

CALDICOT TOWN COUNCIL
Minutes of Full Council held at 6.30pm
on Wednesday, 27th January 2021 at Caldicot Town Council
(meeting held remote via Starleaf)

Present:	Cllrs:	D Evans	K Harris
		J Bond	RJ Higginson
		W Conniff	M Mitchell
		A Easson	F Rowberry
		R Garrick	

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

10359 Apologies

Apologies were received from Cllrs D Ashwin, J Dobson-Pettican, O Edwards, J Harris, M Stevens, P Stevens.

10360 Declarations of Interest - to be identified under the relevant item/forms to be completed

Cllrs A Easson, D Evans, RJ Higginson declared personal interests as members of Mon CC Planning Committee.

10361 To Approve the Minutes:

- i. Minutes of Full Town Council 25th November 2020 - Mayor to sign the Minutes.

The minutes of Full Town Council 25th November 2020 were approved as a true record and duly signed by the Mayor.

- ii. Minutes of Planning and Resources 8th December 2020 – Mayor to sign the Minutes.

The minutes of Planning and Resources Committee 8th December 2020 were approved as a true record and duly signed by the Mayor.

- iii. Minutes of Planning and Resources Committee 12th January 2021 – Mayor to sign the Minutes.

The minutes of Planning and Resources Committee 12th January 2021 were approved as a true record and duly signed by the Deputy Mayor, subject to the following amendment:

Page 2, Min: 3 A) DM/2020/01753, last bullet point, ***Insert*** ‘...within the next week’

10362 Planning

Cllrs A Easson, D Evans, RJ Higginson declared personal interests as members of Mon CC Planning Committee.

A) Planning Applications Received:

DM/2020/01872: Planning Permission. Change of use of retail shop A1 to A3 take-away (hot) food. (resubmission of DM/2019/01648).

- Coblers Pride, 9 Newport Road, Caldicot NP26 4BG

REFUSED*

**already too many take-aways in town centre area*

DM/2020/01753: Planning Permission. Planning Application for external alterations to the Waitrose unit, car park, and public walkway, and new external plant

- Waitrose, Caldicot

[deferred P&R 12.01.2021]

DEFERRED*

**Town Council to request meeting with Planning Officer and developers following no response to previous request for further information regarding access, layout and car park. Street scene/3D drawing of proposals requested.*

DM/2020/00230: Discharge of Condition. Discharge of Condition No. 10 of planning consent DM/2018/00880 (construction environmental management plan)

- Land to the East of Church Road, Caldicot

[deferred P&R 11.11.2020]

DEFERRED*

**Town Council to seek follow-up meeting with Planning Officers and developers due to actions not being completed and no improvement with traffic issues.*

B) Mon CC Planning Information

(includes decided applications whether permitted or refused):

i. Planning Permissions:

DM/2019/02076: Discharge of Condition. Discharge of Condition No. 5 of planning consent DM/2019/00595 (management plan) – [Amendment Reconsultation]

- 62 Chepstow Road, Caldicot NP26 4HZ *[deferred P&R 11.11.2020]*

DM/2020/01336: Single storey rear extension to provide new kitchen and dining room, and first floor side extension to provide an additional bedroom.

Reconsultation: Amendments to design of proposal

- 61 Taff Road, Caldicot NP26 4PX *[approved FTC 25.11.2020]*

Town Council noted Mon CC planning permissions.

10363 Finance

- To Approve Cheque list December 2020/January 2021

Town Council resolved to approved cheque list December 2020/January 2021

- To consider financial comparison 1.4.20-31.12.20

Town Council considered and approved Financial Comparison 1.4.20-31.12.20

- To receive Internal Audit Report 2020-2021 Interim Report

Town Council resolved to approve Internal Audit Report 2020-21 Interim Report.

Council passed on its thanks to office staff and noted that such a good report was due to the high standard of its employees.

iv. To approve Mon CC Monthly Playground Inspections 2021/22 - £581.04

Town Council approved Mon CC monthly playground inspections 2021/2022-£581.04

v. To ratify additional costs relating to water heaters in TC building toilets - £450+VAT
[H&S - plumbing works to modify kitchen supply pipework and remove excess and redundant pipework and new electrical supply to water heaters. Additional water heater under sink in kitchen (P&R 9.1.2019)[Trident report low water temperatures FTC 25.11.20]

Town Council recognised the importance of hot water being available for hand washing, particularly during the pandemic.

Town Council ratified additional costs relating to water heaters - £450 +VAT

10364 To approve Health and Safety Minutes 19th January 2021 and approve recommendations

Town Council approved the minutes and recommendations of Health and Safety Committee held on 19th January 2021.

a) To consider request from tenant (Oakley Way allotment) for polytunnel (3m x 4m x 2m)

Town Council approved the request from tenant at Oakley Way allotments for polytunnel (3m x 4m x 2m)

10365 Members' Items of business

a) Cllr M Mitchell – Ward Benches

In presenting the item of business, Cllr Mitchell proposed that ward 'friendship benches' were placed around Caldicot. Cllr Mitchell suggested that a friendship bench was placed at the corner of Firs Road and Green Lane, members were invited to suggest additional locations for benches (approximately two in each ward).

It was proposed that plaques could be placed on the benches in recognition of the local community response to the Covid-19 pandemic.

It was proposed and duly seconded that Town council could create a community bench project, with an amount from reserves of £12,000.

Town Council agreed a budget of £12,000 from Reserves to fund community benches project.

Members were invited to look around their wards and provide exact locations, to the office. Deputy Clerk to email members, prior to the next meeting.

b) Cllr M Mitchell – Birbeck Road parking

In presenting the item, Cllr Mitchell provided an outline that a resident had requested whether there were plans for the grassed area at Birbeck Road, the area has been used for parking, which has resulted in the surface being broken up.

It was requested that Town Council obtained clarification of the position.

Town Council agreed to write to Mon CC to request further information.

10366 To receive consultation information (available via website links):

- i. The Local Democracy and Boundary Commission for Wales
Review of County Electoral Arrangements for Monmouthshire [Ends 10.3.2021]
<https://ldbc.gov.wales/reviews/12-20/monmouthshire-electoral-review>

Town Council received the Local Democracy and Boundary Commission for Wales Review of County Electoral Arrangements for Monmouthshire consultation information.

- ii. Mon CC - Replacement Local Development Plan 2018-2033 [Ends 1.2.2021]
<https://www.monmouthshire.gov.uk/planning-policy/planning-policy-current-consultations/>

Town Council received the Mon CC Replacement Local Development Plan 2018-2033 consultation information.

- iii. Mon CC - Proposals to increase the number of Primary School places in Caldicot
<https://www.monmouthshire.gov.uk/caldicot-town-consultation/> [Ends 2.3.2021]

Town Council received Mon CC Proposal to increase the number of Primary School places in Caldicot consultation information.

Town Council requested further information regarding, involvement of school admissions forum, adequacy/sufficiency of available spaces and safe travel to school.

- iv. Mon CC – Budget 2021/2022 [Ends 17.2.2021]
<https://www.monmouthshire.gov.uk/budget-2021-2022/>

Town Council received Mon CC Budget 2021/2022 consultation information.

10367 To receive Mon CC proposals:

- i. Covid 19 Recovery

The proposals outlined installation of parklets outside the Baguette Shop, Lite Bites, Weeks, Aroma and Fratellis. Proposals had been devised by Chris Gentle, Roberts Limbrick.

Town Council received and noted Mon CC Covid 19 Recovery proposals.

- ii. Cas Troggy Caldicot – GI Improvement Works

The proposals included plans for the landscape improvements for Cas Troggy, it was expected that works would be completed within the current financial year. Consultation had been restricted, due to the short deadline for competition.

Town Council received and noted proposals for GI Improvement Works at Cas Troggy.

It was noted that there had been limited consultation regarding the proposals.

Town Council agreed to write to Mon CC asking where consultation had taken place and requesting clarification whether a fence would be installed.

a) Reports from Town Council Representatives on Outside Bodies

- i) Cllr J Bond provided an update on the Stakeholders Group meeting. The following points were noted:
- Old One Stop Shop to be used as a central hub for PTU
 - Church Road project to start in next 2 weeks
 - Destination space snagging to begin in next two weeks
 - Location of bus stops to be reviewed
 - No decision yet on pedestrian crossing
 - Discussions taking place regarding pigeon nuisance
 - Fridge project to start in Caldicot – volunteers needed
 - Town Council noticeboard to be relocated between bus shelter and bollards
- ii) Cllr M Mitchell advised that Caldicot Foodbank Annual Report was released today. It was noted that David Flint is stepping down.

Town Council to write to David Flint and thank him for all his hard work.

b) Governor's reports

There were no Governor's Reports.

c) Police Report

The Police report was circulated by email prior to the meeting. Town Council commended the informative report.

d) Members items for website

No items were put forward for the website.

e) Other

- i) Cllr A Easson advised that the next CAB meeting would be held next week and noted that there had been a change of officers.
- ii) Town Council agreed that Cllr M Mitchell to attend future Youth Service meetings as Deputy to Cllr O Edwards

10369 RESOLVED - Exclusion of Press and Public

Town Council resolved to exclude 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:

10370 To approve Personnel Committee Minutes and consider recommendations:

- i) Personnel Committee 14th December 2020

Town Council approved the minutes and recommendations of Personnel Committee meeting 14th December 2020.

ii) Personnel Committee 18th December 2020

Town Council approved the minutes and recommendations of Personnel Committee meeting 18th December 2020.

10371 To consider process for contract renewal 2021

Town Council discussed the process for contract renewals for Grounds maintenance, Cemetery maintenance and Christmas Lighting (supply and install). It was suggested that contracts could be extended for a further 12 months, as per the previous year. This was due to the continuation of the Covid pandemic.

Town Council requested that the Deputy Clerk obtain clarification whether contracts could be extended and enquire regarding interest of existing contractors.

10372 To consider quotation for installation of benches at green area (between Longcroft Road and Cae Mawr Road clinic) *[to follow]*

The quotation had not been received at time of meeting.

Town Council resolved that the cost of benches would be incorporated into the community benches project (minute 10365). £12,000 allocated from reserves.

Town Council requested quotations for the community benches project.

The meeting ended at 8.45pm

Mayor/Deputy Mayor

Cheque list

November/December 2020 – January 2021

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505156	19396	17/11/20	£12,607.50	£2,101.25	£10,506.25	FACS	Annual contrib to street cleaning 2/4
505157	19397	30/11/20	£20.00	£0.00	£20.00	ADMIN	Payslips Nov 2020
505158	19399	11/12/20	£0.00	£0.00	£0.00	ADMIN	Cancelled 505158
505159	19398	30/11/20	£655.20	£0.00	£655.20	FACS	Dog waste collection Dec
505160	19400	30/11/20	£108.00	£0.00	£108.00	ADMIN	Postage
505161	19403	30/11/20	£28.00	£0.00	£28.00	FACS	Windows Nov 20
505162	19404	30/11/20	£1,314.00	£219.00	£1,095.00	FACS	Cemetery maintenance contract Nov
505163	19405	30/11/20	£1,250.74	£208.46	£1,042.28	KGVPF	Bowls green contract Nov
505163	19477		£1,250.74	£208.46	£1,042.28	KGVPF	Grounds maintenance cancelled cheque 505163
505163	30/11/20		£0.00	£0.00	£0.00		
505164	19406	30/11/20	£48.00	£0.00	£48.00	FACS	TC Building attend Nov
505165	19413	11/12/20	£1,684.76	£280.79	£1,403.97	KGVPF	CCTV power connection
505166	19427	22/12/20	£80.00	£0.00	£80.00	FACS	Ground maint Nov -Jubilee Way Prune
505166	19428	22/12/20	£67.50	£0.00	£67.50	FACS	Ground maint Nov -allotments
505166	19429	22/12/20	£180.00	£0.00	£180.00	FACS	Ground maint Nov -TC Building
505166	19430	22/12/20	£320.00	£0.00	£320.00	KGVPF	Ground maint Nov -KGVPF play area
505166	19431	22/12/20	£355.00	£0.00	£355.00	KGVPF	Ground maint Nov -KGVPF field
505166	19432	22/12/20	£400.00	£0.00	£400.00	KGVPF	Ground maint Nov -KGVPF
505166	19433	22/12/20	£33.00	£0.00	£33.00	FACS	Ground maint Nov -Orchard Close
505166	22/12/20		£1,435.50	£0.00	£1,435.50		
505167	19415	23/12/20	£1,000.00	£0.00	£1,000.00	CWB	Christmas appeal donation
505168	19416	11/12/20	£20.00	£0.00	£20.00	ADMIN	payslips dec 2020
505169	19417	11/12/20	£212.88	£35.48	£177.40	ADMIN	telephone nov 2020
505170	19418	11/12/20	£3,345.60	£0.00	£3,345.60	FACS	CCTV July-Sept 20
505171	19420	22/12/20	£59.99	£10.00	£49.99	ADMIN	Returned safe
505171	19421	22/12/20	£83.16	£13.86	£69.30	ADMIN	Stationery
505171	19422	22/12/20	£17.32	£2.89	£14.43	ADMIN	Stationery
505171	22/12/20		£40.49	£6.75	£33.74		
505172	19440	22/12/20	£40.00	£0.00	£40.00	ADMIN	ICO Annual registration renewal 2021
505173	19444	23/12/20	£0.00	£0.00	£0.00	ADMIN	cancelled
Page Sub Total			£22,559.93	£2,643.27	£19,916.66		
Running Sub Total			£22,559.93	£2,643.27	£19,916.66		

20/01/21 11:31 AM Vs: 8.51.00

Caldicot Town Council

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Cheque list

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505174	19445		£150.00	£0.00	KGVPF	R Morse	KGVPF gates Oct to end Dec 2020
505174	19446		£64.00	£0.00	FACS	R Morse	TC Security December 2020
505174	19447		£55.64	£0.00	FACS	R Morse	Cleaning cover 14-18.12.20
505174	19448		£312.50	£0.00	KGVPF	R Morse	Play area gates Oct - end Dec 2020
505174			£582.14	£0.00			
505175	19449		£655.20	£0.00	FACS	Merlin Waste	Dog bin waste collection
505176	19450		£1,250.74	£208.46	KGVPF	Peter Villars Landscapes	Grounds maint
505177	19451		£15.00	£0.00	FACS	Mon CC	Annual rent OW allotments
505178	19095		£261.75	£0.00	ADMIN	Audit Commission	Audit 2019/20
505179	19452		£239.99	£40.00	FACS	Caldicot Glass & Glazing	new door closer TC Building
505180	19453		£95.00	£0.00	KGVPF	Aztec Alarms & Electrical	call out to compound fire alarm
505181	19457		£312.50	£0.00	FACS	Services	
505182	19458		£262.00	£0.00	ADMIN	L Watkins	Cemetery gates Oct - end Dec 2020
505183	19469		£67.50	£0.00	FACS	SLCC	Membership renewal S King
505183	19470		£180.00	£0.00	FACS	Rob Lewis	Grounds Maint Dec - Allotments
505183	19471		£320.00	£0.00	KGVPF	Rob Lewis	Grounds Maint Dec - TC Building
505183	19472		£355.00	£0.00	KGVPF	Rob Lewis	Grounds Maint Dec -KGVPF play area
505183	19473		£400.00	£0.00	KGVPF	Rob Lewis	Grounds Maint Dec -KGVPF field
505183	19474		£33.00	£0.00	FACS	Rob Lewis	Grounds Maint Dec -KGVPF
505183	19475		£20.00	£0.00	FACS	Rob Lewis	Grounds Maint Dec - orchard close
505183			£1,375.50	£0.00			Grounds Maint Dec - winter gritting
505184	19476		£1,250.74	£208.46	KGVPF	Peter Villars Landscapes	Grounds maintenance (replaced cheque 505163)
AS200121	19468		£9,712.50	£0.00	ADMIN	Salaries	Salaries/Tax/NI January 21
AS20112020	19465		£11,602.59	£0.00	ADMIN	Salaries	Salaries/Tax/NI November 20
AS201220	19466		£9,712.50	£0.00	ADMIN	Salaries	Salaries/Tax/NI December 20
AS201220a	19467		£472.58	£22.46	FACS	British Gas	Gas/Electricity - November/December 2020
Total			£60,360.66	£3,122.65			
Bank Transfer payments [EstCttee101120]							
05.01.21			£1330.87	£219.00		J Ball	Cemetery Maintenance Contract December 2020
14.01.21			£2268.00	£378.00		J Reece	Christmas Trees/Cutting of copse and compound hedge

PART B – KING GEORGE V PLAYING FIELDS TRUSTEE

1 Resolved - Exclusion of Press and Public

Town Council resolved to exclude 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:

2 To consider correspondence from consultant and terms of engagement – compound project

Town Council considered correspondence from Consultant and terms of engagement relating to the compound project. It was noted that a site meeting was held regarding CCTV and this would be installed in March. Council agreed to confirm that it is happy to go ahead with the project and to sign the terms of engagement document. Consultant to be invited to a meeting to discuss the way forward.

Town Council resolved to confirm progress with project and agree to sign terms of engagement document. Meeting to be arranged to discuss progress.

3 To consider quotation for installation of benches at King George V Playing Field

Town Council resolved to accept quotation for installation of benches at King George V Playing Field - £950 (preferred contractor).

Cheque list

February 2021

Cheque number Tn. no date

Paid

Gross

Vat

Net Cttee

Supplier

Details

505185	19482	27/01/21	£17,520.00	£2,920.00	£14,600.00	FACS	City Illuminations	Christmas Lights - supply and install 2020
505186	19483	27/01/21	£12,607.50	£2,101.25	£10,506.25	FACS	Mon CC	Annual contrib to street cleaning 2/4
505187	19484	27/01/21	£3,345.60	£0.00	£3,345.60	FACS	Mon CC	CCTV Jan - March 2021
505188	19485	27/01/21	£20.00	£0.00	£20.00	ADMIN	Playworks (Payroll Bureau)	Payslips January 2021
505189	19486	27/01/21	£655.20	£0.00	£655.20	FACS	Merlin Waste	Dog Waste bin collection
505190	19487	27/01/21	£29.26	£4.88	£24.38	ADMIN	Konica Minolta	Photocopying/printing
505190	19488	27/01/21	£104.26	£17.38	£86.88	ADMIN	Konica Minolta	Photocopying/printing
505190	27/01/21	27/01/21	£133.52	£22.26	£111.26			
505191	19489	27/01/21	£201.00	£0.00	£201.00	ADMIN	Post Office Ltd	Stamps/postage
505192	19496		£84.80	£0.00	£84.80	FACS	Dwr Cymru	Water TC Building
505192	19497		£15.10	£0.00	£15.10	KGVPF	Dwr Cymru	Water KGVPF
505192	19498		£152.07	£0.00	£152.07	FACS	Dwr Cymru	Water Allotments
505192	19499		£436.82	£0.00	£436.82	FACS	Dwr Cymru	Water Public Toilets
505192			£688.79	£0.00	£688.79			
505193	19500		£146.10	£24.35	£121.75	FACS	DJB Cleaning Supplies Lte	Cleaning supplies
505194	19501		£71.20	£11.86	£59.34	KGVPF	Trident Water	Annual contract water monitoring - Bowls Club
505194	19502		£71.20	£11.86	£59.34	FACS	Trident Water	Annual contract water monitoring - public toilets
505194	19503		£71.20	£11.87	£59.33	FACS	Trident Water	Annual contract water monitoring - cemetery
505194	19504		£71.20	£11.87	£59.33	FACS	Trident Water	Annual contract water monitoring - tenant
505194	19505		£71.20	£11.87	£59.33	FACS	Trident Water	Annual contract water monitoring - allotments
505194	19506		£71.20	£11.87	£59.33	FACS	Trident Water	Annual contract water monitoring - allotments
505194			£427.20	£71.20	£356.00			
505195	19508		£1,932.00	£322.00	£1,610.00	FACS	A Cochrane Ltd	Installation of water heaters
505196	19509		£360.19	£60.03	£300.16	ADMIN	Brighter Bills Ltd	Telephone/internet
505197	19510		£24.00	£0.00	£24.00	FACS	R Morse	TC security
505198	19512		£20.00	£0.00	£20.00	ADMIN	Playworks (Payroll Bureau)	Payslips February 2021
505199	19513		£51.23	£8.54	£42.69	ADMIN	Complete Business Solutions	Stationery supplies
505199	19514		£25.57	£4.26	£21.31	ADMIN	Complete Business Solutions	Stationery supplies
505199			£76.80	£12.80	£64.00			
505200	19515		£271.87	£0.00	£271.87	FACS	Dwr Cymru	Allotments water
Page Sub Total			£38,429.77	£5,533.89	£32,895.88			
Running Sub Total			£38,429.77	£5,533.89	£32,895.88			

17/02/21 03:22 PM Vs: 8.53.04

Caldicot Town Council

Cheque list

Start of year 01/04/20

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505201	19516		£35.00	£0.00	£35.00	CWB	Floral bouquet
AS200221	19507		£9,712.50	£0.00	£9,712.50	ADMIN	Salaries/Tax/NI Feb 2021
AS200221a	19511		£332.54	£15.79	£316.75	FACS	Utilities Gas & Electricity - January/February 2021
Total			£48,509.81	£5,549.68	£42,960.13		
Bank Transfer payments [EstCttee101120]							
04.02.21			£1314.00	£219.00	£1095.00	J Ball	Cemetery Maintenance Contract January 2021
04.02.21			£1250.74	£208.46	£1042.28	P Villars	Bowl's green maintenance January 2021
11.02.21			£1395.50	£0.00	£1395.50	R Lewis	Grounds maintenance contract January 2021



To: Clerks to Community & Town Councils

15 February 2021

Dear Clerk

Review of the Remuneration Framework for Community and Town Councils

The Panel has decided that it is an appropriate time to undertake a review of the framework for the remuneration of community and town councils. The intention is to complete the review by early autumn so that any changes can be incorporated into the Annual Report for 2022/2023 and will be effective following the elections to new councils in May 2022.

Our intention is to work closely with the sector in the process of the review and we have agreed this approach with One Voice Wales and the Society of Local Council Clerks. We will be inviting other representative organisations to participate. However, the Panel considers that it is important to have an input from a range of councils reflecting size, geography, rural and urban. Therefore, we are looking for expressions of interest from individual councils to participate in the process of the review so that we can select an inclusive range.

We will be consulting on the outcome of the review so all councils will have the opportunity to comment before the revised arrangements are put in place.

If your council is willing to participate, I would appreciate a response by 1 March.

Yours sincerely,

John Bader
Chair

ii) Caldicot Musical Theatre Society (£2,000 requested)

Request for support towards demountable tiered seating.

Grants Committee fully supported the request subject to clarification that the seating is still required. Further, it was noted that it would have been difficult for CMTS to raise funds during the pandemic, so it was proposed to recommend £2,700 be granted towards the seating, subject to evidence being provided that the project is still going ahead. Deputy Clerk to write and seek evidence that the funding is still required for this specific project.

Grants Committee recommended that £2,700 be granted towards the application for tiered seating submitted by Caldicot Musical Theatre Society, subject to clarification that the project was still going ahead.

Spending Power – Spending Power – Local Government Act 1972 s145

iii) Caldicot Castle AFC (£882 requested)

Grants Committee considered the application which requested support to purchase an outdoor case for a defibrillator, which would allow 24-hour public access. It was noted that the defibrillator is owned by Caldicot Town Council and had recently been provided for the club to host. Grants Committee recommended £882 be granted to support the application for an outdoor case for the defibrillator.

Grants Committee recommended £882 be granted to support the application for an outdoor case for the defibrillator.

Spending Power – Spending Power – Local Government Act 2000, s.2 (s137)

b) OTHER REQUESTS:

i) Wales Air Ambulance (no amount specified)

The committee considered the work of Wales Air Ambulance and recognised the importance of the service, particularly in relation to attendance to the Caldicot area.

It was proposed that Grants Committee recommended £2,000.

Grants Committee recommended that £2,000 be granted in support of the Wales Air Ambulance Charity.

Spending Power – Spending Power – Local Government Act 2000, s.2 (s137)

ii) Caldicot Events Committee Appreciation

Cllr Evans declared a personal interest as Chair of the Events Committee.

Grants Committee noted the letter of appreciation from Caldicot Events Committee and welcomed receipt of an application for 2021 events.

Meeting ended at 10:40am

Agenda Item for Town Council meeting planned for

24/3/21

Input by Cllr *K. H. H.*

Issue

Installation of pedestrian crossing adjacent to the Gray Hill surgery.

Background

Since the opening of the School and following installation of fences at the Surgery, school pupils cross at this point to walk down Norman Court to walk across the KG Vth fields. There is a lot of traffic and has been at least one accident at that point.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

To protect the safety of children crossing the road.

Desired Outcome

Contact Mon CC to consider the installation of a crossing at this point.

Benefits of proposal

To create a safe route to school for the children of the Community.

Agenda Item for Town Council meeting planned for

24/12/21
.....
Haller

Input by Cllr
Issue

Installation of redundant bus shelters

Background

There are two bus shelters sitting in the Council compound gathering dust

Proposal/What is the desired outcome? What is required of the Council?

Proposal

Install one outside the doctors surgery and the other at the hammer-head adjacent to Woodstock Court.(or elsewhere if Members have other ideas.)

Desired Outcome

They will provide protection for travellers at the respective points.

Benefits of proposal

To support the Community.

Agenda Item for Town Council meeting planned for

24/3/21

Input by Cllr

Issue

Quite a number of complaints have been received from Members of the public regarding issues following works at the Cross . Two such issues are the unsightly stains on the planters installed at the newly created Cross shared space, and lack of safety for pedestrians crossing the road.

Background

I have received complaints that the seating on the newly installed planters which are secured by rusting fittings. Which is causing deep brown stains on the surrounds. I have also received complains that the shared space is putting pedestrian safety at risk ,because motorists are ignoring the principle of allowing pedestrians to cross the road.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

That in respect of the rust stains ,Mon CC replace the rust inducing material and replace them with non corrosive fittings. In respect of pedestrian safety ...reinstall the pedestrian crossing.

Desired Outcome

Firstly to present the seating area with a clean pleasant setting and secondly to give pedestrians confidence in crossing the road

Benefits of proposal

Maintain a clean looking area ,and support the community .Restore a safe route to school.

Agenda Item for Town Council meeting planned for

24/9/19

Input by Cllr *Mallett*

Issue

Live bus timetable displays have not been installed in the bus shelters by the Cross

Background

Following the work at the Cross by installing new bus shelters. The live real time displays have been omitted.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

To install live displays.

Desired Outcome

Contact Mon CC to rectify the omission.

Benefits of proposal

To support the Community.

Agenda Item for Town Council meeting planned for

24/2/21

Input by Cllr
Issue

The unkempt state of the Town Centre

Background

The Town Centre is in need of a good clean up. I have not seen a mobile sweeper in the Town for many many months. Neither have I seen our dedicated street cleaner working in there either. However, I might have just missed him when I visit, which has been less frequent of late. Covid may be a factor in less visibility, but should not detract from the work we as a Council Commission from Mon CC. Also with the toilets closed we are still paying for a service that we are not receiving.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

That Mon CC be approached to commit to their contract with us, to which we pay a large part of or precept.

Desired Outcome

Receive the contracted service from Mon CC.

Benefits of proposal

Keep the Town Centre tidy and to support the Community.

Agenda Item for Town Council meeting planned for

24.2.21

Input by CllrJill Bond.....

Issue

Quantity of Litter in Caldicot and new Litter bins

There is a problem with

- *the level of litter,
- *the realisation that litter may end up in storm water drains and then the Oceans and
- * the removal of bins, waiting for replacements.

Background

The problem is not new – but with the ‘Blue planet’ and other environmental issue communications, along with BBC education programmes linking the litter on our streets with that in the Oceans, there is an opportunity to help the young people educate the rest of us!

Waste bins have been removed e.g. from behind the TC building, awaiting replacement with smaller aperture and new designs for retaining contents during floods by MCC (ref. Mark Hand). New bins have also been requested (e.g. top of Castroggy park). Discussions with MCC suggested that the more flood prone towns are receiving new bins as a priority. Caldicot asked to assess the need for bins and report back to MCC.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

Work with schools and residents

- poster competition, to be put on lamp posts
- organise litter collections using TC equipment

Request a small team to work with myself to make this happen.

After response from MCC - Councillors to review the bins in their Wards, whck relevance and remove/propose new or additional sites.

Desired Outcome

Reduce litter and transfer to Oceans.

Highlight the Litter issue, re-educate the residents through Caldicot children and ensure that we have the correct number of bins in the optimum positions, to serve Caldicot's needs.

Benefits of proposal

Reduced litter - local and environmental impact.

Change of behaviour by all of us and increased awareness of our impact on the environment.

Agenda Item for Town Council meeting planned for 24.2.21

Input by Cllr Jill Bond

Issue

Caldicot Branding and Regeneration Proposals

Background

MCC have received branding proposals for Caldicot and have shared Regeneration plans, to the Regeneration Stakeholder Group, so they are being communicated to TC .

Proposal/What is the desired outcome? What is required of the Council?

Proposal

Please can the Council review the proposals and discuss the impact and possible opportunities.

Desired Outcome

Determine whether the branding could be adopted, maybe even by TC.
Raise any concerns regarding the plans to be taken to MCC.

Benefits of proposal

Communication of outputs from Stakeholder Regeneration meeting and opportunity for TC members to be informed/consulted.

Agenda Item for Town Council meeting planned for 24.2.21

Input by Cllr ...Jill Bond.....

Issue

Communication about progress of Caldicot Community Fridge and other initiatives and request for funding.

Background

A Community fridge for Caldicot is being progressed. There are other opportunities which are being proposed for the ex PTU/OSS/building. For which some Councillors may want to have involvement.

Proposal/What is the desired outcome? What is required of the Council?

Proposal

To receive an update on the proposals and plans and consider application for funding.

Desired Outcome

Increase TC knowledge of plans and opportunity for volunteering/support and gain support for funding.

Benefits of proposal

Increased knowledge of and support for Community Fridge and other opportunities.

PROPOSALS FOR CHURCH RD



CALDICOT

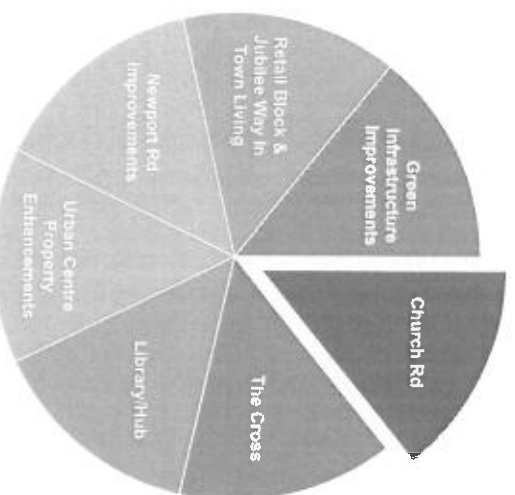
Focus on Caldicot

- ✓ Caldicot chosen as a key strategic place within Cardiff Capital Region
- ✓ Managing growth – removal of bridge tolls and new housing
- ✓ Town centre needs reinvestment
- ✓ Opportunity to repurpose
- ✓ Connecting the parts – place based
- ✓ Focus on well-being

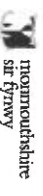
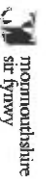
Have Your Say



Caldicot Regeneration

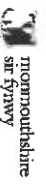


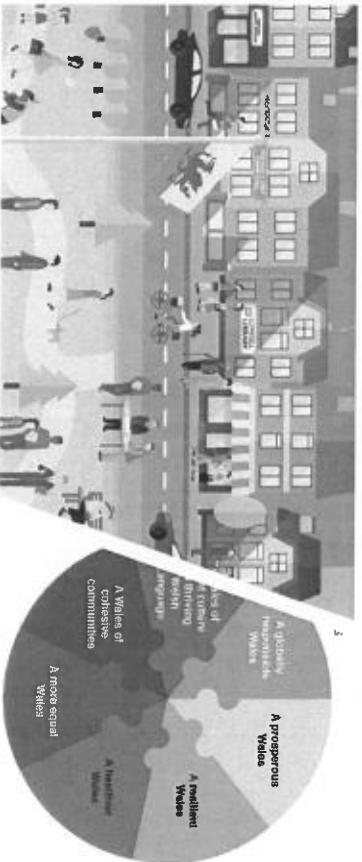
Why Church Rd?



Why Church Road?

- Caldicot chosen as a key strategic place within Cardiff Capital Region
- Managing growth – removal of bridge tolls and new housing
- Town centre needs reinvestment
- Opportunity to repurpose
- Connecting the parts – place based
- Focus on well-being





Key Issues and Opportunities

- History of growing demand for on-street parking during drop off and pick up times
- Increasing traffic speeds and risks
- Managing future housing growth
- Linking the Castle & Country Park with the Town Centre – part of extended experience
- Climate change response – greening, drainage and encouraging active travel
- A road that needs to become a street



Church Road Now

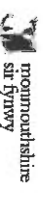
- Congestion during school drop off and pick up times
- Hard environment with no trees or landscape
- Narrow footways
- Cars parking over kerbs
- Lack of opportunities to cross
- Traffic dominant
- Poor announcement into Castle & Country Park

Our Proposal



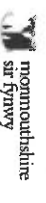
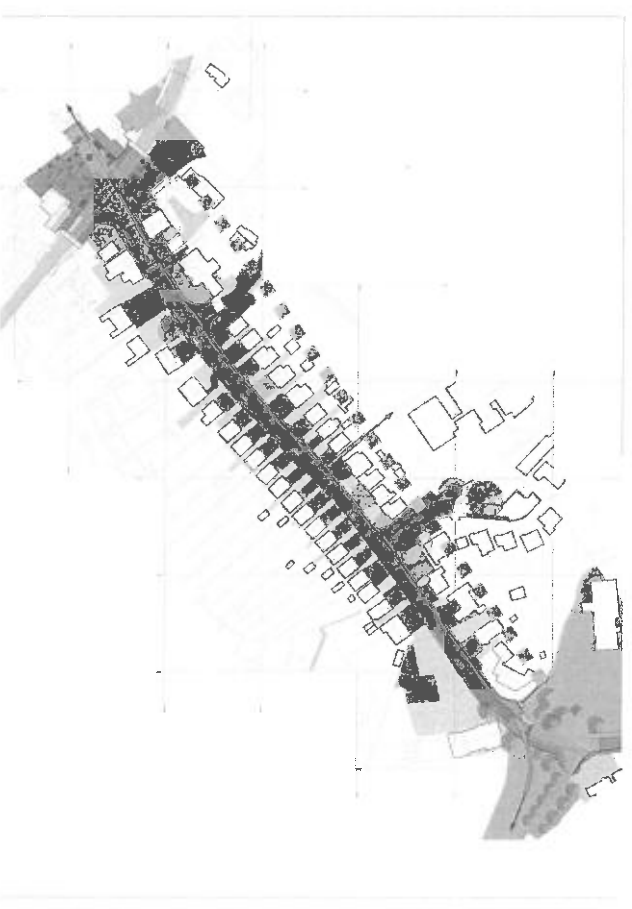
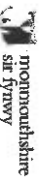
Our Proposal for Church Rd *Things to Consider*

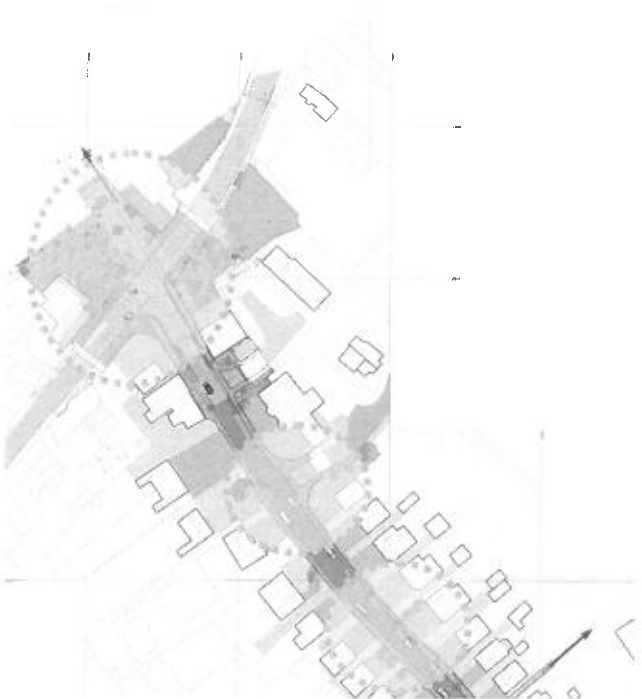
- Access to residents drives and properties
- How residents walk within this area of Caldicot?
- Managing access to Llanthony Close for residents and teachers
- Primary school pupils – getting to school
- Users of Castle, Country Park, Pub, local businesses
- Introducing trees and planting to slow down traffic
- Drainage and existing utilities



Our Proposal for Church Rd *The Vision*

- To transform a road into a street
- A space for walkers and cyclists
- Pupils walk to school
- Local residents look out onto less traffic
- Trees and planting lead to greater biodiversity
- Planting helps absorb water from drainage
- Castle & Country Park feel part of experience
- Contributes to the future well-being of Caldicot

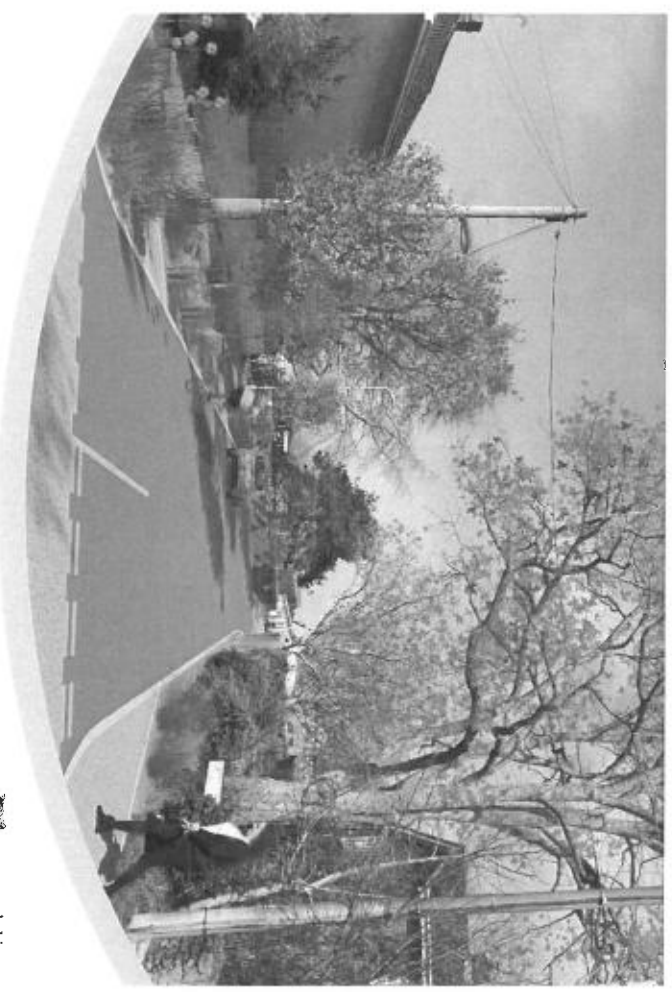




Our Proposal for Church Rd

The Detail – the School

- Provide an off-street car park just off the entrance into the Castle and Country Park for primary school parents to use
- Create safe routes to school – wider pavements on school side – pedestrian priority
- Parents should not access Llanthony Close at drop off and pick up time and stop pedestrian access to school from the Close
- Educational activity at school related to climate change and changing our behaviours



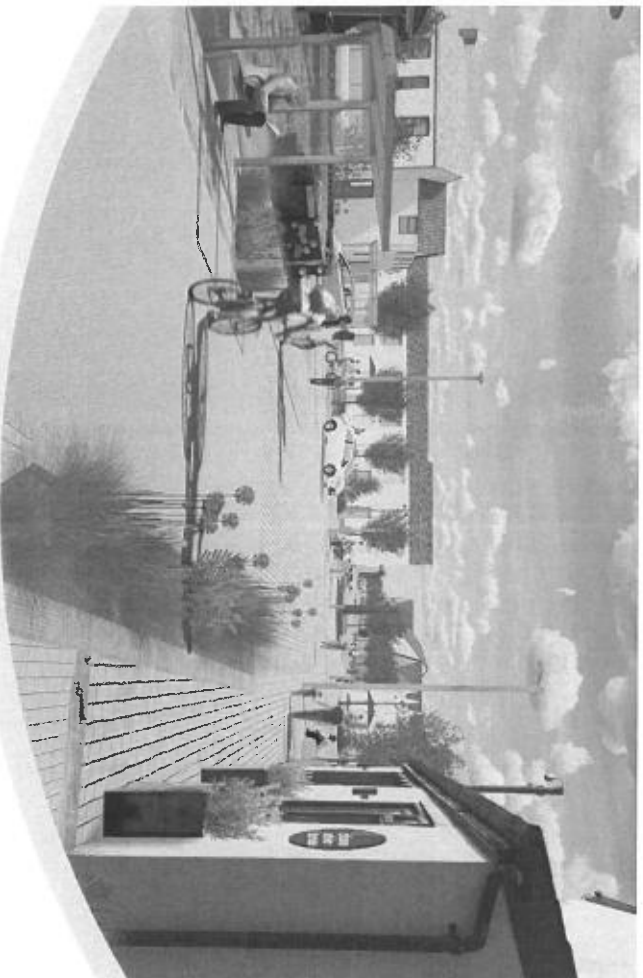


monmouthshire
sir ffrwy

Our Proposal for Church Rd *The Detail – the Road*

- Create build outs with trees and planting that slows down traffic, improves drainage and adds to biodiversity
- Creation of places to cross
- Wider pavements on school side of road
- Pedestrian priority through the road at junctions
- Places for buses to pick up/drop off passengers
- Use of quality materials as used in the Cross scheme

monmouthshire
sir ffrwy



monmouthshire
sir ffrwy



monmouthshire
sir ffrwy

CALDICOT PLACE BRAND

ROOTED
IN PLACE

Pop-up event
and studio



Strategic development

- These findings inspired a number of potential versions of the Caldicot story
- The brand needed to capture the rational attributes and, more importantly, the emotional benefit described in our initial research



What we learned from over 120 conversations

- People love Caldicot
- Community and village feel
- Connectedness and accessibility
- Feeling of safety and friendliness
- A place to live, with potential



Brief to ourselves

There are two distinct areas to marry:

The Human:
the community: the people without whom Caldicot would have no pulse, no potential and no value

The Physical:
the attractive attributes, the features, location and heritage

We want to communicate this in a way that is friendly and welcoming, that emphasises the power of relationships.

Caldicot and Company

What makes Caldicot Caldicot?

Caldicot is a unique blend of attributes and attitude, the place and the people.

It's well connected and close to the countryside but that's not all of the story.

There's the ease of getting to and from and around. Yet accessibility is only a part of it.

There's the heritage and the castle that draw people in but they are not why you'd move here.

The heart of it is the community, who welcome you in, who make Caldicot feel safe and alive and provide that company that we all crave.

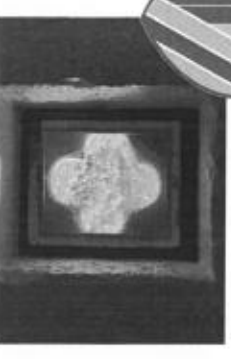
Caldicot is the combination of all these things:

- Connections + accessibility + castle + community
- We summarise this as Caldicot and Company

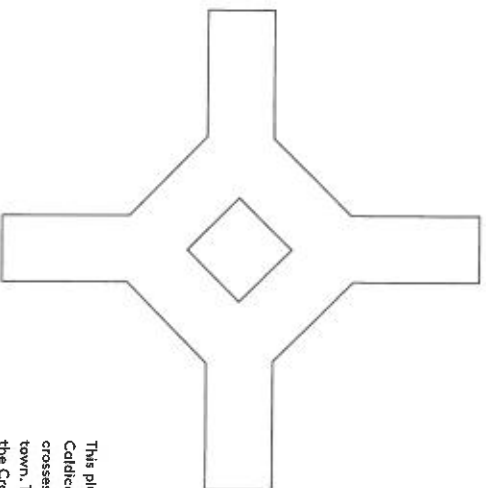
Creative progression

Caldicot and Company
Caldicot and Community
Caldicot and Co.
Caldicot + Co.
Caldicot +
Caldicot +

Inspired
by Caldicot



The Caldicot Plus



This plus symbol is inspired by Caldicot's heritage and the countless crosses that can be seen across the town. The key feature is pulled from the Cross at the end of Newport Road.

Caldicot identity



This is what we propose as the identity of Caldicot. The plus icon represents the town's rich history, and also plays the role of connecting Caldicot, the place with its community.

Caldicot + Things that make Caldicot

Caldicot + People
Community
Local
Independent
Conversations
Heritage
Closeness

Stripping away from the identity, this starts to show how the Caldicot + can start working its way in to strategic language. The idea is always to connect Caldicot, the place with the things that make Caldicot tick. It's people, businesses, schools and events, amongst others.

Posters



Notes of KGVPF Compound Working Party Meeting held at 10.30am on Wednesday 17th March 2021 at King George V Playing Fields

Present: Cllrs F Rowberry (Chair), W Conniff, RJ Higginson, M Mitchell
M Carter – Sports and Play Consulting

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

1. Apologies

Apologies were received from Cllrs D Evans, A Lloyd.

2. Declarations of Interest

There were no declarations of interest.

3. To visit site and meet with Sports and Play Consulting

The Working Party welcomed M Carter, Sports and Play Consulting and discussed that project progress had been on hold due to the Covid-19 pandemic.

Members discussed progress going forward and the following points were noted:

- Working party advised that Town Council should proceed with the project and continue work behind the scenes.
- Mon CC had provided pre-application comments: ecological survey required to consider habitation of bats, consideration of distance of MUGA to neighbouring properties, drainage (SUDS). M Carter could provide assistance with planning application.
- Recommended layout of MUGA, outward from compound hedge into the carpark (26m x 14m).
- 3 metre high fencing and 3 metre surround from boundary, high specification fencing to be used with rubber inserts to reduce noise impact.
- Sports pitch lines for basketball and five-a-side football to be included in specification, as well as sports panels, mini goal, chicane style entrances/exits.
- Details to be included at tender stage (specific detail could be discussed with successful contractor).
- Planning application to be submitted when contractor appointed. Demolition to occur when planning approval received.
- Work ongoing with utilities providers, including installation of CCTV and investigations of water supplies for disconnections. Drawings of utility provision on site area to be obtained.
- M Carter to meet with interested companies on site, prior to submission of tenders.
- Demolition stage, Town Council to consider compound building base e.g. removal of concrete slab and reinstate grass area.
- Specification to include, bike park, waste bin, benches.
- Possible future project additions – overhead netting, graffiti/art wall.

Next steps: M Carter to forward draft tender specification for Town Council approval.
Town Council to arrange ecological bat survey.

The meeting ended at 11.30am