

Caldicot Town Council
Cil-Y-Coed



Minutes

31st March 2021

CALDICOT TOWN COUNCIL
Minutes of Full Council held at 6.30pm
on Wednesday, 31st March 2021 at Caldicot Town Council
(meeting held remote via Starleaf)

Present:	Cllrs:	D Evans	RJ Higginson
		J Bond	A Lloyd
		W Conniff	M Mitchell
		A Easson	F Rowberry
		J Harris	M Stevens
		K Harris	C Watkins

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

10382 Apologies

Apologies were received from Cllrs O Edwards, R Garrick, P Stevens and R Hoggins, Mon CC.

The Mayor welcomed Cllr C Watkins to his first meeting. Cllr Watkins had recently been elected in Green Lane Ward.

10383 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.

Cllrs D Evans and K Harris declared personal interests as members of Caldicot Events Committee.

Cllr J Bond declared a personal interest as the member of a group applying for a grant.

Cllr M Stevens declared personal and prejudicial interest as a relation of an employee (Personnel Minutes).

Cllr K Harris declared a personal interest as a member of Caldicot Bowls Club.

10384 To suspend proceedings

a) Mon CC – Town Centre briefing (regeneration proposals, notice board, planters)

Mon CC officer was unable to attend and sent apologies.

Town Council agreed that the issues raised relating to the town centre should be put to the Regeneration Stakeholders Group for consideration.

10385 To Approve the Minutes:

- i. Minutes of Full Town Council 24th February 2021 - Mayor to sign the Minutes.

The minutes of Full Town Council 24th February 2021 were approved as a true record and duly signed by the Mayor.

ii. Minutes of Planning and Resources 9th March 2021 - Mayor to sign the Minutes.

The minutes of Planning and Resources Committee 9th March 2021 were approved as a true record and duly signed by the Mayor.

10386 Planning

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

A) Planning Applications Received:

DM/2021/00334: Householder. Demolish rear flat roof extension. New two storey extension to front of garage. Single storey extension to side of house.

- 56 Wentwood View, Caldicot NP26 4QH

APPROVED

DM/2021/00338: Householder. Erection of a single-storey rear extension.

- 32 Longcroft Road, Caldicot NP26 4EU

APPROVED

DM/2021/00374: Planning Permission. Remove existing shop front and replace with new traditional shop front with associate signage. Form new flat on first floor with direct access to the pavement on Chepstow Road.

- The Curry Mahal, 10 Chepstow Road, Caldicot NP26 4HY

DEFERRED*

*** Reason for deferral:**

Contact Mon CC Planning Department to ascertain if Listed Building consent is required.

DM/2021/00391: Householder. Proposed two storey side extension and first floor front extension.

- 2 Margretts Way, Caldicot NP26 4NL

DEFERRED*

*** Reasons for deferral:**

Contact local Member to arrange site meeting for following reasons:-

- *Privacy issues with neighbouring properties*
- *Overdevelopment and not in keeping with local area and street scene*
- *Highway visibility issues caused by size of development, causing hazard to drivers*

DM/2021/00427: Planning Permission. Proposed extension of existing car park to provide an additional 10 no. spaces (18 no. in total) with associated means of enclosure, landscaping, appropriate lighting, drainage, signage and pedestrian linkages to immediate footpath network. Proposal will maintain access to and from the community allotment/garden and single dwelling house that sits outside of the application area

- Site within Caldicot Castle & Country Park, off Church Road, Caldicot NP26 4HU

APPROVED

DM/2021/00176: Householder. Two storey side extension.

- 28 Station Road, Caldicot NP26 4BU

APPROVED

DM/2021/00353: Advertisement Consent. Replace existing signs, with new double-sided swing sign over new fascia sign on new shopfront

- Massala Cottage, 10 Chepstow Road, Caldicot NP26 4HY

DEFERRED*

*** Reason for deferral:**

Contact Mon CC Planning Department to ascertain if Listed Building consent is required.

B) Mon CC Planning Information:

(includes decided applications, whether permitted or refused)

i. Planning Permissions:

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

- Cobblers Pride, 9 Newport Road, Caldicot NP26 4BG **[FTC Refused 27.1.21]**

Town Council noted planning permission from Mon CC.

10387 Finance

i. To Approve Cheque list March 2021

Town Council resolved to approve cheque list March 2021

ii. To consider costs of cleaning of Jubilee Way Toilets - £11,009.96 + VAT

Town Council agreed that the full invoice amount should not be paid and a reduction should be requested, due to the length of time that the public toilets were closed, due to the Covid-19 crisis.

Town Council resolved to request a reduction in the cost of cleaning Jubilee Way toilets.

a. To consider request from Mon CC – street cleaner container at TC Building

Town Council considered a request from Mon CC, to site unit for street cleaner storage container at Town Council building. It was agreed to contact Mon CC and suggest siting the container on council land behind the Library/Hub and old One Stop Shop buildings.

Town Council resolved to agree to contact Mon CC and suggest siting the container on council land behind the Library/Hub and old One Stop Shop buildings.

iii. To Consider membership of One Voice Wales 2021/22 - £1,515

Town Council resolved to approve membership of One Voice Wales 2021/22 in the sum of £1,515.

iv. To consider grant applications:

Town Council considered grant applications:

a. Caldicot Events Committee – Caldicot Freedom Festival

Cllrs D Evans and K Harris declared personal interests as members of Caldicot Events Committee. Cllr J Bond declared a personal interest as the member of a group applying for a grant.

Town Council requested further information regarding the Freedom Festival event and whether it would be held as part of the Events Committee summer carnival. It was agreed that the application did not contain sufficient information for it to be considered. Further information was required in support of the application.

Town Council resolved not to consider the application and that, if required, it should be re-submitted with additional detail in support of the request

b. Caldicot Events Committee – Carnival and Christmas Lights switch-on

Cllrs D Evans and K Harris declared personal interests as members of Caldicot Events Committee.

The Mayor advised that accounts had been received into the Town Council office. It was noted that funding for Caldicot Events Committee (Carnival and Christmas lighting) had been included in the precept for 2021/2022.

Town Council resolved to donate £9,000 to Caldicot Events Committee.

Spending Power – Local Government Act 1972 s137

c. Caldicot Youth Group

It was noted that funding for Caldicot Youth Group had been included in the precept for 2021/2022.

Town Council resolved to donate £5,000 to Caldicot Youth Group.

Spending Power – Local Government Act 1972 s137

v. To note appreciations for donations:

Town Council noted appreciations for donations:

- a. Caldicot Castle AFC - £882
- b. Wales Air Ambulance - £2,000
- c. Caldicot Musical Theatre Society - £2,700

Town Council noted the above appreciations for donations.

A member stated that Caldicot Musical Theatre Society had experienced difficulty in securing long term premises. Town Council recognised the valuable contribution that the group made to Caldicot, with many residents benefiting as members of the group.

Town Council agreed to contact Mon CC, Chief Executive and ask that a meeting was arranged with County Councillors, in order to reach a long term sustainable solution for accommodation for Caldicot Musical Theatre Society (CMTS).

Town Council resolved to write to the Chief Executive Officer of Mon CC to ask that a meeting was arranged with County Councillors to discuss a solution regarding accommodation for CMTS.

10388 Members' items of business

- a) Cllr A Easson – Installation of pedestrian crossing near (Gray Hill Surgery)

In presenting the item, Cllr A Easson stated that since the opening of the new Caldicot School and installation of fencing around Gray Hill Surgery, school pupils cross the road at the very busy junction from Mill Lane to Norman Court. It was noted that there was a lot of traffic in the area and at least one incident had occurred. It was suggested that a crossing be installed to protect the safety of children crossing the road.

Town Council agreed to contact Mon CC to request a pedestrian crossing be installed near the junction of Mill Lane/Woodstock Way to protect the safety of children crossing the busy road.

b) Cllr A Easson – Redundant Bus Shelters

In presenting the item, Cllr A Easson noted that there were two redundant bus shelters in the compound at King George V Playing Fields.

It was suggested that one could be installed outside Gray Hill Surgery and the other to be retained for inclusion into the MUGA (multi-use games area) project.

Highways permission would be required for installation of any bus shelter. Town Council agreed to contact Mon CC, regarding install of bus shelter at Woodstock Way.

10389 Dewstow Cemetery – request from resident, memorial bench

Town Council resolved to agree to the request from a resident for a memorial bench to be located in Dewstow Cemetery.

10390 Reports

a) Reports from Town Council Representatives on Outside Bodies

i) Caldicot Regeneration Stakeholder Group

There was no report. Town Council were advised that the next meeting was April 2021.

ii) Caldicot Youth Group

Town Council representative, Cllr M Mitchell, provided an update on the Youth Group. The service had opened to provide outreach services and officers had been working around the area. Building improvements were being considered, this included drawings and costs for improved facias. The Youth Group expressed continued appreciation for support from Caldicot Town Council.

iii) Caldicot Foodbank

Cllr M Mitchell advised that Foodbank held its AGM recently. It was noted that the Chair had stepped down and no replacement had been appointed. The Manager had confirmed that Caldicot Foodbank had been very busy.

b) Governor's reports

There were no Governor's Reports.

c) Police Report

Town Council received and noted the Police Report.

d) Members items for website

No items were put forward.

e) Other

There were no other reports.

10391 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:

10392 To consider quotations for community bench project [b/f P&R 9.3.2021]

Town Council were presented with two quotations.

Town Council agreed to accept quotation for, Eclipse recycled plastic frame and slats seat, supply and install on concrete base – 15 seats £570 each.

It was noted that plaques could be provided and included in the cost.

Town Council resolved to accept quotation for 15 seats at £570 each, with plaques. Eclipse recycled plastic frame and slats, fixed on concrete base – Total £8550 + VAT, from J Ball.

a) To agree locations for benches (subject to permissions)

Town Council agreed locations of benches, these were as follows:

Castle Ward

Cas Troggy spinal path (near castle park school field)
Old Church Road (near bollards)
Green at the Cross (x2)

Green Lane Ward

Green between Cae Mawr Clinic and Longcroft Road (x2)
Sandy Lane replacement of old bench - near dry cleaners
Chepstow Road/Castle Lea

Dewstow Ward

Green Lane/Firs Road junction (x2)
Sandy Lane - opposite Ysgol Y Fin school

West End Ward

Green near Severn View Club
Cwrt Severn

Severn Ward

Green at Deepweir (opposite Pill Row)
On by pass (opposite Mill Lane)

It was noted that permissions had already been obtained for two benches on the green at

Cae Mawr/Longcroft Road. Therefore, Town Council requested that these benches were installed first.

b) To agree wording for bench plaques

Town Council agreed the following wording for the plaques:

In recognition and appreciation of all those who worked and volunteered in our community during the Covid 19 crisis. Caldicot Town Council

10393 To approve minutes and recommendations of Personnel Committee meeting, held on 9th March 2021

Cllr M Stevens declared personal and prejudicial interest as a relation of an employee.

The Mayor advised that the matter related to staffing and remuneration.

Cllr M Stevens, Deputy Clerk and Communications Assistant/Office Administrator left the meeting whilst discussions took place.

Town Council resolved to approve minutes and recommendations of Personnel Committee meeting 9th March 2021, relating to staffing and remuneration.

10394 Town Council resolved to readmit press and public.

The meeting ended at 8.25pm

Mayor/Deputy Mayor

Cheque list

March 2021

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505202	19529	26/02/21	£2,000.00	£0.00	£2,000.00	CWB	Wales Air Ambulance
505203	19530	26/02/21	£2,700.00	£0.00	£2,700.00	CWB	Caldicot Musical Theatre
505204	19531	26/02/21	£882.00	£0.00	£882.00	CWB	Caldicot Castle AFC
505205	19532	26/02/21	£819.00	£0.00	£819.00	FACS	Merlin Waste
505206	19533	26/02/21	£40.00	£0.00	£40.00	FACS	R Morse
505206	19534	26/02/21	£111.28	£0.00	£111.28	FACS	R Morse
505206	26/02/21		£151.28	£0.00	£151.28		Cleaning cover 8-12/2 & 22-26/2
505207	19563	16/03/21	£212.58	£35.43	£177.15	ADMIN	Brighter Bills Ltd
505208	19564	16/03/21	£346.80	£57.80	£289.00	ADMIN	Apex Computer Services
505209	19565	16/03/21	£20.00	£0.00	£20.00	ADMIN	Playworks (Payroll Bureau)
505210	19554	25/03/21	£214.80	£35.80	£179.00	FACS	Mon CC
505211	19555	25/03/21	£28.00	£0.00	£28.00	FACS	G Harris
505212	19556	25/03/21	£672.00	£0.00	£672.00	FACS	Merlin Waste
505213	19570		£312.50	£0.00	£312.50	FACS	L Watkins
505214	19566		£89.02	£0.00	£89.02	FACS	R Morse
505214	19567		£40.00	£0.00	£40.00	FACS	R Morse
505214	19568		£312.50	£0.00	£312.50	KGVPF	TC Building security
505214	19569		£150.00	£0.00	£150.00	KGVPF	Play area gates Jan- March 21
505214			£591.52	£0.00	£591.52		KGVPF gates Jan-March 2021
Total			£8,950.48	£129.03	£8,821.45		
AS200321			£9591.50	£0.00	£9591.50		Salaries/Tax/NI March 2021
AU250321			£188.37	£8.95	£179.42		Utilities – March 2021
Bank Transfer payments (EstCttee101120)							
03.03.21			£1404.00	£234.00	£1170.00		Cemetery Maintenance Contract Feb 2021
03.03.21			£1250.74	£208.46	£1042.28		Bowls Green Maintenance Feb 2021
04.03.21			£1355.50	£0.00	£1355.50		Grounds Maintenance Contract Feb 2021

PART B – KING GEORGE V PLAYING FIELDS TRUSTEE

- 1 To note notification received Caldicot Bowls Club – re-opening 1st May 2021 (in accordance with Bowls Association and Welsh Government Guidance)**

Cllr K Harris declared a personal interest as a member of Caldicot Bowls Club.

Town Council agreed Bowls Club to re-open on 1st May 2021.

- 2 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:

- 3 To consider draft tender document, prepared by consultant for Compound Project - MUGA**

Town Council resolved to approve the draft tender document for Compound Project – MUGA. Consultant to be advised to proceed with tender process.

Town Council resolved to approve the draft tender document for Compound Project – MUGA. Consultant to be advised to proceed with tender process.

CALDICOT TOWN COUNCIL
Minutes of Planning & Resources Committee held at 6.30pm
on Tuesday, 13th April 2021 at Caldicot Town Council
[remote meeting held via Starleaf]

Present: Cllrs: D Evans (Chair) A Lloyd
 J Bond M Mitchell
 W Conniff F Rowberry
 A Easson M Stevens
 J Harris P Stevens
 RJ Higginson C Watkins

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

A minutes' silence was held prior to the start of the meeting as a mark of respect following the death of HRH Prince Philip, the Duke of Edinburgh

1. Apologies

Apologies received from Cllrs O Edwards, R Garrick.

2. Declarations of Interest - To be identified under the relevant item

Cllrs D Evans, A Easson and RJ Higginson declared personal interests as members of Mon CC Planning Committee, in relation to agenda item 3.

3. Planning

A) Planning Applications:

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

DM/2021/00374: Planning Permission. Remove existing shop front and replace with new traditional shop front with associated signage. Form new flat on first floor with direct access to pavement on Chepstow Road.

– The Curry Mahal, 10 Chepstow Road, Caldicot, NP26 4HY

APPROVED

DM/2021/00353: Advertisement consent. Replace existing signs with new double-sided swing sign over new fascia sign on new shopfront.

– Massala Cottage, 10 Chepstow Road, Caldicot, NP26 4HY

APPROVED

Town Council noted that Mon CC had confirmed, listed building consent was not required in relation to applications DM/2021/00374 and DM/2021/00353.

DM/2021/00391: Householder. Proposed two storey side extension and first floor front extension.

– 2 Margretts Way, Caldicot, NP26 4NL

DEFERRED*

** Reason for deferral: Awaiting site visit
(Deputy Clerk to chase Mon CC for site visit)*

DM/2020/00691: Re-consultation. Erection of a concrete manufacturing facility (B2 Use).

– Pill House Units, The Pill, Caldicot (*Update on Flood Consequences Assessment*)

APPROVED

B) Planning Information:
i) Planning Permissions

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 (ALDI). **APPROVED FTC 24.2.21**

Town Council noted Mon CC Planning Permission.

4. To note casual vacancy Green Lane Ward

Town Council noted casual vacancy in Green Lane Ward.

5. To consider vacant allotment and creation of plot 10 KGVPF

Town Council noted that a large allotment plot at KGVPF had recently become vacant.

Town Council agreed to split the large vacant plot at KGVPF Bowls Club into two parts, creating additional plot 10.

Town Council agreed that continued use of the plot would be allowed by the community group.

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 quotations for grounds maintenance

Town Council resolved to accept the quotation from preferred contractor for grounds maintenance at Birbeck Park, Jubilee Way, Old White Hart sites – cost £340 per month and one off charge for prune shrubs and flower displays - £320.

Town Council agreed to obtain advice regarding the possibility of planting wildflowers at the old white hart site.

Town Council discussed maintenance of planters within Caldicot Town centre and requested that this was raised with Mon CC.

It was noted that the wall behind the old white hart site required attention. A photograph would be provided to the Town Council office, for attention of Mon CC.

Town Council noted that trees required maintenance at Dewstow Cemetery and requested that quotations were obtained. Town Council discussed damaged 'Green Flag' and wished to look into getting a new flag.

The meeting ended at 7:00pm

Mayor/Deputy Mayor

CALDICOT TOWN COUNCIL – Actions from previous meeting

31.3.2021			
Agenda Item	Action/Description		Status
2	Completed declaration forms published on website	BH	<input checked="" type="checkbox"/>
3	Suspended proceedings – regeneration/planing proposals to Regeneration working group	SK	<input checked="" type="checkbox"/> Agenda 28.4.21
4	Approved minutes on website	BH	<input checked="" type="checkbox"/>
5	<ul style="list-style-type: none"> Planning application recommendations to MCC Site visit requested – DM/2021/00391 Clarification whether listed building consent required [MCC confirmed not required] 	BH SK BH	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Agenda 28.4.21 <input checked="" type="checkbox"/> P&R 13.4.21
6	<ul style="list-style-type: none"> Advise Mon CC – invoice would not be paid at full amount Cheques/letters to grant applicants for 2021/2022 financial year Contact CEO Mon CC to arrange meeting with County Councillors to discuss long term CMTS accommodation 	SK SK SK	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
7	<ul style="list-style-type: none"> Installation of pedestrian crossing – request to Mon CC Installation of one bus shelter at Woodstock Way – request to Mon CC 	SK SK	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
8	Memorial bench request from resident – resident advised of permission	SK	<input checked="" type="checkbox"/>
9	Purchase order for Community Bench project – 15 benches and plaques Permissions requested from MCC/MHA regarding bench locations (permission obtained from MHA for Cae Mawr/Longcroft Road)	BH SK	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
KGVPF	Bowls club advised of Town Council agreement to open	BH	<input checked="" type="checkbox"/>
KGVPF	Sports and play consulting advised of approval of draft tender document, for publication. (Closing date 24.5.2021)	SK	<input checked="" type="checkbox"/> Agenda FTC 28.4.21
13.4.21			
3	Requested site visit – planning application DM/2021/00391 (officer response proposed Teams meeting)	SK	<input checked="" type="checkbox"/> Agenda FTC 28.4.2021
7	Advice requested regarding possibility of wildflower planting and maintenance of town centre planters Photo of wall (old white hart area) sent to Mon CC	SK SK	<input checked="" type="checkbox"/> Agenda FTC 28.4.2021 <input checked="" type="checkbox"/> 21.4.2021
Items brought forward:			
FTC 24.2.21	IRPW of Town Council interest in Framework for Community and Town Councils	SK	<input checked="" type="checkbox"/> Agenda FTC 28.4.21

☒ action complete

Cheque list

March 2021

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
505202	19529	26/02/21	£2,000.00	£0.00	£2,000.00 CWB	Wales Air Ambulance	Charity donation
505203	19530	26/02/21	£2,700.00	£0.00	£2,700.00 CWB	Caldicot Musical Theatre	Donation for demountable seating
505204	19531	26/02/21	£882.00	£0.00	£882.00 CWB	Caldicot Castle AFC	Donation for external defibrillator case
505205	19532	26/02/21	£819.00	£0.00	£819.00 FACS	Merlin Waste	Dog waste bin collection
505206	19533	26/02/21	£40.00	£0.00	£40.00 FACS	R Morse	TC Building security
505206	19534	26/02/21	£111.28	£0.00	£111.28 FACS	R Morse	Cleaning cover 8-12/2 & 22-26/2
505206		26/02/21	£151.28	£0.00	£151.28		
505207	19563	16/03/21	£212.58	£35.43	£177.15 ADMIN	Brighter Bills Ltd	Telephone
505208	19564	16/03/21	£346.80	£57.80	£289.00 ADMIN	Apex Computer Services	Router
505209	19565	16/03/21	£20.00	£0.00	£20.00 ADMIN	Playworks (Payroll Bureau)	Payslips March
505210	19554	25/03/21	£214.80	£35.80	£179.00 FACS	Mon CC	install dog waste bin Woodstock way
505211	19555	25/03/21	£28.00	£0.00	£28.00 FACS	G Harris	Windows March 2021
505212	19556	25/03/21	£672.00	£0.00	£672.00 FACS	Merlin Waste	Dog Waste Bin collection April
505213	19570		£312.50	£0.00	£312.50 FACS	L Watkins	Cemetery gates Jan - March 2021
505214	19566		£89.02	£0.00	£89.02 FACS	R Morse	Cleaning cover 15- march (8 days)
505214	19567		£40.00	£0.00	£40.00 FACS	R Morse	TC Building security
505214	19568		£312.50	£0.00	£312.50 KGVPF	R Morse	Play area gates Jan- March 21
505214	19569		£150.00	£0.00	£150.00 KGVPF	R Morse	KGVPF gates Jan-March 2021
505214			£591.52	£0.00	£591.52		
Total			£8,950.48	£129.03	£8,821.45		
AS200321			£9591.50	£0.00	£9591.50	Salaries	Salaries/Tax/NI March 2021
AU250321			£188.37	£8.95	£179.42	British Gas	Utilities – March 2021
Bank Transfer payments (EstCttee101120)							
03.03.21			£1404.00	£234.00	£1170.00	J Ball	Cemetery Maintenance Contract Feb 2021
03.03.21			£1250.74	£208.46	£1042.28	P Villars	Bowls Green Maintenance Feb 2021
04.03.21			£1355.50	£0.00	£1355.50	R Lewis	Grounds Maintenance Contract Feb 2021

Financial Budget Comparison

Comparison between 01/01/21 and 31/03/21 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/20

		2020/21			Reserve	Actual Net	Balance
					Movements		
INCOME							
Town Facilities							
200	Burial Fees	£15,000.00	£0.00	£4,205.00		-£10,795.00	
205	Allotment Rents	£2,000.00	£0.00	£0.00		-£2,000.00	
210	Town Council Building Hire	£2,000.00	£0.00	£0.00		-£2,000.00	
215	Nursery Rent/Recharge Insurance	£6,100.00	£0.00	£1,500.00		-£4,600.00	
220	Refund Business Rates 9SL 16/17 (MCC)	£0.00	£0.00	£0.00		£0.00	
Total Town Facilities		£25,100.00	£0.00	£5,705.00		-£19,395.00	
Administration							
100	Precept	£0.00	£0.00	£0.00		£0.00	
105	Agency Services Provided	£0.00	£0.00	£0.00		£0.00	
115	Sale of Assets	£0.00	£0.00	£0.00		£0.00	
120	Insurance claim	£0.00	£0.00	£0.00		£0.00	
125	Bank Interest (current)	£0.00	£0.00	£0.00		£0.00	
130	VAT Receivable	£0.00	£0.00	£12,885.03		£12,885.03	
140	Contra	£0.00	£0.00	£0.00		£0.00	
600	Loan/Capital Receipt	£0.00	£0.00	£0.00		£0.00	
620	Bank Interest Select Instant Access Acct	£1,000.00	£0.00	£0.00		-£1,000.00	
630	Investment interest CCLA	£1,000.00	£0.00	£46.38		-£953.62	
640	Investment interest Mon BS	£0.00	£0.00	£0.00		£0.00	
Total Administration		£2,000.00	£0.00	£12,931.41		£10,931.41	
Total Income		£27,100.00	£0.00	£18,636.41		-£8,463.59	

Financial Budget Comparison

Comparison between 01/01/21 and 31/03/21 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/20

		2020/21	Reserve Movements	Actual Net	Balance
EXPENDITURE					
KGVPF Trustee Land					
5010	Child Play Area Materials Etc	£5,000.00	£0.00	£0.00	£5,000.00
5020	Playarea Safety Inspections	£1,000.00	£0.00	£0.00	£1,000.00
5030	Playarea Gates Attendant	£1,250.00	£0.00	£625.00	£625.00
5040	Compound Elect Supply	£165.00	£0.00	£30.03	£134.97
5050	Welsh Water	£110.00	£0.00	£15.10	£94.90
5060	Security/fire alarm systems	£600.00	£0.00	£5,724.00	-£5,124.00
5070	Compound Repairs	£100.00	£0.00	£0.00	£100.00
5081	Compound Plans/Project Manager	£5,000.00	£0.00	£0.00	£5,000.00
5090	Grounds Maintenance Contractor	£13,500.00	£0.00	£5,342.28	£8,157.72
5095	Waste Removal	£200.00	£0.00	£0.00	£200.00
5100	Fields in Trust Affiliation	£65.00	£0.00	£0.00	£65.00
5110	Green Flag Award/signs	£1,000.00	£0.00	£0.00	£1,000.00
5120	External repairs	£200.00	£0.00	£950.00	-£750.00
5125	Trees/Bushes	£4,000.00	£0.00	£75.00	£3,925.00
5135	Litter Bins	£500.00	£0.00	£0.00	£500.00
5140	Bowling Green Contractor	£15,000.00	£0.00	£3,126.84	£11,873.16
5150	STRI Subscription/Inspection	£700.00	£0.00	£0.00	£700.00
5155	Works to Bowls Club	£1,000.00	£0.00	£0.00	£1,000.00
5160	Pest Control	£100.00	£0.00	£0.00	£100.00
5180	Repairs to wall KGVPF	£1,000.00	£0.00	£0.00	£1,000.00
5200	Replace bollards	£1,000.00	£0.00	£0.00	£1,000.00
5230	Asbestos re-inspect Bowls Club	£0.00	£0.00	£0.00	£0.00
5260	Legionella inspect Bowls Club	£1,000.00	£0.00	£59.34	£940.66
5275	Fixed wiring testing (5 years)	£0.00	£0.00	£0.00	£0.00
5285	Upgrade Bowls Club Benches	£0.00	£0.00	£0.00	£0.00
5295	Inclusive Roundabout	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/01/21 and 31/03/21 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/20

	2020/21	Reserve Movements	Actual Net	Balance
5300 KGVPF Entrance Gates Attendant	£0.00	£0.00	£300.00	£-300.00
Total KGVPF Trustee Land	£52,490.00	£0.00	£16,247.59	£36,242.41
Town Facilities				
2000 Allotments	£2,895.00	£0.00	£768.27	£2,126.73
2100 Cemetery	£27,700.00	£0.00	£5,242.27	£22,457.73
2200 CCTV	£13,500.00	£0.00	£3,345.60	£10,154.40
2210 Christmas Lighting	£22,000.00	£0.00	£16,160.00	£5,840.00
2220 Floral Displays	£1,000.00	£0.00	£0.00	£1,000.00
2230 Grounds maintenance Orchard Close	£550.00	£0.00	£0.00	£550.00
2240 Dog Waste Bin Collection/Bins	£9,500.00	£0.00	£2,980.40	£6,519.60
2250 Bus shelter maintenance	£1,000.00	£0.00	£0.00	£1,000.00
2260 Citizen's Advice Bureau	£13,000.00	£0.00	£0.00	£13,000.00
2270 Town Twinning	£0.00	£0.00	£0.00	£0.00
2400 Town Council Building	£16,670.00	£0.00	£3,743.63	£12,926.37
2450 9 Sandy Lane	£220.00	£0.00	£59.33	£160.67
2460 Land Top Sandy Lane	£1,000.00	£0.00	£255.00	£745.00
2495 Defibrillators	£1,000.00	£0.00	£0.00	£1,000.00
2496 Hand Sanitiser Units	£0.00	£0.00	£0.00	£0.00
2497 Town Regeneration	£0.00	£0.00	£0.00	£0.00
Total Town Facilities	£110,035.00	£0.00	£32,554.50	£77,480.50
Community Well-Being				
2280 Entertainments & Arts	£7,000.00	£0.00	£0.00	£7,000.00
2290 Events Committee	£9,000.00	£0.00	£0.00	£9,000.00
2300 Playscheme	£5,000.00	£0.00	£0.00	£5,000.00
2310 Caldicot Youth Group	£9,000.00	£0.00	£0.00	£9,000.00
2340 St Mary's Church Luncheon Fund	£3,000.00	£0.00	£0.00	£3,000.00
3010 General/Community Groups	£9,000.00	£0.00	£5,582.00	£3,418.00

Financial Budget Comparison

Comparison between 01/01/21 and 31/03/21 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/20

	2020/21	Reserve Movements	Actual Net	Balance
3030	Garden Competition	£500.00	£0.00	£500.00
3040	Royal British Legion	£600.00	£0.00	£600.00
3045	Merchant Seaman Day	£100.00	£0.00	£100.00
3050	Flowers/Spray/Cards Etc	£200.00	£35.00	£165.00
3090	Elderly & Disabled Initiative	£2,000.00	£0.00	£2,000.00
3100	Children & Young People's Initiative	£2,000.00	£0.00	£2,000.00
3130	Flags/Flagpole	£0.00	£0.00	£0.00
3140	MIND	£0.00	£0.00	£0.00
Total Community Well-Being			£5,617.00	£41,783.00
Projects				
4030	Bus shelter project	£0.00	£0.00	£0.00
4040	CCTV Cameras	£0.00	£0.00	£0.00
4096	Provision of Dog Waste Bins	£0.00	£0.00	£0.00
Total Projects			£0.00	£0.00
Administration				
1000	General Administration	£119,200.00	£29,137.50	£90,062.50
1100	Other Administration	£32,580.00	£1,619.57	£30,960.43
1310	Advertising	£0.00	£0.00	£0.00
1320	Agency Services	£0.00	£0.00	£0.00
1330	Prov for Bad/Doubt Debts	£0.00	£0.00	£0.00
1340	Street Lighting	£0.00	£0.00	£0.00
1350	Community Hall	£0.00	£0.00	£0.00
Total Administration		£151,780.00	£30,757.07	£121,022.93
Devolution of Service				
4080	Grounds Maintenance MCC	£3,885.00	£132.00	£3,753.00
4085	Devolution MCC Street cleaning	£21,115.00	£10,506.25	£10,608.75
4090	Devolution of Service - Toilets	£25,000.00	£611.06	£24,388.94

Financial Budget Comparison

Comparison between 01/01/21 and 31/03/21 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/20

	2020/21	Reserve Movements	Actual Net	Balance
Total Devolution of Service	£50,000.00	£0.00	£11,249.31	£38,750.69
Total Expenditure	£411,705.00	£0.00	£96,425.47	£315,279.53
Total Income	£27,100.00	£0.00	£18,636.41	-£8,463.59
Total Expenditure	£411,705.00	£0.00	£96,425.47	£315,279.53
Total Net Balance	-£384,605.00		-£77,789.06	

Agenda Item for Town Council meeting planned for 28 APRIL 2021

Input by Cllr MARIA STEVENS. - GREEN LANE WARD.

Issue

Closure of DURAND PRIMARY SCHOOL as a Polling Station for Election purposes.

Background

For the past few years the Nursery at Durand School has closed for election purposes. Last week M.C.C. carried out a Covid awareness exercise and decided that ALL the School should be closed for the election day.

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

Proposal

Local Authority Do NOT close Durand School for election purposes for ~~GREEN~~ SEVERN WARD and investigate the use of an alternative venue, for the future.

Desired Outcome

DURAND School is to remain open on election days in future, to allow staff & children to use of their school.

Benefits of proposal

Allow the electorate to use an alternative venue as a Polling Station and not to disrupt the school timetable, thus allowing the staff, parents and children much needed continuity throughout their time at school.

M. Stevens
20/04/21

Agenda Item for Town Council meeting planned for

.....Wednesday 28th April 2021.....

Input by CllrJames Harris.....

Issue

A strategic review of CCTV – Caldicot – Severnside that delivers enhanced community safety and cohesion

Background

- 1) Projected housing development in Local Development Plan
- 2) Increase in peripheral crime
- 3) Not currently strategic CCTV - Severnside

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

Proposal

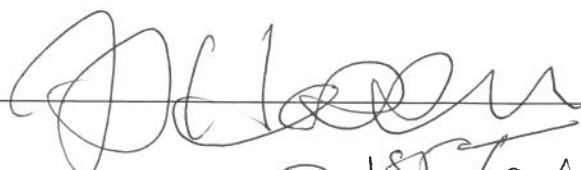
Caldicot Town Council supports the motion. A comprehensive strategic review of CCTV within Caldicot and neighbouring districts (Severnside) which is encompassed in LDP

Desired Outcome

CCTV system that delivers the benefits of the proposed motion

Benefits of proposal

Safer communities
Community Cohesion
Crime reduction
Improved economy
Community road safety


21st/4th/2021

Cllr J Bond – Item for FTC Meeting 28th April 2021

Please can you add this item for consideration by the TC at the meeting planned for 28.4.21.

Headline:

To appreciate the community spirit displayed by so many during the lockdown and celebrate our freedom

Detail:

For the TC to appreciate the community spirit displayed by so many during the lockdown and celebrate our freedom, the Town Council give out vouchers from a manned stall at the Carnival planned for 29th August 2021, of an agreed amount up to a limited number, for people to use to purchase food or goods from the stalls and businesses at the Carnival.

Background:

The Town Council has previously agreed to give gifts to those who had selflessly volunteered for others, whilst many were shielding. A budget had not been agreed at that time. It was not possible to progress that event as further restrictions came into effect. Now it would not be possible, or appropriate to identify only those who we know helped others, but to extend to all.

Proposal:

it is proposed that we give vouchers to all who attend the Town Council stall at the Carnival. Care will be taken not to advertise, so that we target Caldicot residents as far as possible.

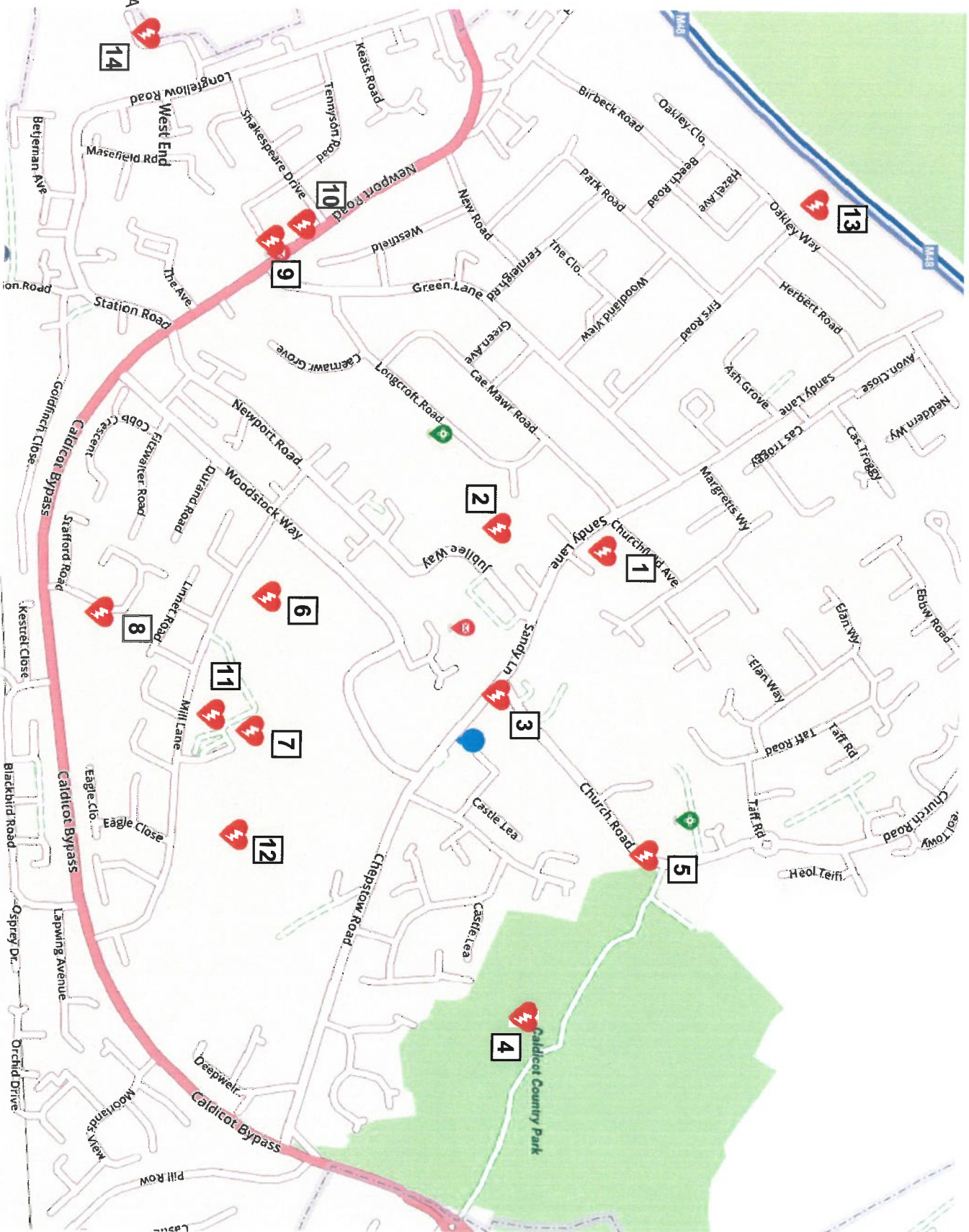
A possible value, could be £2.50 for the first 2000 coming to the stall - total cost of £5000.

Next steps:

1. Identify a small working party to plan how to achieve the proposal, fairly and effectively.
 2. Gain commitment from TC members to cover the stall on 29th August
 3. Gain agreement of the maximum budget
-

DEFIBRILLATOR LOCATIONS IN CALDICOT

- 1 Caldicot Town Council ●
Sandy Lane, Caldicot NP26 4NA
- 2 Caldicot Town AFC
Jubilee Way, Caldicot NP26 4XB
- 3 Caldicot Police Station
3-5 Chepstow Road, Caldicot NP26 4HY
- 4 Caldicot Castle Football Club ●
Chepstow Road, Caldicot NP26 4HT
- 5 Castle Inn ●
Church Road, Caldicot NP26 4HW
- 6 Caldicot School
Mill Lane, Caldicot NP26 5XA
- 7 Caldicot Leisure Centre
Mill Lane, Caldicot NP26 4BN
- 8 Durand Primary School
Allanore Road, Caldicot NP26 4DF
- 9 Co-operative Retail Services Ltd ●
180E Newport Road, Caldicot NP26 4AA
- 10 Teeth for Life
186 Newport Road, Caldicot NP26 4AA
- 11 Choir Hall
Mill Lane, Caldicot NP26 5DD
- 12 Sudbrook Cricket Club
Mill Lane, Caldicot NP26 5DD
- 13 Premier Stores/Alco Minimarket ●
111-113 Oakley Way, Caldicot NP26 4EA
- 14 Caldicot RFC
Longfellow Road, Caldicot NP26 4JW



● = defibrillator provided by Caldicot Town Council

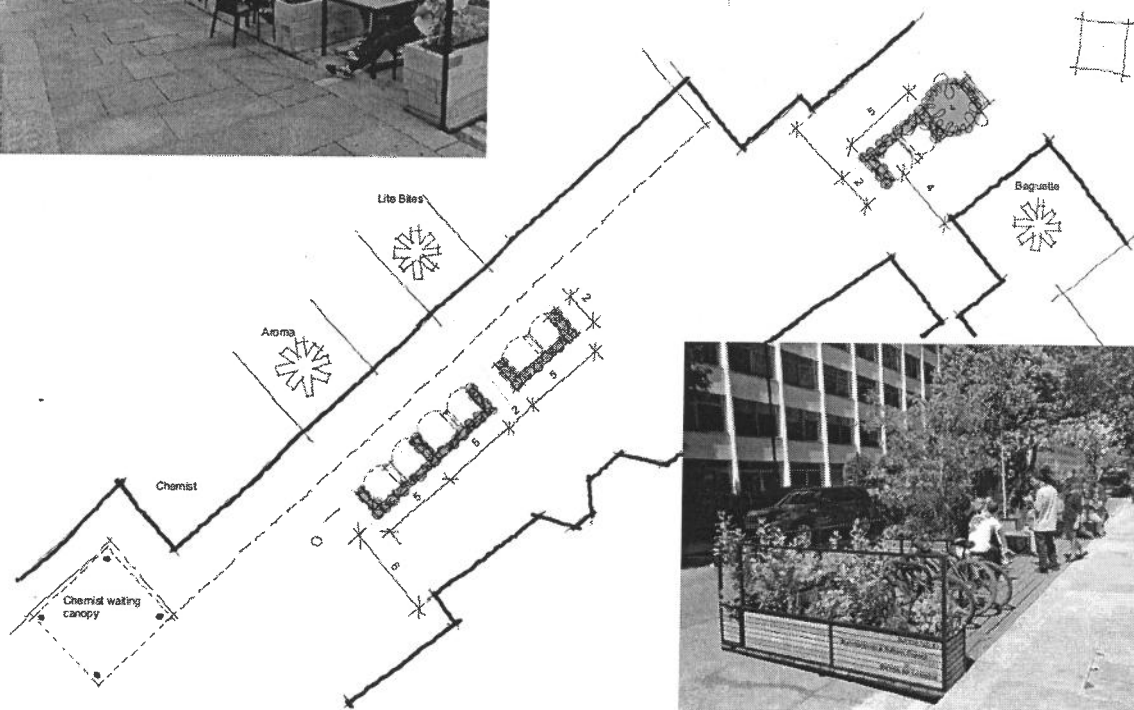
Caldicot Town Centre Regeneration update from Mon CC

Notice board

Following the meeting to further discuss the position of the Notice Board within Caldicot Town Centre, it was agreed that a temporary sign be erected near the 'Wye Valley Studios' and positioned in the 'older floor area'.

In longer terms a digital display will be erected but in the meantime the temporary board will be placed opposite the Hairdressers/solicitors. The board is large and measures 1.6 X 1.2 metres (6 X 4 ft), is double sided and has a 'Banner style' on the top. Roger explained to the meeting group that the board will need substantial fittings and to drill into the new floor could weaken the area.

Planters



Town Centre development will consist of 5 x parklet areas, with planting in each area. As well as planting at old White Hart area

20.04.2021

Agenda Item for Town Council meeting planned for 28 APRIL 2021

Input by Cllr MARIA STEVENS - GREEN LANE WARD.

Issue

SAFETY FOR CHILDREN & USERS OF
K.G.V.P.F park.

Background

We have a popular & well used play park at
K.G.V.P.F, with access only through the large
lockable main gates.

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

Proposal

T.C. to investigate the inclusion of a smaller
safety gate at the side railings (along the straight footway)
to keep children safe in not being able to run through
the gated area, as now.

Desired Outcome

The main gate is kept locked with no
access to the park, while the M.U.G.A. project is
underway.
Only access to the park through a smaller gate.

Benefits of proposal

Safety from moving vehicles etc, while our
Compound project is taking place. Access to the park is
further away from any danger areas. Also a smaller
gate would deny access to dogs using the park as a toilet.

M. Stevens
20/04/21