

CALDICOT TOWN COUNCIL
Notes of 50 Years of Caldicot Working Group held at 12:30
on Friday, 13th October 2023 at Caldicot Town Council

Those present :

Chair : Cllr P Strong

Councillors : Cllr W Conniff, Cllr A Easson, Cllr F Rowberry, Cllr M Stevens

Also in attendance : L Wallington - Admin

1 Apologies

Apologies were received from Cllr Mitchell and Cllr Harris.

2 Declarations of Interest

There were no declarations of interest.

3 To Consider Applications Received

A) Crick Care Home

Application received from Crick Care Home and consideration was given by the Working Group. It was suggested that all assets purchased for events will remain Council property.

B) Caldicot Musical Theatre Society

Working Group acknowledged that the application referred to a key event. It was suggested that the CMTS could apply for a grant to subsidise tickets. It was suggested that CMTS find an alternative source of income as external support for the event, such as the Police and Crime Commissioners fund. Working Group observed that CMTS did not specify a license in their application and wondered if this is included in the event. Working Group acknowledged that a certain amount of funds are available and to be cautious. It was noted that two shows for CMTS at Caldicot School are free of charge and considered if 50 Years of Caldicot Event can be included. Headteacher of Caldicot School to be invited to next Full Town Council meeting. Cllr Rowberry suggested inviting CMTS to the next meeting to discuss requirements.

Working Group agreed the following:

- **To receive more applications before approving current applications, in order to delegate the budget. Deadline for applications to be stated.**
- **A letter of reply be sent acknowledging receipt of each application, to inform support will be given and that the Working Group are actively considering applications.**
- **Admin to promote 50 Years of Caldicot and encourage more groups to submit applications.**
- **Cllr Strong to contact Mr Griffiths regarding Welsh Government funding and Caldicot School, in regard to Caldicot Musical Theatre Society.**

4 To Discuss - Public Information Evening

The following points were noted during the Public Information Evening 11th October 2023: -

- Working Group commended presentation provided by Cllr Strong
- Methodist Church to hold board game event.
- U3A would like to partner with Caldicot Town Council to hold events and help promote events.
- Caldicot Castle would like to hold events 12th – 14th July.

- Caldicot Guides to have 70s disco.
- Caldicot Events Committee to have summer event.
- Sudbrook CC would like to hold a recreation match.
- Cllr Strong displayed publications from 1970s with strong interest from public.
- Question raised - will there be a launch event?

It was noted that the Public Information Evening was successful with a number of organisations interested in becoming involved.

Working Group acknowledged that publications are important and enquired if the Council had any publications in storage.

It was suggested the possible use of Caldicot Castle grounds is be an option if available, but clarification of this would be needed for publications storage.

Working Group agreed to contact Gareth Llewellyn to ask for clarification on Caldicot Castle usage.

5 To Consider Further Ideas and Proposals of 50 Years of Caldicot Group

It was noted that Cllr Easson would like involvement from Rogiet, Portskewett and Caerwent in order to spread participation to neighbouring towns and villages.

Working Group would like Severn Tunnel Band, Caldicot Male Voice Choir, Caldicot AFC and Caldicot RFC to be involved.

Working Group agreed that letters be sent to Severn Tunnel Band, Caldicot Male Voice Choir, Caldicot AFC and Caldicot RFC, to ask them to host events.

It was suggested that school PTA's could host a fundraising event, a non-uniform day to dress in 1970s clothing and 50p could be donated by each pupil to their school PTA.

Working Group agreed for School Governors to contact their school's PTA.

Cllr Conniff informed the Working Group that TATA School would create a time capsule to be used. Cllr Strong suggested the importance of a contribution from young people.

Working Group agreed to contact TATA requesting a time capsule.

It was suggested that fifty trees should be planted next year to commemorate 50 Years of Caldicot. It was noted that a tree could be planted on New Year's Day with a plaque to commemorate Caldicot.

Working Group agreed to enquire.

It was noted that rules should be formulated and a deadline given for the School's Competition next year. Entries could be displayed in the current RSVP establishment.

It was noted that the Womble's Litter Picking, 50 Years of Caldicot arch at King George V Playing Fields and memory boxes for Cherry Tree Nursing Home are still in progress.

It was suggested that a launch statement should be created and advertised at the beginning of January 2024 to publicise the event. It was suggested a tree to commemorate the 50th Year of Caldicot could be planted on 1st January 2024 and The Cross monument to be the starting location of the event.

Working Group agreed posters be created and displayed in shops and establishments across Caldicot during the launch.

The poster should include the 50 Years of Caldicot logo surrounded by "Caldicot 50 Years of Town" and "Support your town" text.

It was suggested that Caldicot Fireworks 2024 could be the closing event with a programme created to display the timeline of events and a booking form to be created to prevent events being held at the same time. All events are to be open to the public and advertised using the 50 Years of Caldicot logo. It was noted that organisations should have freedom to create their events and to be guided by Caldicot Town Council only.

Working Group agreed that an advert with the 50 Years of Caldicot logo to be included in The Voice publication be added to Caldicot Town Council website and to include a booking form with logo.

Working Group agreed to add 50 Years of Caldicot logo to letterheads on all letters posted during 2024.

6

To Approve Date of Next Meeting

- Friday 10th November 12:30pm as the date of the next meeting.

Meeting ended 1:40pm.

B

CALDICOT TOWN COUNCIL
Minutes of Allotment Sub-Committee held at 10:00
on Tuesday, 31st October 2023 at Caldicot Town Council

Those present :

Chair : Cllr F Rowberry

Councillors : Cllr M Mitchell

Also in attendance : S King - Clerk, L Wallington - Admin, O W Allotment Rep, S L Allotment Rep

1 Apologies

Apologies received from Cllr J Bond

2 Declarations of Interest

There were no declarations of interest.

3 To receive allotment update

i) Sandy Lane Allotments

Committee received the following updates:

Concerns were raised of allotment plots being not maintained, demoralising for other allotment holders. The Allotment Committee were informed of the three stage process for unsatisfactory plot condition following inspection; three warning letters to rectify allotment plot, plot forfeited, unable to rent allotment plot. Council recently approved maintenance costs to restore overgrown allotment plots at £200.

Committee acknowledged financial implications for Council.

Allotment Committee recommended to Council to implement a 'three strike' system

- Question raised regarding increase of allotment rent to cover expenditure costs. Committee advised that years notice is required to increase price. Committee acknowledged allotment plots are not profit earning and should be self-sufficient. It was noted the allotments provide wellbeing and access to green space. Caldicot is deprived of green space, thus Council do not wish to discourage those requiring green space.

- Concern raised regarding lack of information to allotment holders. Representatives were reminded the minutes are uploaded to TC website enabling allotment holders access to decisions. Committee expressed disappointment regarding lack of attendance from allotment holders during Mayor's Civic Day. Allotment holders not aware of event. Committee suggested personal invitations to allotment holders. Committee expressed desire to encourage partnership with allotment holders and promote allotments. Committee suggested consulting allotment holders in regard to participation in 50 Years of Caldicot Festival.
Allotment Committee recommended to contact allotment holders regarding participation in 50 Years of Caldicot.

- Committee acknowledged allotment holders appreciated trailer for plot clearances at allotment sites.

Allotment Committee recommended to provide trailer for allotments during Summer 2024.

ii) Oakley Way Allotments

Committee received the following updates:

Gap still in hedge, enabling walkthrough access to Dewstow Cemetery. Clerk

advised Committee that Council approved for contractor to install fence. Hedge cut from cemetery side only.

Allotment Committee recommended to contact contractor regarding gap in hedge.

- Concern raised regarding condition of certain allotment plots. Clerk advised that information is confidential. Committee noted three stage process following allotment inspection.

- Question raised regarding installation and maintenance of beehive. Committee informed that Health and Safety Committee advised bees are not manageable due to multiple challenging factors. Committee suggested installation of beehive at community garden development.

Allotment Committee recommended to enquire with Beekeepers Association regarding beehive at community garden.

iii) KGVPF Allotments

No representative to attend.

Renewal of Allotment Terms for 2023/24

Committee were advised of the tenancy agreement conditions. Allotment representatives noted increase in rent for 2024/2025.

Other - at discretion of Chair

Question raised regarding security at Sandy Lane allotments. Reports of burglary and vandalism. Clerk advised that coded padlock trial failed. Allotment representative suggested padlock with key. Clerk advised recommendation is not feasible due to management and amount of allotment holders. Committee advised that burglary and vandalism occurrences to be reported to police.

- **Allotment Committee recommended to install signage notifying allotment holders to shut gates.**

Meeting ended at 11:20am.

C

CALDICOT TOWN COUNCIL
Notes of 50 Years of Caldicot Working Group held at 12:30
on Friday, 10th November 2023 at Caldicot Town Council

Those present :

Chair : Cllr P Strong

Councillors : Cllr W Conniff, Cllr M Mitchell, Cllr M Stevens

Also in attendance : L Wallington - Admin

1 Apologies

Apologies received from Cllr F Rowberry.

2 Declarations of Interest

Cllr Strong declared a prejudicial interest as a member of Friends of Caldicot Library.

3 To Consider Applications Received

Chair informed 50 Years of Caldicot Working Group of Friends of Caldicot Library application. Cllr Strong left the meeting at 12:40pm whilst Working Group considered application. Cllr Strong entered meeting at 12:45pm.

50 Years of Caldicot Working Group recommended to approve the Friends of Caldicot Library application

4 To Discuss - 50 Year Events

50 Years of Caldicot Working Group considered the following suggestions:

- Tree to be planted on 1st January 2024. Working Group noted the difficulty in logistics for date specified. It was suggested grass area opposite The Cross or the front of the Town Council building as location for tree.

50 Years of Caldicot Working Group recommended to consult R Lewis for advice on type of tree.

50 Years of Caldicot Working Group recommended a plaque to be installed on tree.

- Working Group were informed local steelworks company are interested in manufacturing a time capsule. It was suggested contents of time capsule could include memories of 50 years, individual competition entry and one item from each of the Caldicot schools. It was also suggested allowing community to nominate ideas for the time capsule.

WG recommended to consult community to nominate ideas for time capsule

WG recommended to consult schools and invite to participate in competitions

WG recommended for Cllr Conniff consult with funeral directors to advise on location and process of burial

WG recommended for Admin to contact TATA Steelworks requesting manufacture of stainless steel capsule

- Working Group suggested hosting a schools competition for students to submit a piece of work celebrating Caldicot. Venue required to hold exhibition of entries. Prizes to be considered.

WG recommended to contact Caldicot schools to suggest competition ideas

- Working Group suggested for local shops to display 50 Years of Caldicot poster advertising festival.

WG recommended to contact shops regarding display of poster

WG recommended for Admin to create 50 Years of Caldicot advertising poster

- Festival to commence on 1st April 2024. History of Caldicot exhibition at Caldicot Town Council building to launch event.

- Leaflet/Social Media to contain timeline of events, updated as and when.

WG recommended to contact organisations to reserve specified date

- Castle offered to Town Council for date in July.

WG recommended to invite Caldicot Events Committee to next meeting

- Publicity of 50 Years Festival

WG recommended for Admin to create a poster advertising 50 Years of Caldicot Festival, to be displayed in shop windows, establishments, schools and noticeboards

- 50 Years of Caldicot suggested involving Blue Phoenix Jazz Band.

5

To Approve Date of Next Meeting

Next meeting to be held on Friday 12th January at 12:30pm.

Meeting ended at 1:40pm

D

CALDICOT TOWN COUNCIL
Minutes of Town Council held at 18:30
on Wednesday, 29th November 2023 at Caldicot Town Council

Those present :

Chair : Cllr M Mitchell

Deputy Chair : Cllr F Rowberry

Councillors : Cllr W Conniff, Cllr A Easson, Cllr RJ Higginson, Cllr AE Lewis, Cllr G Owen, Cllr W M Sage, Cllr IR Shillabeer, Cllr M Stevens, Cllr P Strong, Cllr R Wilsher, Cllr J Woodfield

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

10849 Apologies

No apologies were received.

10850 Declarations of Interest - to be identified under the relevant item/forms to be complete

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

Cllr F Rowberry declared personal prejudicial interest as a member of Caldicot Town AFC.

10851 Open Forum for public participation [max 15 mins at Mayor's discretion]

Public raised concerns regarding the condition of Caldicot Town Centre and Jubilee Way Toilets. TC council advised Jubilee Way Toilets are funded by Caldicot TC and maintenance by Mon CC with reported maintenance issues now rectified. In relation to the Town Centre, the public were advised the Service Level Agreement is in a trial period, to be reviewed at a later date. Currently no weekend cleaning of the Town Centre is available. Council informed the public of an agreement in place with event organisers to be held responsible for clean-up operations after events on weekends.

10852 To Approve the Minutes

i) Minutes of Full Town Council Meeting 25th October 2023 - Mayor to sign minutes

The Minutes of the Full Town Council Meeting held on 25th October 2023 were approved as a true record and duly signed by the Mayor

ii) Minutes of Extremely Urgent Meeting 2nd November 2023 - Mayor to sign the minutes

The Minutes of the Extremely Urgent Meeting held on 2nd November 2023 and confidential report were approved as a true record and duly signed by the Mayor

iii) Minutes of Estimates Meeting 14th November 2023 - Mayor to sign minutes
It was agreed that details of budget setting process and precept amount would be communicated to the public.

The Minutes of the Estimates Meeting held on 14th November 2023 were approved as a true record and duly signed by the Mayor

10853 To Fix the Precept for submission to Mon CC for 2024/25
In the sum of £451,890 (Four hundred and fifty one thousand eight hundred and ninety pounds)
Town council agreed to set precept for submission to Mon CC £451,890

10854 Planning - Plans may be viewed prior to the meeting at:
<https://www.monmouthshire.gov.uk/view-planning-applications>

A) Planning Applications Received: -

DM/2023/01460: Non material amendment to planning decision DM/2022/00726.
Disused Railway Line, The Pill, Caldicot

APPROVED

DM/2023/01606: Installation of air source heat pump. 4 Swallow Dr, Caldicot

APPROVED

DM/2023/01492: The current fencing directly outside of the Jubilee Way Football Clubhouse is very unsightly, very old and needs urgent replacement. Our plan is to replace this existing barb wired fence, with a more modern wall and integrated railings. Caldicot Town AFC, Jubilee Way, Caldicot NP26 4XB

APPROVED

B) MCC Approved Planning Applications: -

DM/2023/01265: Replace the flat roof on the garage with a pitched roof to run the full depth of the property . Also bring the gable end of the garage roof at the front out to run parallel with the porch also change the garage into another room.
27 Blackbird Road, Caldicot NP26 5RE

[FTC Approved - 27.09.23]

DM/2022/00331: Outline Planning Permission. Development of commercial units suitable for use classes B1, B2 and B8 plus associated external works. Land at Severn Bridge Industrial Estate, Pill Row, Caldicot

[FTC Approved - 30.03.22]

DM/2023/01368: Proposed two storey side extension. 75 Castle Lea, Caldicot
NP26 4PJ

[FTC Approved - 25.10.23]

Town Council noted Monmouthshire CC approved planning decisions

C) MCC Refused Planning Applications: -

DM/2022/00463: Outline Planning Permission. Outline planning permission for the erection of a dwelling at one and a half or two storeys high with all matters reserved for later approval - 27 The Avenue, Caldicot NP26 4AB

[FTC Approved - 27.04.22]

DM/2022/01323: Planning Permission Proposed construction of 2No 2p 1b bungalows and associated external works including carparking an retaining wall. Lands Behind 28 Station Road Station Road Caldicot. (Note that MCC confirmed it was Caldicot (not magor).

[FTC Approved - 26.10.22]

Town Council noted Monmouthshire CC planning decisions

10855 Finance

i) To approve payment schedule October and November 2023
Council resolved to approve payment schedule for Oct and Nov 2023.

ii) To approve purchase of blister pack recycle unit - for trial period of 1 year in partnership with town pharmacist at £148. Council noted the demand for a blister pack recycle unit. The recycle box would be housed at Richelds pharmacy to enable residents to re-cycle any blister packs.
Council resolved to approve

iii) To ratify approval of NJC pay scales - The NJC Pay Award 2023-24 payable to staff (back dated to 1st April 2023)
Council resolved to approve

iv) To resolve date for cessation of reservations Dewstow Cemetery (*Estimates Committee considered 1st December 2023*)
Council advised that there is limited space at Dewstow Cemetery before moving into the new area. Currently 70 reservations are allocated at Dewstow cemetery and if continued, earlier use on the new area sooner than anticipated would be needed.
Council resolved to approve to cease reservations with immediate effect

v) To consider criteria for allotment holder concession charge (*currently retired/unemployed*)
It was suggested that the concession charge criteria should be changed to those in receipt of state pension only or unemployed.
Council resolved to approve

10856 To approve minutes and recommendations of Personnel Committee
Council agreed to move item moved to confidential.

10857 To receive and approve Town Council Annual Report 2022/23
Staff were commended on the production of the Annual Report 2022/23. Council advised the document be made available to the public in both physical and digital copies and published on CTC website.
Council resolved to approve the Town Council Annual Report

10858 To consider and approve Town Council priorities 2023-2027
Council advised the TC Priorities document be made available to the public in both physical and digital copies and published Town Council Website
Council resolved to approve the Town Council Priorities 2023-2027

10859 To note council vacancies for Election for West End & Castle Wards, closing date 8th December 2023
Council acknowledged the error in the item title, Severn Ward instead of Castle Ward.
Council noted the vacancies

10860 To consider Gypsy and Traveller site consultation

<https://www.monmouthshire.gov.uk/housing/gypsy-and-travellers/gypsy-and-traveller-sites-consultation/>

Closing Date 22nd December 2023

Council noted the Traveller site consultation

10861 Members item of business

a) Cllr M Mitchell - memorial plaque
Council resolved to approve

b) Cllr R Wilsher - lack of dog waste bins in new housing estates
Council agreed to provide a dog waste bin with consideration given to the location and vehicular access. Council suggested relocation of a dog waste bin preferred, if practical to do so.
Council resolved to approve. Cllr Rowberry and Cllr Wilsher to consider location.

c) Cllr J Woodfield - Bridges Dental Practice
Council identified the dental care crisis within Caldicot and wish to support Caldicot residents in regard to dental care.

Council resolved to approve the following:

- Letter of support to be written to Bridges Dental
- Letter to be sent to Aneurin Bevan University Health Board to express concerns
- Letter of support for Bridges Dental and concerns expressed to be sent to J Griffiths MS
- Letter of support for Bridges Dental and concerns expressed to be sent to Community Health Council
- Letter of support for Bridges Dental to be sent to Welsh Government

10862 To Approve Utilisation of Allotment Support Grant (to be completed by April 2024)

Town Council considered the finance process of the grant with funds released in arrears. Confirmation of the grant is required, but not as yet received from Monmouthshire CC, before commencing work.

Council noted the application for Allotment Support Grant is on hold, awaiting confirmation from Monmouthshire County Council

10863 Reports

a) Reports from Town Council representatives on Outside Bodies
CCTV - Council were informed that all cameras are working except for West End. Council raised concerns of not being informed when cameras are not working and lack of access to information regarding camera footage. Council discussed the CCTV cameras in the village and noted that they do not provide enough evidence. It was suggested the Deputy Clerk contact the CCTV unit for a service update.
Council resolved to agree communication with CCTV unit for further information.

b) Governors Reports
No report received.

c) Police Report
No report received.

d) Reports from County Councillors (dual hatted) to update on Mon CC matters of interest.

Update was given in relation to Levelling Up Bid which had been unsuccessful in Caldicot. Disappointment was expressed that Caldicot Town Council had not been consulted on the plan.

e) Members Items for Website

Mayor suggested Caldicot Christmas Lights Switch On article to be uploaded
Council resolved to approve

f) Other

Councillor interested to engage with youth councils and student councils. Council suggested contacting Caldicot Comprehensive School for report. Council suggested contacting MCC Councillor L Dymock regarding representation at Caldicot Comprehensive School.

Council resolved to approve for a letter to be sent to Deputy Head at Caldicot Comprehensive School and MCC Councillor L Dymock

10864 To receive Clerk's report - Subscriptions, Correspondence, Publications, Minutes

No report due to vacant Clerk post.

10865 To Resolve - 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.

10866 To consider revised quotation for Town Council building development

Town council considered revised quotations relating to the TC development
Town Council resolved to approve quotation for TC building development and toilet work - £104,578.17 & VAT - Bemrig Group Ltd

Town Council considered quotations for structural engineer quotation relating to TC development

Town Council resolved to approve quotation - £725.00 - JAC Structural Engineering Ltd

Town Council considered quotations for temporary relocation of office and assets relating to TC redevelopment

Town Council resolved to approve quotation - £600.00 - Chepstow Removals

Council recommended the Mayor, Deputy Mayor and Deputy Clerk have powers of decision making due to time constraints and restrictions, in relation to the TC move to the temporary location.

Council resolved to agree that Mayor, Deputy Mayor and Deputy Clerk to have powers to agree adhoc quotations in relation to the relocation costs

10867

To consider Confidential Report of Personnel Committee meeting held 15th November 2023

Town Council resolved to approve confidential report of Personnel Meeting 15th November 2023.

Council agreed -

- 1) Change job title and hours of clerk post**
- 2) Office opening times**
- 3) Temporary Renumeration for staff covering in the absence of a Town Clerk**

The meeting ended at 8:45pm.

E

CALDICOT TOWN COUNCIL
Minutes of Personnel Committee held at 10:00
on Tuesday, 12th December 2023 at Caldicot Town Council

Those present :

Chair : Cllr M Mitchell

Councillors : Cllr W Conniff, Cllr A Easson, Cllr RJ Higginson, Cllr P Strong, Cllr J Woodfield

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

1 Apologies for Absence

Apologies were received from Cllr Owen and Cllr Rowberry.

2 Declarations of Interest

No declarations of interest were received.

3 To Resolve - 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.

4 Staffing Update

i) To consider Town Council Building cleaning schedule and security during temporary closure of the building.

i) Personnel Committee acknowledged that an increased cleaning regime/hours could be needed once the Town Council building reopened after the building redevelopment.

It was suggested that three month notice on current contract should be given, with a new devised contract to be agreed upon reopening of the building.

Personnel Committee also considered the security schedule and it was suggested that as the building attendant is a contractor, they would not receive pay during the temporary closure and resume when the building reopens.

Personnel Committee recommended that:

- **Notice of contract be issued to cleaning staff.**
- **Salary to continue during temporary closure.**
- **Contract review to be held and updated on return to post once the building is reopened.**

ii) To consider staff contracted hours

Deputy Clerk and Admin left the room at 10:15am, due to confidential nature of item.

Meeting ended 10:50am

F

CALDICOT TOWN COUNCIL
Minutes of Extraordinary Meeting of Town Council held at 11:00
on Tuesday, 12th December 2023 at Caldicot Town Council

Those present :

Chair : Cllr M Mitchell

Deputy Chair : Cllr F Rowberry

Councillors : Cllr W Conniff, Cllr A Easson, Cllr RJ Higginson, Cllr IR Shillabeer, Cllr M Stevens, Cllr P Strong, Cllr R Wilsher, Cllr J Woodfield

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

10868 Apologies

No apologies were received.

10869 Declarations of Interest - to be identified under the relevant item/forms to be complete

No declarations of interest were received.

10870 To Approve Utilisation of Allotment Support Grant (to be completed by April 2024)

Town Council considered the confirmation received from Mon CC in regard to grant funding being released in arrears and paid back upon completion of works, by the end of the financial year.

Council resolved to approve the utilisation of Allotment Support Grant for allotment project work to commence and complete by March End 2024.

10871 To Resolve - 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.

10872 To Consider - Project Management of Town Council Building

i) Council considered the project management of the Town Council Building redevelopment being carried out by the qualified architect from Maison Designs. To act as the contract administrator for the project until completion, to be the contact point to the builder, to advise and oversee the work ensuring completion as per the drawings specification.

Council were asked for two representatives from the Town Council Building Working Group to liaise with contract administrator.

- **Council resolved to approve Maison Design to project manage the Town Council building redevelopment project.**
- **Cllr Mitchell and Cllr Rowberry to be Town Council Building representatives.**

ii) Urgent Extra Item added at the discretion of the Chair.

Item added due to urgency of recommendations following Personnel Committee meeting prior.

Personnel Committee discussed the cleaning and security schedule during the redevelopment works and suggested increased hours/cleaning may be needed when the building reopens.

It was recommended to Council that cleaning staff be given three months notice of current contract with pay, and a contract review take place in three months time in relation to possible updated cleaning schedule.

Council resolved to approve notice to staff member and to review the current contract in three months.

Personnel Committee discussed the contracted hours of admin staff. It was recommended to Council that staff working more than the contracted 35 hours should take additional hours as time in lieu, with a review of increasing contracted hours to 37 hours per week to be held at a later date.

Council resolved to approve staff taking additional hours as time in lieu and for a review of contracted hours to be held at a later date.

Cllr Strong and Cllr Easson left the meeting at 12 noon.

Meeting ended 12:10pm.

G

CALDICOT TOWN COUNCIL
Minutes of Extraordinary Meeting of Town Council held at 13:00
on Thursday, 11th January 2024 at Caldicot Town Council

Those present :

Chair : Cllr M Mitchell

Deputy Chair : Cllr F Rowberry

Councillors : Cllr W Conniff, Cllr A Easson, Cllr G Owen, Cllr IR Shillabeer, Cllr M Stevens, Cllr R Wilsher

Also in attendance : L Gillespie- Dep Clerk, L Wallington - Admin, A Wilson - Locum Clerk

10873 Declarations of Interest - to be identified under the relevant item/forms to be complete

Mayor M Mitchell welcomed Locum Clerk A Wilson to Caldicot Town Council.

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

10874 Apologies

Apologies were received from Cllrs RJ Higginson, J Bond, P Strong, J Woodfield and A Lewis.

10875 Co-Option of Town Councillor

Town Council considered applications for co-option to Severn Ward and West End Ward, Caldicot Town Council.

Town Council resolved to co-opt to Caldicot Town Council. It was agreed that the vacancy in Severn Ward would be represented by A Mayo and the vacancy in West End Ward would be represented by R Grumbach.

R Grumbach and A Mayo signed declaration of acceptance.

10876 To note MCC Grounds Maintenance Fees 24/25

Council were advised the advanced notice received was not an invoice but a notice for payment due in October 24. Town Council raised concerns of "weather conditions" definition and expressed clarification of term. Town Council expressed a concern of the cleaning organisation name and requested a change from "Caldicot Town Team" to "Severnside Team". Council requested monthly meetings with N Leaworthy to receive regular updates.

Council resolved to agree to arrange to meet N Leaworthy to discuss Grounds Maintenance Fees and to request change of name from Caldicot Town Team to Severnside Team.

Council noted the MCC Grounds Maintenance Fees for 2024/25.

10877 Planning - Plans may be viewed prior to the meeting at:

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

A) Planning Applications Received: -

DM/2023/01620: New residential development. 81 Newport Road, Caldicot

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. Amendment Details: layout plans revised in relation to highways concerns

DM/2023/01768: Single storey rear extension with a gable pitched roof and velux rooflights, and a single storey side extension to an existing side extension to form a ground floor wc. The application also includes a flat roofed outbuilding to incidental to the host dwelling, it measures 40sqm internally. 9 The Avenue, Caldicot, NP26 4AB

DM/2024/00005: Proposed ground and first floor rear extension. 1 Severn View, Caldicot, NP26 4AD

Due to technical issues with third party systems, Council were unable to view any of the application plans.

Council agreed to defer all above planning applications to Full Town Council 16.01.24

B) MCC Approved Planning Applications: -

DM/2023/01460: Non material amendment to planning decision DM/2022/00726. Disused Railway Line, The Pill, Caldicot

[FTC Approved - 29.11.23]

Council noted the MCC approved planning application

DM/2023/01492: The current fencing directly outside of the Jubilee Way Football Clubhouse is very unsightly, very old and needs urgent replacement. Our plan is to replace this existing barb wired fence, with a more modern wall and integrated railings. Caldicot Town AFC, Jubilee Way, Caldicot NP26 4XB

[FTC Approved - 29.11.23]

Council noted the MCC approved planning application

DM/2023/01259: Change of use from A1 retail unit to mixed use - D2 (part) soft play and skate park, D1 community hub as well as the original A1 use. Core Shop - Caldicot Town Team, 43 Newport Road, Caldicot NP26 4BG

[FTC Refused - 25.10.23]

Town Council expressed concerns that Council's decision was not taken into consideration.

Council noted the MCC approved planning application

DM/2023/00976: Dig out front garden to facilitate off-road parking. 4 Tennyson Road, Caldicot NP26 4LJ

[FTC Approved - 25.10.23]

Council noted the MCC approved planning application

DM/2023/01186: A garage built on my property in rear garden. 21 Birbeck Road, Caldicot NP26 4DX

[FTC Approved - 25.10.23]

Council noted the MCC approved planning application

10878 Members item of business

a) Cllr Easson - KGVPF Gates

Council noted KGVPF gates remain closed to prevent vandalism, of which occurred in a previous year. Council acknowledged the public concern for accessibility to KGVPF. Council were informed that the previous decision to install a height restricted barrier was not possible due to the structure of the gates being incapable of withstanding weight and height restricted barrier not practical for maintenance contractor or emergency services. Council raised a concern that height of barrier may encourage anti-social behaviour. Town Council considered a pedestrian slope in replacement of height restricted barrier.

Council agreed to defer item to Health and Safety Committee to consider a pedestrian slope

Council resolved to agree for Locum Clerk to research Community Ownership Fund

10879 To note next Full Town Council meeting date:

Members were advised the date of the next Full Council Meeting that was originally dated **Wednesday 24th January 2024**, will now be held on **Wednesday 31st January 2024**.

Council resolved to agree to amend the date to Wednesday 31st January 2024

Meeting ended 14:00pm

H

CALDICOT TOWN COUNCIL
Notes of 50 Years of Caldicot Working Group held at 12:30
on Friday, 12th January 2024 at Caldicot Town Council

Those present :

Chair : Cllr P Strong

Councillors : Cllr W Conniff, Cllr M Mitchell, Cllr R Wilsher

Also in attendance : L Wallington - Admin, Events Comm Rep

1 Apologies

Apologies were received from Cllr M Stevens.

2 Declarations of Interest

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

3 To Update

50th Years Working Group considered applications received:

- Working Group raised a concern in regard to The Arts Society Monmouthshire application. Clarification is needed in regard to requirements from Monmouthshire Arts Society, not able to claim for staffing/training.

Working Group recommended to contact The Arts Society Monmouthshire to clarify details

- Working Group considered Caldicot Musical Theatre Society application requesting funding for subsidised tickets. Clarification of requirements from CMTS is needed. Working Group offered to purchase certain items for CMTS, providing a list of prices for materials, equipment and printing is supplied.

Working Group recommended Cllr Strong to contact CMTS to clarify requirements

- Working Group considered Friends of Caldicot Library application. Cllr P Strong declared an interest and left meeting at 12:40pm. Cllr Strong re-entered meeting at 12:45pm.

Working Group recommended to approve Friends of Caldicot Library application

Cllr Strong informed Working Group of Council events:

- Working Group considered planting a tree to commemorate the 50th anniversary of Caldicot, with a plaque to state *"This tree was planted April 2024 to commemorate the 50th Anniversary of Caldicot gaining town status"*.

Working Group recommended tree to be planted at Caldicot Town Council building April 2024, renovation work permitting

Working Group recommended to consult with R Lewis regarding procurement of tree, type of tree and plaque for tree

- Working Group were updated on the progress of the time capsule. TATA Steelworks agreed to manufacture steel container. Working Group considered consulting with local funeral directors to obtain advice on safety of contents. Contents to be considered at a later date. WG suggested the new 'Community Garden to the rear of the TC building, could be a location for the time capsule. Time capsule to be planted end of 2024 to allow contents to be collated. WG suggested

involving local schools, with "What will Caldicot be like in 50 years?" competition. Working Group recommended Cllr Conniff to consult with TATA Steelworks and funeral directors regarding manufacture of time capsule and safety of contents

WG recommended the size of the time capsule to be 1m x 0.5m x 0.5m

WG recommended schools to be contacted after manufacture of time capsule

- Working Group considered a school competition and suggested the following:
 - Individual competition to consist of "What will Caldicot be like in 50 years?" or "Caldicot Now" providing emphasis on current environmental issues and future progress. Various formats (media/poster/artwork/story) of competition material will be accepted. WG considered prizes for competition and suggested the following; first place to the value of £50, second place to the value of £30 and third place to the value of £20. Working Group proposed that schools can submit three entries.
 - School team competition "Investing in the future". A sculpture/model/artwork emphasising environmental issues, to be created by whole school using scrap material. Materials to be provided by Town Council. Working Group considered prizes for competition and suggested an environmental object to the value of £500.
 - Deadline for both competitions to be end of June. Exhibition at Town Council building to display entries. Community groups will not be impacted. Winners announced in July.

Working Group recommend for Cllr Wilsher to contact schools to discuss feasibility of competitions

Working Group were informed that utilisation of Caldicot Castle has been offered free of charge for Saturday 13th July 2024 and the following suggested:

- "Created in Caldicot" A fayre exhibiting local craft shops/businesses/individuals. Demonstrations of craft to be provided with ability to sell wares. Free of charge to set up and sell items. Concerns raised over insurance, liability, waste management, security and medical costs.
- "Tribute band at Castle" Working Group discussed logistics of hosting event, estimation of £15,000 to £20,000. Working Group suggested tickets to be sold at £30 to cover costs. Working Group advised that risk of financial loss is high.

Working Group recommend Caldicot Events Committee to approach Castle Rock to enquire if Caldicot can participate

Working Group recommend to defer Caldicot Castle item to following 50 Years of Caldicot Working Group meeting

4

To Approve Date of Next Meeting

The date of next meeting would be held on Friday 9th February at 12:30pm.

Meeting ended 1:50pm

I

CALDICOT TOWN COUNCIL
Minutes of Extraordinary Meeting of Town Council held at 18:30
on Tuesday, 16th January 2024 at Caldicot Town Council

Those present :

Chair : Cllr M Mitchell

Deputy Chair : Cllr F Rowberry

Councillors : Cllr J Bond, Cllr W Conniff, Cllr A Easson, R Grumbach, Cllr RJ Higginson, A Mayo, Cllr IR Shillabeer, Cllr M Stevens, Cllr P Strong, Cllr R Wilsher

Also in attendance : Maison Design, L Gillespie- Dep Clerk, L Wallington - Admin, A Wilson - Locum Clerk

10880 Apologies

Apologies were received from Cllr AE Lewis, Cllr G Owen and Cllr J Woodfield.

10881 Declarations of Interest - to be identified under the relevant item/forms to be complete

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

10882 Planning - Plans may be viewed prior to the meeting at:

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

A) Planning Applications Received: -

DM/2023/01620: New residential development. 81 Newport Road, Caldicot

Council resolved to object on the grounds of obstruction of Public Right of Way not publicised

[Refused]

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. Amendment Details: layout plans revised in relation to highways concerns

Council considered the amendments. Council noted objection of application from several Councillors. Cllr Easson expressed they had abstained during a MCC Planning Committee meeting. Council acknowledged that original promise of land not upstained by MCC.

Council resolved to agree the following:

- **No decision, due to Mon CC approval of planning application**
- **To write to Mon CC expressing disapproval and disappointment due to the lack of consultation and communication with Caldicot Town Council**
- **To write to Mon CC expressing organisation of the consultation before the festive period was not satisfactory**

[No Decision]

DM/2023/01768: Single storey rear extension with a gable pitched roof and velux rooflights, and a single storey side extension to an existing side extension to form a ground floor wc. The application also includes a flat roofed outbuilding incidental to the host dwelling, it measures 40sqm internally. 9 The Avenue, Caldicot, NP26 4AB

Council resolved to agree to organise a site visit to view proposed

development

[Approved]

DM/2024/00005: Proposed ground and first floor rear extension. 1 Severn View,
Caldicot, NP26 4AD

[Approved]

10883 To Resolve - 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.

10884 To consider revised quotation for Town Council building development

Council considered the additional cost to Main entrance, due to additional changes and reconfiguration.

Council resolved to agree to approve the revised quotation

Council resolved to agree to delegate powers to TC Building Working Group, to make adhoc decisions up to and including £5,000 excl VAT total expenditure

Meeting ended at 7:10pm

J.

CALDICOT TOWN COUNCIL
Minutes of Grants Committee held at 10:00
on Thursday, 25th January 2024 at Caldicot Town Council

Those present :

Chair : Cllr F Rowberry

Councillors : Cllr W Conniff, Cllr RJ Higginson, Cllr M Mitchell, Cllr P Strong

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

1 Apologies

Apologies were received from Cllrs M Stevens, W M Sage and F Rowberry.

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

Cllr RJ Higginson declared a personal interest in Blue Pheonix Jazz Band.

3 To consider the attached schedule of applications:

i) Severn Area Rescue Association (SARA)

Amount requested - £900.00

Grants Committee resolved to recommend to Council to award 50% of requested grant - £450.00

ii) Blue Phoenix Jazz Band

Amount requested - £1,500.00

Cllr RJ Higginson left the meeting at 10:05am

Grants Committee resolved to recommend to Council to award 50% of requested grant - £750.00

Grants Committee resolved to recommend to invite Blue Phoenix Jazz Band to participate in 50 Years of Caldicot Festival

iii) Caldicot Youth Group

Amount requested - £5,000.00

Cllr RJ Higginson rejoined the meeting at 10:10am

Grants Committee acknowledged that grant donation to be made in April 2024.

Grants Committee resolved to recommend to Council to award 100% of requested grant - £5,000.00

iv) Caldicot Youth Group

Amount requested - £7,000.00

Grants Committee resolved to recommend to Council to defer and invite Caldicot Youth Group representative to next meeting

Meeting ended at 10:30am.



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

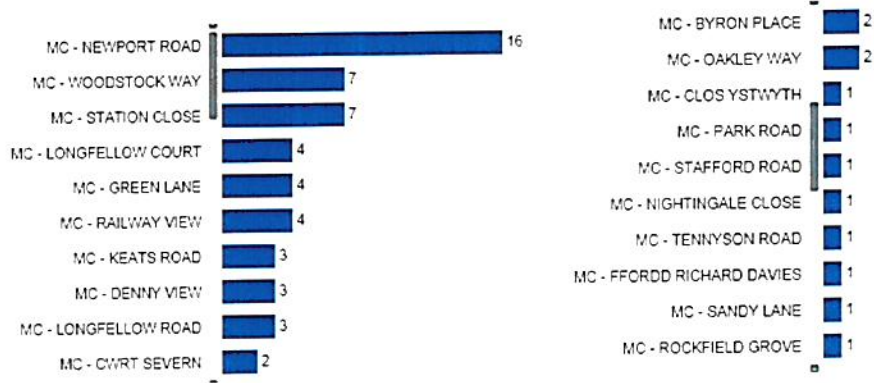
Monmouthshire South Monthly Update DECEMBER 2023

K



WARD NAME
Caldicot

Crime in Caldicot in December/January 23

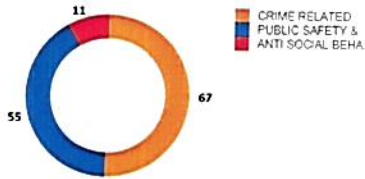


For December/January Caldicot the main bulk of the crime has been in the town centre around the pubs and the supermarkets.



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

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.

Report completed by Michael Martin CO164

Monmouthshire South Neighbourhood POLICING TEAM

Social media

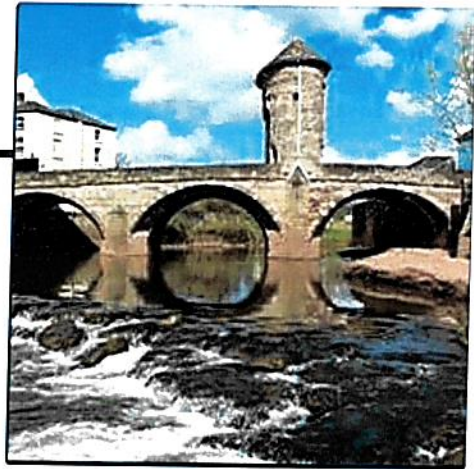


@gwent.pnn.police.uk



PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

Monmouthshire South Monthly Update
1st JANUARY 2024



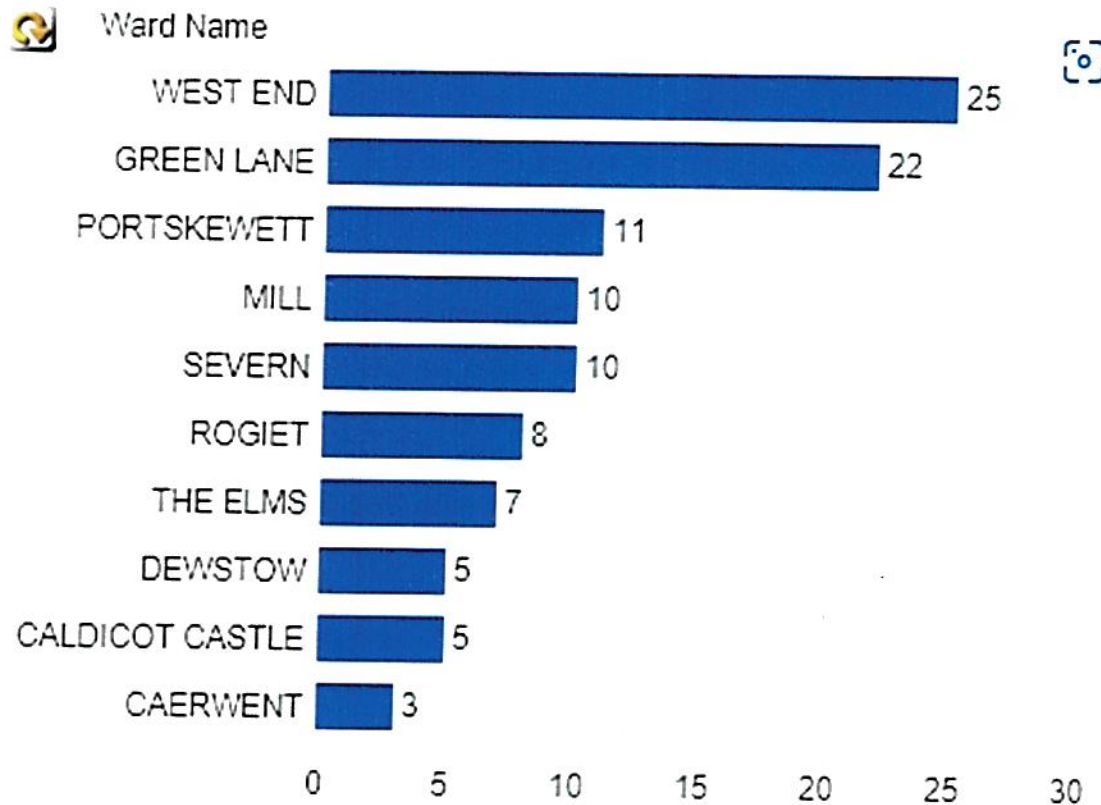
K

WARD NAME

Caldicot Town Council Meeting – All Caldicot Wards

Crime in Caldicot Ward Areas in December 2023

Crime by Geography (106)





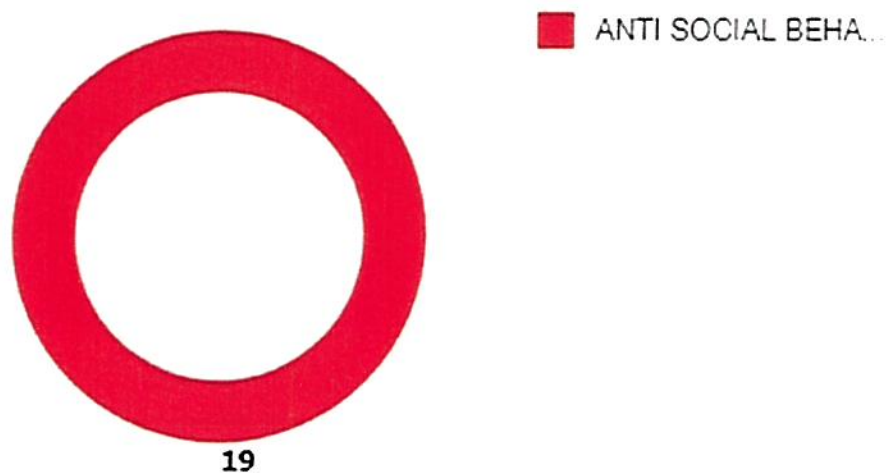
PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

January. Most of the residential burglaries relate to one premises we are working with the victim to carry out crime prevention.

Current ASB issues and areas: -

In the Caldicot area we received 421 calls to the police. 19 of which related to anti-social behaviour. Of the 19 two were repeat calls with two calls each and the other were single incidents of ASB.

Incidents by Category



Data for November 2023:-

INTERNAL COMMITTEES 2023/24

Health & Safety Committee	(6)	Cllrs A Easson, RJ Higginson, A Lewis, M Mitchell, F Rowberry, R Wilsher
Personnel Committee [Includes Mayor/Deputy]	(7)	Cllrs W Conniff, A Easson, RJ Higginson, M Mitchell, G Owen, F Rowberry, P Strong
Planning & Resources	(16)	ALL TOWN COUNCILLORS
Cemetery, Finance, Estimates	(16)	ALL TOWN COUNCILLORS
Cheque Signatories [Not a Committee] Excluding Clerk - also to be signatory Excluding Deputy Clerk - also to be signatory in the absence of the Clerk	(4)	Cllrs A Easson, M Mitchell, P Strong
Bank Signatory [not a cheque signatory]		Cllr F Rowberry
EXTREMELY URGENT COMMITTEE [PLENARY]	(3)	Mayor/Deputy + 2 Cllrs
Planning Applications of Urgent Nature [Including a holiday period]	(3)	Mayor/Deputy + 2 Cllrs
Grants Committee	(7)	Cllrs W Conniff, RJ Higginson, M Mitchell, F Rowberry, W Sage, M Stevens, P Strong
King George V Playing Fields Trustee		TOWN COUNCIL IS TRUSTEE

Working Groups

Compound Working Group	(7)	Cllrs W Conniff, RJ Higginson, M Mitchell, F Rowberry, M Stevens, P Strong, VACANCY
Climate Change Working Group	(8)	Cllrs J Bond, W Conniff, RJ Higginson, A Lewis, M Mitchell, P Strong, R Wilsher, VACANCY
Town Council Building Working Group [plus Clerk/Deputy Clerk]	(6)	Cllrs W Conniff, A Easson, RJ Higginson, M Mitchell, F Rowberry, R Wilsher
Allotments Committee	(5)	Cllrs J Bond, M Mitchell, F Rowberry, VACANCY, VACANCY
50 Years of Caldicot Working Group	(6)	Cllrs W Conniff, M Mitchell, F Rowberry, M Stevens, P Strong, VACANCY

CALDICOT TOWN COUNCIL
FULL COUNCIL MEETING
WEDNESDAY 31ST JANUARY 2024

Agenda item no.: ...10

Training

Background

In talking with the Mayor, we felt that training for all Councillors, whether you are a new Councillor or an experienced would be beneficial to everyone.

Members are asked to note the following in "The Local Government and Elections (Wales) Act 2021" Chapter 5 – Training:

5.1. states: Community councils and their staff should seek to equip themselves to be as effective and efficient as possible when exercising functions. Councils should regularly review whether there are opportunities to improve their administration and governance so that they are better able to perform their responsibilities and serve their communities.

5.4 Purpose of the training plan states: Planning for the provision of training can be carried out in a proportionate way, taking into account factors such as the activities undertaken by that council, the current expertise of councillors and clerks and the nature and significance of any training needs identified. Overall, the intention is that the preparation of a training plan would support councillors to have the relevant training to carry out their role - as well as professional clerks and other employees.

Information

In considering the options and opportunities in the first instance the following training has been arranged and all Members are encouraged to attend.

Each session will be approximately 1 hour 30 mins.

Law and Procedures

Friday 10th February at 10 a.m.

Wednesday 21st February at 3.45 p.m.

Roles and Responsibilities

Wednesday 21st February at 5.30 p.m.

Thursday 22nd February at 10 a.m.

Code of Conduct / Declarations of Interest / Hospitality Gifts

Wednesday 6th March at 5.30 p.m.

Thursday 7th March at 10 a.m.

Chairmanship will take place after the Annual Meeting in May.

Way Forward

Members are therefore asked to consider this report and e mail the Clerk as to which training session they may be able to attend. E mail is clerk@caldicottc.org.uk .

Ann Lloyd CBE, Cadeirydd | Chair

☎ 01633 435 957

✉ Ann.Lloyd@wales.nhs.uk

Nicola Prygodzicz, Prif Weithredwr | Chief Executive

☎ 01633 435 958 🐦 CEOabuhb

✉ Nicola.Prygodzicz@wales.nhs.uk



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Aneurin Bevan
University Health Board

Our ref: **MS-MP 24-023**

Thursday 18 January 2024

Private and Confidential

Caldicot Town Council

Sent by email to: towncouncil@caldicotc.org.uk

Dear Caldicot Town Council

Re: Bridges Dental Practice

Thank you for your letter dated 20 December 2023 in regards to the letter you received in relation to Bridges Dental Practice, following the changes in services demands and changes within the Contract Reform.

We can confirm that Bridges Dental Surgery notified the Health Board of their intention to terminate their NHS General Dental Services Contract with effect from 1st April 2024. In the interim period until 31st March 2024, the practice will continue to deliver NHS General Dental Services to its current patient list and the Health Board has agreed to work with the practice to ensure that service provision is not affected during this period.

For background, the Health Board commissions General Dental Services (GDS) from independent contractors, through The National Health Service (NHS) GDS Contracts (Wales) Regulations 2006. This contract is based on activity targets known as Units of Dental Activity (UDA). Welsh Government acknowledged that the contractual system needed reform on the basis that the previous arrangements did not encourage needs-led care, prevention, or make the best use of the skills of the whole dental team. As such, the Contract Reform Programme commenced in 2017.

The Contract Reform Programme was delayed as a result of Covid; however, this was re-established in 2022/23 and has continued to evolve in 2023/24. From 1st April 2022, the Contract Reform Programme restarted with new guidance issued by Welsh Government. Practices were given the option to "opt in" to Contract Reform and work towards the delivery of nationally agreed metrics or revert back to UDA delivery.

Bridges Dental Surgery confirmed their choice to opt in to Contract Reform between April and December 2022 and were therefore monitored and managed on this basis during this period.

Welsh Government implemented metrics to manage commissioned services in line with its contract reform, with a stipulated tolerance of 5% to each. However, as a result of ongoing challenges

Bwrdd Iechyd Prifysgol Aneurin Bevan
Pencadlys, Ysbyty Sant Cadog
Ffordd Y Lodj, Caerllion, Casnewydd NP18 3XQ

☎ 01633 436 700 f BwrddIechydPrifysgol 🐦 BIPAneurinBevan

Rydym yn croesawu gohebiaeth yn Gymraeg a byddem yn ymateb yn Gymraeg heb oed.
Bwrdd Iechyd Prifysgol Aneurin Bevan yw enw gweithredol Bwrdd Iechyd Lleol Prifysgol Aneurin Bevan.

Dyfodol Clinigol
Clinical Futures

Aneurin Bevan University Health Board
Headquarters, St Cadoc's Hospital
Lodge Road, Caerleon, Newport NP18 3XQ

☎ 01633 436 700 f AneurinBevanHealthBoard 🐦 AneurinBevanUHB

We welcome correspondence in Welsh and we will respond in Welsh without delay.
Aneurin Bevan University Health Board is the operational name of Aneurin Bevan University Local Health Board.

against the agreed metrics/UDA target and, as the practice had under-performed against these, despite the mitigation provided Bridges Dental Practice would be subject to financial recovery.

This process has been applied consistently to all dental practices within Aneurin Bevan University Health Board and in all circumstances, financial recovery has been applied and managed in accordance with Welsh Government guidance and NHS GDS regulations.

Bridges Dental Practice were provided with the options available for financial recovery again and were asked to confirm by 6th October 2023 to allow for a five-month recovery period. The Health Board also made several attempts to arrange a meeting with Bridges Dental Practice to discuss the position and emails were sent on 27th September 2023 and 16th October 2023 to this effect. However, as no response had been received by the 6th October, a further letter was sent on 27th October, advising that the Health Board would commence financial recovery from December 2023 with a repeated offer to meet to discuss.

The practice was also advised that the Health Board's aim is to resolve any GDS contractual issues through local resolution, however, if they remained dissatisfied with the outcome, then they could formally raise an appeal with Welsh Government, in accordance with the NHS Dispute Resolution Procedure.

Bridges Dental Practice responded on 27th October, where they confirmed that they wish to dispute the financial recovery and requested an urgent meeting with the Health Board. Subsequently, a meeting was arranged for 9th November 2023 with Victoria Taylor, Head of Primary Care and Rachel Prangle, Deputy Head of Primary Care.

Dr Melhuish-Thomas and Dr Shaw, along with their Practice Manager Nicola Mahoney, attended the meeting. During this meeting, the practice outlined their frustrations and disappointment with Contract Reform expectations and the financial impact it would have on the practice. Whilst these issues were acknowledged, the contractual position was stated and confirmation provided that, where practices had underperformed, then the Health Board is required to ensure all public money is recovered within the financial year. The practice was advised of the next steps, should they wish to appeal this decision with Welsh Government.

The Health Board received notification from Dr Shaw and Dr Melhuish-Thomas of their intention to reduce their NHS dental provision with effect from the 1st January 2023. This would result in approximately 7,000 patients being without access to NHS dental Care. They also advised that they would "opt out" of the Contract Reform Programme from this date and revert to UDA delivery.

Upon receipt of the notification, the Health Board implemented the Variation and Termination policy, with the aim being to secure alternative NHS dental provision, from existing practices, for those patients affected by the change. In accordance with the policy, the Health Board undertook an expression of interest exercise and, following a robust process, successfully secured alternative arrangements for all of those affected, ensuring that they were not left without access to NHS dental care. Formal communication was issued to the patients, local elected Members and the practice.

Patients were allocated to the following practices:

Blaenau Gwent	8 patients	Smart Smiles, Newbridge (Interim measure until provider opens a brand-new practice in Ebbw Vale from the 1 st April 23)
Caerphilly	43 patients	The Grove Dental Practice, Ystrad Mynach
Monmouth	5795 patients	Trefynwy Dental Practice, Monmouth
Newport	780 patients	Cox and Hitchcock, Cardiff Road, Newport
Torfaen	111 patients	St Julians Dental Practice, Caerleon Rd, Newport

Paid Expenditure Transactions

paid between 23/11/23 and 18/01/24

Start of year 01/04/23

Payment Reference	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
2311234	23/11/23	20869	£68.99	£0.00	ADMIN	Expenses	1100/16
BACS031223	03/12/23	20930	£677.00	£0.00	ADMIN	Mayor's Charity Acct	1100/25
BACS0412231	04/12/23	20864	£897.00	£0.00	FACS	Mon CC	2400/11
BACS0412232	04/12/23	20887	£1,532.40	£255.40	FACS	Merlin Waste	2240
BACS0412233	04/12/23	20885	£2,236.72	£372.78	FACS	Carefully Memorials	2100/4
BACS0412234	04/12/23	20883	£82.29	£13.71	ADMIN	Solutions In Technology Ltd	1100/4
BACS0412235	04/12/23	20882	£114.00	£0.00	ADMIN	One Voice Wales	1100/13
BACS0412237	04/12/23	20886	£228.28	£38.05	ADMIN	Brighter Bills Ltd	1100/1
BACS0412238	04/12/23	20879	£993.49	£165.58	KGVPF	Peter Villars Landscapes	5140
BACS0412239	04/12/23	20876	£48.00	£0.00	FACS		2400/2
BACS0512231	05/12/23	20889	£1,822.50	£0.00	FACS	Rob Lewis	5090
BACS0801241	08/01/24	20944 222406	£367.99	£61.33	FACS	Solutions In Technology Ltd	1100/4
BACS0801242	08/01/24	20922	£96.00	£16.00	FACS	Maison Design	2400/11
BACS0801243	08/01/24	20919	£993.49	£165.58	KGVPF	Peter Villars Landscapes	5140
BACS0801244	08/01/24	20920	£1,848.00	£308.00	FACS	Merlin Waste	2240
BACS0801245	08/01/24	20921	£1,972.50	£0.00	FACS	Rob Lewis	5090
BACS1201241	12/01/24	20928	£65.00	£0.00	ADMIN	The Lychgate Guest House	1000/3
BACS1201243	12/01/24	20925	£173.64	£28.94	ADMIN	Apex Computer Services	1100/5
BACS1312231	13/12/23	20893	£146.56	£24.43	ADMIN	Brighter Bills Ltd	1100/1
BACS1312232	13/12/23	20892	£5,000.00	£0.00	CWB	Mon CC	2300
BACS1312233	13/12/23	20896	£13.50	£0.00	ADMIN	Expenses	1100/14
BACS1312234	13/12/23	20895	£13,500.00	£2,250.00	FACS	City Illuminations	2210
BACS1312235	13/12/23	20891	£173.64	£28.94	ADMIN	Apex Computer Services	1100/5
BACS1312236	13/12/23	20946 222402	£29.76	£4.96	FACS	DJB Cleaning Supplies Ltd	2400/9
BACS1312237	13/12/23	20945 222400	£44.40	£133.00	FACS	Steroplast Healthcare Ltd	2495

Mayor's Civic expenses (receipt attached)
 Wreath making & Xmas stall - fund raising
 Building Regulations Application Fee -
 FP/2023/00621 Internal alterations. Inv:01/12/2023

Dog Waste Collections in Caldicot. Inv: 1590
 Cemetery maintenance & required works. Inv: 2100/4
 Photocopier Equipment
 Clr Training

Telephone charges - Inv: 1042452
 Maintenance of Bowling Green - Inv: 4616
 TC Building key attendant - opening / closing for groups
 Grounds Contractor - Nov 2023
 Relocation and installation of photocopier & charges
 Alterations to New Entrance at TC Building, Sandy Lane, JCT Contract. Inv: M/2059

Dec Bowling Green maintenance. Inv: 4623
 Jan maintenance and removal
 Contractor maintenance works - Dec 2023. Inv: 0215
 Locum Clerk Accommodation

Monthly 365 office, email, spam filtration
 Telephone Charges - Nov 2023 Inv: 1046370
 Play funding for 23/24 Monlife Play

Cab AGM Travel Expenses
 Caldicot festive lights
 Monthly 365, office, email, spam filtration. Inv: 60602
 Cleaning materials

Replenish defib stock Stat Pads, AED

BACS1512231	15/12/23	20890	£221.10	£10.52	£210.58	FACS	British Gas	Gas supply for Caldicot Town Council Building	2400/5
BACS1601241	16/01/24	20932	£216.00	£0.00	£216.00	CWB	Events ML Limited	Remembrance Service	3040
BACS1601242	16/01/24	20933	£312.50	£0.00	£312.50	FACS	L Watkins	Opening /Closing Dewstow Cemetary gates. 1st	2100/3
BACS1712231	17/12/23	20907	£70.26	£1.03	£69.23	FACS	British Gas	Elect Bill – Public Toilets	4090/7
BACS180124	18/01/24	20936	£720.00	£120.00	£600.00	FACS	Mon CC	Suite 3, MonSpace, Castlegate	2500
BACS18012C	18/01/24	20934	£30.00	£0.00	£30.00	ADMIN	Chepstow Accountancy Services Limited	January 2024 payroll.	1100/33
BACS1812232	18/12/23	20902	£29.99	£0.00	£59.99	ADMIN	EA Floral Design	Floral arrangements x 2	1100/16
BACS1812233	18/12/23	20904	£30.00	£0.00	£30.00	ADMIN	Chepstow Accountancy Services Limited	Payslip Fee	1100/33
BACS1812234	18/12/23	20905	£150.00	£0.00	£150.00	FACS	Mon CC	Legal Fees - Suite 3	2400/11
BACS1812235	18/12/23	20906	£15.00	£0.00	£15.00	FACS	Mon CC	Allotment Rent.	2000/1
BACS1912232	19/12/23	20947	£62.50	£0.00	£67.25	ADMIN	Complete Business Solutions	Stationary.	1100/3
BACS1912233	19/12/23	20908	£48.00	£0.00	£48.00	FACS	TC Building	Building attendant – evening meetings	2400/2
BACS1912234	19/12/23	20909	£2,034.00	£339.00	£1,695.00	FACS	Carefully Memorials	Maintenance Contract - Dec 2023. Inv: 268	2100/4
BACS2012231	20/12/23	20898	£2,327.58	£0.00	£6472.46	ADMIN	Salaries	Salaries December 23	1000/3
BACS2112234	21/12/23	20915	£312.50	£0.00	£312.50	KGVPF	R Morse	KGVPF Gate Attendant - Dec 2023	5030
BACS2212231	22/12/23	20917	£230.00	£0.00	£230.00	PROJ	Mon CC	Planning application.	4097
BACS2212232	21/12/23	20914	£420.00	£70.00	£350.00	PROJ	Chepstow Removals Ltd	Removal hire	
BACS2212233	22/12/23	20916	£725.00	£0.00	£725.00	PROJ	JAC Structural Engineering Ltd	Engineering consultants	
BACS2212234	22/12/23	20918	£9.99	£0.00	£9.99	PROJ	Expenses	Reimbursement of costs for purchase of a Door Bell for Suite 3 Castlegate Business Park	4097
BACS2311231	23/11/23	20831	£94.90	£0.00	£194.32	ADMIN	Complete Business Solutions Group Ltd	Stationary	1100/3
BACS2311235	23/11/23	20870	£65.52	£10.92	£102.45	FACS	DJB Cleaning Supplies Ltd	Cleaning products	2400/9
Bacs2311238	23/11/23	20872	£3,906.84	£651.14	£3,255.70	KGVPF	Mon CC	Repairs to Play and Fitness Equipment at King George V Playing Fields following RoSPA Play Safety Report	5010
BACS3011231	30/11/23	20880	£1,440.00	£240.00	£1,200.00	FACS	Maison Design	Alterations to drawings for New Entrance	2400/11
DD050124	05/01/24	20829	£25.00	£0.00	£25.00	ADMIN	Co-Operative Bank Plc	Charge for Transfer to CCLA	1100/34
DD0512231	05/12/23	20877	£186.08	£8.86	£177.22	FACS	British Gas	Electricity - Shopping Centre Toilets	2400/4
DD071223	07/12/23	20840	£300.00	£50.00	£250.00	ADMIN	Citation Ltd	Health and Safety/HR support	1100/20

Paid Expenditure Transactions

paid between 23/11/23 and 18/01/24

Start of year 01/04/23

Payment Reference	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
DD1201244	10/01/24	20923	£185.22	£8.82	£176.40	FACS British Gas	Electricity Bill - TC Building. Inv: 817676624 2400/4
DD160124	16/01/24	20931	£319.38	£15.20	£304.18	FACS British Gas	Payment for Gas at T C Building - inv: 801721779 2400/5
Mayor's Charity	19/12/23	20910	£207.00	£0.00	£207.00	ADMIN Mayor's Charity Acct	Mayor Fund Raising - Transfer to Mayor's account 1100/25

Total £52,728.61 £5,355.05 £47,373.56

P.

DONATION REQUEST - CHECK LIST

Name of Organisation / Applicant	CALDICOT YOUTH GROUP
Date Application Received	23/10/23
Constitution / Financial Statements / Audited Accounts Included	
Date considered by Town Council	
Amount requested	£7,000.00
Amount of donation received	
Actions to be completed following receipt of donation:-	
Receipt issued	
Signed audited accounts, financial analysis and a report to include a summary of benefits achieved from the activity for which the donation was made. [>£2,000]	

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MONMOUTHSHIRE COUNTY COUNCIL
S14 (1)(B) ROAD TRAFFIC REGULATIONS ACT 1984
FOOTPATH 8 (PART) PORTSKEWETT
TEMPORARY TRAFFIC REGULATION ORDER 2024

MONMOUTHSHIRE COUNTY COUNCIL of County Hall, The Rhadyr, Usk, NP15 1GA (The Council) pursuant to the powers conferred by Section 14 (1)(b) of the Road Traffic Regulation Act 1984 do **HERBY ORDER AND DIRECT** that for the purpose of the following Regulations shall be observed:

1. The order shall come into operation on the **10th January 2024** and will continue to be in force for a period not exceeding 6 months. If the closure is necessary beyond this period The Council may seek to extend it by application to the Welsh Ministers.
2. The Welsh Ministers have been consulted and on 19th December 2023 consented under S15(6) of the Road Traffic Regulation Act 1984 to the making of this order with the need to wait 3 months following the previous closure order.
3. The order is necessary due to the likelihood of danger to the public.
4. The effect of the order is to close **Footpath 8 (Part) Portskewett** as shown on the attached plan.
5. There will be no signed diversion route.
6. This order may be cited as the **Footpath 8(Part) Portskewett Temporary Traffic Regulation Order 2024**.

Dated this 10th day of January 2024

THE COMMON SEAL OF MONMOUTHSHIRE

COUNTY COUNCIL was hereunto affixed in the)

presence of: -)

Authorised Signatory

Penroseley



404/23

From: Jones, Rhodri <RhodriJones@monmouthshire.gov.uk>
Sent: Wednesday, January 17, 2024 8:47 AM
Subject: Media Release: Strategic Equality Plan Consultation Launched

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Media Release: Strategic Equality Plan Consultation Launched

Monmouthshire County Council has launched a consultation on its Strategic Equality Plan for 2024-28.

Communities are now asked to help us shape our work over the next four years.

Monmouthshire County Council's Strategic Equality Plan outlines the objectives and actions the Council intends to deliver over the next four years to ensure everyone in Monmouthshire can achieve their full potential.

This consultation proposes seven equality objectives:

- Give every child the best start in life.
- Support the creation of fair employment and good work for everyone.
- Work with partners and residents to build inclusive and cohesive communities.
- Expand our provision of community-based services that extend people's healthy life expectancy.
- Ensure our services are accessible to the public.
- Ensure we have a diverse workforce and a fully inclusive workplace.
- Reduce the gender pay gap.

Monmouthshire County Council would now like people to tell us what they think of these objectives and provide us with feedback through our survey. Additionally, we encourage people to review the consultation document and inform us of any important points we may have overlooked. Your input is invaluable, and we appreciate your contributions.

Cllr Angela Sandles, Cabinet Member for Equalities and Engagement, said: "Addressing inequality is one of our biggest priorities. It is crucial to recognise and appreciate the abilities and contributions of everyone in our communities, irrespective of age, gender, race, sexual orientation, or any of the other characteristics that make us who we are. We want Monmouthshire to be a fair place where the effects of inequality and the socio-economic disadvantages many people face are reduced. We are committed to working with and alongside communities to achieve this."

The consultation will run until midday on Friday 9th February and can be accessed from <https://www.monmouthshire.gov.uk/consultations/>. People can request a paper version of the survey by e-mailing equality@monmouthshire.gov.uk, calling 01633 644644 or asking at your nearest Community Hub.

END

CALDICOT TOWN COUNCIL
PERSONNEL COMMITTEE MEETING
WEDNESDAY 31ST JANUARY 2024

Agenda item no.: **17**

Caldicot Town Centre

Background

Members will be aware of the concerns in the town about the behaviour of the pigeons and the rubbish/cigarette ends in the town centre. At a recent SLA Meeting with the Severnside Town Team various matters including concerns about hazards to health were highlighted.

Information

- Pigeons

There are a considerable number of pigeons in the town centre, exacerbated by the fact that someone is putting food in the down for the pigeons, and they are also nesting in the scaffolding, hence a lot of faces from them. It is unknown how long the scaffolding will be in situ.

Nigel Leeworthy from Monmouthshire CC has offered that once a month a machine will come in and blast clean the area at no cost to the town and this alongside the sweeping with rainwater by the town team may assist the situation.

- Littering

There is a recent increase in the number of cigarette butts in the town centre. It is known that staff from several businesses smoke outside the front of their premises and just throw or drop their butts on the floor.

The rules of the disposal of business and cleansing waste in the town centre is not always adhered to by the businesses - they often dump their waste alongside the litter bins or with domestic waste. If an animal opens them or someone dumps single items on top of the waste bags, then these are not picked up by the refuse service and blow everywhere. Some reporting has been done about the companies who do not follow the rules, as they are opened by officers and the required process of reporting is followed.

The town centre bins get full easily but are on an agreed emptying schedule, which as with all locations, may not suit the needs of the town on a weekly basis and this adds to the loose litter in any location. It is known that some residents often put their personal rubbish in litter bins which is not allowed.