CALDICOT TOWN COUNCIL

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

**8th May 2018 at Caldicot Town Council**

**Present:** Cllrs: O Edwards, Deputy Mayor J Harris

W Conniff M Mitchell

A Easson F Rowberry

D Evans J Williams

K Harris J J Williams

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

**1 Apologies**

Apologies were received from Cllrs D Ashwin, R J Higginson, M Stevens, P Stevens

**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** **Late Item – Caldicot Town Team Royal Wedding Street Party**

The Chair asked if Council would accept a late item, received from Caldicot Town Team with regard to holding a Royal Wedding Street Party in Caldicot town centre on Saturday 19th May 2018. **Council resolved that the late item would be accepted.**

The Deputy Clerk read aloud the correspondence, which invited the Town Council to support the event and possibly judge a best dressed window competition.

Council welcomed the idea of a Royal Wedding Street Party and supported the event in principle.

During discussions, issues were highlighted which related to Health and Safety aspects of running an event. Town Council recognised that the town centre was managed by Mon CC, markets were held each Saturday. A member advised that a Town Team meeting was being held on 9th May 2018.

Council agreed that the event would be supported, in principle and clarification would be obtained regarding Health and Safety matters, such as insurance and operation of the markets.

Council agreed to write to Caldicot Town Team and all members would be sent a copy of the correspondence. The issues would be discussed directly, by Town Council representatives, at Caldicot Town Team meeting.

**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)

Town Council noted that there were no planning applications.

**5 Mon CC Planning Information [DISPLAYED]**

**i) Planning Permissions**

**None received**

**ii) Planning Refusals**

**DC/2017/00700:** Erection of two flue stacks ( to facilitate the thermal treatment of non hazardous waste types) and the siting of storage containers – Unit 4, Symondscliff Way, Severn Bridge Industrial Estate, Portskewett, Monmouthshire, NP26 5PW  **No Recommendation** *-* **FTC 28.3.18**

**6 To approve minutes and recommendations of the Health and Safety Committee meeting 25th April 2018**

It was proposed and duly seconded to approve minutes of Health and Safety Committee 25th April 2018 and move recommendations to be considered in to committee.

**The minutes of the Health and Safety Committee 25th April 2018 were approved as a true record.**

***7* To receive Mon CC draft response to Welsh Government consultation document: Draft Planning Policy Wales: Edition 10***[b/f FTC 28.3.18 & meeting with Mon CC 25.4.18]*

*The consultation will close on 18 May 2018. Visit the consultation pages of the Welsh Government website for information on how to respond* [*https://beta.gov.wales/planning-policy-wales-edition-10*](https://beta.gov.wales/planning-policy-wales-edition-10)*’*

Please note:MCC draft response not received at time of agenda despatch

The Deputy Clerk advised that the MCC Draft Response had not been received and members expressed disappointment, as the Town Council response would be based on Mon CC.

Council agreed to write to Mon CC advising that a response to the Draft Planning Policy Wales: Edition 10 would not be submitted by Town Council.

**8 To approve Data Protection Fees, to Information Commissioners Office (ICO), as part of Caldicot Town Council responsibilities regarding introduction of the new General Data Protection Regulation (GDPR)** [CIRC]**:**

i) NALC - Data Protection Fees

Town Council requested clarification, whether elected members were included within numbers as Office Holders. Council recognised that the fee would be increased from £40 to £60 if elected members were classed as staff.

Town Council approved fees of up to £60 once clarification had been sought.

ii) GDPR Guidance note for Community and Town Councils

The Deputy Clerk advised that Councillors must use their Town Council email address when conducting council business. A GDPR guidance pack was circulated to members in the agenda for 25th April 2018 Full Town Council Meeting and the guidance would be circulated to members again.

iii) NALC – Data Protection Officer (DPO)

The Deputy Clerk advised that an amendment to the data protection bill was expected that would exclude Town and Community Councils from requiring a Data Protection Officer.

**9 Chris Jones Regeneration – Caldicot Town Centre Green Infrastructure Project**

*‘We are hosting a town walkabout and workshop session at 10am Tuesday, 15th May at Caldicot Community Hub (library), which will provide a number of opportunities for both TACP and the people of Caldicot.  The walkabout and workshop should last for a duration of 2 hours.  If you cannot make this time and date, please get in touch so that we can find other ways for you to contribute.’*

Councillors requested that the Caldicot Town Centre Green Infrastructure Project meeting be advertised on social media and town centre notice board by the town council.

Councillors requested a meeting with Mon CC, Caldicot Town Team, Business Owners, Landlords and Chris Jones Regeneration to discuss regeneration of the Town Centre.

**10 *Resolved – 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:***

**11 Item 6 brought forward, Health and Safety Committee Recommendations.**

Councillors discussed positioning of the RBL Silent Soldier and agreed that protection would be required.

Town Council agreed that Health and Safety Committee would be given delegated powers to implement protection of the Silent Soldier.

Town Council approved recommendations of Health and Safety Committee

25th April 2018.

**12 To consider quotations for Christmas Lights Display 2018**

Councillors were presented with quotations received from Christmas Light Suppliers. Councillors discussed the options and agreed to employ the services of City Illuminations at a cost of £7,100pa for a three year contract for provision of lights only. Council agreed that the lights would be gold and silver in colour.

A councillor advised that Town Team had shown an interest in assisting with the costs of zig zag lighting in the town. Council agreed to write to Town Team expressing an interest in partnership working.

Council agreed that installation of lights and provision/installation of Christmas trees would be considered separately

The meeting closed at 7.20pm

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Mayor/Deputy Mayor