



CALDICOT TOWN COUNCIL

Minutes of Caldicot Town Council held at 18:30 on Wednesday, 27th March 2024 at Caldicot Room Suite 3, Castlegate Business Park

Present: Cllr M Mitchell – Town Mayor
Cllr F Rowberry – Deputy Town Mayor
Cllr J Bond
Cllr W Conniff
Cllr A Easson
Cllr R Grumbach
Cllr RJ Higginson
Cllr A Mayo
Cllr R Shillabeer
Cllr R Wilsher
Cllr J Woodfield

Also present: L Wallington – Admin
A Wilson – Locum Clerk
Members of the Public x6

10936 Welcome

The Town Mayor welcomed everyone to the meeting.

10937 Apologies for Absence

RESOLVED to note that apologies were received from:

- Cllr P Strong – personal commitment
- Cllr W Sage - personal commitment

Apologies were also received from Cllr M Stevens and Cllr G Owen via Cllr A Easson.

10938 Declarations of Interest

Cllr J Bond and Cllr A Easson declared personal non-prejudicial interests as members of the Monmouthshire County Council Planning Committee.

10939 Public Question Time and Participation

Members of the Public presented the following queries:

- Members received a request from Sandy Lane allotments holders to install a padlock on the entrance gate to Sandy Lane Allotments. Members were presented with a key padlock.

RESOLVED for Admin to research a bespoke padlock with authorised numbered keys, to prevent duplication of keys and unauthorised access to the allotment.

- Members received a query regarding the Active Travel route from Caldicot to Portskewett. Members informed the Public that grant funding for the development of the Active Travel route was provided by Welsh Government of which Monmouthshire County Council applied for. Members informed the Public that the Active Travel route has not been funded by Caldicot Town Council.

- Members of the Public informed Town Council of the issues occurring at West End.

10940 Fly Tipping in West End Ward

Members proposed and approved to move the Member's Item Fly Tipping in West End Ward to the front of the agenda due to members of the Public being in attendance regarding the matter.

The Mayor suspended Standing Orders to invite members of the Public to speak.

Members of the Public informed Town Council of the issues occurring at West End and the concerns regarding the matter. Public members were informed that the issues are a Monmouthshire County Council matter. Members of the Public were provided with a verbal update on the matter. It was acknowledged that Gwent Police, Monmouthshire County Council Environmental Health and South Wales Fire and Rescue are involved. Members noted that the Public Right of Way has been obstructed.

The Mayor reinstated Standing Orders.

Members considered the matters occurring in West End Ward.

RESOLVED to write to MCC regarding the environmental issues that are occurring in West End Ward and for urgent action to be taken.

10941 Minutes

RESOLVED to approve the following minutes / notes and the recommendations contained therein:

- i) Minutes of Full Town Council Meeting 28th February 2024
- ii) Minutes of Health and Safety Committee Meeting 6th March 2024
- iii) Notes of Town Council Building Working Group Meeting 6th March 2024
- iv) Notes of Allotments Committee Meeting 8th March 2024
- v) Notes of 50 Years of Caldicot Working Group Meeting 8th March 2024
- vi) Minutes of Grants Committee Meeting 15th March 2024
- vii) Minutes of Personnel Committee Meeting 19th March 2024
- viii) Minutes of Grants Committee Meeting 20th March 2024

10942 Report from Monmouthshire Councillors

Members were informed of the following:

- Monmouthshire Council Tax increased by 7.8% following consideration to improve the Social Care sector.
- Active Travel to implement a pedestrian crossing at Caldicot Comprehensive School and improve access from Caldicot to Portskewett via Caldicot Castle Country Park.

RESOLVED to contact N Toole regarding the pedestrian crossing at Caldicot Comprehensive School.

10943 Report from Gwent Police

Members received the report from Gwent Police. Members were informed of the incident that occurred at The Haywain on Sandy Lane, Caldicot and acknowledge that Gwent Police have requested CCTV footage.

RESOLVED to receive an update from Gwent Police regarding PCSOs in Caldicot

10944 CCTV Service Provision

Members acknowledged the benefits of the current CCTV Service Provision. Members noted that they would like to be informed of issues with the system. Members were informed that the West End camera has been resolved and noted the electrical issues occurring with a separate camera.

RESOLVED to agree in principle subject to receiving the Monmouthshire CCTV Scheme Strategy Document.

10945 Dog Bins in Caldicot

Members were informed that regular spot checks are performed by a Councillor. Members considered that all Councillors should complete spot checks and identify dog waste bin usage within their ward. Members acknowledged that dog waste bins are only for dog walkers to dispose of dog waste and should not come from residents' houses. Members would like to inform the Public that dog waste can be disposed of in black waste bags.

RESOLVED to inform the Public regarding dog waste disposal methods.

RESOLVED for Members to carry out spot checks of dog waste bins within their ward.

RESOLVED to receive Schedule of Contract from Merlin Environmental Services.

10946 Temporary Traffic Regulation

RESOLVED to note the Temporary Traffic Regulation.

10947 IT Service Provision

Members considered the IT Service Provision contract and required clarification on the payment schedule.

RESOLVED for Locum Clerk to examine the payment schedule.

10948 Caldicot Town Council Building

Members received a verbal update regarding the Town Council building. Members would like it noted that the Deputy Clerk is to be commended for their effort in regard to the building refurbishment.

10949 End of Year Accounts

Members were advised on the End of Year Accounts report and were informed of the ear-mark process and general reserve process.

RESOLVED to approve that surplus grant funding to be deposited into the grant budget.

10950 Training for Councillors

Members were informed of the benefits to training.

RESOLVED to note the additional training dates.

10951 Biodiversity Ecosystem Resilience Plan

RESOLVED for Environmental Working Group to consider.

10952 Complaints Procedure

RESOLVED for Personnel Committee to consider.

10953 Allotment Tenancy Agreement

Members noted that the item must be considered in confidential session as it is a policy of Town Council.

RESOLVED for Allotments Committee to consider in confidential session.

10954 Finance

i) Payment Schedule

Members acknowledged that more invoices are to be paid in the 2023/24 financial year.

RESOLVED to approve the Payment Schedule

10955 Welsh Government Complaints Consultation

Members acknowledged the Welsh Government NHS Complaints Consultation.

RESOLVED to promote Welsh Government NHS Complaints Consultation on the Caldicot Town Council website and social media.

RESOLVED for Locum Clerk to Quality and Nursing Division, Welsh Government.

10956 Planning

i) Planning Applications for consideration:

- **DM/2024/00204:** Dormer loft extension with gabled roof. 9 Wentwood View, Caldicot, NP26 4QG

RESOLVED to approve.

- **DM/2024/00263:** To change the use of the building from the existing A3 cafe/shop, to a D1 children's day nursery. Ladybird Craft Centre 62 - 64 Newport Road Caldicot NP26 4BR

RESOLVED to approve.

- **DM/2024/00222:** Proposed construction of two storey side extension to extend above existing garage. 17 Stafford Road, Caldicot, NP26 5DE

Members acknowledged the concerns from neighbouring residents.

RESOLVED to agree in principle subject to the consideration by MCC Planning Committee and the acknowledgement of the concerns raised by neighbouring residents.

ii) **MCC Approved Planning Applications:**

Members noted the following approved planning applications:

DM/2023/00120: Planning Permission – Proposed demolition of existing single garage and erection of 1No single storey bungalow within the confines of No 16 Linnet Road, Caldicot NP26 5DJ

DM/2023/01030: Proposed residential development of 46 affordable dwellings, car parking, landscaping and associated works. Land To The North Of Caldicot School, Situated Off Woodstock Way

RESOLVED to receive clarification on S106.

10957 Any new matters relating to the town not included elsewhere on the agenda

Members presented the following matters:

- **Wilderness Intervention:** to educate children on environmental issues and wellbeing. Sandy Lane Copse could be utilised.
- **Installation of dog waste bins** in Nant Y Castell, Castle Ward.

RESOLVED to receive a map of the dog waste bin locations at next Full Town Council meeting.

RESOLVED for Cllr R Wilsher to add members item of business to the agenda of the next Full Town Council meeting.

- **Lack of black bins** in Nant Y Castell, Castle Ward.

RESOLVED for Cllr R Wilsher to contact MCC and Housing Developer regarding issue.

- **Condition of planters** on the entrance to and within Caldicot.

RESOLVED for Cllr A Mayo to add members item of business to the agenda of the next Full Town Council meeting.

10958 Date of Next Meeting

- i) **RESOLVED** to note that the date of the next meeting of Full Council meeting is scheduled to be held on Wednesday 24th April 2024 at 6:30 p.m.

10959 Exclusion of Press and Public

Resolved 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.

COUNCIL IN PRIVATE SESSION

10960 Appointment of Chief Officer and Town Clerk

Members received a verbal update and written report regarding the appointment of Chief Officer and Town Clerk.

The Mayor declared Standing Orders to extend the meeting by 15 minutes.

RESOLVED to approve the Locum Clerk’s report.

Meeting ended at 8:55 p.m.

Signed Date

Town Mayor



Minutes of a meeting of the Staffing Committee of Caldicot Town Council in Caldicot Town Council, Castlegate Business Park to be held on Thursday 4th April 2024 at 10.00 a.m.

Present: Cllr. M. Mitchell – Chairman
Cllr. W. Conliff
Cllr. A. Easson
Cllr. G. Owen
Cllr. F. Rowberry
Cllr. P. Strong

Also present: Anne Wilson Locum Town Clerk
Cllr. J. Woodfield - observer

P31/2023 Welcome

The Chairman welcomed everyone to the meeting...

P32/2023 Apologies for Absence

RESOLVED to note that there were no apologies of absence for this meeting.

P33/2023 Declarations of Interest

RESOLVED that there were no declarations of interest under consideration on this agenda in accordance with Part III of the Local Government Act 2000 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

P34/2023 Public Question Time and Participation

There were no members of the public present.

P35/2023 Minutes

RESOLVED to confirm the minutes of the meeting of the Personnel Committee held on Tuesday 19th March 2024.

P36/2023 Staff Training

Members noted that Lucy will be attending an Allotment Management: Tenancy, Agreements and Policies Course by Zoom on Thursday 4th April 2024 for 1 ½ hrs run by the SLCC at a cost of £35 + VAT.

P37/2023 Date of next meeting

RESOLVED to note that the next meeting of the Personnel Committee of Caldicot Town Council will be scheduled when required.

P38/2023 Disability Confident Employer Scheme

Members were asked to conder Caldicot Town Council becoming a Disability Confident Employer Scheme - GOV.UK (www.gov.uk).

Following discussion, it was **RESOLVED** that Caldicot Town Council will sign up to become a Disability Friendly Employer and would be happy to accept work experience and student placements.

P39/2023 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw, due to the nature of the business about to be transacted which is considered to be prejudicial to the public interest

COMMITTEE IN PRIVATE SESSION

P40/2023 Staffing Matters

Members were asked to consider and note the attached report in relation to the following items and agree the way forward:

- i) Recruitment of Town Clerk

Members **RESOLVED** to accept and agree the revised Job Description and Person Specification.

Members further **RESOLVED** that they would advertise through the Job Centre in Caldicot, the SLCC for two weeks which included social media, through One Voice Wales and the County Associations in England near the Seven Bridge.

The following timetable was agreed:

- Closing date for applications 12 noon on Friday 26th April 2024
- Shortlisting and Interview date to be agreed

The role of the Deputy Town Clerk was spoken about and the role going forward.

- ii) Recruitment of Administration Assistant

Members noted that there had been some applications received for the post of Administration Assistant and **RESOLVED** that shortlisting would take place after this meeting.

RESOLVED that the interviews would be held on Thursday 18th April 2024 and would include an administrative exercise.

iii) Staffing at the Town Council Offices and Community Centre, Sandy Lane

RESOLVED that the Job Description discussed be agreed subject to the gardening element being removed, the maintenance of the new Community Garden to be discussed at a later date.

Further **RESOLVED** that this role be for a minimum of 18 hours per week with a salary of FTE £22,366 pro rata for 18 hours per week.

Members agreed that this was the minimum numbers per week and that they would be given their hours on a weekly basis noting that flexibility was needed in this role to meet the needs of the Council.

The Locum Clerk raised her concern about the salary point of another member of staff in relation to the salary put on the Facilities Assistant role and it was agreed that the appraisal process was the correct place for this to be looked at, the next round of appraisals taking place in May 2024.

Signed Date

Chairman



CALDICOT TOWN COUNCIL

Notes of 50 Years of Caldicot Working Group meeting held at 12:30 p.m. on Friday 12th April 2024 at Caldicot Room Suite 3, Castlegate Business Park

Present: Cllr P Strong - Chair
Cllr W Conniff
Cllr M Stevens

Also present: L Wallington – Admin
Cllr R Wilsher – Observer
Cllr R Grumbach – Caldicot Events Committee
Caldicot Events Committee – x2
G Llewellyn – MCC Caldicot Castle

50YC7/2024 Welcome

Meeting started at 12:50 p.m. The Chair welcomed everyone to the meeting and apologised for the delayed start. It was proposed by the Chair and agreed by Members, that two applications from Caldicot Methodist Church would be added to item 6 of the agenda.

50YC8/2024 Apologies for Absence

RESOLVED to note that apologies were received from:

- Cllr A Mayo – work commitment

50YC9/2024 Declarations of Interest

Cllr P Strong declared a personal and prejudicial interest as Chair of Friends of Caldicot Library.

50YC10/2024 Public Question Time and Participation

There were no members of the public in attendance.

50YC11/2024 Minutes

RESOLVED to approve the following minutes / notes and the recommendations contained therein:

- 50 Years of Caldicot Working Group Meeting 8th March 2024

50YC12/2024 Applications

- Caldicot Motorcycle Club

Members considered the application and required clarification on costings.

RESOLVED to defer to next 50 Years of Caldicot meeting and invite to meeting.

- Friends of Caldicot Library

Cllr Strong declared an interest and left the meeting at 1:00pm. Members were advised that the meeting was temporarily inquorate. Members acknowledged that funding cannot be provided for training/salary purposes.

RESOLVED to agree in principle, subject to grant legislation.

iii) Additional Item Added – Caldicot Methodist Church

Members received a verbal report regarding the two applications from Caldicot Methodist Church.

RESOLVED to agree in principle, to print the posters for the Caldicot Methodist Church events, subject to legislation permitting.

50YC13/2024 50 Years of Caldicot Events

i) Members are asked to receive the written report on matters relating to 50 Years of Caldicot events.

Members received the written report and provided the following updates:

- Deadline for Applications

RESOLVED for the deadline for applications to be 1st October 2024.

- Tree Planting

RESOLVED to include a Welsh translation of the provided quote for the plaque. "*Cafodd y goeden hon ei phlannu ym mis Mai 2024 i goffau 50 mlynedd ers i Cil-Y-Coed ennill statws tref.*"

- Time Capsule

RESOLVED for Cllr Strong and Cllr Wilsher to visit schools once time capsule has been acquired.

- Caldicot Castle

Colour Clash event is not able to be held at Caldicot Castle due to the complexity of event. Members acknowledged that it is important to organise an event for the youth of Caldicot. Caldicot Events Committee advised that tickets could be charged at £8.00 per entry ticket, which would include a t-shirt with the 50 Years of Caldicot logo on.

RESOLVED to recommend to cover the cost of any financial shortfall of the event, up to the value of and including £2,000.00.

Members considered hosting a outdoor cinema event. Members were advised that two films could be shown at £5 per ticket per film. Caldicot Events Committee suggested that £5.00 per ticket would be based on an attendance of 1,800. Members were informed 40% of the income would be required to acquire license to show films.

RESOLVED to recommend to cover the cost of any financial shortfall of the event, up to the value of and including £2,000.00

RESOLVED to propose that *Saturday Night Fever* is to be shown.

RESOLVED to acquire suggestions from Full Town Council for the second film.

- Social Media

RESOLVED to encourage Councillors to share advertisements of 50 Years of Caldicot events on social media.

- School Competition

Members suggested a letter of invitation should be sent to all schools within Caldicot, Portskewett and Rogiet, requesting schools to participate in the 50 Years of Caldicot School Competition.

RESOLVED for Cllr Strong to write the letter and for Admin to distribute the letter.

- ii) Members are asked to consider the request from Waghausel

RESOLVED to defer to next Full Town Council meeting on 24th April 2024.

- iii) Members are also asked to suggest further ideas and proposals of matters relating to 50 Years of Caldicot events.

Members suggested the possibility of holding events at KGVPF.

RESOLVED to research the possibility of organising events at KGVPF and the legislation and requirements involved in doing so.

Members informed the Working Group that several organisations are uncertain on the type of events that can be hosted.

RESOLVED to write to the organisations and include suggestions for types of events.

Cllr M Mitchell joined the meeting at 2:52 p.m.

50YC14/2024 Date of Next Meeting

Members noted that the next 50 Years of Caldicot Working Group meeting is scheduled to be held on Friday 10th May 2024.

Meeting ended at 2:55 p.m.

Signed Date

Chair



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

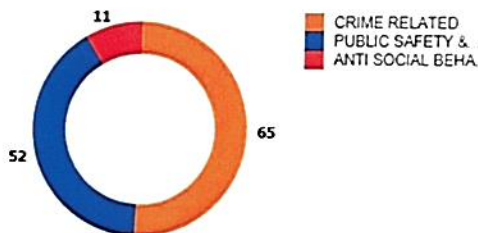
Top Crime Categories



The above is the top crime types for the Caldicot.

For march/April, Caldicot has had several different crimes, the main one being violence without injury. This is mainly one person and we are actively engaging with them to resolve the matters. There was a break in to the Allotments at the end of Sandy Lane during this month as well, there have had signs and Smart Water to help better protect them in the future.

Incidents by Category



As you can see from the above chart and mapping to show where the crime related incidents have taken place in Caldicot.



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

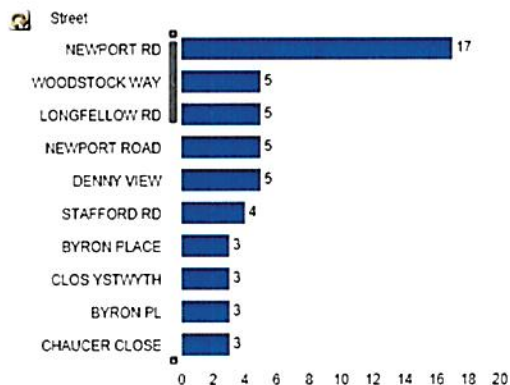
Monmouthshire South Monthly Update April 2024



WARD NAME

Caldicot

Crime in Caldicot in March/April 24



For March/April 24 Caldicot the main bulk of the crime has been in the Newport Road and the supermarkets. We have one person creating a few logs at the moment in that area, this person is out as wanted at the moment and we are actively looking for them.



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

We have been dealing with a lot of vehicles with no insurance and no tax over the last month, we have also run speeding operations throughout the area and educating road users about the speed in the area.

Report completed by Michael Martin CO164

Monmouthshire South Neighbourhood POLICING TEAM

Social media



@gwent.pnn.police.uk



S106 Code	Site & Planning reference	Contribution type	Clause	Trigger point	Time to spend	Amount received	Spend by date
N470	Holman House, 36-38 Newport Road, Caldicot	Affordable Housing	towards the cost of providing off site affordable housing within Monmouthshire	Prior to comp of dev, occ 1st dwell or sale of 1st dwell whichever is soonest	(5 years from receipt) August 2022 Paid	£5,000	16.08.2027
N614	Ye Olde Tipling Philosopher, 108 Chepstow Road, Caldicot (DC/2016/00155)	Affordable Housing	Affordable housing in Monmouthshire	Upon completion of dwellings	£31306.47 received 21-Nov-18	£ 31,306.47	23-Nov-23
N614	Ye Olde Tipling Philosopher, Caldicot (DC/2016/00751)	Affordable Housing	Towards the cost of providing off site affordable housing within Monmouthshire	If the owner does not reside at the dwelling for a minimum of 3 years from the date upon which occupation commenced.	Payment received 26/06/2019	£ 16,431.57	26-Jun-24
N625	246 Newport Road, Caldicot (DM/2018/01957)	Affordable Housing	Towards the cost of providing off site affordable housing within Monmouthshire	If the owner does not reside at the dwelling for a minimum of 3 years from the date upon which occupation commenced.	paid 02/12/2020	£ 17,910.00	02-Dec-25
N634	2 Woodstock Way, Caldicot (DC/2017/01057)	Affordable Housing	Towards the cost of providing off site affordable housing within Monmouthshire	If the owner does not reside at the dwelling for a minimum of 3 years from the date upon which occupation commenced.	raised 28/06/2021 paid 05/07/2021	£ 10,585.84	05-Jul-26

N645	Land To East Of Church Road, Caldicot (DM/2018/00880) update re occupancy as at 25.08.2023 85 occupations at the development, 58 of which are private occupations which equates to a 68% occupancy level (58/85 private units)	Education - Primary	towards educational facilities at Castle Primary School, Church Road or other primary schools in the vicinity	50% prior to 50% occ mkt dwells; 50% prior to 80% occ mkt dwells	(5 years from receipt) Invoiced 03.03.2023 £215,654.30/ rec'd 14.04.23 Paid 15.03.2024 £225,830.15	£215,654.93 & £225,830.15 = £441,495.08	14-04.2028 & 15.03.2029
N645	Land To East Of Church Road, Caldicot (DM/2018/00880)	Sustainable Transport / Green Travel	towards sustainable transport initiatives and highway improvements in Caldicot	£52000 prior to 50% occ mkt dwells; £78000 prior 80% occ mkt dwells	Rec'd 14/04/23 inv no 70213139 BDW Homes c/o Hugh James Solicitors Hodge House 114-116 St Marys Street Cardiff CF10 1DY Req for invoice 22.01.24 inv no 70231129 - Paid 15.03.2024.	65009.02 & £102,114.50 = £167,123.52	14/04/2028 & 15.03.2029
N645	Land To East Of Church Road, Caldicot (DM/2018/00880)	Playspace / Local Area for Play LAP	Community Park - in lieu of providing such informal play area	If community park not provided prior to occ of 80% mkt dwells	(5 years from receipt) Req for invoice 22.01.24 inv no 70231129 - Paid 15.03.2024. Inv no 70231129. - Paid 15.03.2024	£32,729.01	15.03.2029
N645	Land To East Of Church Road, Caldicot (DM/2018/00880)	Playspace - Maintenance	towards the maintenance of the Community Park and the Green Infrastructure over a period of 20 years	On completion of the transfer of the Community Park or Green Infrastructure to the Council	(20 years from receipt) Req for invoice 22.01.24 inv no 70231129 - Paid 15.03.2024	£233,152.61	20 years from 15.03.2024

N645	Land To East Of Church Road, Caldicot (DM/2018/00880)	Community park and greenspace plan fee			Req for invoice 22.01.24 inv no 70231129 - Paid 15.03.2024	£6,545.00	15.03.2029
N645	Land To East Of Church Road, Caldicot (DM/2018/00880)	Playspace - offsite	to support and develop off-site recreational facilities in the vicinity of the developer; which shall include one or more of the following: the Caldicot Greenwya Scheme; Caldicot Castle Country Park; Hall Park Open Space; and the Caldicot Town Centre Regeneration Project.	50% prior to 50% occ mkt dwells; 50% prior to 80% occ mkt dwells	(5 years from receipt) Invoiced 03.03.2023 £83,205.30 inv no 70213139 rec'd 14.04.2023. Req for invoice 22.01.24 inv no 70231129 - Paid 15.03.2024 £87,131.16.	83205.30 & £87,131.16 = £170,336.46.	14/04/2028 & 15.03.2029



Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



[Name]
[Address Line 1]
[Address Line 2]
[Address Line 3]

[DATE OF LETTER]

Dear [INSERT NAME],

Caldicot 50th Anniversary School Competition

As part of the celebrations for the 50th anniversary of Caldicot becoming a town, Caldicot Town Council is launching the following competitions for schools in the Caldicot area (including Rogiet, Portskewett, Magor and Undy).

COMPETITION 1: For individual pupils. A piece of work on either: 'What will Caldicot be like in 50 years' time?' or 'Caldicot Now' with emphasis on current environmental issues. Work can be submitted in any format e.g. artwork, posters, creative writing, essay, poetry, video, IT etc.

- First prize to the value of £50.
- Second prize to the value of £30.
- Third prize to the value of £20.

Each school can submit up to three entries.

COMPETITION 2: A group entry on the theme of 'Investing in the Future'. A sculpture, model or artwork on environmental issues produced by a team of pupils using scrap materials. Materials will be provided by the Town Council.

- Prize: environmental objects to the value of £500.

The closing date for entries will be [INSERT DATE] and the winners will be announced at Caldicot Christmas lights switch on ceremony on [INSERT DATE].

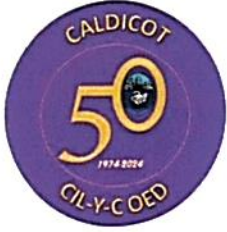
At this stage we are seeking expressions of interest from any schools or classes within schools, so that we can send you further details. Please register any expressions of interest by completing and returning the attached form.

Yours faithfully,

Cllr M Mitchell
Mayor of Caldicot

Attached: Expression of Interest Form

Telephone/Ffôn: (01291) 420441 - e-mail/e-bost: towncouncil@caldicottc.org.uk
website/gwefan: www.caldicottc.org.uk - Facebook: Caldicot Town Council - Twitter: @CaldicotTown
VAT Registration Number: 713 5894 21



Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

Caldicot 50th Anniversary School Competition

Expressions of Interest Form

School: _____

Class: _____

Contact name: _____

Email: _____

Phone: _____

We are interested in:

- Competition 1
- Competition 2

Please return the completed form to admin@caldicottc.org.uk

50 years of twinning between Caldicot and Waghäusel / 1974-2024



Oberbürgermeister Deuschle, Thomas <Thomas.Deuschle@waghaeusel.de>

Thu 28/03/2024 2:42 PM

To: Admin <admin@caldicottc.org.uk>

Cc: Drexler, Diana <Diana.Drexler@waghaeusel.de>

Dear Mayoress Mitchell,
dear Colleague,

we have recognized, that this year marks the 50th anniversary of the founding of our town twinning between Caldicot and Waghäusel (see Annex)!

Because things have become a bit quiet about our town twinning in recent years, we would like to renew and deepen this friendship. It would be great, if we could celebrate this anniversary in september 2024 with manageable delegations of our both towns in Caldicot and Waghäusel.

These meetings could be used also as a kick-off for further possible exchange activities in the next years.

Please let us know a responsible contact person in your administration to agree on further steps. Maybe you have already any ideas and suggestions, how we can celebrate our anniversary appropriately.

Please respond to my assistant, Mrs. Diana Drexler; e-mail: diana.drexler@waghaeusel.de, phone: +49 7254 207-2217

Sincerely yours

Mit freundlichen Grüßen

Thomas Deuschle
Oberbürgermeister

Stadt Waghäusel
Gymnasiumstraße 1
68753 Waghäusel

Tel.: 07254 / 207 - 2217

Fax: 07254 / 207 - 2227

E-Mail: thomas.deuschle@waghaeusel.de

www.waghaeusel.de

 **WAGHÄUSEL**



Agenda Item for Town Council meeting planned for

.....

Input by Cllr Rachel Grumbach...
Issue

Banner purchase.

Background

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

Proposal

To Purchase personalised bunting for 50 YEARS Celebration For advertising and groups putting on events to use, with 50years and Town Council Logo.

Desired Outcome

Purchase pvc Bunting at a cost of
£395.20 which is for 100M and
Includes vat + delivery.

Benefits of proposal

Promotes Town Council, and ties in all events that are Supporting 50years festival.



Events ML Limited

3rd Floor
86-90 Paul Street
London
EC2A 4NE

QUOTATION

Customer Account
Caldicot Town Council
Caldicot town council
clerk@caldicotc.org.uk

Reference	50 Year Custom Bunting
Quotation Date	16-04-24
UI Number	0253
Project Start Date	16-04-24
Project End Date	17-04-24
Project Location	Deliver
Quotation Status	Query

Item & Description	Qty	Rate	Amount
Purchase Item Purchase of 100m of custom logo fabric bunting	1 pcs	329.33	329.33
		Sub Total	329.33
		Standard Rate (20%)	65.87
		Total	£395.20

Terms & Conditions

Thank you for choosing Events ML.

We believe this is a competitive quotation, however, if you find the same services for less elsewhere, please contact us and we will endeavour to beat it. If you require more information on any of the services above do not hesitate to contact us. If you would like to confirm this quotation please reply to this email clearly stating so. Please be aware that by confirming the booking (in writing or verbally) you are agreeing to our Standard Terms & Conditions which are available on our website, www.eventsmil.co.uk.

If your event is over 30 days away, a 20% deposit is required, the balance is then due 30 days prior to your event day. If your event is within 30 days, full payment is required in order to reserve the quoted goods and/or service.

*equipment tracking and maintenance use only.



Agenda Item for Town Council meeting planned for Wednesday April 24th 2024

Input by Cllr Maria Stevens.....

Issue

The disgraceful state of the Town Council notice board positioned in the centre of our village.

Background

As a Town Council we utilise the notice board as a source of information for visitors, residents, businesses and any person passing through our Town Centre.

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

Proposal

To seek a contractor/business to overhaul, paint and re-establish the ornate signage. To replace the inner boards, vintage map of the area on the reverse and generally give the Town Council notice board a complete makeover.

Desired Outcome

The Town Council notice board to be an attractive information point for the Community, visitors and any person or persons passing through our Town.

Benefits of proposal

The newly renovated Notice Board would be a central information point and map.

Town Council monthly meeting Agendas/ A.G.M and approved Minutes to be clearly displayed for all to see.

No need for photographs of Councillors. Town Council business should be paramount.

Caldicot Town Council

Caldicot Town Council
Caldicot, Herefordshire

Could you be Caldicot's next postmaster?

The Town Council Building is Closed for Renovation Works
Caldicot Town Council is temporarily based at the 'Salisbury House', Caldicot, Gloucestershire Park, Caldicot (near the bridge).
For more information, please call 01291 433444.
Or email info@caldicottowncouncil.gov.uk

Annual Report 2022/2023

PHIL 200 Year Celebration Concert
Saturday 16 May 2024
7.30pm - 9.30pm
Caldicot High School, Caldicot, Gloucestershire Park, Caldicot

50 Years of Caldicot

Scan the QR code and follow us to see the latest updates

Taking the Lead

Caldicot Town Council
Scan the QR code and follow us for the latest updates

CROSS

 Cllr. Stephen Price Labour Party	 Cllr. Nicky Thomas Labour Party	 Cllr. Adam Spring Labour Party
---	--	---------------------------------------

DEWSTOW

 Cllr. Stephen Price Labour Party	 Cllr. Nicky Thomas Labour Party	 Cllr. Adam Spring Labour Party
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SEVERN

 Cllr. Stephen Price Labour Party

VILLAGE

 Cllr. Adam Spring Labour Party	 Cllr. Nicky Thomas Labour Party
---------------------------------------	--

WEST END

 Cllr. Adam Spring Labour Party	 Cllr. Nicky Thomas Labour Party
---------------------------------------	--

J

Agenda Item for Town Council meeting planned for

.....
Input by Cllrs ~~R. Webster~~ + F. Lowberry
Issue

Requests from residents for dog bin facilities in the new housing estate opposite Westwood View.

Background

There are currently no dog bins in the new housing area - dog walking areas have been developed in the area and provision needs to be made.

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

Proposal

It is proposed that the council approve the funding of 2 dog bins at the locations identified by R. Webster and F. Lowberry

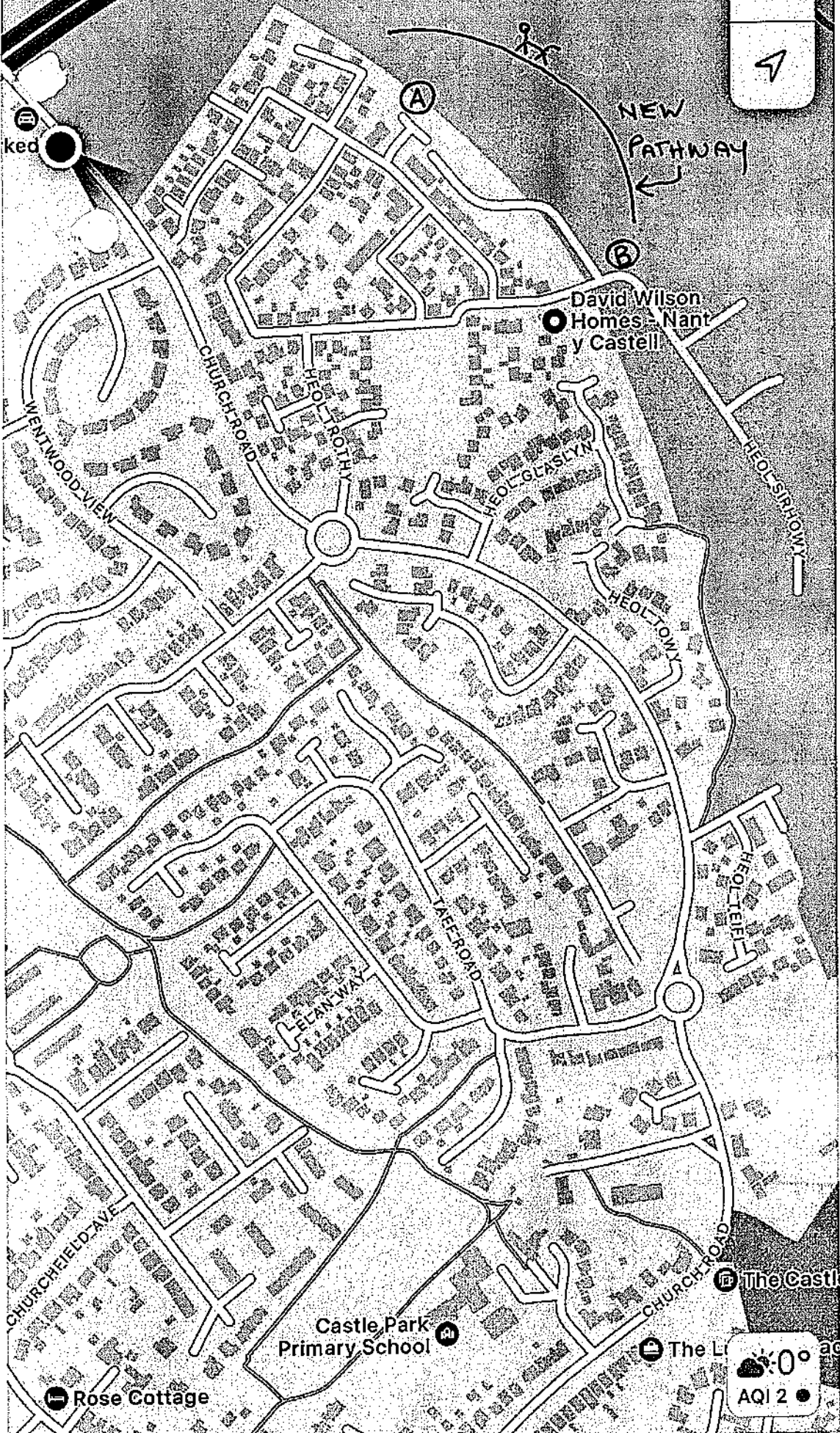
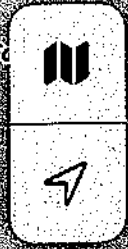
Desired Outcome

The placement of 2 dog ^{waste} bins at the locations recommended by R. Webster and F. Lowberry

Benefits of proposal

Health + safety of adults and children in and around the new housing development.

09:01



ked

NEW PATHWAY

David Wilson Homes - Nant y Castell

Castle Park Primary School

Rose Cottage

The Castle

The L

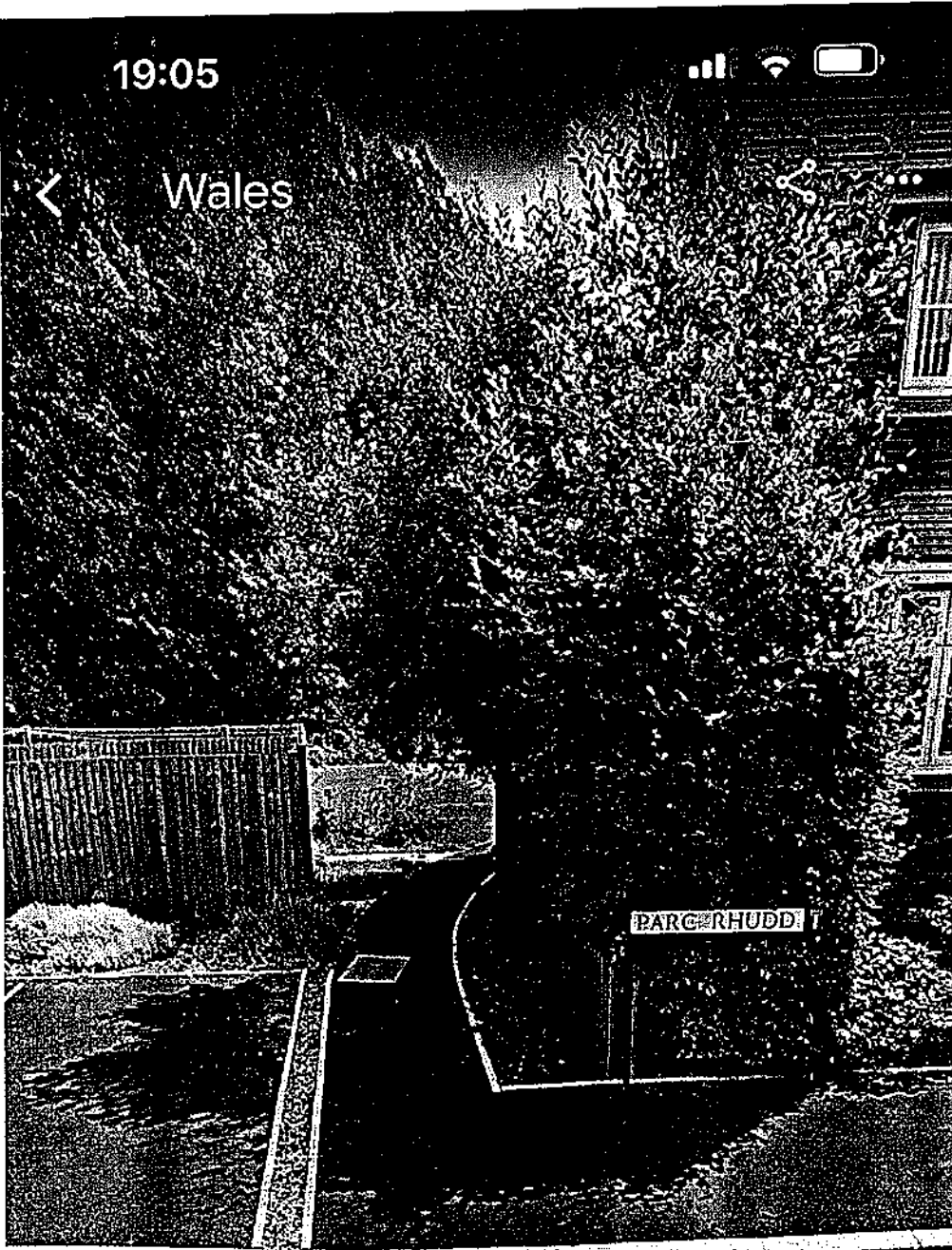
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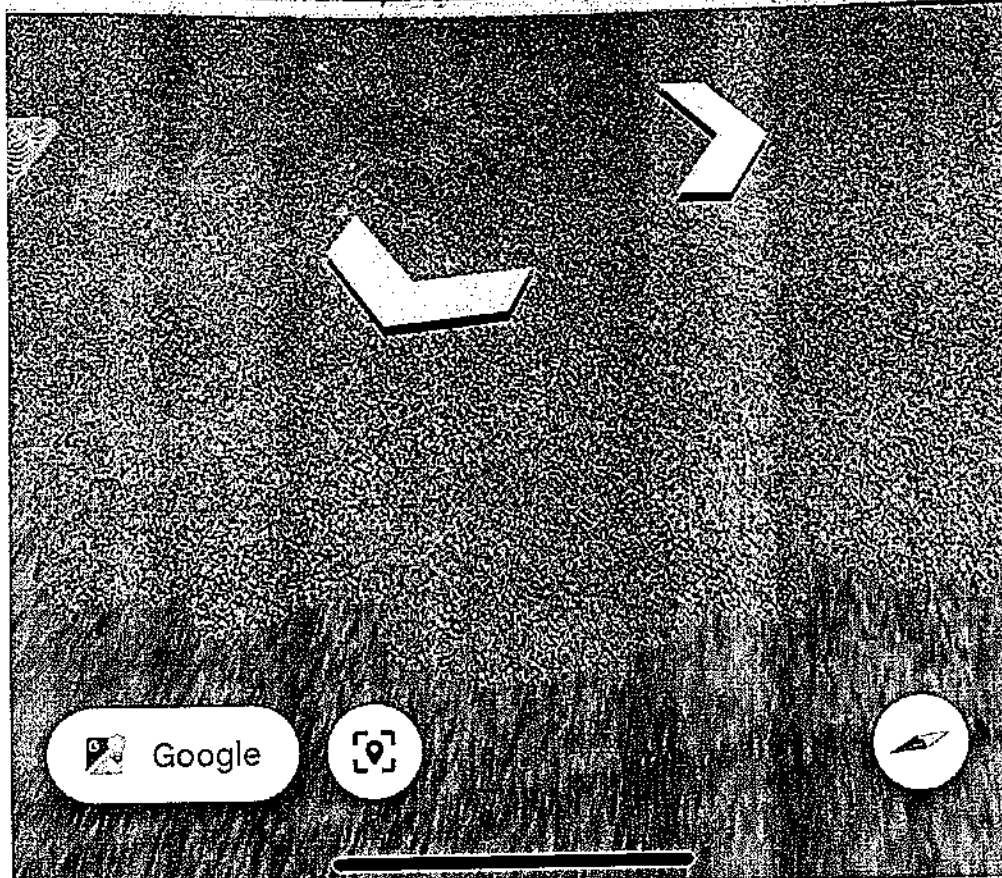
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Wales



A

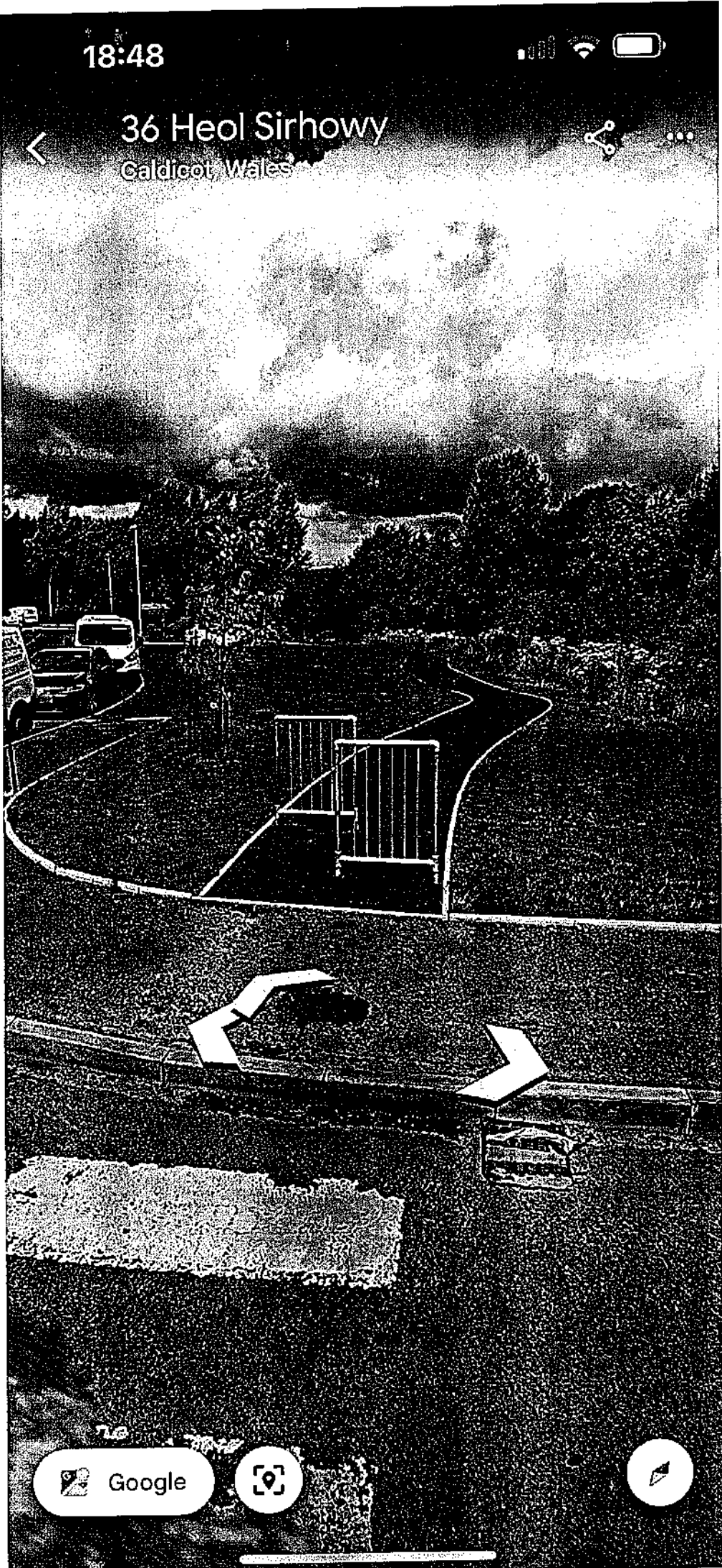


18:48

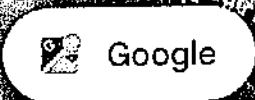


36 Heol Sirhowy

Caldicot, Wales



B



Payment Schedule

paid between 15/02/24 and 31/03/24

Start of year 01/04/23

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net Cttee	Details	Heading
505502	16/02/24	20979		£107.50	£0.00	£107.50	Post Office Ltd	1100/3
BACS200224	20/02/24	20974		£47.40	£2.25	£45.15	British Gas	2400/4
BACS200224	20/02/24	20975		£291.81	£13.89	£277.92	British Gas	2400/5
BACS2002243	20/02/24	20976		£118.74	£0.00	£118.74	Dwr Cymru	2400/3
BACS2002244	20/02/24	20977		£109.45	£0.00	£109.45	Dwr Cymru	2000/3
BACS200224	20/02/24	20978		£590.92	£0.00	£590.92	Dwr Cymru	4090/6
BACS200224	20/02/24	20980		£6,472.46	£0.00		ADMIN	1000/3
BACS200224	20/02/24	20983		£50.00	£0.00	£50.00	Chepstow Acc Srv Ltd	1000/33
BACS200224	20/02/24	20986		£720.00	£120.00	£600.00	Mon CC	2500
BACS200224	20/02/24	20987		£6,113.53	£1,018.92	£5,094.61	Bemrig Group Ltd (02)	409
BACS230224	23/02/24	20988		£2,400.00	£400.00	£2,000.00	Maison Design	4097
BACS230224	23/02/24	20989		£1,053.60	£175.60	£878.00	Ad Warrior	1100/35
BACS230224	23/02/24	20990		£65.00	£0.00	£65.00	The Lychgate Guest House	1000/3
BACS230224	23/02/24	20991		£4,647.48	£774.58	£3,872.90	Mon CC	1000/3
BACS260224	26/02/24	20995		£31,606.48	£5,267.74	£26,338.74	Mon CC	4085
DD280224Gas	28/02/24	20998		£107.76	£5.13	£102.63	British Gas	4090/7
BACS040324	04/03/24	20992		£4,500.00	£750.00	£3,750.00	City Illuminations	2210
BACS040324	04/03/24	20994		£21.49	£3.58	£17.91	Viking Office Stationery	1100/2
BACS040324	04/03/24	20996	222413	£40.90	£6.82	£34.08	Viking Office UK Limited	1100/2
BACS040324	04/03/24	20999		£134.75	£22.46	£112.29	Solutions In Technology Ltd	1100/4
BACS040324	04/03/24	21000		£1,478.40	£246.40	£1,232.00	Merlin Waste	2240
BACS040324	04/03/24	21001		£993.49	£165.58	£827.91	Peter Villars Landscapes	5140
Bacs040324B	04/03/24	21002		£154.38	£25.73	£128.65	Brighter Bills Ltd	1100/1
BACS040324	04/03/24	21003		£15.46	£2.58	£12.88	DJB Cleaning Supplies Ltd	2400/9
BACS040324	04/03/24	21004		£2,130.00	£355.00	£1,775.00	Carefully Memorials	2100/4
DD060324Gas	06/03/24	21014		£31.52	£1.50	£30.02	British Gas	2400/4
BACS070324	07/03/24	21007		£11,633.36	£1,938.89	£9,694.47	Bemrig Group Ltd	4097
BACS070324	07/03/24	21008		£2,272.50	£0.00	£2,272.50	R Lewis	Contract maintenance & Tree Work Feb 245090
DD070324	07/03/24	21017		£315.48	£52.58	£262.90	Citation Ltd	1100/20
BACS090324	09/03/24	21009	222416	£8,300.00	£0.00	£8,300.00	R Lewis	Installation of Pathways at Sandy lane (Grant)1100/25
BACS130324	13/03/24	21016	222417	£9,465.60	£1,577.60	£7,888.00	Carefully Memorials	1100/25
DD140324Gas	14/03/24	21013		£242.87	£11.56	£231.31	British Gas	2400/5
BACS160324	16/03/24	20997		£5.18	£0.00	£5.18	Dwr Cymru	5050

Paid Expenditure Transactions

Start of year 01/04/23

paid between 15/02/24 and 31/03/24

Payment

Reference	Paid date	Tn no	Order no	Gross	Vat	Net Cttee	Details	Heading
BACS160324	16/03/24	21005	222415	£127.95	£0.49	£127.46	Viking Office UK Limited	100 First Class Stamps 1100/3
BACS160324	16/03/24	21006		£173.64	£28.94	£144.70	ADMIN	March - monthly 365 office, email, spam fil 1100/5
BACS160324	16/03/24	21011		£158.72	£26.45	£132.27	ADMIN	Phone charges 1100/1
BACS160324	16/03/24	21018		£1,980.00	£330.00	£1,650.00	FACS	xmas trees,fencing and tree removal 2210
BACS160324	16/03/24	21019		£720.00	£120.00	£600.00	FACS	Suite 3, Mon CC- Jan 2024 2500
BACS160324	16/03/24	21020		£720.00	£120.00	£600.00	FACS	Suite 3, Castlegate - Mar 24, 2500
BACS200324	20/03/24	21012		£30.00	£0.00	£30.00	ADMIN	March 2024 payroll Inv: 2718 1100/33
BACS200324	20/03/24	21021		£6,472.46	£0.00		ADMIN	Salaries 000/1
BACS220324	22/03/24	21032		£9,387.04	£1,564.51	£7,822.53	PROJ	Town Council Building Refurb (04) 4097
BACS250324	25/03/24	21026		£528.00	£98.00	£440.00	FACS	Annual Service Charge - Dewstow 2100/7
BACS250324	25/03/24	21027		£463.28	£0.00	£463.28	ADMIN	Consultancy for Clerk Advertisement & Translation process 1100/35
BACS250324	25/03/24	21028		£2,189.40	£364.90	£1,824.50	SLCC	Locum Fees & Expenses - February 2024 1000/3
BACS250324	25/03/24	21030		£1,500.00	£0.00	£1,500.00	CWB	Purchase of Microphone's for productions3100
BACS260324	26/03/24	20993		£96.88	£16.15	£80.73	FACS	Annual gas boiler maintenance at TC building2400/7
BACS260324T	26/03/24	21031		£844.62	£139.44	£705.18		Trees x 16 - Dewstow Cemetary, states, 2100/9
Total				£121,629.50	£15,737.27	£105,892.23		