

MONMOUTH TOWN COUNCIL

Shire Hall
Agincourt Square
Monmouth
NP25 3DY



Tel: 01600 715662

Email: townclerk@monmouth.gov.uk
www.monmouth.gov.uk

MINUTES OF THE MEETING OF MONMOUTH TOWN COUNCIL

Held on Monday 7 October 2013 at 7.00pm
The Shire Hall, Monmouth

Present: Chairman: The Mayor Cllr J Hall

Cllr R Bradley	(RB)	Cllr J Gunter	(JG)
Cllr G Bright	(GB)	Cllr R Hayward	(RH)
Cllr S Chivers	(SC)	Cllr A Owen	(AO)
Cllr T Christopher	(TC)	Cllr G Pritchard	(GP)
Cllr S Davis	(SD)	Cllr B Ramsey	(BR)
Cllr A Dewhurst	(AD)	Cllr A Were	(AW)
Cllr J Fletcher	(JF)	Cllr S J Wilson	(SJW)

In Attendance: Mrs S James, Town Clerk and Mrs J Lloyd, Administration Assistant.

Mr Colin Phillips, Special Projects Manager MCC, gave a presentation on the Final Proposals of the Gateway Monmouth Design Study.

There have been a few changes over the last seven months since the exhibition.

It was suggested that the project shouldn't just be for tourists but to have space for local people to embrace the space with the focus being on the landscaping rather than the building, and to maximise the close proximity to the river.

From the exhibition the preferred preferences were

1. To remove the current allotment access and relocate through the main car park.
2. To move the toilet block over to Blestium Street out of view of the bridge.
3. To improve the opportunity for increased river access with terracing/platform area for people to enjoy the riverside area.

There was a muted public response to the building options proposed, with a later 'hybrid', oval, option also proving unsatisfactory. Over the summer the design team were invited to revisit the building element of the scheme with the subsequent new design shown to members, featuring elevational views towards the Bridge with toilets, cafe /kiosk/store/waste, and use of canopies. Amphitheatre style seating around the civic space with an optional tensile structure would also allow seasonal events. There was a mixed public view regarding the cafe, with 42% of people uncomfortable with it, but was deemed necessary in order to generate an income.

There is currently approx. 730 m³ civic space, and the redesign would increase this to about 930m³. The proposal shown to the Council is the one currently being proposed at Stakeholder meetings.

Questions raised were:

Question: Will there be space for the Festival?

Answer: Space provided is the same although will be more hard space rather than soft grass area.

Question: How much is the cost of the project?

Answer: Currently approx. £2million, there is no budget at the moment, but the intention is to invite members at Town level to support funding applications which could be available through the Rural Development Plans available from 2014 – 2020, with the process opening Spring next year.

Question: Could 106 monies be available for this?

Answer: In theory yes, although there is a lot of pressure on 106 money.

Question: Where will the coaches park?

Answer: Current arrangements are as existing. Additional coach bay arrangement for disembarking and parking will potentially be at Portal Road but this still has issues. A preferred option would be for a drop off point to be found in the Town but costs involved are against this.

Concerns were also raised by members over internal layout of the café area. The positioning of the toilets and waste areas were better reversed, the tensile canopy feature was not protective enough especially in the winter as it is a cold area, and that a relief design feature should also be included on the side with coach area seating.

**Andy Mason, ASB/CCTV Partnership & Engagement Team MCC,
Gave an update of the last 6 months CCTV issues**

PC Maldwyn John also spoke to members.

Mr Mason thanked the Town Council for joining the scheme and showed that since CCTV went live on 25th April, a slight decrease in crime levels for the Drybridge (Town) area had occurred, with a continued slight increase elsewhere.

There have been 9 arrests directly/indirectly attributed to CCTV monitoring and recording and 12 requests by police for footage regarding ongoing cases.

MTC Contribution to costs for 2014-15 was confirmed as £12,800.

CCTV is linked with CSATs, Business against Crime and other partnerships, with the added Storenet, Nitenet and the CCTV operator options giving a direct link through to the Police, and the passing of information is far quicker.

Retailers have given positive comments and Police can respond and act far more quickly with the help of seeing issues on the cameras. Examples of use were given in the tracking of potential £50 note fraud, burglaries and an early morning vehicle incident which police were able to respond to before any public witnessed the scene.

Members were reminded of the planned visit to the CCTV Monitoring station at Blaenavon, and an open invitation for the future was given.

1. To receive declarations of interest in items on the agenda

Cllr Bright agenda item 16
Cllr Dewhurst agenda item 16

Cllr Christopher agenda Item 16,
Cllr Hayward agenda item 16

2. To receive apologies for absence

Cllr White

3. To receive questions from members of the public for a maximum of 10 minutes

None received.

4. To confirm and sign the minutes of the meeting held on Tuesday 27th August 2013

The minutes were confirmed with the following correction:

Agenda item 8f: A meeting of the Partnership Forum did take place on 17 July (minutes state no meeting) but no Councillor was available at the Full Council meeting to give a report.

Proposed: Cllr Pritchard

Seconded: Cllr Hayward

Unanimous in favour

5. To receive correspondence that the Mayor wishes to place before the Council

None requested

6. To receive the Town Clerk's report (for information only)

Apologies for meetings:

A reminder of Standing Orders

5.2: Apologies for meetings must be given through the office and a message left. In certain circumstances, where attempt has been made to contact the office to leave a message, the Chair should also be contacted.

All members were reminded to respond to RSVPs as requested. - for the Freedom Parade alone, with tight number and cost implications, the office had to chase 6 members, some several times for a response.

There are 2 telephones in the office and if a sole staff member is on the other line, or has left the room momentarily or in a meeting, the caller will be put through to voicemail. Messages are picked up, and acted upon, but if no message is left no response can be made.

HMS Monmouth Freedom Parade

The parade appeared to go well last week. Not all invoices yet received, but costs should be well within the total £3500 maximum budget, at around £3000.

A letter of thanks to the Mayor and Town has been received from Murray MacFarlane, High Sheriff of Gwent.

HMS Monmouth Affiliates Day 14th November

All members should now have details on this invitation to visit the ship and spend a day at sea from Devonport. Please let the office know on or before Wednesday if you would like to attend.

Temporary pavement resurfacing

Mark Watkins of MCC Highways has asked to inform members that resurfacing of pavement areas outside 101-115 Monnow Street (approx bus station entrance to Handyman House) with Bitmac is to be undertaken as a matter of urgency due to a high level of incidents. He would like to stress that this is a temporary measure until the development at the lower end of the town goes ahead.

7. To answer questions from Councillors

None received.

8. To receive and consider reports and minutes of the council's committees and outside bodies:

a **Planning Committee:** As per minutes.

Cllr Wilson reported that Mr Mike Moran (MCC) had been asked to talk to the Committee on 4th November regarding Monmouth 106 monies.

Changes to the Permitted Development Rights which come into effect from September 30th will extend planning rights of householders.

The Committee is still looking at the LDP and the Rockfield Road East Development.

b **Environmental Affairs Committee:** As per minutes.

Cllr Christopher reported that permission had been to the Rotary Club to use the Town Field for the annual firework event.

It was agreed to pay the earmarked funding of £5000 to 'Off Street Project' towards the BMX track

The recommendations to extend the Christmas lights in Town by the Christmas Lights Working Group had been accepted by the Committee.

c **Community Affairs Committee:** As per minutes.

Cllr Gunter reported that Cllr Dewhurst and Cllr Christopher had been actively working with Monmouth Comprehensive School towards participation with the School Council meetings. Cllr Pritchard was making progress into reporting regarding the closure of the Minor Injuries Unit and will give a full report at the next meeting.

d **Finance & Policy Committee:** As per minutes.

e **CSATS:** Cllr Wilson reported that CSATs main concern is getting different bodies together. Parking is not directly a CSAT's issue, although parking and signs issue on Monnow Bridge together, to be discussed by them.

MCC licensing reported that chairs and tables are permitted on the old Monnow Bridge road but not on pavements.

f **Monmouth Partnership Forum:**

No meeting. Cllr Owen reported on the meeting from 17 July 2013. The Crime Commissioner Ian Johnson attended the meeting to talk about his work. He was reviewing the sale of Usk Police station, and reviewing all police stations including Monmouth.

The process of appointing the new Chief Constable for Gwent will start September with a decision by the end of October.

Due to a high level of complaints the 101 system was being looked into.

g **Vision Monmouth:** Cllr Christopher reported that the same presentation from Mr Colin Phillips (MCC) regarding The Gateway Centre had been given.

Another idea the County Council are investigating is the possibility of setting up a Community Group to find out what the priorities and needs of the area including villages around are. Caldicot has a pilot scheme running and this will be reported back to a Central Area Committee meeting.

h **Central Monmouthshire Area Committee:** No meeting

i **Others:** None

9. To review the Member's attendance summary of committee meetings

Members	Planning	Full Council	Community	Planning	F&P	Planning	Environment
2012/2013	28.08.13	28.08.13	2.09.13	9.09.13	9.09.13	23.09.13	30.09.13
Cllr R Bradley	1	1	1	1	1	1	1
Cllr G Bright	1	1	1		1		1
Cllr S Chivers	1	1	1	1	1		1
Cllr T Christopher		1	1		1		1
Mr S Davis	Apology	Apology		1		Apology	1
Cllr A Dewhurst	1	1	1	1	1	Apology	1
Cllr J Fletcher	1	1	1	1	1	1	1
Cllr J Gunter	1	1	1	1	1	1	1
Cllr J Hall	1	1	1	1	1	1	
Cllr R Hayward	1	1		1	1		Apology
Cllr A Owen		Apology					1
Cllr G Pritchard		1	1		1	1	
Cllr B Ramsey							
Cllrs A Were		1	1		1		Apology
Cllr S White		Apology	Apology				Apology
Cllr S Wilson	1	1	1	1	1	1	1
Total In Attendance	8+1	12	11	9	12	5+1	10
Members on Committee	9	15	12	9	12	9	13

KEY

	Non Committee Member			
	Non Committee Member attendance			
	Absent			

Proposed acceptance of the Members Attendance Summary

Proposed: Cllr Davis

Seconded: Cllr Bright

Unanimous in favour

10. To confirm Cllr B Ramsey as a member of the Finance and Policy Committee and Community Affairs Committees

Agreed.

Proposed: Cllr Hayward

Seconded: Cllr Davis

Unanimous in favour

11. To confirm Cllr G Pritchard as a member of the Planning Committee

Agreed.

Proposed: Cllr Hayward Seconded: Cllr Dewhurst All in favour

12. To confirm Cllr J Hall's resignation from Community Affairs Committee (remains as Mayor ex-officio)

Agreed.

Proposed: Cllr Hayward Seconded: Cllr Davis All in favour

It was proposed that Standing Orders be suspended in order to allow a member of the public to speak.

Proposed: Cllr Hall, Seconded: Cllr Davis All in favour

13. To discuss and confirm the granting of a licence to Monmouth Rowing Club for a temporary boat rack on the Town Field side of the compound fence, to store a maximum of 4 boats

Discussion took place including issues regarding security, other site availability and the two year timescale.

A spokesman from the Rowing Club reported that nearly half of the money had been raised towards the new boat house and thought work could begin in approximately eighteen months, and also clarified other concerns raised by members.

Standing Orders were re instated.

Proposed: Cllr Hall, Seconded: Cllr Davis All in favour

It was proposed to grant a license with a stipulation of a maximum time period of 2 years, and within the Fields in Trust permissions.

Proposed: Cllr Hall Seconded: Cllr Davis

For: 10 Against: 4 Abstention: 1 Motion carried

14. To confirm new insurance policy schedule and payment

A copy of the policy renewal documents had been previously circulated to all members. The Town Clerk reminded members that last year a three year long term agreement was entered into with the Council's insurers. This years policy premium policy was slightly higher due to the Town Field and adjacent footpath now being included along with pennants and banners in the Town.

The policy is now index linked with an increase of 3%.

It was decided not to include the 24 benches and 28 bins as this would be an extra £220 with an excess of £100.

The premium of £3680.39 was agreed and confirmed

Proposed: Cllr Hayward Seconded: Cllr Davis All in favour

15. To consider correspondence from Mr Andrew Tuggey DL and events for 2015

Correspondence from Mr Tuggey regarding events planned for 2015 had been previously distributed to all members. After discussion it was concluded there may be a problem with funding.

As Mr Tuggey would be the High Sherriff in 2015 and it was proposed a letter be written inviting him to an informal meeting for discussions regarding events and possible source of funding, then as an agenda item to be discussed at a later date.

Proposed: Cllr Hayward Seconded: Cllr Chivers
For: 13 Against:2 Abstention: 0 Motion carried

16. To confirm locations of future Full Council meetings

Provisional dates had been given for Full Council meetings on 18 November at Rockfield Community Centre, and 31st March 2014 at Wyesham Church Hall.

The Town Clerk will look into the availability of the internet for the Planning meetings before each Full Council meeting and if not available at the different locations, Planning Committee meetings will be held in Shire Hall at 6pm, with the Full Council meeting following at 7.30pm at the alternative location.

It was suggested as an idea to hold surgeries before each outside Full Council meeting, but pointed out that when surgeries had been held this year there was very low attendance, if any take up by the public.

Concerns over the legality of paying for premises were raised, to be investigated further, and continued only if appropriate.

It was proposed that meetings be held in other wards of the town

Proposed: Cllr Hayward Seconded: Cllr Davis
For: 11 Against: 2 Abstention: 2 Motion carried

It was proposed to accept up to £30 payment for the Venue if required and legal.

Proposed: Cllr Ramsey Seconded: Cllr Bright
For: 9 Against: 2 Abstention: 4 Motion carried

17. Items for discussion for future meetings

Town Council newsletter (GP)

18. To confirm meeting dates

Next meeting is to be held on Monday 18th November 2013
7.00pm, to be confirmed, at Rockfield Community Centre.

There being no further business the meeting closed at 8.45pm