

**Caldicot Town Council**  
**Minutes of Town Council held at 18:30**  
**on Wednesday, 31st January 2024 at Caldicot Town Council**

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

**Also present:** L Gillespie - Deputy Clerk  
L Wallington – Admin  
A Wilson - Locum Clerk,  
2 members of the public

#### **10885 Welcome**

The Town Mayor welcomed everyone to the meeting.

A minute silence was held for former Mayor, P Watts.

The Town Council acknowledged a Governor's report from Durand School and noted that a breakfast club will be implemented.

#### **10886 Apologies for Absence**

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

- Cllr A Lewis – work commitment
- Cllr J Bond – personal commitment

#### **10887 Declarations of Interest**

**RESOLVED** to note that Cllr A Easson declared a personal non-prejudicial interest as a member of Monmouthshire County Council Planning Committee.

#### **10888 Public Question Time and Participation**

Questions were raised in relation to S106 contributions on play area equipment for Caldicot.

**RESOLVED** to write a letter to Mon CC regarding new play area equipment

#### **10889 Minutes**

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

- i) Notes of 50 Years of Caldicot Working Group Meeting 13th October 2023
- ii) Notes of Allotments Committee Meeting 31st October 2023

- iii) Notes of 50 Years of Caldicot Working Group Meeting 10th November 2023
- iv) Minutes of Full Town Council Meeting 29th November 2023
- v) Minutes of Personnel Committee Meeting 12th December 2023
- vi) Minutes of Extraordinary Full Town Council Meeting 12th December 2023
- vii) Minutes of Extraordinary Full Town Council Meeting 11th January 2024
- viii) Notes of 50 Years of Caldicot Working Group Meeting 12th January 2024
- ix) Minutes of Extraordinary Full Town Council Meeting 16th January 2024
- x) Minutes of Grants Committee Meeting 25th January 2024

### **10889 Reports from Monmouthshire Councillors**

Members were informed of:

- Mill Lane road closure during the school half term.
- The CCTV consultation on the proposed new SLA.
- Thursday 2<sup>nd</sup> May day closure of Durand School for election. Council acknowledged the requirement for a polling station in every ward, but questions were raised why there was a need for a school to be closed for the day when there were other suitable locations in the town.

**RESOLVED** that Cllr M Stevens contact J Pearson regarding polling station locations.

### **10890 Report from Gwent Police**

**RESOLVED** to note that the Town Council received the December 2023 and January 2024 Police Report. Council noted no police attendance at meeting.

### **10891 Appoint representatives on Committees and Outside Bodies (following vacancies)**

**RESOLVED** that the following Councillors be appointed to the Outside Bodies:

- xi) Compound Working Group – Cllr. I R Shillabeer
- xii) Climate Change Working Group – Cllr. A Mayor
- xiii) Allotments Committee – Cllr. R Grumbach and Cllr. W Conniff
- xiv) 50 Years of Caldicot Working Group – Cllr. A. Mayo
- xv) User Sub-Committee King George V Playing Fields – Cllr. R. Grumbach
- xvi) Caldicot Business Forum – Cllr. A Easson and Cllr. A. Mayor

## **10892 Caldicot Town Council Building**

Members acknowledged a verbal update of renovation works to Caldicot Town Council building. Contractors have commenced renovation work. Fencing is to be erected at the entrance to the site to prevent access to residents for health and safety reasons. Plumbing for radiators to be upgraded, return and flow pipework is required. Quote will be provided to Council once received. Fortnightly TC Building Working Group meetings to be held on site with contractors, to assess progress.

## **10893 Training for Councillors and Staff**

As part of the Locum Contract the Locum Town Clerk is able to carry out training. All Councillors were encouraged to engage in training.

Members acknowledged the amendment in the date of training, to be corrected to *Friday 9<sup>th</sup> February*.

**RESOLVED** that Councillors should contact the Locum Clerk to confirm their attendance at which event.

## **10894 Bridges Dental Surgery**

Members acknowledged the response from Aneurin Bevan University Health Board and expressed concern for lack of NHS dental provision in Caldicot.

**RESOLVED** that a letter be written to all parties involved to express deep concern of loss of NHS dental services in Caldicot

## **10895 Finance**

### **a) Payment schedule**

Members were informed that the account system was not working correctly. True figures are correct. Amended payment schedule to be sent out once available.

**RESOLVED** to accept the payment schedule, subject to amendment.

### **b) Grant application from Youth Group**

Members considered the grant application from Caldicot Youth Group. The Town Council was advised that grant is not able to be given for capital funding. Council acknowledged that Caldicot Youth Group is supported annually by Council.

**RESOLVED** to refuse grant application from Caldicot Youth Group

## **10896 Planning**

### **a) Planning Applications for consideration:**

#### **i. DM/2023/01739**

Members noted that Cllr Easson declared an interest.

**RESOLVED** to approve the planning application.

**ii. DM/2023/01633**

Members acknowledged the planning application was for Caldicot Town Council Building and **RESOLVED** to make no comment..

**b) MCC Approved Planning Applications**

**i. DM/2023/01606**

Members noted the approved planning application

**10897 Footpath 8, Portskewett**

Members acknowledged that the footpath is closed for health and safety purposes.

The Locum Clerk was asked to contact Monmouthshire CC regarding the yard next to the path is causing the problems with overhanging equipment.

Members noted the closure of footpath 8, Portskewett.

**10898 Strategic Equality Plan Consultation**

Members expressed full support for objectives listed in the Strategic Equality Plan. Members acknowledged an adult Changing Places facility is a future ambition for Caldicot.

**RESOLVED** to write a letter endorsing the Strategic Equality Plan.

**10899 SLA Update**

Members received a verbal update from the Town Mayor. Council was informed that a deep clean of the Village pavements would be performed monthly. Council acknowledged that regular meetings being held with Severnside Team are beneficial and enable concerns to be raised. Council expressed thanks to the Severnside Team for their assistance in the removal of items from the Town Council building.

**10900 Town Centre Report**

Members were advised that an additional bin should be installed within the walkway between the Village and Jubilee Way Car Park. It was recommended to Council that installation of a cigarette bin should be considered due to littering concerns. Council raised concerns regarding the presence of pigeons in the Village. Council raised health and safety concerns of utilising a bird of prey to deter pigeons.

**RESOLVED** to agree the following points:

- Council agreed to defer utilising a bird of prey for the Village to Health and Safety Committee to consider
- Council resolved to agree to write to all property owners, shops and businesses in the Village regarding the correct disposal of business waste and cigarette butts
- Council resolved to agree to publish a post on social media and website regarding correct disposal of waste and cigarette butts

**10901 Any new matters relating to the town not included elsewhere on the agenda**

Concern had been raised regarding the pedestrian crossing at The Cross.

**RESOLVED** to note that Cllr A Easson asked that the item be added to the next agenda.

**10902 Date of next meeting**

**RESOLVED** to note that the date of the next meeting of Full Council be held on Wednesday 28th February 2024.

Meeting ended at 8:05pm

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

**Town Mayor**