

# 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 ANNUAL MEETING OF MONMOUTH TOWN COUNCIL

Held on Monday 11 May 2015 at 7.00pm  
The Shire Hall, Monmouth

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

Cllr R Bradley	(RB)	Cllr J Hall	(JH)
Cllr G Bright	(GB)	Cllr R Hayward	(RH)
Cllr S Chivers	(SC)	Cllr Munslow	(CM)
Cllr T Christopher	(TJC)	Cllr A Owen	(AO)
Cllr S Davis	(SD)	Cllr G Pritchard	(GP)
Cllr A Dewhurst	(AD)	Cllr A Were	(AW)
Cllr J Fletcher	(JF)	Cllr S White	(SW)
		Cllr S J Wilson	(SJW)

### 1. To elect the Mayor (Chair) of the Town Council for the forthcoming year.

Cllr Gunter thanked all Councillors for their support for her throughout the year, her Deputy and consort Cllr Graham Pritchard and Mrs Jill Woodroffe for all of their help throughout the year, the Town Clerk and special thanks to Jane Lloyd for all of her support efficiency and hard work in the office.

The outgoing Mayor asked for nomination for the new Mayor.

Cllr Hayward proposed the Deputy Mayor Cllr Pritchard.      Seconded: Cllr Hall

When put to the vote all were in favour.

**Motion carried.**

### 2. New Mayor Installation and acceptance of Office.

The retiring and the new Mayor left the room accompanied by the Macebearers. The retiring Mayor then returned, and when robed, the new Mayor and Mace Bearers returned to continue the meeting with the new Mayor Cllr Pritchard as Chair.

The Mayor signed the declaration of acceptance of office.

The Mayor, Cllr Pritchard said it was an honour to be elected unanimously as he had only been a Councillor for two years; he thanked members for their support and confidence in him.

Cllr Pritchard noted there were eight past Mayors in the room all having energy, commitment to the cause of the Town which in his opinion is very important and hopes to follow the long tradition as Mayor of Monmouth. He sees the role as three fold.

1. Harmony: To ensure we have harmony in the Town, not forgetting that we are here to represent the people of Monmouth and do so to the best of our abilities.
2. Represent the Town in and around the wider area.
3. To ensure we maintain the profile of the Town Council. It is important that during the term of office, we maintain the profile of the Town Council showing the people of Monmouth that they have a Town Council at their disposal.

Cllr Pritchard added the departing Mayor had shown energy and commitment and was exceptional as Mayor of the Town and thanked Cllr Gunter for all of her hard work. Cllr Gunter was then presented with her Past Mayors badge.

The Mayor's Charities for the forthcoming year are:

British Heart Foundation, Monmouth Youth Project and  
The Monmouth Alzheimer Group

The Mayor introduced his partner Mrs Jill Woodroffe as his Consort who was presented with the Consorts badge by the outgoing Consort Mr Paul Macer Wright.

### **3. To elect the Deputy Mayor for the forthcoming year.**

Two candidates were proposed for the position of Deputy Mayor.

Cllr Christopher	Proposed by Cllr Gunter
Cllr Munslow	Proposed by Cllr Chivers

Cllr Pritchard requested a signed secret ballot.

Proposed: Cllr Dewhurst    seconded: Cllr Hall    All in favour                      **Motion carried**

When votes were counted the result was:

<b>Cllr Christopher:</b>	For: 9
<b>Cllr Munslow:</b>	For: 6
	Abstention: 1

It was confirmed that Cllr Christopher be elected Deputy Mayor for the forthcoming year.

The Mayor presented the Deputy with his chain of office.

**The Blessing was given by the Reverend David McGladdery**

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

None received.

**5. To receive apologies for absence.**

None received.

**6. To confirm and sign the minutes of the meeting held on Monday 14 April 2015 and the Pink Paper minutes of Monday 14 April 2015.**

The minutes were confirmed as a true record and signed.

Proposed: Cllr Hayward    Seconded: Cllr Dewhurst    All in favour    **Motion carried**

The Pink Paper minutes were confirmed as a true record and signed.

Proposed: Cllr Hall    Seconded: Cllr Munslow    All in favour    **Motion carried**

**7. To appoint members to serve on various outside groups and outside organisations. (See schedule attached)**

The members agreed to accept as per attached list.

**8. To appoint members to serve on committees of the Council. (See schedule attached)**

The members agreed to accept as per attached list.

Proposed: Cllr Pritchard    Seconded: Cllr Hayward    All in favour

**9. To confirm meeting dates. (Listed separately)**

Meeting dates list confirmed as attached list.

Proposed: Cllr Pritchard    Seconded: Cllr Gunter    All in favour

**10. To confirm the assets list. (See schedule attached)**

Members were asked to let the Clerk's Office know if anything should be added to the present list to be confirmed at the next Finance & Policy meeting on 8 June 2015.

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

None received.

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

Information regarding the Freedom Parade on 11 July has not been received as yet but later this week contact will be made with the RSM to ask for an update.

Denise Mason should be coming in for next week while the assistant is on holiday. Cllr Gunter will come in as well to introduce Denise to Councillors and let her know who people are.

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

None received.

**14. 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 received.

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

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

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

**c Community Affairs Committee:**

Cllr Dewhurst reported a meeting had been called to answer consultant's questions regarding museums and attractions in Monmouth. Members of the public and County Cllr Greenland had attended. The draft answers will be sent out to all interested persons from the meeting before being sent to the consultants. The deadline date for the response is the end of July.

The Newsletter will go out on the 1st June 2015 via 'The Voice' magazine'

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

**e CSATS:**

Cllr Hall reported that the Police will have an area at the Monmouth Show and CSAT's would like to have a tent to discuss problems with the public.

- Three major logs from the Cameras in March.
- Disturbance resolved once lad realised he was on the camera
- PCSO's were seen on camera handing out parking tickets.
- MCC Tim Bradfield reported that green bottles were being stamped into the grass on Chippenham Mead, both the Rugby and Football Clubs are looking to identify where the bottles are brought from and who is doing this.
- Tim Bradfield also has concerns re dog fouling on Chippenham Mead as a health hazard to the children using the Field for sport. Large notices to be installed to see if this will help the situation.

**f Monmouth Partnership Forum:**

The last meeting had focused on traffic problems in the town and pedestrian crossings.

- A boards to be registered and the Chamber of Commerce to manage this.
- Pinch point system to be introduced on the narrow part of Monnow Street  
Widening footpaths A subcommittee will be set up with MCC.

**g Vision Monmouth:**

- Cycle paths are still not linked up
- Pinch point system discussed.

**h Central Monmouthshire Area Committee:**

- Cllr Hall reported that at the meeting Roy Nicholas questioned the closing of CAB in Monmouth at the end of July and asked if our own volunteers could be continued. County Cllr Wintle answered that MCC and MTC give money to CAB and CAB London want to deal with one entity only.
- Money for resurfacing Monnow Street was in place but the 'Pinch Point' needs to be addressed first which will be trialled out by MCC not a private contractor and take place in June or during the summer.
- More crossing points along Monnow street required
- To date £100,000 has already been spent on soil tests at Trellech regarding burial spaces, Mr Tom James will be available at the next meeting to answer questions.
- Usk is to have red tarmac along the Bridge area at a cost of £30,000.

**i Others:**

**16. To confirm the date for the Civic Service as Sunday 5 July or Sunday 12th July 2015.**

After discussion the date was confirmed as Sunday 5 July 2015.

Proposed by Cllr Hayward Seconded: Cllr White

**All in favour**

**17. To receive the Chairs reports as distributed.**

Each member has received a copy of each Committee report.

**18. To receive a progress report on the access road to and across the Town Field.**

A meeting is to be held on Wednesday morning regarding easing access to the Town Field, those attending will be representatives of the Rowing Club and Rotary Club with Cllr Christopher, Cllr Hall and Cllr Munslow.

The question was raised as to why other parties were being consulted, it was explained that the Town Council had been approached to do this as a joint effort as areas especially near the skate board were particularly bad. A report will be given at the next Full Council meeting.

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

<b>Members</b>	Planning	Full Council	Community	Planning	F&P
<b>2014/2015</b>	27.04.15	13.04.15	20.04.15	27.04.15	27.04.15
Cllr R Bradley	1	1	1	1	
Cllr G Bright		1	1		
Cllr S Chivers	1	1	1	1	1
Cllr T Christopher		1	1		1
Mr S Davis	Apology	Apology		1	
Cllr A Dewhurst	Apology	1	1	1	1
Cllr J Fletcher	1	1	1	Apology	Apology
Cllr J Gunter	1	1	1	1	1
Cllr J Hall	1	1		1	1
Cllr R Hayward	1	1		1	1
Cllr C Munslow	1	1	1	1	1
Cllr A Owen		Apology			
Cllr G Pritchard		1	1		1
Cllrs A Were		1	1		1
Cllr S White	1	1	1	1	
Cllr S Wilson	1	Apology	1	1	1
Total In Attendance	8+1	13	12	9+1	10
Members on Committee	10	16	12	9	11

Proposed by Cllr      Seconded: Cllr

**All in favour**

**20. Items for discussion for future meetings.**

None received.

**21. To confirm the date of the next meeting. (Listed separately)**

Monday 22nd June 2015 at 7.00pm Shire Hall, Monmouth.

**There being no further business the meeting closed at 8.15pm**