

CALDICOT TOWN COUNCIL
Minutes of Planning & Resources Committee held at 18:30
on Tuesday, 12th September 2023 at Caldicot Town Council



Those present :

Chair : Cllr M Mitchell

Councillors : Cllr W Conniff, Cllr A Easson, Cllr RJ Higginson, Cllr F Rowberry, Cllr IR Shillabeer, Cllr P Strong, Cllr J Woodfield

Also in attendance : S King - Clerk, L Gillespie- Dep Clerk, L Wallington - Admin

1 Apologies

Apologies received from Cllr W Sage, Cllr M Stevens, Cllr A Lewis and Cllr G Owen.

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

Cllr A Easson declared a personal non-prejudicial interest as a member of Monmouthshire County Council Planning Committee.

3 Planning - Plans may be viewed prior to the meeting at:

<https://www.monmouthshire.gov.uk/view-planning-applications/>

A) Planning Applications Received: -

DM/2023/01051: New detached house. 37 Longcroft Road, Caldicot NP26 4EU

Approved

DM/2023/01174: Install a conservatory to the rear of the dwelling. 75 Heol Sirhowy, Caldicot NP26 4RD

Approved

DM/2023/01199: This application relates to the provision of new bin stores/mini recycling centres within the grounds of 8 blocks of flats. There will be one store per block and each store will be able to accommodate 12x 240l bins (5 general waste, 6 recycling and 1 food waste per block of flats). Flat 1-95 Oakley Way, Caldicot NP26 4EA

Approved

B) MCC Approved Planning Applications: -

DM/2023/00798: Change of use from Class A2 (Financial and Professional) to Class D1 (Vets). 6 Wesley Buildings, Newport Road, Caldicot NP26 4LY

[FTC Approved 28.06.23]

DM/2023/01011: Single Storey Extension. 13 Shelley Close, Caldicot NP26 4LQ

[FTC Approved 09.08.23]

Town Council noted Mon CC approved applications.

Mayor informed Council of update on change of use to property following an anonymous complaint received to Town Council Office and urgent meeting held on 29th August 2023. The letter had been passed to the landlord for consideration.

4 To consider Town Council payment card

Note: Barclaycard scheme negotiated by Welsh Government, allows a Council to obtain a Barclaycard with no annual charges or processing fees. Improved value

for money for a Council when making internet or ad-hoc purchases.

Clerk advised that a card would be useful for small ad hoc payments (eg. Civic events) current system involved staff purchasing items and reclaiming expenses. The payment card would be for use by Clerk and Deputy Clerk for adhoc purchases and receipts to be supplied for each item purchased, the balance would be cleared at the end of each month. Set up of the card would be subject to authorisation by bank signatories and Standing Orders/Financial Regulations would be amended to reflect new arrangements.

Council resolved to approve the request and agreed that Standing Orders/Financial Regulations would be included on the September Town Council agenda for amendment.

5 To consider donation of Items (Town Council Building - fabric & crockery)

Clerk informed Council of items, significant amounts of crockery and Town Council scarves and ties. Town Council had previously discussed disposal of assets for use for 50 years of Caldicot projects. Town Council suggested that scarves and ties are donated to local groups for fabric artwork. Council were informed that ties and scarves are available for Council members. It was noted that one item of each is to be provided to 50 Years of Caldicot Working Group for time capsule project. It was suggested that crockery could be donated to local charities or upcycle group.

Council agreed to contact relevant local groups, regarding disposal of crockery, scarves and ties.

6 To note date of Mayors Event, Citizen/Garden/Allotment Competition - Thursday 26th October 2023

Mayor informed Council of Mayor's Open Day, Thursday 26th October 2022, 10am to 3pm. The Mayor's Charities for the 23/24 Civic Year were announced 'Help for Dogs' and 'Caldicot Community Café'. Invitations for the day would be sent out to local groups, schools and advertised for public information on website and Facebook. All Councillors were encouraged to visit during the day.

Council noted the date of Mayors Event and Mayor's Charities for the 23/24 Civic Year.

7 To consider update to Mayors Wall

The Clerk advised of a suggestion to rearrange the Mayor's wall, to ensure uniformity and important focus for visitors to the Town Council building. It was suggested that the past Mayor portraits could be reframed into the same style and displayed in a prominent position (e.g. Foyer).

Council resolved to approve purchase of new frames and prominent display of past Mayor portraits.

Council noted RAAC update on Caldicot Town Council building and would be included in assessments.

Meeting ended 6:55pm