

Caldicot Town Council
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Minutes of an **Extraordinary Meeting of Caldicot Town Council** in **Caldicot Room Suite 3, Castlegate Business Park** to be held on **Wednesday, 12th June 2024 at 18:00 p.m.**

Present: Cllr M Mitchell – Town Mayor
Cllr F Rowberry – Deputy Mayor
Cllr W Conniff
Cllr R Grumbach – (via Teams)
Cllr A Easson – arrived late
Cllr A Mayo
Cllr IR Shillabeer

Also present: A Wilson – Locum Town Clerk
L Gillespie – Deputy Town Clerk and Deputy RFO
L Wallington – Admin

43/2024 Welcome

The Chair welcomed everyone to the meeting.

44/2024 Apologies for Absence

RESOLVED to receive apologies of absence for this meeting from:

- Cllr. J. Bond – personal commitment
- Cllr. A. Lewis – work commitment
- Cllr. G. Owen - unwell
- Cllr. W. Sage – work commitment
- Cllr. P. Strong – alternative meeting
- Cllr. J. Woodfield – family commitment

45/2024 Declarations of Interest

RESOLVED to note that there were no Declarations of Personal or Prejudicial Interests declared by Members on items under consideration on this agenda.

47/2024 Public Question Time and Participation

There were no members of the public present.

48/2024 Planning Application

Members had been reminded that plans could be viewed prior to the meeting at <https://www.monmouthshire.gov.uk/view-planning-applications>

i) Planning Applications for consideration:

Members were asked to consider the planning applications received:

- **DM/2024/00699:** 2 Storey Extension to end of terrace and addition of detached timber frame double garage. 130 Chepstow Road, Caldicot, NP26 4JA

RESOLVED that Members had no objections to this application.

i) MCC Approved Planning Applications

RESOLVED that Members noted that the following planning application had been approved, subject to S106:

- **DM/2023/00470:** Erection of pair of semi-detached two storey 3no. bedroom dwellings with landscaped access and parking area. 2A Woodstock Way, Caldicot NP26 5DB

49/2024 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest.

COMMITTEE IN PRIVATE SESSION

50/2024 Refurbishment of Caldicot Town Council Offices

i) CCTV and Alarm in the Town Council Building

Members were asked to receive a verbal update from the Deputy Town Clerk and consider the only quote received for the update of CCTV and the alarm at the Town Council offices as part of the refurbishment. Members noted that two other quotes had been sought – the original contractors within the building were not able to quote and the other local company invited to quote had not submitted a quotation.

Members considered other options for the alarm and CCTV in the Town Council offices but after some discussion **RESOLVED** that in light of the fact that only one quote had been received and the time constraints on the work as the Council would like to move back into the building very soon that to meet health and safety requirements that the quote from Bemrig for £10,875 + VAT.

ii) Blinds for Caldicot Town Council offices

Members were talked through the three quotes received for replacement blinds at the Town Council offices.

Members spoke about the initial quote for the blinds which Members had received at a previous meeting from which Members had asked for other quotes to be obtained. Members spoke about all the quotes and the quality and thickness of the blinds given that users of the hall would open and close them too.

Following lengthy discussion members **RESOLVED** that the quote for £1990.00 + VAT be accepted, noting this included the safety hooks for the cords, but Deputy Clerk was asked to negotiate with the supplier over price. Members noted that this included the taking down and removal from site of the old blinds.

The Mayor reported that it looked like the Internal Audit Report was going to be good with only a few matters raised and that the Audit part of the End of Year AGAR would be filled in and returned by the Internal Auditor. The Council were very pleased and thanked Deputy Clerk for all her hard work.

Signed **Date**

Chair