

**Caldicot Town Council**  
**Extraordinary Minutes of Town Council held at 13:30**  
**on Friday, 9th February 2024 at Caldicot Room Suite 3, Castlegate Business Park**

**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 Lewis  
Cllr A Mayo  
Cllr G Owen  
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

#### **10903 Welcome**

The Town Mayor welcomed everyone to the meeting.

#### **10904 Apologies for Absence**

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

- Cllr J Bond – work commitment
- Cllr W Sage – work commitment
- Cllr R Wilsher – personal commitment

#### **10905 Declarations of Interest**

No declarations of interest were received.

#### **10906 Public Question Time and Participation**

There were no members of the public in attendance.

#### **10907 Minutes**

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

- i) Minutes of Personnel Committee Meeting 30<sup>th</sup> January 2024

#### **10908 Additional Increase to Utilisation of Allotment Support Grant - £3,000**

**RESOLVED** to approve the additional increase of £3,000.00 for allotment improvements.

## 10909 Planning Applications

### a) MCC Approved Planning Applications

**DM/2024/00005:** Proposed ground and first floor rear extension. 1 Severn View, Caldicot, NP26 4AD

Members noted the approved planning application

## 10910 CCTV and Service Provision

Members raised concerns over cameras and service provision. Members acknowledged the CCTV service provision is currently unsatisfactory.

Members proposed to consult with MCC Community Safety Leads regarding the CCTV service. Members were informed that a review of the CCTV service contract will be undertaken after the consultation.

**RESOLVED** to invite MCC Community Safety Leads to subsequent Full Town Council meeting in February 2024

Cllr A Lewis left the meeting at 2:10pm.

## 10911 Pedestrian Crossing at Woodstock Way and The Cross

Members considered the pedestrian crossings at Woodstock Way and The Cross.

- Members acknowledged Mon CC are due to install a sophisticated pedestrian crossing as part of the Active Travel plan following five years of campaigning. Cllr Mitchell would like it noted that Council attended a meeting regarding the installation of a safety crossing at Woodstock Way. Members were informed that the agenda was altered at the meeting and comments were made by an MCC officer, who was not aware of the pedestrian crossing concern.

**RESOLVED** for Locum Clerk to move item forward

- Members were informed that cars parking on pavement at The Cross are causing a blind spot for the pedestrian crossing. Members noted police are unable to respond to reports due to staffing. Members acknowledged a safety report has been completed.

**RESOLVED** to ask to receive the safety report and write to Gwent Police about illegal parking

Cllr M Stevens left the meeting at 2:35pm

## 10912 Street Cleaning Costs 2024/25

**RESOLVED** to note the street cleaning costs of £26,000.00 + VAT for 2024/25

## 10913 Public Toilet Costs 2024/25

**RESOLVED** to note the public toilet costs of £11,000.00 + VAT for 2024/25

**RESOLVED** to approve for Locum Clerk to arrange a meeting with contractor in relation to maintenance of Public Toilets.

**10913 Date of Next Meeting**

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

**10914 To Resolve – Exclusion of Press and Public**

*Resolved 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.*

**10915 Caldicot Town Council Building**

Members acknowledged a verbal update on matters relating to the refurbishment of the Caldicot Town Council building. Members were informed of the cost to upgrade the heating system pipework to a more efficient system.

**RESOLVED** for TC Building Working Group to meet with project manager to discuss heating system.

**RESOLVED** to ratify costs paid for the Town Council building to date, following receipt of the first stage certificate.

Meeting ended at 2:50pm

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

**Town Mayor**