

# Monmouth Town Council

Shire Hall  
Agincourt Square  
Monmouth  
NP25 3DY



Tel: 01600 715662

Email: [townclerk@monmouth.gov.uk](mailto:townclerk@monmouth.gov.uk)  
[www.monmouth.gov.uk](http://www.monmouth.gov.uk)

## MINUTES OF THE EXTRAORDINARY MEETING OF MONMOUTH TOWN COUNCIL

held on Monday 12<sup>th</sup> August 2013 at 7.00pm  
The Shire Hall, Monmouth

**Present: Chairman: The Mayor Cllr J Hall**

<b>Cllr R Bradley</b>	<b>(RB)</b>	<b>Cllr J Gunter</b>	<b>(JG)</b>
<b>Cllr S Chivers</b>	<b>(SC)</b>	<b>Cllr A Owen</b>	<b>(AO)</b>
<b>Cllr T Christopher</b>	<b>(TC)</b>	<b>Cllr G Pritchard</b>	<b>(GP)</b>
<b>Cllr S Davis</b>	<b>(SD)</b>	<b>Cllr A Were</b>	<b>(AW)</b>
<b>Cllr A Dewhurst</b>	<b>(AD)</b>	<b>Cllr S J Wilson</b>	<b>(SJW)</b>

**In Attendance: Mrs S James, Town Clerk**

**1. To receive declarations of interest in items on the agenda.**  
No interests declared

**2. To receive apologies for absence**  
Apologies received from Cllr Bright, Cllr Fletcher, Cllr Hayward and Cllr White

**3. To confirm details and budget for HMS Monmouth Freedom March on Sunday 29<sup>th</sup> September 2013**

The Clerk reported to members on arrangements and budget requirements to date. Monmouth Town Council gave the Freedom of the Town to HMS Monmouth on 18<sup>th</sup> January 2004. HMS Monmouth then exercised this right to march through the town on 15<sup>th</sup> March 2008, and has requested to do so again on 29<sup>th</sup> September 2013.

150 Ships Company, 30 members of the Royal Marines Band and up to a maximum of 100 invited guests (MTC and HMS Monmouth guest lists) are expected.

The march will step off from the Castle at 1pm and short addresses and an inspection will take place outside the Shire Hall, with the Parade then continuing down Monnow Street, through the old Monnow Bridge, turning in St Thomas' Square, and then returning back past the Shire Hall to the Castle.

Costs anticipated for the event, hosted by the Town Council, will be incurred for road closures (up to £1900), catering – for tea/coffee for guests beforehand (£100), and buffet and drinks for Ships Company and invited guests (£1000+£230), invitations and postage (£100), first aid cover (£100), and event public liability insurance (£53), totalling £3483

These are maximum anticipated costs and are hoped to be reduced where possible.

HMS Monmouth hopes to provide personnel to assist on the day but is unable to confirm at present.

It was confirmed that funding had been allocated from the Civic Hospitality budget on the occasion of the march in March 2008.

It was proposed that a £3500 budget for the event be accepted.

Proposed Cllr Davis, Seconded: Cllr Bradley

Unanimous

It was then proposed that up to £1000 of this funding be used from the current remaining Civic Expenses budget, and the remainder be taken from Reserves.

Proposed: Cllr Christopher, Seconded: Cllr Bradley

Unanimous

**4. To confirm meeting dates.**

Next meeting is the Meeting to be held on Tuesday 27 August  
7.00pm, at the Shire Hall, Monmouth

**There being no further business the meeting ended at 7.13pm**