CALDICOT TOWN COUNCIL

 **Minutes of Planning and Resources Committee held at 6.30pm on Tuesday,**

 **9th January 2018 at Caldicot Town Council**

 **Present:** Cllrs: P Stevens, Mayor K Harris

 W Conniff J Harris [left 7.05pm]

 A Easson M Mitchell

 O Edwards F Rowberry

 D Evans J Williams

 R Garrick JJ Williams

[In attendance: S King, Deputy Clerk, C Till, Member of Public]

##### 1 Apologies

Apologies were received from Cllrs D Ashwin, RJ Higginson, A Lloyd, M Stevens, S Tovey

**2 Declarations of Interest - To be identified under the relevant item/Forms to be completed**

Cllr D Evans declared a personal interest as a member of Mon CC Planning Committee

**3 To Approve the Minutes of Planning & Resources Committee 12.12.17 [Circ]**

1. **Mayor to Sign the Minutes**

The Minutes were approved as a true record and duly signed by the Mayor.

**4 Planning Applications Received**

 **Plans may be viewed prior to the meeting at:**

[**http://www.monmouthshire.gov.uk/planning/research-planning-history**](http://www.monmouthshire.gov.uk/planning/research-planning-history)

**DC/2017/01391:** Planning Permission – The change of use of the first floor from offices (use class B1A) to Four Flats (Use Class 3) – 4 Wesley Buildings, Newport Road, Caldicot, NP26 4LY

 **Town Council resolved to defer the decision until clarification had been sought regarding availability of parking.**

 **DC/2017/01425:** Planning Permission - New painted metal fencing to match existing to site boundary. Gray Hill Surgery, Woodstock Way, Caldicot, NP26 5AB

**TC Approved**

**4a Mon CC Planning Information [DISPLAYED]**

 **i) Planning Permissions**

**DC/2017/01254:** Replacement of existing flat roof covering to garage, construction of porch to front elevation and rear sunroom extension – 4 Swallow Drive, Caldicot, NP26 5RD

**TC Approved P&R 14.11.17**

**4b To Consider MCC Correspondence Re: DC/2017/01296:** Development of 5 no. dwellings, provision of a new access, 14 no. parking spaces and associated works – Land at Chaucer Close, Caldicot, NP26 4FL

**TC Refused 12.12.17 \*Overdevelopment of plot; Parking issues**

Town Council considered the correspondence and discussed reasons for refusal of the application. As ward member, Cllr J Williams volunteered to attend Mon CC Planning Committee regarding Town Council objection to the application.

 **Town Council resolved that the Deputy Clerk would respond to Mon CC and advise Cllr J Williams to attend Planning Committee, regarding Town Council objection to application DC/2017/01296.**

 **5 To Receive Correspondence from Headteacher/Chair of Governors Caldicot School [Circ]**

During discussion the following points were noted:

* Council welcomed attendance on twinning visit by head boy/girl, in addition the A Level student.
* Further information regarding risk assessments
* Caldicot School supported e-Twinning
* Invite to visit Caldicot School, prior to official opening
* Cllr Garrick to meet with appropriate school staff member to discuss period poverty and report back to Council

 **Council agreed Deputy Clerk to contact the school for clarification:**

* **Of number of pupils attending twinning visit**
* **that risk assessments would be undertaken by school, further information required**
* **of date for Council visit to Caldicot School**

**6 Meeting with Planning Agent – Cemetery Extension [Late Correspondence received]**

 **Late correspondence -** The Mayor advised Town Council that late correspondence had been received from the Planning Agent, regarding a meeting to discuss Dewstow Cemetery Extension. Town Council resolved to accept the late correspondence.

 The Deputy Clerk advised that the late correspondence, from the Planning Agent, invited a representative number of members to meet to discuss Dewstow Cemetery Extension and advised of dates for availability.

 **Town Council agreed that Health and Safety committee members would meet with the Planning Agent on Tuesday 16th January at 10.30am.**

 **7 To Consider Member’s Item of Business – Period Poverty [b/f TC 29.11.17; P&R 12.12.17]**

Cllr Garrick updated members on the estimated costs. The costs would be approximately £17 per person (60 within year group), estimated total £1020.00. Further information would be provided, following the meeting with Cllr Garrick and school staff member.

 A councillor proposed to support in principle, pending further information. This was duly seconded. It was noted that Town Council budget 2018/19 included an amount for Children and Young People.

 **Town Council resolved, in principle, to support the project subject to further information being received.**

**8 To Respond to Consultation on Planning Law in Wales, Closing date 1st March 2018** [**https://www.lawcom.gov.uk/project/planning-law-in-wales/**](https://www.lawcom.gov.uk/project/planning-law-in-wales/) **[b/f P&R 12.12.17]**

Town Council considered the Planning Law in Wales consultation document.

 **Town Council resolved that the Deputy Clerk would circulate the document by email and include on Council agenda January 2018.**

**9 To Respond to Monmouthshire Local Development Plan Consultation of Draft Review Report, Closing date 5th February 2018**

[**http://www.monmouthshire.gov.uk/planning-policy/current-consultations**](http://www.monmouthshire.gov.uk/planning-policy/current-consultations)

Town Council considered the Monmouthshire Local Development Plan consultation report.

 **Town Council resolved that the Deputy Clerk circulate the document by email and include on Council agenda January 2018.**

**10 To Note date of Caldicot Town Centre Stakeholder Workshop 6 pm 8th January 2018,**

 **Caldicot Community Hub – Newsletter 2 Circ**

Members had attended the Caldicot Town Centre Stakeholder Workshop, held 6pm on 8th January 2018 at Caldicot Community Hub and positive feedback was received from the meeting. However, some concerns were expressed regarding lack of parking spaces and provision of facilities within the town.

 **Town council agreed to invite Chris Jones along to present to January Council, prior to the start of the meeting.**

**11 To note date of Severnside Cluster Meeting – 24th January 2018 6pm at Caldicot Community Hub**

 **Council agreed that the Clerk and Deputy attend the meeting along with Town Council Representatives.**

**12 To Consider Correspondence from Mon CC Re: Town Council Finances/Investments [Circ]**

**[b/f TC 27.9.17, Estimates Cttee 14.11.17, 29.11.17 & R2 Interim Audit Report 6.10.17]**

* Town Council noted Precept 3 2016/17 Received 21.12.17 - £110,378 *[current acct no interest]*
* Town Council delegated authority to Clerk/RFO to Transfer to 14 Day Notice Account *[0.03% interest] [Re: Financial Regulations 5.5(c)* – *Delegated Authority to Clerk/RFO for**fund transfers within the Council’s banking arrangements up to the sum of £10,000]*

The Deputy Clerk advised that there had been difficulty in finding appropriate investment for local authorities and a number of Town/Community Councils used CCLA. Members were informed that advice could be sought from Mon CC Treasury Advisors regarding Caldicot Town Council investment.

 **Town Council agreed to invite Mon CC treasury advisers, prior to the start of the Planning & Resources meeting in February.**

 **Town Council noted receipt of the precept.**

 **Town Council delegated authority to Clerk/RFO to transfer funds to 14 Day Notice Account.**

*Cllr J Harris left 7.05pm*

A member highlighted that a consultation event, relating adult mental health had been held at Caldicot Town Council office on Thursday 4th January and that a response would be considered by Monmouthshire County Council Adult Select Committee.

**Town Council agreed that the Monmouthshire County Council response would be included on the full Town Council agenda in January 2018.**

**12 *To Resolve – Exclusion of 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:***

**Town Council Resolved to Exclude Press and Public.**

**13 To Consider Quotation for Health & Safety Works to Town Council Boundary Wall**

 **[Circ]**

 Town Council considered the quotation for Health and Safety Works to Town Council Boundary Wall.

 **Town Council resolved to accept the quotation for works to the town council boundary wall - £435.00.**

 The meeting closed at 7.05pm

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 Mayor/Deputy Mayor