

# 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)

## COMMUNITY AFFAIRS COMMITTEE

### Minutes of the Community Affairs meeting held on Wednesday 2<sup>nd</sup> January 2013 at the Shire Hall, Monmouth

**PRESENT:** Chairman Cllr Mrs J Gunter

Cllr T Ashton	(TA)	Cllr J Fletcher	(JF)
Cllr R Bradley	(RB)	Cllr Mrs J Hall	(JH)
Cllr Mrs S Chivers	(SC)	Cllr Mrs A Were	(AW)
Cllr Christopher	(TC)	Cllr S J Wilson	(SJW)
Cllr Mrs A Dewhurst	(AD)	Cllr Mrs S White	(SW)

#### **Mr M Moran, MCC, to talk about Monmouth Playscheme and Town Council contributions. (Agenda item 10).**

Before welcoming Mr Moran, the Chair proposed moving Item 10 to the top of the agenda, so decision could be made immediately after the presentation,

For: 10                      Against: 1 against

Mr Moran circulated a paper (attached) detailing operating dates/times 2012, overall attendance comparisons for each town, their financial contributions, comparative subsidy per attendance and charges for each child.

Among the points that Mr Moran highlighted were:

There was an increase in attendance over the four week period that the scheme is run at Monmouth Leisure Centre from 284 in 2009 to 1587 in 2012.(80.5% being from the Town Council area) this year was the most successful yet, and it was proposed to run the scheme on very similar lines next year. Only Trellech Community Council has made any contribution to add to Monmouth Town Council's £5000.

Those children eligible via free school meals can turn up at reception with their card in exactly the same way as everyone else.

Members asked the following questions:

**Q.** How many children attended from outside Monmouth?

**A.** 175, coming from Ross, Coleford and Goodrich

**Q.** Have you ever had to turn down children from Monmouth?

**A.** No and if this ever look like a potential problem, we can supply extra staff from the rota.

**Q.** As you had £19,400 income and the scheme cost £17,837, surely you have made an overall profit?

A Permanent staff costs have not been included.

Q. The cheque from the Town Council has not been cashed. Obviously you did not need it?

A. It is not my specific job to cash cheques, but I do apologise.

Q. Have you approached the Housing Associations for contributions?

A. They opt to organise an open scheme called 'Play in the Park'

Q. What about starting a partnership?

A. 'Three Counties Play' is our partnership, i.e. play in Rockfield and Wyesham through the year.

Q. As the Summer Scheme is an MCC project, isn't Monmouth Town Council's contribution 'double taxation'?

A. There is no statutory responsibility to run the scheme, so don't believe that is the case.

Q.. How have the transport costs to the Leisure Centre been shared out?

A. Due to lack of take up we only ran the transport for Magor and Portskewitt this year (Caldicot) so Monmouth did not have this concern in 2012

Q. None of the publicity has ever acknowledged Monmouth Town Council's contribution. Could this be corrected?

A. I am not in charge of publicity, but I think it definitely should be.

Q. This committee needs the information and figures before we can justifiably make any decision about funding. This information is very late.

A. We aim to get the report out by end of Sept/early Oct each year. This year all Town Clerks should have been informed that there would be a delay as invoices were still coming in.

The Chair stated that no such communication had been received.

Q. Can we please be clear that if you can't provide the relevant information, we cannot and should not organise a grant and if you don't bother to cash cheques this is definitely a minus in the justification for funding?

A. Yes

Q. (Chair) could you please be more transparent? Thank you for the information for which we have been waiting a long time.

A. Some information was sent (December 17<sup>th</sup>)

Q. Can we also make it clear that when no answer at all is apparent from a senior officer to the Clerk's enquiries, this is a real problem? Any acknowledgment is better than nothing.

A. Yes

The Chair thanked Mr Moran for his time. *Mr Moran left.*

### **To confirm donation to the MCC Summer Playscheme from this year's budget**

There was a proposed amendment that as more funding had been received than spent by MCC on the scheme, a reduced contribution of £3,400 rather than £5,000 be allocated this year, to bring the two figures level.

Proposed: Cllr Mrs Were

Seconded: Cllr Mrs Dewhurst

For: 6            Against: 5

Abstention: 0

A second amendment to fund a named, specific part of the scheme did not have seconder  
The motion as amended was carried

Proposed: Cllr Mrs Were

Seconded: Cllr Wilson

For: 7            Against: 4

Abstention: 0

AGENDA ITEM		ACTION
1.	<p><b>To receive declarations of interest on items on the agenda.</b></p> <p>None received</p>	
2.	<p><b>To receive apologies for absence.</b></p> <p>Cllr G Bright and Cllr M Jones</p>	
3.	<p><b>To accept resignation of Cllr Mrs S White as Deputy Chair, and to elect a new Deputy Chair.</b></p> <p>Cllr Mrs White was thanked for her work. Cllr Terry Ashton kindly offered to take on the role.</p> <p>Proposed: Mrs White      Seconded: Mrs Gunter Unanimous in favour.</p> <p>(AD offered to continue with taking minutes for the remainder of the meeting)</p>	
4.	<p><b>To approve minutes of the meeting of Monday 12<sup>th</sup> November 2012.</b></p> <p>The minutes were confirmed as a true record and signed</p> <p>Proposed: Mrs Dewhurst      Seconded: Mrs White For: 9                              Against: 0      Abstentions: 2</p>	
5.	<p><b>To review the action summary.</b></p> <p><b>Monmouth Games</b> Petanque Club are keen. No other response as yet. <b>Tudor Road play area:</b> still under review <b>Drybridge Pond:</b> move to Environment Committee <b>Singleton Court litter:</b> Move to Environment(Litter Group) <b>Lorry parking on Wonastow Road Industrial Estate.</b> Cllr Mrs Chivers reported a big improvement since the MCC signs went up. This has resulted in overnight parking in Lidl and Blestium Street, apparently causing no problems. <b>Monnow Vale:</b> (action since Minor Injuries closure):no communication or meetings called for Users Group</p>	

	<p><b>Youth representation:</b> The three concerns that young people had brought to the attention of this committee are being dealt with:</p> <p>1) special arrangements with The Savoy for reduced price evenings  2) sites for bicycle stands in Monmouth have been agreed, but evidence of need is now being sought by Sustrans (Environment Committee)  3) Cllr Mrs White has undertaken to follow up the exact concerns about school transport, with the young person herself, as governors' meetings have not brought up any problems or complaints about transport.</p> <p>Mr A. Williams will be invited to the next suitable Community meeting to enable co-ordination about the possibility of setting up a Youth Committee, as he had to cancel his previous presentation to Full Council due to illness.</p>	<p>SW</p> <p>Town Clerk</p>
6.	<p><b>To review Committee's expenditure to date.</b></p> <p>Discussion took place concerning the virement of surplus funding from Christmas event (approx £100) and £623 from the Diamond Jubilee celebration Cllr Mrs White proposed that trees were planted in Monnow Street to further mark the Jubilee. It was agreed to earmark the above £723 for this purpose and carry it forward to the next financial year.</p>	<p>Town Clerk</p>
7.	<p><b>To receive correspondence.</b>  (listed separately)</p> <p>All correspondence noted.</p>	
8.	<p><b>To receive reports from working parties, sub-committees and representatives.</b></p> <p>i. To note any <b>items to report to CSATS</b> (SJW)  Cllr Mrs Hall wished to congratulate the police on how they coped with traffic over Christmas</p> <p>ii. <b>Carnival/Festival working group</b> (AD,AW)  Cllr Dewhurst had attended a 'post mortem' meeting with police and Festival reps. No serious problems were reported by any party. Everyone agreed that the Carnival had been a great success in its new route. The partnership with the Festival volunteers had been essential in this. The Carnival 2013 date will revert to the traditional last Sunday in July.</p> <p>iii. <b>Christmas Event working Group</b> (AD, JG, TC, JF, D Evans, B Ramsey, A Atkinson) Agenda Item 12</p> <p>iv. <b>Larger grants/donations</b> (excl. Community grants)  (TA,GB,SC,AD,JG,SW) Agenda Item 11</p> <p>v. <b>Community Grants</b> (TA,GB,SC,AD,JF,JG,SW,SJW)  Agenda Item 9</p> <p>vi. <b>Others:</b> None</p>	

<p>9.</p>	<p><b>To confirm meeting date and membership of working group to recommend Community grant distribution.</b></p> <p>(Closing date for applications 25<sup>th</sup> January 2013, reporting to Committee required 4<sup>th</sup> February)</p> <p>The Chair and Deputy will enter all applications on a spread sheet to enable the whole working group to assess whether the criteria has been met.</p>	<p>JG/TA</p>
<p>10.</p>	<p><b>To confirm donation for MCC Playscheme from current year's budget.</b></p> <p>This item was discussed and agreed at the beginning of the meeting.</p>	
<p>11.</p>	<p><b>To confirm and approve criteria and application details for donations other than Community Grants as recommended by working group, to then be passed to Internal Auditor for comment.</b></p> <p>At a working group meeting, a draft application form and criteria sheet had been agreed (attached). To be called 'Grants for Larger Community Projects in Monmouth'. In particular, the paragraph on 'profits' to be checked by the auditor before Finance and Policy Committee approval.</p>	<p>Town Clerk/ Auditor</p>
<p>12.</p>	<p><b>To review Christmas event 2012.</b></p> <p>It was agreed that the event had been a record breaking success with the usual invaluable involvement of so many different parts of the community. Hopefully everyone had been thanked for their help. (Beacon article and 1.5 pages of photos) Thanks to all the councillors who were there. More required next year. The only main concern was the road closure which needed tweaking particularly at St John's Street and Dixon Road. Meeting required with MCC traffic (and police) while concerns are still fresh. Town Clerk asked to arrange this.</p>	<p>Town Clerk/ JG/TC/ AD /SW.</p>
<p>13.</p>	<p><b>To establish working group for Christmas event and co-ordinating other associated Christmas festivities 2013, to also include non-council members from the town.</b></p> <p>The Chair advised that this group should assemble only after the Community Grants were completed. Brian Ramsey (Chamber of Trade and Commerce), David Evans and Aileen Atkinson (Shire Hall) would be invited to join as their involvement had been very helpful this year.</p>	

14.	<p><b>To consider response to consultation document regarding future working arrangements for Community Health Councils in Wales (by 16<sup>th</sup> Jan 2013).</b></p> <p>Individual responses would be made by those councillors who wished.(The relationship between the Town Council and Aneurin Bevan CHC is on the agenda of the next Full Council)</p>	All
15.	<p><b>To agree press release.</b></p> <p>Community Grants alert via Beacon, website and Facebook</p>	JG
16.	<p><b>Items for discussion for future meetings.</b></p> <p>Confirmation of Community grant working group recommendations for Community grant distribution.</p>	JG/TA
17.	<p><b>To confirm date of next meeting.</b></p> <p>Monday 4<sup>th</sup> February 2013</p>	

There being no further business the meeting closed at 8.50pm