

## CALDICOT TOWN COUNCIL

Minutes of Caldicot Town Council held at 18:30 p.m. on Wednesday, 24<sup>th</sup> April 2024 at  
Caldicot Room Suite 3, Castlegate Business Park

**Present:** Cllr M Mitchell – Town Mayor  
Cllr F Rowberry – Deputy Mayor  
Cllr J Bond  
Cllr W Conniff  
Cllr A Easson  
Cllr R Grumbach  
Cllr RJ Higginson  
Cllr A Mayo  
Cllr G Owen  
Cllr W Sage  
Cllr R Shillabeer  
Cllr M Stevens  
Cllr P Strong  
Cllr R Wilsher  
Cllr J Woodfield

**Also present:** L Gillespie – Deputy Clerk  
L Wallington – Admin  
A Wilson – Locum Clerk  
E Sowery – Police Inspector  
Members of the Public x4

### 10961 Welcome

The Town Mayor welcomed everyone to the meeting.

### 10962 Apologies for Absence

**RESOLVED** to note that apologies were received from:

- Cllr A Lewis – personal commitment

### 10963 Declarations of Interest

Cllr J Bond and Cllr A Easson declared personal non-prejudicial interests as members of the Monmouthshire County Council Planning Committee.

### 10964 Public Question Time and Participation

Members of the Public presented the following queries:

- Members received a query regarding the play area at Cas Troggy and S106 monies. Members informed the Public that Caldicot Town Council has requested to be consulted regarding S106 monies and that a meeting is scheduled to be held with Monmouthshire County Council regarding the matter.

**RESOLVED** for Members to respond to the query in due course during item 10 of the agenda.

- Members received a query regarding grants and the Welsh Government Community Facilities Programme. Members informed that the grant is for community groups only and is independent from Council. Locum Clerk advised Council that they are in process of applying for Community Ownership Fund.
- Members received a query regarding the installation of traffic islands on B4245 between the junctions of Caldicot Rd and Crick Rd. Members informed that traffic islands have been installed in relation to the Active Travel plan and Caldicot Castle enhancement. It was noted that Caldicot Town Council were not consulted.

**RESOLVED** for Caldicot Town Council to meet with MCC Highways

### 10965 Minutes

**RESOLVED** to approve the following minutes / notes and the recommendations contained therein, subject to the following amendments:

- i) Minutes of Full Town Council Meeting 27<sup>th</sup> March 2024

Amendments: to update Full Town Council minute number 10945 Dog Bins in Caldicot, to include ***“RESOLVED for Admin to update social media and website, to include “any bin will do.”***

- ii) Minutes of Personnel Committee Meeting 4<sup>th</sup> April 2024

Amendments: to update the title of the Committee from *“Staffing”* to *“Personnel.”*

- iii) Notes of 50 Years of Caldicot Working Group 12<sup>th</sup> April 2024

Amendments: to update the attendance of *“G Llewelyn”* to *“T Blanchard.”*

**RESOLVED** to include the school competitions’ prize award in the report of 50 Years of Caldicot expenditure.

### 10966 Report from Monmouthshire Councillors

Members received the following updates:

- It was proposed and agreed that Item 10 would be considered with Item 6 on the agenda.

Members were updated on matters relating to S106 monies. It was noted that Caldicot Town Council were not consulted in regard to S106 expenditure. A Member informed Council that the motion for S106 monies to be utilised on Cas Troggy Park had previously been refused by Mon CC. Members suggested a record of consultations and correspondence to be provided to Council. Members were advised that S106 is a legally binding agreement, to be spent in one of four areas within Caldicot.

**RESOLVED** for Council to meet with Mon CC Councillors and a Welsh Government Cabinet Member to discuss S106 expenditure in Caldicot.

- Members were updated on matters relating to Active Travel in Woodstock Way and Mill Lane and were informed that funding is available.

**RESOLVED** to write a letter to P Griffiths and N Tulp requesting clarification on the matter of Active Travel in Woodstock Way and Mill Lane.

- Members were updated on the matters relating to Garthalan Drive, Caldicot and were informed that the matter is improving.
- Members were informed that businesses are unable to lease a facility at Castlegate Business Park. Council suggested acquiring clarification on the occupancy criteria.

**RESOLVED** for Cllr M Stevens to contact the resident in question.

### **10967 Report from Gwent Police**

Members were provided with an update from Gwent Police regarding crime statistics with Caldicot. Members were informed that there will be an increase in Gwent Police foot patrols on Newport Road, Caldicot. Members presented the concern of unauthorised vehicles parking on the pedestrian zone at The Cross, Sandy Lane. Members were informed that such concerns need to be reported to the local authority and that Police are involved if there is a danger to persons.

**RESOLVED** to invite Gwent Police to the Full Town Council meeting on Wednesday, 29<sup>th</sup> May.

### **10968 Finance Training**

Several Councillors have spoken to the Locum Town Clerk about their lack of understanding about local council accounts and others would like a refresher. Members noted that bespoke training was available through One Voice Wales at a cost of £262 for one and a half hours for a maximum of 20 attendee.

**RESOLVED** that members felt that this was a good idea and asked for Locum Clerk to obtain dates for training.

### **10969 Christmas Lights**

**RESOLVED** to agree for Locum Clerk to research the matter of fixtures and fittings regarding the Christmas lights and to provide a report to Council.

### **10970 S106 Funds**

**RESOLVED** to consider the item in Item 6.

Members had met with Mike Moran from Monmouthshire CC about the S106 for Caldicot and understood that all the funding had been allocated but it was hoped that there could be some input into the Church Road development funding. Mr Moran had agreed to come back to the council with some answers to queries raised at the meeting.

**RESOLVED** for a meeting to be scheduled on Tuesday 30<sup>th</sup> April 2024 at 18:30 p.m. to consider S106 matters in Caldicot, how the Town Council should be involved going forward and any other related matter.

## 10971 50 Years of Caldicot

- i) School Letter

**RESOLVED** to agree in principle, subject to amendment of “schools in the Caldicot area” only.

- ii) Town Twinning

Members acknowledged the commemorative items within Caldicot and the Caldicot Town Council building, honouring the affiliation between Caldicot and Waghäusel.

**RESOLVED** to write an acknowledgement letter to Waghäusel, with emphasis on culture, friendship, and peace.

**RESOLVED** to invite Waghäusel to virtually attend Caldicot Town Council building open day.

## 10972 Members Item of Business

- i) Cllr R Grumbach – Banner purchase

Members considered the item of business and proposed a recorded vote as follows:

For: Cllr R Grumbach, Cllr RJ Higginson, Cllr W Conniff, Cllr P Strong, Cllr IR Shillabeer, Cllr J Woodfield, Cllr F Rowberry, Cllr Mitchell.

Abstain: Cllr A Mayo, Cllr W Sage, Cllr J Bond, Cllr G Owen, Cllr A Easson, Cllr R. Wilsher

Against: Cllr M Stevens

**RESOLVED** to approve the Members item of business, to be coded to general reserves.

- ii) Cllr M Stevens – The disgraceful state of the Town Council notice board positioned in the centre of our village.

**RESOLVED** to agree for Locum Clerk to research options.

- iii) Cllr R Wilsher and Cllr F Rowberry – Request from residents for dog bin facilities in the new housing estate opposite Wentwood View.

**RESOLVED** to agree in principle, subject to receiving the schedule of contract and cost.

Cllr M Mitchell declared Standing Orders.

**RESOLVED** to agree that the Full Town Council meeting would be extended to no later than 21:20 p.m.

Cllr W Sage left the meeting at 20:50 p.m.

**10973 Caldicot Town Council Building**

Deputy Clerk provided Members with a verbal update on matters relating to the Town Council building refurbishment.

**RESOLVED** to agree for the walls in the large meeting room to be painted.

**RESOLVED** to agree for the ceiling tiles in the large meeting room to be replaced.

**RESOLVED** to adjourn the Full Town Council Meeting to Tuesday, 30<sup>th</sup> April 2024 upon the rise of the Extraordinary Full Town Council Meeting at 18:30p.m. regarding S106 monies.

Meeting adjourned at 21:15 p.m.

**Signed** ..... **Date** .....

**Town Mayor**