

**Minutes of Planning and Resources Committee held at 6.30pm on Tuesday,
8th January 2019 at Caldicot Town Council**

Present: Cllrs:

O Edwards, Mayor	K Harris
J Williams, Deputy Mayor	R J Higginson
A Easson	M Mitchell
D Evans	F Rowberry

[In attendance: G McIntyre, Clerk; S King, Deputy Clerk; B Hodges]

1 Apologies

Apologies were received from Cllrs W Conniff, M Stevens, P Stevens, JJ Williams

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

Cllrs D Evans and RJ Higginson declared personal interests as members of Mon CC Planning Committee

3 To suspend proceedings - Mon CC evaluation presentation of Fireworks 2018

See Appendix A

4 Planning

A) Planning Applications Received:

DM/2018/01349: Amended plans - Construction of one bungalow. Change of use of land.
- Plot between 4 and 5 Ebbw Road, Caldicot

TC Refused *

* Reasons for refusal:

- **Underground services**
- **Designated highway**
- **Informal footpath**

DM/2018/01962: Fast Track householder. Dropped kerb - 159 Newport Road, Caldicot, NP26 4AE
TC Approved

DM/2018/01957: Planning Permission. 2 Detached Dormer Bungalows
- 246 Newport Road, Caldicot, NP26 4AE

TC Approved

DM/2018/02033: Extension at ground floor to the front and rear of the existing garage, extension at first floor above garage and new ground floor extensions (living, utility, bedroom and bathroom)
- 5 Castle Gardens, Caldicot NP26 4QP

TC Approved

DM/2018/02070: Householder. Proposed detached garage – 5 Ebbw Road, Caldicot, NP26 4PR

TC Approved

B) Mon CC Planning Information [DISPLAYED]

i) Planning Permissions

DM/2018/01795: Two storey rear extension to provide two bedrooms and a kitchen diner
– 23 Longcroft Road, Caldicot **TC Approved 28.11.18**

DM/2018/01776: External alterations including bin and bicycle store
– Wesley Buildings, Newport Road, Caldicot **P&R Approved 13.11.18**

DM/2018/01584: First floor side extension and internal alterations – 108 Taff Road, Caldicot
P&R Approved 13.11.18

DM/2018/01492: First floor extension over single storey flat roof extension to private dwelling –
17 Tennyson Road, Caldicot
TC Approved 31.10.18

ii) Planning Refusals

DM/2018/01712: New house in garden of 21 The Avenue, Caldicot
P&R Refused 13.11.18

Town Council noted Planning Information.

5 To Note Receipt of Precept 3 2018/19 - £121,453

Town Council noted receipt of Precept 3 2018/19 - £121,453

a. To approve transfer funds over £10,000 to 14 day notice account (*Financial Regulations 5.5c*)

Town Council resolved to approve the transfer of funds over £10,000 to 14 day notice account.

6 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

7 To consider quotation for Health and Safety Works to Town Council building, including toilet hot water units, roof insulation and disposal of unused kitchen equipment [CIRC]
(b/f FTC 28.11.18 – Health and Safety Committee Recommendations)

Town Council received quotations, which followed recommendations of the Health and Safety Committee agreed Town Council 28.11.18:

- a) Supply and installation of independent electric heaters in toilets, to supply hot water to ladies and gents hand wash basins
- b) Insulation entire loft area, to retain heat within town council building
- c) Removal and disposal of unused kitchen catering appliances

Town Council were advised that a registered local scrap metal collector would be able to remove and dispose of unused kitchen appliances at no cost.

Town Council considered quotations and information provided.

Town Council resolved to approve quotations from A Cochrane Ltd, preferred contractor, as follows:

- a) Supply and installation of independent electric heaters in toilets, to supply hot water to ladies and gents hand wash basins –
£1160.00 + VAT**
- b) Insulation entire loft area, to retain heat within town council building –
£1700.00 + VAT**

Town Council resolved to agree that unused kitchen appliances be dismantled and removed by registered local scrap metal collector, subject to receipt of collectors licence.

The meeting closed at 7.40 pm

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Mayor/Deputy Mayor

Monmouthshire County Council evaluation presentation of Fireworks 2018

Town Council welcomed MCC representative Mr T Lewis to the meeting. A presentation was made providing an evaluation of the fireworks event held on 04.11.2018:

- Attendance was down on the previous years' event
- Overall, it was considered that it was a brilliant year with excellent feedback received
- MCC has been involved in the event over the last 5 years
- Ticket sales were down due to the weather
- In comparison, 2016 the event suffered a loss, 2017 broke even and 2018 made a profit
- Sales were high initially, then dropped off and eventually peaked in the last few days, pattern followed 2017 sales
- Ticket sales outside the area were high, with a lot of people coming from Cardiff and Bristol, as well as much further afield due to the nature of the safe family event
- Ticket sales – 2017 6968 and 2018 5899, 2018 sale launched 5 days later compared to 2017
- Event reach and high interest through social media - 106,000 Facebook hits. Marketing and promotion via Capital FM (final figures to be confirmed). In house ticket e-shop used for sales and event access.
- Sponsorship of £6,333.33 was received for the 2018 event, from Monmouthshire Building Society (£3,000), Caldicot Town Council (£3,000) and 3 supplier sponsors
- Significant community engagement and involvement, 29 volunteers from local area (community groups, organisations and individuals). Positive feedback following use of local volunteers, indicated knowledge and assistance beneficial.
- Positive impact on fostering team, in terms of engagement with potential carers.
- Looking to the future, will look at traffic management, parking and site issues

Town Council was invited to ask any questions and the following points were discussed:

- Less tickets sold for 2018, compared to 2017, how did this result in profit? *Costs were cut (approx. £3500) and sponsorship had increased.*
- A question was raised regarding the VAT element of the event? *It was not possible to get VAT exemption due to the type of event.*
- Did ticket prices have an effect on sales? *Ticket prices were on a par with the previous year. The weather was main impact for the reduction in sales*
- Monmouthshire Building Society (MBS) received free tickets as a sponsor but Town Council did not. Is it possible that this will be addressed in future? *It was clarified that Town Council was not a sponsor, although it provided a grant. MBS has provided feedback and stated that they enjoyed the experience. It is hoped to expand on the number of sponsors in the future. Clarification would be obtained regarding Town Council potentially receiving free tickets for the community.*
- Were there any problems with the management of traffic in and out of the event? *New systems were operated this year, along with cul-de-sac parking and road closures. These measures worked well and will be considered for future events. The event closed at 8pm, allowing the public enough time to visit the town centre to purchase food and drinks before travelling home.*
- Town Council requested copy of presentation circulated to all members.