after the outcome of a study into Active Travel. Town Council requested that one bus shelter was installed at Woodstock Way (near Woodstock Court) and the other shelter is stored in Mon CC compound. In addition, Mon CC should confirm that in installing the bus shelters, there would be no delay in providing a pedestrian crossing at Woodstock Way.

10572 Resolved - Exclusion of Press and Public

Town Council resolved to exclude 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:

10573 To consider quotations for trees at Dewstow Cemetery

- a) Town Council approved quotation for trees at Dewstow Cemetery - £2,200, R Lewis
- b) Town Council approved quotation for Copper Beech and Hungarian Oak trees - £690

10574 To consider quotations for Defibrillator accessories

Town Council approved quotation for Defibrillator accessories - £235 +VAT, Steroplast Healthcare Ltd.

- a) To note receipt of new defibs to be located in West End and Dewstow Wards
[FTC 28.7.21]

Town Council noted receipt of new defibs to be located in West End and Dewstow Wards

The meeting ended at 7.55pm

Mayor/Deputy Mayor

Payment Reference list

February 2022

Payment Reference	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505360	19986	20/01/22	£219.86	£36.64	£183.22	Brighter Bills Ltd	Telephone
505361	19987	20/01/22	£9.64	£1.61	£8.03	Complete Business Solutions Group Ltd	Stationery
505362	19988	20/01/22	£17.99	£3.00	£14.99	DJB Cleaning Supplies Ltd	Supplies
505363	19989	20/01/22	£77.56	£0.00	£77.56	Dwr Cymru	Town Council building water
505363	19990	20/01/22	£485.72	£0.00	£485.72	Dwr Cymru	Jubilee way toilets water
505363	19991	20/01/22	£72.96	£0.00	£72.96	Dwr Cymru	Allotmnts SL water
505363	19992	20/01/22	£157.60	£0.00	£157.60	Dwr Cymru	Allotmnts OW water
505363	20/01/22		£793.84	£0.00	£793.84		
505364	19993	20/01/22	£270.00	£0.00	£270.00	SLCC	Membership
505365	20009	09/02/22	£0.00	£0.00	£0.00	Cancelled	Cancelled cheque 505365
505366	19995	20/01/22	£4,380.00	£730.00	£3,650.00	City Illuminations	Completion christmas lighting display
505367	19996	20/01/22	£2,294.24	£0.00	£2,294.24	One Voice Wales	Consultancy fee
505368	20025	09/02/22	£0.00	£0.00	£0.00	Cancelled	Cancelled cheque 505368
505369	20006	02/02/22	£30.00	£0.00	£30.00	Country Flowers	Bouquet
505370	20007	02/02/22	£16.94	£2.82	£14.12	DJB Cleaning Supplies Ltd	cleaning supplies
505371	20008	02/02/22	£310.00	£51.67	£258.33	Car Care	Locks/keys
505372	20010	03/02/22	£45.00	£0.00	£45.00	R Morse	TC security
505373	20026	09/02/22	£0.00	£0.00	£0.00	Cancelled	Cancelled cheque 505373
505374	19994	09/02/22	£3,430.00	£0.00	£3,430.00	Mon CC	CCTV Jan-March 2022
505374	20004	09/02/22	£5,000.00	£0.00	£5,000.00	Mon CC	Contribution to play activities
505374	20005	09/02/22	£25,845.37	£4,307.56	£21,537.81	Mon CC	Town cleansing and sweeping 2021/22
505374	20027	09/02/22	£2,500.00	£0.00	£2,500.00	Mon CC	CCTV Jan-March 2022 (Credit for downtime for service)
505374	09/02/22		£31,775.37	£4,307.56	£27,467.81		
505375	20029		£3,816.00	£0.00	£3,816.00	CWBS Ltd	TC Wall and repair
505378	20028		£30.00	£0.00	£30.00	Country Flowers	Bouquet
Total			£44,008.88	£5,133.30	£38,875.58		

Direct Debits/Bank Transfer payments

AS200222	Feb 22	£29238.02	£0.00	£29238.02	Salaries	Salaries/Tax/NI February 2022
AU170222	Feb 22	£357.98	£17.87	£375.85	British Gas	Utilities Dec 2021/Jan/Feb 2022
Bank Transfer payments (EstCttee101120)						
3.2.2022	Feb 22	£20.00	£0.00	£20.00	Playworks	Payroll Bureau January 2022
3.2.2022	Feb 22	£1386.94	£231.15	£1155.79	J Ball	Cemetery Maintenance Contract January 2022
3.2.2022	Feb 22	£1250.74	£208.46	£1042.28	P Villars	Bowls Green Maintenance January 2022
3.2.2022	Feb 22	£1290.00	£215.00	£1075.00	Merlin Waste	Merlin Waste Dog Bins February 2022
3.2.2022	Feb 22	£1550.50	£0.00	£1550.50	R Lewis	Grounds Maintenance Contract January 2022

PART B – KING GEORGE V PLAYING FIELDS TRUSTEE

1. Compound project – to consider and receive recommendations of Ecologist report

Town Council received and considered recommendations of Ecologist Report. It was agreed that demolition of the compound could now proceed. Town Council agreed to go ahead and purchase some low-cost bat boxes, bird boxes, as recommended in the report.

Town Council resolved to accept the Ecologist report and purchase some low-cost bat and bird boxes.

2. Resolved – Exclusion of the Press and Public

Town Council resolved to exclude 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:

3. To consider quotations for trees at KGVPF (following H&S Tree Inspection reports)

Town Council accepted quotation from R Lewis, for trees at KGVPF - £150

The meeting ended at 8:05pm

Mayor/Deputy Mayor