

## **CALDICOT TOWN COUNCIL**

**Minutes of Full Town Council held at 18:30 p.m. on Wednesday, 23<sup>rd</sup> October 2024 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

**Present:** Cllr M Mitchell (Mayor)  
Cllr F Rowberry (Deputy Mayor)  
Cllr J Bond (via Teams)  
Cllr A Easson  
Cllr R Grumbach  
Cllr RJ Higginson  
Cllr A Lewis (joined meeting at 18:36 p.m.)  
Cllr A Mayo (joined meeting at 18:38 p.m.)  
Cllr G Owen  
Cllr IR Shillabeer  
Cllr P Strong  
Cllr R Wilsher

**Also present:** M Tredwin – Town Clerk  
L Wallington – Administrator/Communications Officer  
Members of the Public x2

### **134/2024 Welcome**

The Mayor welcomed everyone to the meeting.

### **135/2024 Apologies for Absence**

**RESOLVED** to receive apologies of absence from Cllr W Conniff and Cllr J Woodfield.

### **136/2024 Declarations of Interest**

There were no declarations of interest received.

### **137/2024 Public Question Time and Participation**

There were no questions received from members of the Public.

### **138/2024 Minutes**

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

- i) Minutes of Extraordinary Full Town Council Meeting held on Tuesday 8<sup>th</sup> October 2024
- ii) Minutes of Allotments Committee Meeting held on Friday 11<sup>th</sup> October 2024

### **139/2024 Reports from Monmouthshire Councillors**

County Councillor Easson commented that the Replacement Local Development Plan for Monmouthshire County Council was due to be handed in on 24<sup>th</sup> October 2024.

It was also noted that the Placemaking Meeting is scheduled to be held on 25<sup>th</sup> November 2024 and would involve members of the Placemaking Working Group, Caldicot Officers, Monmouthshire Officers and relevant Monmouthshire County Councillors.

Cllr A Lewis joined the meeting at 18:36 p.m.

Cllr A Mayo joined the meeting at 18:38 p.m.

#### **140/2024 Report from Gwent Police**

Members were informed that there had been personnel changes to Gwent Police regarding the Caldicot Police Station, of which had not been reported to Caldicot Town Council. Members were concerned that Gwent Police had not been attending Full Town Council meetings recently. Clerk apologised that Gwent Police had not been invited to this meeting.

**RESOLVED** to invite Gwent Police to Planning and Resource meetings if they are unable to attend Full Town Council meetings.

#### **141/2024 Co-option of New Councillors to the Membership of the Council**

Members considered applications for co-option to Village Ward, Caldicot Town Council. Two applicants were in attendance and left the meeting. The applicants were invited in independently and provided a verbal presentation for five minutes. Applicants received questions from the Members. Members voted for the Village Ward first vacancy. The votes were verified and a majority was declared. Members voted for the Village Ward second vacancy. The votes were verified and a majority was declared.

**RESOLVED** to co-opt to Caldicot Town Council. It was agreed that the two vacancies in Village Ward would be represented by C Cochrane and J Davies.

C Cochrane and J Davies signed the Declaration of Acceptance of Office of Councillor. It was noted that Cllr C Cochrane and Cllr J Davies were unable to vote on matters due to not having been served the minimum three days' notice of the meeting as required in Legislation.

#### **142/2024 Schedule of Payments Report**

**RESOLVED** to approve the Schedule of Payments for the period of September.

#### **143/2024 Half-Yearly Financial Update**

Clerk provided Members with a verbal report of the financial position of Caldicot Town Council from 1st April 2024 to 30th September 2024. Clerk presented to Members a six-month review of the budget and provided a comparison of prospective expenditure by the end of the financial year versus current expenditure. Clerk informed Members that the budget "looks healthy".

Members **RESOLVED** to note half-yearly financial update.

#### **144/2024 Radio Hire Policy**

Clerk informed Members that the radios were expensive to purchase and therefore a deposit should be in place. Members noted that Community Organisations would be exempt from the charge.

**RESOLVED** to approve the Policy for Radio Hire, subject to amending the hire charge to £10.00 + VAT per radio per day. Cllr A Easson, Cllr Mayo and Cllr J Bond abstained from voting.

#### 145/2024 Cemetery Bench

**RESOLVED** to approve the request regarding the installation of a bench in Dewstow Cemetery.

#### 146/2024 Date of Next Meeting

Members **NOTED** that the date of the next meeting of Full Town Council is scheduled to be held on Wednesday 27<sup>th</sup> November 2024.

#### 147/2024 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

#### 148/2024 Cemetery Locking and Unlocking

Members were informed that the Cemetery Gatekeeper had relinquished their role. It had been suggested that Facilities Assistant would unlock in the morning and Clerk or Deputy Clerk would lock the gate in the evenings from Monday to Friday during the Winter hours. Members acknowledged that arrangements would be made for the Summer hours. Members were informed that the Cemetery Groundsman Contractor had offered to lock and unlock the gates on the weekend for a small payment.

**RESOLVED** to agree to pay the Cemetery Groundsman Contractor £5.00 per locking and unlocking on Saturdays and Sundays.

#### 149/2024 Quotes for the Cupboards

Members were informed that more storage is required within the Caldicot Town Council building. Clerk stated that it is unfeasible to enter the loft due to health and safety concerns. Clerk informed Members of the unused area in the Cobb Chamber. Members considered the quotations

**RESOLVED** to approve the £2207.65 quotation provided by S.R.Thomas Carpentry & Joinery, to construct and install cupboards.

#### 150/2024 Quotes for the Repair of the Nursery Roof

Clerk informed Members regarding the quotations received and the content. Members acknowledged that there is a duty of care and that repair work is urgently required.

Cllr M Mitchell declared Standing Orders at 20:45 p.m.

**RESOLVED** to approve the £1,550.00 + VAT quotation provided by Churchfield Construction.

Meeting ended at 20:55 p.m.

Signed ..... Date .....  
Town Mayor

## CALDICOT TOWN COUNCIL

### 50<sup>TH</sup> ANNIVERSARY WORKING GROUP

12.30 25<sup>TH</sup> OCTOBER 2024

#### 1. WELCOME

PRESENT: PS (Chair), MM, RW RG, PH (Events Committee)

#### 2. APOLOGIES: FR, WC

#### 3. DECLARATIONS OF INTEREST: None.

#### 4. PUBLIC PARTICIPATION: None.

#### 5. MINUTES OF MEETING 28<sup>TH</sup> AUGUST

Accepted as a true record.

#### 6. REPORT

Lucy was thanked for preparing a thorough report.

The report was received and approved with the following additions/comments:

##### 2.Time Capsule

**RW would visit Caldicot Primary Schools.**

**PS would visit Portskewett and Rogiet.**

It was agreed that both boxes would contain items from the period 1974 (possible before) until 2025 and be buried together. **Clerk to designate a space in town hall garden.**

Appeal for ideas of contents to be placed on council website and social media.

##### 3. Neon Zone (Glow in the Dark Powder Rave)

Proceeding as planned. Grant from police for £217.50 had been received. **RG organising.**

##### 5. Fireworks

Proceeding as planned. 1800 tickets had been sold in first week.

##### 6.Hoggin 24

Had been a great success. The organisers have donated £3000 to Welsh Air Ambulance, £1000 TO Caldicot Foodbank, and £1,750 to Gympanzee. £1,489.55 retained towards organising 2025 event.

Disappointment was expressed that with one exception, town centre cafes etc were closed.

##### 7.Arts Society of Monmouth Tapestry



Has been returned to Arts Society for further work; will be hung in the council building when returned.

#### 8. End Date

It was agreed the official end date for the 50<sup>th</sup> anniversary would be Monday 31<sup>st</sup> March. The time capsules would be buried on that date.

#### 9. Expenditure to Date

Approximately £2500 still available. Further bids possible.

#### 10.50 Years timeline

Need to add the following:

15<sup>th</sup> May: U3A 1970s Quiz

21<sup>st</sup> May: 1970s Reminiscence Session at Cwrt Severn (Library)

15<sup>th</sup> October: Caldicot 1970s talks to school children; all children received 1970s themed goodie bags.

15<sup>th</sup> October: Caldicot 1970s exhibition at council offices.

??? October: U3A 1970s Fashion Show.

??? October: Memory session at Church hall.

22<sup>nd</sup> October: 1970s Quiz (Friends of Library)

TBC: 1970s Reminiscence Session at Cherry Trees (Library)

It was also noted that the Caldicot 'Stitched Together' had made a large banner featuring the town crest. It was now on display in the Cobb Room.

MM agreed to approach the clerk about displaying the 1970s exhibition for a longer period.

#### 7. FUTURE ACTIVITIES

a. It was agreed to buy a small potted Christmas tree to be planted at front of council offices and decorated with 50 anniversary disks and other suitable decorations. Then to be replanted in the new garden. (£200 to be allocated). PS to check tree prices at local garden centres.

b. Caldicot Youth Group was considering bidding for an activity.

c. It was suggested that Friends of the Library hold another quiz evening and take donations for their own funds. (PS to set questions. Clerk to be asked if it would be legal for town council to use Anniversary Funds to purchase prizes.)

d. It was agreed that following the 50<sup>th</sup> anniversary year, the working group should take responsibility for commemorating further anniversary events (e.g. VE Day, VJ Day).

A sum equivalent to 5<sup>th</sup> anniversary underspend to be drawn from reserves to cover initial costs.

Suggestions for VE Day:

Thursday 8<sup>th</sup> May: 11.0 a.m. Ceremony at the Cross. Service and/or readings. Caldicot primary schools to be invited to send class/choir to sing a hymn or a wartime song. **PS to organise.**

Friday 9<sup>th</sup> May: evening concert at the choir hall. Caldicot Male Voice Choir **(MM to check availability and costs)** plus Friends of Royal British Legion Band in Wales) (approximate cost £700. **PS to check availability once choir have confirmed.**)

8. ANY OTHER BUSINESS

None

9. DATE OF NEXT MEETING

To be arranged.

P.Strong

25.10.2024

## **CALDICOT TOWN COUNCIL**

**Minutes of Finance Committee held at 18:30 p.m. on Wednesday, 30<sup>th</sup> October 2024 at the  
Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

**Present:** Cllr A Easson (Deputy Chair)  
Cllr J Bond  
Cllr Cochrane  
Cllr J Davies  
Cllr R Grumbach (via Teams)  
Cllr RJ Higginson  
Cllr M Mitchell  
Cllr G Owen  
Cllr F Rowberry  
Cllr IR Shillabeer  
Cllr P Strong  
Cllr R Wilsher

**Also present:** M Tredwin – Town Clerk  
L Wallington – Administrator/Communications Officer

### **F13/2024 Welcome**

The chair welcomed everyone to the meeting.

All Members were invited to due Clerk informing Members on the budget setting process for 2025/2026 Financial year. Members noted that no voting will occur as the objectives of the meeting were to provide knowledge and information to Members regarding the Town Council's priorities and financial position.

Caldicot Events Committee were thanked for hosting the Neon Zone event which was well received.

### **F14/2024 Apologies for Absence**

**RESOLVED** to receive apologies of absence from Cllr W Conniff, Cllr A Lewis, Cllr A Mayo and Cllr J Woodfield.

### **F15/2024 Declarations of Interest**

There were no declarations of interest received.

### **F16/2024 Public Question Time and Participation**

There were no members of the Public present.

### **F17/2024 Minutes**

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

- i) Minutes of Finance Committee Meeting held on Wednesday 12<sup>th</sup> June 2024

**F18/2024 Budget Setting Report**

Clerk informed Members on the budget setting process for the 2025-2026 Financial year and provided clarification on the projection of expenditure, including increases throughout the year. The draft proposals will be appended to these Minutes.

Clerk advised Members that the precept should be received in one go. Members were informed that the justification of budgets, income and expenditure should be considered.

Clerk suggested that Members need to consider projects that they would like to pursue and were requested to provide information regarding concepts and projects to Clerk in advance of the Estimates Meeting, in order to provide Members with notice to comprehend such concepts and allocation of the budget. Members acknowledged that projects should consider the impact on environmental aspects. Members noted that projects must be submitted by Friday 6<sup>th</sup> December 2024.

Clerk advised that Members must be cautious when transferring monies into earmarked reserves and that greater consideration is needed for a contingency budget. Clerk advised Members that monies should be accurately allocated to the various budget codes.

**F19/2024 Date of Next Meeting**

**RESOLVED** to note the date of the next Finance Committee Meeting is scheduled to be held on Friday 8<sup>th</sup> January 2025 and the date of the next Full Town Council Meeting is scheduled to be held on Wednesday 27<sup>th</sup> November 2024.

**F20/2024 EXCLUSION OF PUBLIC AND PRESS**

Confidential session not required as there were no further items discussed.

Meeting ended at 19:57 p.m.

Signed ..... Date .....

Chair

## **CALDICOT TOWN COUNCIL**

**Minutes of Planning & Resources Committee Meeting held at 18:30 p.m. on Tuesday, 12<sup>th</sup> November 2024 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA**

**Present:** Cllr M Mitchell – Mayor  
Cllr F Rowberry – Deputy Mayor  
Cllr J Bond  
Cllr J Davies  
Cllr A Easson  
Cllr RJ Higginson  
Cllr A Mayo  
Cllr G Owen  
Cllr IR Shillabeer  
Cllr P Strong  
Cllr R Wilsher  
Cllr J Woodfield

**Also present:** M Tredwin – Town Clerk  
L Wallington – Administrator/Communications Officer

### **PR16/2024 Welcome**

The Mayor welcomed everyone to the meeting.

### **PR17/2024 Apologies for Absence**

**RESOLVED** to receive apologies of absence from Cllr W Conniff and Cllr A Lewis.

### **PR18/2024 Declarations of Interest**

Cllr J Bond and Cllr A Easson declared personal non-prejudicial interests relating to Item 5. Planning, as members of the Monmouthshire County Council Planning Committee.

### **PR19/2024 Public Question Time and Participation**

There were no questions received from members of the public.

### **PR20/2024 Minutes**

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

- i) Minutes of Planning & Resources Meeting held on Tuesday 10<sup>th</sup> September 2024  
Proposed by Cllr P Strong, seconded by Cllr F Rowberry.

### **PR21/2024 Planning**

#### **i) Planning Applications for Consideration:**

- **DM/2024/01182:** Two storey side extension. \* 12 Orchard Close, Caldicot, NP26 4BH  
\*Amendment Details: First floor front elevation window has been reduced in size and will be obscure glazed.

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2024/01182**.

- **DM/2024/01145:** Single storey rear and side extension with internal alterations. 207 Elan Way, Caldicot, NP26 4QB.

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2024/01145**.

- **DM/2024/01180:** Single Storey Side extension. 4 Oakley Close Caldicot Monmouthshire NP26 4DZ

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2024/01180**.

- **DM/2024/01279:** Construction of side facing dormer. 119 Castle Lea, Caldicot, NP26 4PL

Members **RESOLVED** to **recommend** support of the **approval** of application **DM/2024/01279**.

**ii) MCC Approved Planning Applications:**

Members **RESOLVED** to note the following approved planning applications:

- **DM/2024/01011:** Proposed bike shed. 20 Cas Troggy, Caldicot, NP26 4NX
- **DM/2024/01049:** Replacement refrigeration plant and decoration works. The Co operative, West End Shops, 180 Newport Road, Caldicot, NP26 4AA.
- **DM/2024/01182:** Two storey side extension. 12 Orchard Close, Caldicot, NP26 4BH

**iii) MCC Refused Planning Applications:**

Members **RESOLVED** to note the following refused planning applications:

- **DM/2023/00945:** New dwelling with associated works. 18 Burns Crescent, Caldicot NP26 4LP.

**iv) Withdrawn Applications:**

Members **RESOLVED** to note the following withdrawn planning applications:

- **DM/2024/01106:** Change of shop front. Unit 4 Holman House, 36 - 38 Newport Road, Caldicot, NP26 4BQ

**PR22/2024 Date of Next Meeting**

Members **RESOLVED** to note the date of the next Planning and Resources meeting scheduled to be held on Tuesday 10<sup>th</sup> December 2024. Proposed by Cllr P Strong, seconded by Cllr F Rowberry.

**PR23/2024 Exclusion of Public and Press**

***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**

**PR24/2024 Land at Dewstow Cemetery**

Members were informed that more preparation is required to manage the new area and that it has recently become apparent that the current area deemed impractical is in truth viable.

Members **RESOLVED** to agree to continue in the current area until no further plots are available.

Members **RESOLVED** to delegate authority to Officers to investigate plans for making the new area accessible for all users and bring back to Council for further consideration.

**PR25/2024 Dewstow Cemetery Bushes**

Members **RESOLVED** to replace the ten rose bushes in Dewstow Cemetery.  
Proposed by Cllr G Owen, seconded by Cllr J Bond.

Meeting ended at 19:30 p.m.

Signed ..... Date .....

Town Mayor



# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

Monmouthshire South Monthly Update

**November 2024**



## WARD NAME

Caldicot

Crime in Caldicot in Oct/Nov 2024

† Crime Category	# of Crimes	%
<b>Total</b>	<b>62</b>	<b>100%</b>
All Other Theft	12	19%
Violence Without Injury	12	19%
Public Order Offences	8	13%
Violence With Injury	8	13%
Vehicle Crime	5	8%
Criminal Damage & Arson	4	6%
Residential Burglary	4	6%
Drug Offences	3	5%
Misc Crimes Against Society	2	3%
Commercial Burglary	1	2%
Other Sexual Offences	1	2%
Robbery	1	2%

## Top Crime Categories

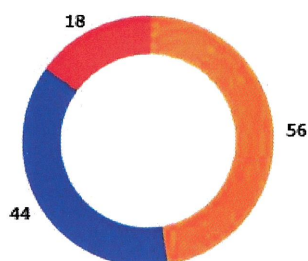
For October/November 24 Caldicot, as you can see of shoplifting has started to increase with Christmas coming this is to be expected and we are planning targeted patrols to help prevent and will be doing shoplifting operations.





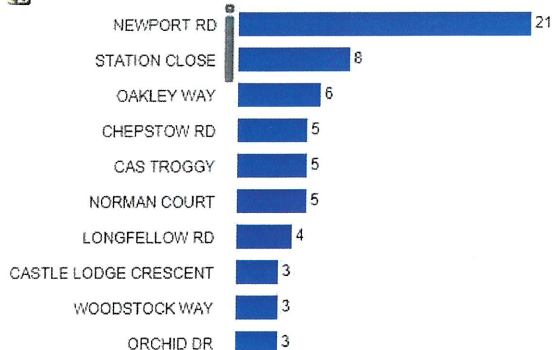
# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE

Incidents by Category



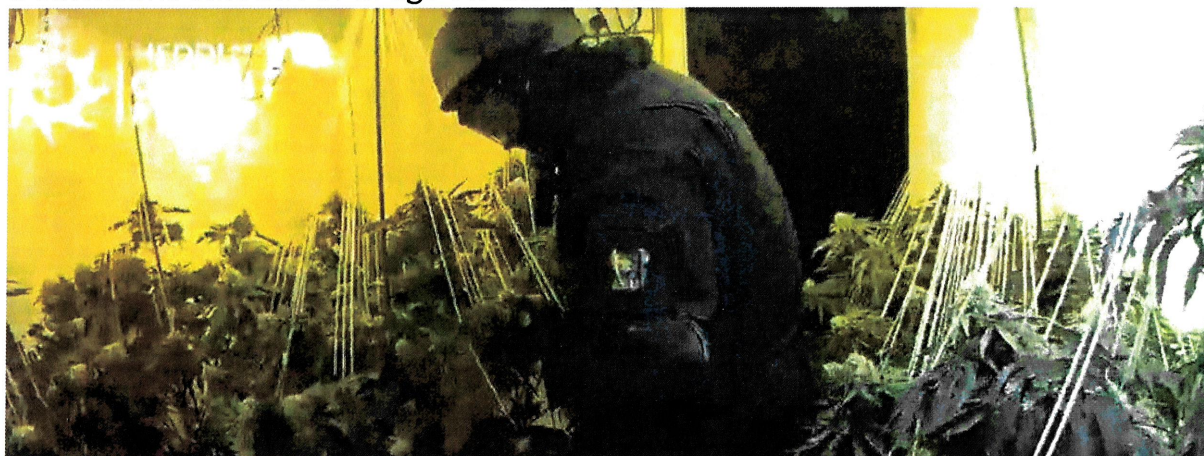
CRIME RELATED  
PUBLIC SAFETY & ANTI SOCIAL BEHAVIOUR

Street



As you can see from the above chart to show the incidents that we deal with throughout the month.

We have been dealing with a lot of vehicles with no insurance and no tax over the few months, we have also run speeding operations throughout the area and educating road users about the speed in the area. On the 17/11/24 speed monitoring took place on Newport Road with an average speed of 23mph. There was incident outside a school in Caldicot where a male exposed himself whilst under the influence, this male was arrested and dealt with very quickly and all safeguarding has been put in place with the school involved. The team have been working hard on several different incidents, but the major one that happened this month was, a drugs warrant took place on Chepstow high street, where a large amount of cannabis was seized. The team acted quickly on a piece of intelligence and dismantled a large cannabis factory. Not in the Caldicot area but with Chepstow being so close and the amount that was seized this would have affected all the surrounding areas and has helped keep a sufficient amount of drugs off the streets.







# PLISMONA CYMDOGAETH – Y NEWYDDION DIWEDDARAF NEIGHBOURHOOD POLICING UPDATE



This was also a busy period for us with Halloween and bonfire fire, both nights were low on ASB and nuisances' calls.

## Surgeries

Over the Christmas period I will be in the two large stores so please come and have a chat or tell me about anything happening in your area.

25<sup>th</sup> November – Asda

2<sup>nd</sup> December – Aldi

Report completed by Michael Martin CO164

## Monmouthshire South Neighbourhood POLICING TEAM

Social media



@gwent.pnn.police.uk

**Committee: Ordinary FULL COUNCIL**

**Date: 27 November 2024**

**Title: Citizen's Advice Presentation**

**Purpose of Report:-**

To welcome Citizens Advice to the council and to allow them to inform members of the impact that Monmouth Citizens Advice is having on Caldicot.

**Recommendation:**

Members **agree** to note the presentation

**Report:**

1. In the past Caldicot Town Council has supported the organisation with a grant to assist with the running of a centre here in Caldicot.
2. As the Town Council moves forward in the current era it is appropriate that it should be considering the impact of the service in Caldicot as well as the way in which it allocates funding.
3. As the council approaches the time when it will have to consider it's 2025-26 Budget it would be more appropriate for it to enter into an Service level Agreement with a number of the organisations that it has supported in the past.
4. In order to this an invitation has been extended to the Monmouth Community Team to speak to members at the start of the meeting.

**Proposed Resolution**

5. Members **agree** to note the presentation.
6. Members are free to suggest alterations to the proposed resolution or to come up with one of their own.

**Mark Tredwin**  
**Town clerk**  
**November 2024**

**Committee: Ordinary FULL COUNCIL**

**Date:** 27<sup>th</sup> November 2024

**Title:** Payment Schedule – 16<sup>th</sup> October 2024 to 21<sup>st</sup> November 2024

**Purpose of Report**

For members to receive an updated payment schedule for the period 15.10.24 – 21.11.24

**Recommendation:**

Members **Resolve** to note the payment schedule for period 15<sup>th</sup> Oct 24 – 21<sup>st</sup> Nov 24 and to note the bank account balance period ending 31<sup>st</sup> October 2024.

**Report:**

1. The payment schedule lists payments made for the named period above.  
The amount paid is £41,595.15 inc VAT.
2. The bank account 2024 figures as at 31.10.24 as follow: -  
CCLA - £492,461.24  
CO-OP - £28,704.65

**Proposed Resolution**

3. Members **Resolve** to approve the payment schedule for period 15<sup>th</sup> Oct 24 – 21<sup>st</sup> Nov 24 and to approve the bank account balance period ending 31<sup>st</sup> October 2024 as per reconciliations.

**Lisa Gillespie**  
**Deputy Town clerk**  
**November 2024**

# Paid Schedule

paid between 16/10/24 and 21/11/24

Start of year 01/04/24

Payment Ref	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
BACS071124	07/11/24	21364	222446	£125.00	£0.00	£125.00	ADMIN	Complete Bus Solutions	1 <sup>st</sup> & 2 <sup>nd</sup> class stamps x 50 @£1.65, @.85p 1100/3
BACS071124	07/11/24	21372		£2,485.02	£414.17	£2,070.85		Carefully Memorials	Dewstow Cemetery Maint, Grass cutting, plants 2100/4
BACS071124	07/11/24	21365	222445	£19.19	£3.20	£15.99	ADMIN	Complete Business Solutions	Printer paper at £15.99 1100/2
BACS071124	07/11/24	21368		£1,520.64	£253.44	£1,267.20	FACS	Merlin Waste	Dog Waste Collection - Nov 2024 2240
BACS071124	07/11/24	21363		£993.49	£165.58	£827.91	KGVPF	Peter Villars Landscapes	Maint of Bowling Green / Surrounds Oct 24 5140
BACS071124	07/11/24	21369		£89.07	£14.84	£74.23	ADMIN	Solutions In Technology Ltd	Photocopier - Oct 2024 1100/4
BACS131124	13/11/24	21373		£44.38	£7.40	£36.98	FACS	Brunel Engraving Co Ltd	Brass Commemorative Plaque (Cllr Evans) 2400/11
BACS151124	15/11/24	21377		£187.97	£31.33	£156.64	ADMIN	Brighter Bills Ltd	Telephone Charges Inv: 1050129 1100/1
BACS151124	15/11/24	21376		£43.19	£7.20	£35.99	FACS	DJB Cleaning Supplies Ltd	Cleaning materials 2400/9
BACS151124	15/11/24	21378		£30.00	£0.00	£30.00	CWB	Elizabeth Anne Floral Design	Retirement Flowers presented 3050
BACS151124	15/11/24	21379		£175.00	£0.00	£175.00	ADMIN	Elizabeth Anne Floral Design	Prizes for Gardening Awards at Mayor's Civic 1100/16
BACS151124	15/11/24	21381		£74.97	£0.00	£74.97	CWB	J M Tredwin	Reim for Poppy Wreaths x 3-10.11.24 3040
BACS151124	15/11/24	21375		£358.73	£0.00	£358.73	FACS	L Watkins	Gate Attendant - Dewstow Cemetery (final) 2100/3
BACS151124	15/11/24	21380		£220.28	£0.00	£220.28	ADMIN	Cllr M Mitchell	final pavment Exps Reimburse- Mayors Civic – 15.10.24 1100/16
BACS151124	15/11/24	21382		£2,292.50	£0.00	£2,292.50		Rob Lewis	Maintenance Contract - October 2024 5090
BACS181024	18/10/24	21343		£430.40	£0.00	£430.40	ADMIN	Cllr A Easson	Cllr Bi-Annual Allowance Apr-Sept 24 1100/14
BACS181024	18/10/24	21346		£310.40	£0.00	£310.40	ADMIN	A Lewis	Cllr Bi-Annual Allowance Apr - Sept 24 1100/14
BACS181024	18/10/24	21344		£430.40	£0.00	£430.40	ADMIN	Cllr A Mayo	Cllr Bi-Annual Allowance Apr - Sept 24 1100/14
BACS181024	18/10/24	21351		£15,082.97	£0.00	£15,082.97	ADMIN	Staff	Oct 24 Salaries 1000/3
BACS181024	18/10/24	21345		£262.40	£0.00	£262.40	ADMIN	Cllr G Owen	Cllr Bi-Annual Allowance Apr - Sept 24 1100/14
BACS181024	18/10/24	21347		£406.40	£0.00	£406.40	ADMIN	J Woodfield	Cllr Bi-Annual Allowance Apr - Sept 24 1100/14
BACS181024	18/10/24	21341		£2,446.40	£0.00	£2,446.40	ADMIN	Cllr M Mitchell	Cllr Bi-Annual Allowance Apr-Sept 24 1100/14
BACS181024	18/10/24	21339		£72.00	£0.00	£72.00	ADMIN	M Stevens	Cllr Bi-Annual Allowance Apr - Sept 24 1100/14
BACS181024	18/10/24	21342		£358.40	£0.00	£358.40	ADMIN	Cllr W Conniff	Cllr Bi-Annual Allowance Apr-Sept 24 1100/14
BACS181024	18/10/24	21340		£238.40	£0.00	£238.40	ADMIN	W Sage	Cllr Bi-Annual Allowance Apr-Sept 24 1100/14
BACS231024	23/10/24	21359		£187.62	£31.27	£156.35	ADMIN	Brighter Bills Ltd	Phone Charges Inv: 1049804 1100/1
BACS231024	23/10/24	21357		£501.60	£83.60	£418.00	FACS	Carefully Memorials	Supply 2 benches for Town Precinct 2600
BACS231024	23/10/24	21360		£130.00	£0.00	£130.00	ADMIN	Chepstow Accountancy	Payslips - Oct 24 (16 x staff & cllrs) 1100/33
BACS231024	23/10/24	21362		£837.24	£139.54	£697.70	KGVPF	Mon CC	KGVPF monthly inspections x 12 (2024/2025) 5020
BACS231024	23/10/24	21358		£3,693.00	£0.00	£3,693.00	FACS	Mon CC	CCTV Charges 01.10.24 - 31.12.24 2200
BACS231024	23/10/24	21319		£5,805.30	£967.55	£4,837.75	ADMIN	SICC	Locum Fees - August 2024 1100/20
BACS231024	23/10/24	21361		£1,000.00	£0.00	£1,000.00	CWB	Sudbrook Cricket Club	Grant Awarded - Outdoor nets 3010
DD011124BG	01/11/24	21370		£5.32	£0.00	£5.32	FACS	British Gas	Gas Supply for TC Building 2400/5

£5.32 - additional cost after previous invoice



Paid Schedule

paid between 16/10/24 and 21/11/24

Start of year 01/04/24

Payment	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
DD031124BG	03/11/24	21366		£149.50	£7.11	£142.39	FACS	British Gas	2400/4
DD071124Cit	07/11/24	21383		£315.48	£0.00	£315.48	ADMIN	Citation Ltd	1100/20
DD081124BG	08/11/24	21367		£87.02	£4.14	£82.88	FACS	British Gas	Jubilee Way Toilets - electricity 15.09.24 - 14.10.24
DD141124BG	14/11/24	21374		£185.47	£8.83	£176.64	FACS	British Gas	TC Building Gas 08.10 - 28.10.24 2400/5

Total

£41,595.15 £2,139.20 £39,455.95

**Committee: Ordinary FULL COUNCIL**

Date: 27<sup>th</sup> November 2024

Title: Cemetery Bench Application

Purpose of Report

For members to consider a request from a member of the public to be located in the cemetery.

Recommendation:

Members resolve to Delegate to officers the installation of a memorial bench in the cemetery in a style commensurate with those near to the intended location.

Report:

1. A request has been made to The Town Council for a memorial bench to be installed in the cemetery. The details of the request along with photographs has been included at the end of the request.
2. Currently there is no Policy in place for the location or style of benches. It is planned to bring to members a policy for formal adoption in order to make this easier on relatives to requests and receive a response to their request.
3. Pending this happening Officers are asking for agreement for the requested location and that the bench request be granted. The costs of the bench and locating it will be borne by the people making the request and they will also be made aware that it will be their responsibility to ensure it is maintained.

Proposed Resolution:

4. Members resolve to approve and delegate to officers the installation of a memorial bench in the cemetery in a style commensurate with those near to the intended location.
5. Members are free to suggest alterations to the proposed resolution or to produce one of their own.

