

## CALDICOT TOWN COUNCIL

Sandy Lane  
Caldicot

**Minutes of meeting of Caldicot Town Council held at 6.30pm on Wednesday 28<sup>th</sup> February 2007 at Caldicot Day Luncheon Centre**

### **PRESENT:**

Cllrs J Daniels, Mayor	J Harris [8.14pm]
D Ashwin	R J Higginson
E Davies	J Roberts
A Easson	R Stewart
W Edwards	P Tidmarsh
D Evans	

**In attendance:** G McIntyre, A Sandiford, Members of the Public

### **7801 Apologies**

Apologies were received from Cllrs C Babb, J Haskey, G Jenkins, D Jones, J Marshall, K Thomas

### **7802 Declarations of Interest**

Cllr D Ashwin declared an interest in Mon CC issues  
Cllr J Daniels declared an interest in Plan DC/2006/01532  
Cllr A Easson declared an interest in Min 7708 (4), (6), (13) and (17)  
Cllr R J Higginson declared an interest in Min 7708 (17), (17a), (18) Min 7818(c)  
Cllr R Stewart declared an interest in Planning Cttee and Mon CC issues  
Further declarations of interest to be identified under the relevant item  
Cllr A Easson withdrew item 7 (17a) from the agenda.

### **7803 Suspended Proceedings**

#### **A) STAG Presentation: Action Plan for Severn Tunnel Junction**

Mr David Flint and Cllr P Tidmarsh presented Town Council on the history and long term aims of Severn Tunnel Action Group [STAG]

#### **B) Mr Mike Jones, Area Services Officer, Severnside**

Mr Jones advised Town Council that he was leaving Severnside 9.3.07 and updated Members on outstanding issues in relation to Caldicot:

- unadopted area of land at rear of chemist - to be made safe/tidied up
- flooding rear of butcher's shop/Woodstock Way – Survey to be undertaken - Mon CC Highways Dept to update Town Council on completion
- breakdown of costs re: town centre benches
- breakdown of costs re: non Mon CC responsibilities

Mr Jones confirmed the proposed merger of Severnside with Lower Wye with Mr Tim MacDermott, Area General Manager and Mr Alan Browne, Area Service Officer.

The Mayor thanked Mr Jones for his efforts in the community and for attending meetings to update Members.

**7804 Open Forum for Public Participation [15 Minutes - Mayor's Discretion]**

The following issues were discussed in the Open Forum for Public Participation [Bullet points only]:

- Caldicot Regeneration Group – the Mayor stated she would respond to Mr Powell's question in writing

**7805 To Approve the Minutes of Full Town Council Meeting 31<sup>st</sup> January 2007 [Circ]**

The Minutes were approved, subject to P5 Min 7794 (10) delete '*Nelme*' insert '*Helme*'

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7806 To Approve the Minutes of Extraordinary Town Council Meeting 6<sup>th</sup> February 2007 [Circ]**

The Minutes were approved, subject to the addition of Cllrs J Harris and R J Higginson under 'present'

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7807 To Approve the Minutes of Planning Committee Meeting 13<sup>th</sup> February 2007 [Circ]**

The Minutes were approved as a true record subject to P3, item 10(4) add '*Cllr D Ashwin declared an interest in this matter and left the room*'

**a) Mayor to Sign the Minutes**

The Mayor signed the Minutes

**7808 Correspondence [Circ unless marked\*]**

**Cllr A Easson stated he wished to withdraw correspondence item (17) below.**

**(1) Girlguiding**

**Request for Donation**

Town Council considered a request for donation from Girlguiding towards taking 2<sup>nd</sup> Caldicot Brownies to London in May.

**It was resolved to donate £50 to 2<sup>nd</sup> Caldicot Brownies**

**(2) Abergavenny Eisteddfod Y Fenni**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Abergavenny Eisteddfod Y Fenni and invitation to Members on Eisteddfod day, Saturday 16.6.07 at King Henry VIII School during the day and at the Borough Theatre in the evening. Cllr J Daniels offered prior apologies.

**\* (2a) Alzheimer's Society**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Alzheimer's Society.

**\* (2b) Royal British Legion**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Royal British Legion.

**7808\* (2c) Macmillan Cancer Support**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Macmillan Cancer Support.

**\* (2d) Llangollen Int'l Music Eisteddfod**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Llangollen Int'l Music Eisteddfod.

**\* (2e) Kidney Wales Foundation**

**Appreciation for Donation**

Town Council noted the appreciation for donation from Kidney Wales Foundation.

**(3) Monmouthshire District Scout Council**

**Request for Donation**

Town Council considered a request for donation from Monmouthshire District Scout Council to assist with celebration for the Centenary of Scouting.

**It was resolved to donate £150 to Monmouthshire District Scout Council**

**(4) Caldicot Regeneration Group**

**Caldicot Shopmobility Scheme Request for Funding**

Town Council considered a request from Caldicot Regeneration Group to cover shortfall of £1,450 for 12 months insurance costs and installation/rental of telephone system for Caldicot Shopmobility Scheme.

It was requested if the Shopmobility scheme was open on Saturdays.

**It was resolved to request a full breakdown of costs re: incomings and outgoings for the shopmobility scheme and whether the scheme is open on Saturdays, for consideration at Planning Cttee 13.3.07**

**Cllr A Easson declared an interest in this matter**

**(4a) Local Health Board**

**Request for Contribution to Gray Hill Surgery Newsletter [see Item 17d]**

Town Council considered correspondence from Local Health Board in conjunction with item 7818 (d) requesting financial support towards the £900 cost of printing and distributing a Newsletter regarding Gray Hill Surgery.

A discussion ensued and it was requested if the costs provided for distribution of a Newsletter were for the Caldicot area only.

It was stated that Gray Hill Surgery was a business and it should give consideration to other means of communicating, ie posters, press releases or leaflets being made available from the surgery.

Re: Minutes of Meeting held at Gray Hill Surgery 21.12.06 it was requested if the statement on page 6 "*The council would be willing to contribute to the cost of a flyer*" was correct as financial decisions could only be made by Town Council as a body. The Mayor clarified that a suggestion had been proposed to split the cost of producing and distributing a leaflet between Local Health Board, Gray Hill Surgery and Town Council.

Reference was made to the Severnside Area Committee covering Severnside and being approached for possible funding in this matter.

**It was resolved:**

- i) to request clarification from Local Health Board if the costs provided for distribution of the proposed Newsletter were for the Caldicot area only.**
- ii) to request Severnside Area Committee consider funding the newsletter together with the LHB for the whole of Severnside.**

**7808 (5) Caldicot & District Chamber of Commerce      Fireworks Festival 2006/Events Funding 2007**

Town Council considered a request from Caldicot & District Chamber of Commerce for £2000 each for Festival and Fireworks Events 2007, along with Festival 2006 accounts.

The Mayor stated profits from Festival Events should be carried forward to Fireworks Events and a profit of £1,320.27 made from Festival 2006 was not shown on the accounts

**It was resolved to request a Balance Sheet from Caldicot & District Chamber of Commerce showing the profit from Festival Event 2006 being carried forward to Fireworks Event 2006.**

**It was further resolved to request a Balance Sheet from organisations requesting large donations in the future.**

**(6) Caldicot Regeneration Group      Town Carnival and Xmas Lights**

Town Council considered correspondence from Caldicot Regeneration Group confirming it is prepared to take on the organisation of the Carnival and Xmas Lighting Events for the benefit of the town.

Reference was made to health and safety requirements and child protection issues in relation to events.

**It was resolved to thank Caldicot Regeneration Group for its offer to organise future Carnival and Xmas Lighting Events in the town and the leave the organisation of the events in the hands of the group.**

**Cllr A Easson declared an interest in this matter and abstained from voting.**

**(6a) Caldicot & District Chamber of Commerce      Carnival and Xmas Lighting Events in Caldicot**

Town Council noted correspondence from Caldicot & District Chamber of Commerce stating it could not take on Carnival and Xmas Lighting Events in Caldicot but would offer support to the Regeneration Group in the organisation of the events.

**(6b) Severnside Area Forum      Caldicot Events Cttee/Severnside Area Forum**

Town Council noted correspondence from Severnside Area Forum stating it could not take on Carnival and Xmas Lighting Events in Caldicot but would support whoever would be taking over the organisation of the events.

**7808 (7) One Voice Wales**

**Membership 2007/2008**

**Town Council resolved to renew Membership with One Voice Wales for 2007/2008 at a cost of £906.**

**(7a) One Voice Wales**

**Bulletin – Meeting 11.1.07**

Town Council noted the date and venue for the next meeting of One Voice Wales together with its Bulletin for meeting held 11.1.07.

**(7b) One Voice Wales**

**Buckingham Palace Garden Party 10.7.07  
Response by 9.3.07**

Town Council considered a request for nominations to Buckingham Palace Garden Party from One Voice Wales.

It was proposed and seconded that the Mayor and Consort be nominated to attend the Buckingham Palace Garden Party. An amendment was proposed and seconded to decline nominations. A vote ensued.

**It was resolved to nominate the Mayor and Consort for the Buckingham Palace Garden party 10.7.07.**

**(8) Cllr J Marshall**

**Re: Disgusting Behaviour**

In the absence of Cllr Marshall this item was withdrawn.

**(9) Cllr R Stewart**

**Copy Letter to Mon CC**

Town Council noted copy letter to Mon CC requesting a breakdown of non Mon CC responsibilities – see Min 7803 (B) above.

**(10) Cllr A Easson**

**Re: Rights of Way in/around Caldicot**

Town Council considered correspondence from Cllr A Easson requesting an emergency/special meeting to discuss the future of the Rights of Way in/around Caldicot.

The Mayor stated Town Council had previously considered this matter and that the local U3A walking group had been involved in monitoring footpaths in the area.

**It was resolved to consider the Consultation Document in this matter at Town Council meeting 28.3.07.**

**Cllr R J Higginson declared an interest in this matter.**

**(11) Welsh Assembly Government**

**Fire and Rescue National Framework  
(Wales) 2005 (Revisions) Order 2007 and  
Intervention Protocol**

Town Council considered correspondence from Welsh Assembly Government requesting comments on its proposals to amend the National Framework and the terms of an Intervention Protocol to reflect the significant activity undertaken since first publication, such as the introduction of Risk Reduction Planning Guidance and domestic fire Service Standards.

Town Council were unhappy with the reduction in services in Caldicot and it was stated that fire prevention talks and activities carried out by Caldicot Fire Station were very active and would be greatly missed in the area.

**It was resolved to send a copy of Town Council's previous objections to the reduction in services in Caldicot to Welsh Assembly Government.**

**7808 (12) dotCYM**

**Cais dotCYM Bid**

**Town Council resolved to send a letter of support to dotCYM in its endeavours for .cym to be an internet domain for Welsh identity and expression.**

**(13) Mon CC**

**Re: Dropped Kerbs – Cemetery/Town Centre Benches/Caldicot Castle Dates to Meet**

Town Council noted correspondence from Mon CC advising:

- i) dropped kerbs to Caldicot Cemetery had been added to its list of works and should be carried out within the next couple of months.
- ii) strengthening supports to the town centre benches would be added at no cost to Town Council.

Town Council considered dates for representatives of Town Council to meet with Mr A Keep, Corporate Director of Lifelong, Learning and Leisure, regarding proposed extended opening times of Caldicot Castle.

**It was resolved to meet with Mr A Keep, as an approved duty, at 4pm on Monday 4<sup>th</sup> March 2007 at County Hall.**

Cllrs J Daniels, E Davies, W Edwards and R J Higginson offered prior apologies.

**Cllr A Easson declared an interest in this matter**

**(14) GAVO**

**Re: Community Safety Chest**

Town Council noted correspondence from GAVO in relation to Community Safety Chest.

**(15) Welsh Assembly Government**

**Local Service Boards/Local Service Agreements – Consultation Paper [Response by 8.3.07**

Town Council noted the above consultation paper from Welsh Assembly Government.

**(16) Cllr R J Higginson**

**Request for Dog Foul Waste Bin, Pill Row**

See Min 7814 below

Town Council considered correspondence and Ombudsman Report from Cllr R J Higginson. Cllr Higginson stated he wished to consider item 7820(e) with this item as he did not consider the content of his correspondence to be confidential. The Mayor stated this item would be considered in Committee.

Cllr R J Higginson referred to written correspondence between the Mayor and Cllr J Marshall, following an item of correspondence withdrawn at TC 29.11.07 and the subsequent Ombudsman's correspondence stating he did not propose to investigate allegations of a breach of the Code of Conduct against Cllr Higginson.

Cllr P Tidmarsh requested it be recorded that no member be discussed in their absence.

Cllr R J Higginson stated in the absence of Cllrs J Marshall and J Haskey he would not discuss letters contained in the Ombudsman's report but would be resubmitting them for future discussion.

A discussion ensued and Cllr Higginson stated the Mayor did not have permission to accept liability without the permission of Town Council. Cllr J Daniels, Mayor, stated she had obtained advice from a solicitor and One Voice Wales on the wording of a letter compiled, apologising on behalf of Town Council for an item of correspondence possibly circulated in error. The Mayor also advised that advice sought would not allow for a special meeting to be called to discuss this matter as this could have constituted a further breach of the Data Protection Act. Cllr Higginson stated he had also sought advice in this matter concluding "he had done nothing wrong", reiterating that the item of correspondence had been withdrawn from the agenda.

Cllr J Roberts stated, without prejudice or commitment, that no breach of the Data Protection Act or Freedom of Information Act had occurred.

A further discussion ensued regarding Members obtaining their own advice independent of the Clerk as Proper Officer of the Council. It was stated that Town Council was a member of One Voice Wales and should therefore accept its advice. It was further stated that any advice to Members or Town Council should be obtained in writing.

Cllr W Edwards left the meeting at this point.

**(17) Cllr A Easson**

**Caldicot Castle**

Town Council noted correspondence from Cllr A Easson regarding the request to open Caldicot Castle in March.

Members expressed disappointment that the Castle was not open to the public for St David's Day.

**Cllrs A Easson and R J Higginson declared an interest in this matter**

**(17a) Cllr A Easson**

**Caldicot Library**

This item was withdrawn from the agenda.

Town Council resolved to send a letter of support to Mr Haydn Davies in his endeavours to bring BBC “Any Questions” radio programme to Caldicot.

(18) Mon CC

Re: MCC Unitary Development Plan  
Consultation Draft Supplementary Planning  
Guidance Note Policies H13 and H15:  
Replacement Dwellings and Extensions to  
Dwellings in the Countryside –Consultation  
Paper [Response by 5.4.07]

It was resolved that any Members’ comments on the above consultation be forwarded to the Clerk by 17.3.07.

(19) Magor & Undy CC

Invitation for Representative to attend  
meeting 5.3.07 6.30 pm Undy Church Hall  
Re: Tidal Strategy Newport to Chepstow

It was resolved that Cllr E Davies represent Town Council at the above meeting.

#### 7809 Publications, Minutes, Etc [DISPLAYED]

[A] Mon CC, Cabinet	Agenda/Mins 7.2.07
[B] Mon CC Severnside Area Forum	Agenda/Mins 21.2.07
[C] Monmouthshire Area CHC	Agenda/Mins 20.2.07
[D] Caldicot Regeneration Group	Agenda/Mins 20.2.07
[E] NALC Direct Information Service	Issue No 649, 650
[F] Plus Publishing Services	Local Council’s Update Issue No 87/88
[G] One Voice Wales	The Voice, Issue 5
[H] Allotment and Leisure Gardener	Issue 1, 2007
[I] Welsh Assembly Government	The Strategy for Older People in Wales
[J] Mon CC Severnside Area Committee	Agenda/Mins 21.2.07

Town Council noted Publications [A] to [J] above, available in Town Council office.

#### 7810 Planning [Displayed]

##### A) Planning Applications

DC/2007/00158: 65 Park Road, Caldicot – Rear extension to form kitchen, utility, shower & Bedroom	TC Approved
DC/2007/00069: 119 Elan Way, Caldicot – Alterations & Extensions	TC Approved
DC/2007/00097: Barn 2 Llanthony Secunda Manor, Church Road, Caldicot – Amendment to previous listed building consent M/7711 to provide external alterations and removal/compliance with conditions	TC Approved
DC/2006/01647: 23 Caemawr Road, Caldicot – Porch and garage extension	TC Approved

## **B) Mon CC Planning Information**

### **i) Approval of Planning Permission**

**DC/2005/00589:** Brooklands Motel, Caldicot – 5 New Cottages and 4 Cottages Created via conversion of Existing Bedroom Block. Conversion of Main Building to Single Dwelling

**TC Refused\***

- **Out of Keeping with Surrounding Area**
- **Building to Boundaries**
- **Dangerous Access**
- **Inadequate Car Parking Space**

**DC/2006/01532:** Installation of Postman Security Box – Opp 156 Castle Lea, Caldicot

**TC Approved 14.3.06**

**Cllr J Daniels declared an interest in Plan DC/2006/01532**

**DC/2006/01323:** Two storey extension to side and sunroom to rear of existing dwelling – 2 Fitzwalter Road, Caldicot

**TC Approved 9.1.07**

**DC/2006/01403:** Proposed installation of a new shop front – 39 Newport Road, Caldicot

**TC Approved 9.1.07**

**DC/2006/01691:** 2 Storey extension to side of existing dwelling–1 Shakespeare Drive, Caldicot

**TC Approved 31.1.07**

### **Express Consent to Display an Advertisement**

**DC/2006/01404:** Replacement signage with one non-illuminated shop fascia sign and one non-illuminated projecting sign 39-41 Newport Road, Caldicot

**TC Approved 9.1.07**

### **(ii) List of Registered Planning Applications**

27.01.07 – 02.02.07

03.02.07 – 09.02.07

### **(iii) Mon CC Planning Agenda 20.2.07 – For Information**

Town Council noted Planning information (i) to (iii) above from Mon CC.

## **7811 Finance [Circ]**

### **a) Cheque List Schedule Update**

Town Council resolved to approve the updated Cheque List Schedule as circulated.

### **b) Donations and Contributions Schedule Update**

Town Council resolved to approve the updated Donations and Contributions Schedule as circulated.

### **c) To Approve Purchase of Past Mayor's Pins [Circ] [b/f TC 31.1.07]**

Town Council considered the purchase of past Mayor's pins. Reference was made to 'ribbons' replacing the traditional past Mayor's pins. A vote ensued: [7 For, 2 Against, 1 Abstention]

**It was resolved to purchase 15 Past Mayor's Pins at a cost of £53.40 each [Total £801 + VAT]**

Cllr J Daniels, Mayor abstained from voting in this matter.

## **7812 Health and Safety**

- a) To Consider Recommendations of Health and Safety Committee 6.2.07 [Circ]**
  - i) To Approve Risk Assessment/Risk Management Assessment [Circ]**
  - ii) To Approve Fire Risk Assessment [Circ]**
  - iii) To Consider Installation of Loop System by RNID and Associated Works**

**It was resolved to consider this item in Committee.**

## **7813 To Consider Town Council Representatives on Outside Bodies/Internal Cttees [b/f 31.1.07]**

- i) Herbert Trust [Cllr PT + 1]**

**It was resolved to nominate Cllr R Stewart to Herbert Trust**

- ii) Severnside Area Forum [Cllrs JD, GJ, JR + 1]**

**It was resolved to nominate Cllr D Evans to Severnside Area Forum**

- iii) User Sub Cttee KGVPF [Cllrs DA, DE, JM, RS + 1]**

**It was resolved to nominate Cllr A Easson to User Sub Cttee KGVPF**

- iv) To Note Nominated Members Only to Represent Town Council on Outside Bodies.**

The Mayor, Cllr J Daniels, outlined Town Council representation on outside bodies.

Town Council noted only nominated Members were permitted to represent Town Council on outside bodies and that substitutes were not permitted without prior permission of Town Council.

- v) Town Council Allotments Cttee [Cllrs JD, DA, ED, DE, DJ + 1]**

**It was resolved to nominate Cllr A Easson to Town Council Allotments Cttee**

- vi) To Consider Remit of Development Cttee [b/f 29.11.06]**

**It was resolved to defer this item to Town Council's Annual Meeting 2007/**

**It was resolved to exclude the public and press from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information**

## **7814 Dog Fouling Bins – To Review weekly collection [b/f 27.9.06, 31.1.07]**

**It was resolved to continue with weekly emptying of dog bins.**

- a) To Consider Purchase of Additional Bins**

Town Council considered costs for delivery, installation and emptying of additional dog fouling bins.

**It was resolved that Ward Members assess areas for the siting of additional dog fouling bins and report back for further consideration at Planning Committee 13.3.07, together with Cllrs J Harris and R J Higginson's requests [provided to the Clerk] for the siting of additional dog fouling bins.**

*Normal proceedings were resumed*

**7815 To Arrange Date for Tendering Sub Committee [b/f 31.1.07]**

- a) **To Consider Town Council Insurance [expires 1.6.07]**
- b) **Entrance Doors to DLC/Hatch – TC Office**

**It was resolved to convene a meeting of the Tendering Sub Committee at 6pm on Tuesday 20<sup>th</sup> March 2007 at DLC to consider items (a) and (b) above.**

*Cllr J Harris entered the meeting at this point.*

**7816 CCTV [b/f TC 29.11.06, 31.1.07]**

- a) **Minutes of CCTV User Group Meeting 18.12.06 [Circ]**  
**Next Meeting CCTV User Group 12.3.07 Abergavenny – Cllr D Evans, J Marshall**

Town Council noted Minutes of CCTV User Group Meeting 18.12.06 and date and venue for the next CCTV meeting.

Town Council accepted correspondence, circulated at the meeting, in relation to issues relating to the Caerphilly monitoring centre.

Cllr D Evans updated Members in relation to CCTV and issues relating to the Caerphilly Monitoring Centre. Cllr Evans also referred to a press report that Monmouth Town Council had allegedly pulled out of the CCTV partnership.

It was agreed to support Cllr D Evans' recommendations that Chepstow and Caldicot Town Councils work together in this matter.

- b) **To Consider Outstanding Payment 2005/06 - £11,500 Final Reminder 12.9.06**

**Town Council resolved:**

- i) **to make outstanding payment of £11,500 for CCTV 2005/06 to Mon CC.**
- ii) **to withhold payment for 2006/07 pending resolution of outstanding matters**
- iii) **re-agenda CCTV for Town Council meeting 28.3.07**

**Cllrs D Ashwin, J Harris, R J Higginson and R Stewart declared an interest in this matter and abstained from voting**

**7817 DLCVC – [b/f TC 31.1.07] No Meeting held to date – Awaiting Auditor Report**

Town Council was advised that the Auditor's report was awaited and that a meeting of DLCVC had been arranged for 11am on Tuesday 20<sup>th</sup> March 2007 at 11am.

**Cllr J Harris declared an interest in this matter**

**7818 Reports**

- a) **Town Council Representatives on Outside Bodies**

Cllr A Eason updated Members in relation to the Regeneration Group and the proposed new supermarket.

**Cllrs J Harris and R J Higginson declared an interest in this matter**

## **7818 b) Governors**

Cllr J Daniels stated West End Infants School was collecting Yellow Pages and participating in the Blue Peter collection of shoes

### **c) Notes of meeting with Dave Harris, Mon CC re: Road Safety Strategy 1.12.06 [bf TC 31.1.07] [Circ] – Traffic Calming Measures [b/f TC 31.1.07]**

Cllr J Daniels, Mayor updated Members on the meeting held with Dave Harris and Mike Jones, Mon CC on 1.12.06. Cllr Daniels stated further information was awaited from Mon CC in relation to possible partnership schemes in Caldicot.

It was stated that partnership schemes with Mon CC was a form of “double taxation”.

A discussion ensued regarding Members’ priorities for traffic schemes in Caldicot and it was requested that Mon CC address Town Council meeting 28.3.07 on its current priority list for Caldicot.

**It was resolved to request Mon CC address Town Council 28.3.07 in order to consider priorities for Caldicot re: Mon CC Road Safety Strategy and possible partnership schemes in Caldicot.**

**Cllrs J Harris R J Higginson declared an interest in this matter**

### **d) Minutes of Meeting at Gray Hill Surgery 21.12.06 [b/f TC 31.1.07] [Circ]**

See Min 7808 (4a) above.

### **e) Report of Best Decorated Xmas House/Citizens Awards Presentation Evening 13.2.07 [Circ]**

Town Council noted the above report and that photographs taken on the evening were available to view on the Caldicot website.

Members referred to the success of the evening and thanked the Clerk for organising the buffet. It was stated, however, that consideration should be given for future presentation evenings to be held on a separate evening to Town Council meetings.

### **f) Other**

Cllr A Easson referred to lighting issues at Caldicot Castle and stated he would bring this matter up at the meeting with Mon CC – See Min 7808 (13) above.

## **7819 KGVPF**

### **a) Charity Commission - King George’s Field [b/f TC 31.1.07] [Circ]**

See Min 7821

**7820 Committee - It was resolved to exclude the public and press from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information**

**a) Cllr J Harris – Agenda Item 4 [b/f TC 31.1.07] [Circ]**

In the absence of Cllr J Marshall this item was not considered.

**b) Cllr J Daniels – Re: Town Council Assistance to Town Events [b/f TC 31.1.07] [Circ]**

The Mayor referred to Town Council Groundsman being remunerated for assisting with Town Events, organised by an outside body. A lengthy discussion ensued.

**It was resolved to permit Town Council Groundsman a one-off payment of 4 hours or lieu time for assistance at the fireworks event organised by the Chamber of Commerce. It was further resolved that consideration be given to any future remuneration for assistance at town events at the time of application.**

**c) Land adjacent to Wentwood View, Caldicot [b/f TC 31.1.07] [Circ]**

**It was resolved that Town Council decision in this matter was final.**

**d) Mon CC – Land at KGVPF [b/f TC 31.1.07] [Circ]**

See 7821 below

**e) Cllr R J Higginson - Previous correspondence Re: Non-declaration of interests [Circ]**

Cllr R J Higginson withdrew this item from the agenda.

**f) Cllr R J Higginson -Previous correspondence Re: Inappropriate Comments [Circ]**

The Mayor, Cllr J Daniels referred to her Mayoral Speech at Town Council meeting 28.2.07 and stated that “inappropriate comments should be taken up with the correct body”.

**g) Tymperlys Nursery [Circ]**

**It was resolved to accept the advice of Town Council Solicitor in this matter.**

**h) To Consider Quotations for Fence at Sandy Lane Allotments  
[NB: Not considered by Tendering Committee]**

**It was resolved to refer this item to Town Council Tendering Committee**

*Proceedings were suspended to allow Town Council as trustees of KGVPF to consider the following items:*

**7821 KGVPF**

**a) Charity Commission - King George’s Field [b/f TC 31.1.07] [Circ]**

Town Council noted correspondence from Charity Commission stating KGVPF will remain on the Register of Charities

**b) Mon CC – Land at KGVPF [b/f TC 31.1.07] [Circ]**

**It was resolved to forward the above correspondence to Town Council Solicitor for advice in this matter.**

*Normal proceedings were resumed*

**It was resolved to exclude the public and press from the meeting during consideration of the following item in accordance with Section 100A of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information**

**7812 Health and Safety**

**a) To Consider Recommendations of Health and Safety Committee 6.2.07 [Circ]**

Town Council considered the above recommendations of Health and Safety Committee.

3a) Town Council accepted that previous investigations into the ownership of the boundary wall had proved inconclusive and it was agreed to add the boundary wall to Town Council Risk Assessment.

**Town Council accepted the recommendations of Health & Safety Committee, subject to the boundary wall being added to Town Council Risk Assessment and item 6 being deferred to TC 28.3.07**

**i) To Approve Risk Assessment/Risk Management Assessment [Circ]**

The Risk Assessment/Risk Management Assessments were approved, subject to the addition of the boundary wall [see (a) above]

**ii) To Approve Fire Risk Assessment [Circ]**

Town Council approved the Fire Risk Assessment.

**iii) To Consider Installation of Loop System by RNID and Associated Works**

Town Council approved the installation of a loop system at DLC by RNID and associated works to be carried out by local electrician.

**Cllrs J Harris and R J Higginson declared an interest in this matter.**

The meeting closed at 9.15pm

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Mayor/Deputy Mayor