

# MONMOUTH TOWN COUNCIL

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## MINUTES OF THE MEETING OF MONMOUTH TOWN COUNCIL

Held on Monday 22 June 2015 at 7.00pm  
The Shire Hall, Monmouth

**Present:**      **Chairman:** The Mayor Cllr G Pritchard

Cllr R Bradley	(RB)	Cllr Munslow	(CM)
Cllr G Bright	(GB)	Cllr A Owen	(AO)
Cllr S Chivers	(SC)	Cllr A Were	(AW)
Cllr J Fletcher	(JF)	Cllr S White	(SW)
Cllr Gunter	(JG)	Cllr S J Wilson	(SJW)
Cllr R Hayward	(RH)		

**In Attendance:** Mrs Jane Lloyd (Administration Officer.)

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

Cllr Christopher agenda item 13.

**2. To receive apologies for absence.**

Cllr S Davis, Cllr A Dewhurst and Cllr J Hall.

**3. To confirm and sign the minutes of the Annual meeting held on Monday 11 May 2015.**

The minutes were confirmed as a true record and signed.

Proposed: Cllr Christopher      Seconded: Cllr Gunter

**All in favour**

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

None received.

**5. To receive the Office report (for information only).**

Sadly Cllr Munslow informed us last week of the death of former Mayor Hilda Vaughan, her funeral will take place 12 noon on Wednesday 1 July at St Mary's Church - all are welcome to attend.

Tomorrow 12.00 noon all Councillors were invited to the commissioning of the defibrillator outside Shire Hall. Des Pugh from the Beacon will be there along with those who have helped get this project off the ground.

Plans for the Civic Service are going well and the plans for the Freedom Parade are on track. Information regarding the march were circulated, Any questions please contact the office. The invitation includes tea/coffee before the parade from 11.15 – 11.30 in the Council Chambers, Shire Hall, and refreshments afterwards at the Castle. The RSM at the Castle is organising the whole event.

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

None.

**7. To answer questions from Councillors.**

*(Standing Orders 9: A member may ask the Mayor, the chairmen of Council Committees or the Clerk any question concerning the business of the Council, provided notice is submitted to The Clerk in writing two working days prior to the meeting, and the response will be printed within the minutes of the meeting. Every question shall be put and answered without discussion. Answers to verbal questions put to the Mayor, Chairmen of committees or the Town Clerk may be deferred until no later than the next meeting. No supplementary questions will be allowed.)*

None.

**8. To note the reports, including Annual Committee reports, and minutes of the council's committees and outside bodies:**

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

Cllr Wilson reported that many applications are coming through regarding the Wonastow Road development site including new businesses and housing.

The Extension to the Comprehensive School swimming pool is on line but has incorrect measurements for the lanes, Cllr Wilson will contact them.

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

Cllr Christopher reported that no Deputy had been elected at the meeting.

- Floral displays on the New Bridge are now in place.
- Cllr Christopher had spoken with MCC Carl Toughig and hopefully they would be announcing shortly a 'Red Card Dog Fouling scheme' for Monmouth.

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

A report had been received from Inspector Huw Jones which was distributed to all members. The Inspector will be attending the Full Council meeting on 14 September 2015 and will then attend every other meeting after that.

After two meetings to consult the public regarding the future of the Museum and Shire Hall in Monmouth, Cllr Dewhurst had compiled the report of public views and the observations of the Town Council. This was sent to the Consultants Amion on Friday 19th June.

**d Finance & Policy Committee:**

As new Chair of F&P Cllr Pritchard reminded members of their duty to read the Ombudsman's new code of Conduct booklet given out at the last meeting. This is specifically for Community Councillors.

- Cllr Hayward has agreed to continue the review of Standing Orders.
- Cllr Hayward has chased MCC for a response to the Service Level Agreement regarding Shire Hall and hopefully there will be a response by the next meeting.

**e CSATS:**

Cllr Wilson reported that CSAT's has an annual funding of £1,000. The previous year's funding had included payments of £120 spent on graffiti removal and £200 spent on moving a camera to the Osbaston area during the burglary problems.

- If any Councillor wishes to report areas of graffiti, please contact Cllr Wilson and he will pass on the information to the Youth Offending Team who will deal with the problem.
- MCC Andrew Mason has produced a report to be sent to anyone enquiring about the background of the CCTV scheme, he pointed out that if funding from the Town Council did cease then CCTV in the Town would stop as previously happened as this would be unfair to the other Towns paying into the scheme.  
This item will be discussed at the Finance & Policy Committee meeting in November when budgets will be finalised for the forthcoming year.

**f Monmouth Partnership Forum:**

Cllr Munslow reported from the meeting held on 20 May and the Draft Travel Plan had been discussed, The Forum is also looking for funding for the Nelson Garden as it has maintenance problems. The next meeting is scheduled for 15 July.

**g Vision Monmouth:**

No meeting. Cllr Christopher reported that the next meeting could be the last one, but no date had been fixed as yet.

**h Central Monmouthshire Area Committee:**

No report.

**i Others: Civic Society:** Notes received from Cllr Hall read

Graham Thomas stood down as Chairman of the Group after many years and his wife Penny has taken over the role.

The new Chairman commented that there were two areas in which she would like to make a difference, firstly to save the Museum with its priceless Nelson Collection and secondly to limit the range of colours of the painting and signage of shop fronts in the Town.

**9. To review the Members' attendance summary of committee meetings.**

This was noted with one change, Cllr Owen gave apologies for the Community meeting on 1 June 2015.

**10. To confirm and accept the Annual Review of internal audit for year ended 31 March 2015.**

It was proposed to agree and accept the Annual Review of Internal audit for Year ended 31<sup>st</sup> March 2015.

Proposed: Cllr Pritchard  
For: 9      against: 1

seconded: Cllr Hayward  
abstention: 2

**motion carried.**

**11. To receive and agree the report of the Internal Auditor for the year ending 31<sup>st</sup> March 2015.**

(Information enclosed)

The Internal Auditor's report and an annual review of internal audit for year ended 31 March 2015 had been previously circulated to members.

The Chair highlighted to the members two commendable recommendations by the Auditor (232 and 237).

231 Cllr Hayward reminded the Committee of the policy of not insuring items as dog bins, litter bins, as there is no point showing items we won't be claiming for although these items do appear on the asset list.

The Chair proposed to accept the report for the year ending 31 March 2015.

Proposed: Cllr Pritchard

seconded: Cllr Munslow

**All in favour.**

**12. To consider and confirm acceptance of the Annual Return for the year ending 31<sup>st</sup> March 2015 sections 1, 2 and 4.**

*(Information enclosed)*

It was proposed that, after checking the precept figure for 2014/15 is accurate that the Annual Return sections 1, 2 and 4 be signed.

Proposed: Cllr Hayward  
For: 9      against: 1

Seconded: Cllr Christopher  
abstention: 2

**Motion carried.**

The Chair (Mayor) and the Administration Officer signed the Annual Return accordingly.

