

MONMOUTH TOWN COUNCIL

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COMMUNITY AFFAIRS COMMITTEE

Minutes of the Community Affairs meeting held on Monday 7 April 2014 at The Shire Hall

Present: Chair Cllr J Gunter

Cllr R Bradley	(RB)	Cllr G Pritchard	(GP)
Cllr G Bright	(GB)	Cllr B Ramsey	(BR)
Cllr S Chivers	(SC)	Cllr A Were	(AW)
Cllr A Dewhurst	(AD)	Cllr S White	(SW)
Cllr J Fletcher	(JF)	Cllr S Wilson	(SJW)

In attendance: Cllr T Christopher, Mrs S James (Town Clerk)

A presentation was made by students of Monmouth Comprehensive School – Harry Sully, Blake Stephens and Elinor Lewis, and Mr Andy Williams, about Monmouth Literary Festival

The students spoke eloquently and enthusiastically about plans underway for the first Monmouth Literary Festival, involving the three senior schools, to be held in the town 23rd-27th June 2014.

The Festival is planned to be inter-generational and to encourage a love of literature through the mediums of performance and reading.

About £2,500 of funding has been secured and with further sponsorship and support it is hoped to increase this to about £5,000 –of which £2,800 is to go towards publicity.

There will be a poetry competition for all school age groups, poetry recitals are to be given by students in the town every half hour, and it is hoped many guest poets, story tellers, screen writers and novelists will be attending.

The event is being supported by national poet Philip Wells, on his (barefoot) Bard's Walk across Wales (www.barefootbillion.com) and it is hoped that the Poet Laureat for England will join him walking through Monmouth.

Banners and flags are to be displayed around the town featuring the newly designed Festival logo and strong connections have been made with Hay Festival organisers who are interested in tracking the progress and possible development of the Children's Festival.

Mr Williams confirmed initial contact with the students regarding the Festival could be made through: rollingsk@monmouth.schoolsdu.org.uk

Members and the Chair congratulated and thanked the students for the presentation and wished the Festival every success.

AGENDA ITEM	AGENDA	ACTION
1.	<p>To receive declarations of interest on items on the agenda None received.</p>	
2.	<p>To receive apologies for absence All committee members present.</p>	
3.	<p>To approve the minutes of the meeting held on Monday 24th February 2014</p> <p>It was proposed that the minutes be agreed as a true record and signed.</p> <p>Proposed: Cllr S Wilson, Seconded: Cllr S White</p> <p>Agreed unanimously</p>	
4.	<p>To update the action summary All items noted and action review document updated.</p>	
5.	<p>To review and approve Committee's expenditure to date It was confirmed that £750 grant previously awarded to Rocky Rascals had been returned.</p> <p>It was proposed that the expenditure and accounts be accepted and approved.</p> <p>Proposed: Cllr G Pritchard, Seconded: Cllr S White</p> <p>Agreed unanimously</p>	
6.	<p>To confirm year end budget, with £700 to carry forward from publicity and website budget for newsletter costs.</p> <p>It was proposed that the year end budget was confirmed and £700 from Communication and Publicity budget sub-heading to be carried forward for newsletter production costs.</p> <p>Proposed: Cllr G Pritchard, Seconded: Cllr G Bright For: 9, Against: 2</p> <p>Proposal agreed</p>	
7.	<p>To receive correspondence (listed separately) Correspondence nos. 18 and 9 were noted</p>	
8.	<p>To note any items to report to CSATs (SJW) No items reported.</p>	

<p>9.</p>	<p>To receive reports from working parties and sub-committees</p> <p>i. Carnival/Festival working group (AD, AW, JG) Cllr Dewhurst reported that posters were ready to go, a local retailer had expressed an interest in sponsoring the carnival, and that further information was available on the Carnival facebook page and website.</p> <p>ii. Christmas Event working Group (BR, AD, JG, TC, JF, D Evans, , A Atkinson). Cllr Ramsey explained that no further working group meeting had taken place since last reported, although the manager of the Friday food market had expressed an interest in market involvement. Cllr Ramsey also reminded members that when reviewing last years event, it was suggested that separate events for the Candlelit procession, and visits to Father Christmas had been considered.</p> <p>iii. Larger grants/donations (Excluding. Community grants) (GB, SC, AD, JG, BR, GP, SW,) To be discussed at agenda item 14.</p> <p>iv. Community Grants (GB, SC, AD, JF, JG, TC, SW, SJW) To be discussed at agenda item 10.</p> <p>v. School Council Cllr Dewhurst reminded members there was an open invitation for councillors to attend School Council meetings.</p> <p>vi. Monnow Vale Users Group Cllr White reported that she and other MTC members were unable to attend a meeting on 10th March and awaited copies of the minutes.</p> <p>vii. MTC Newsletter (GP, BR, AD) Cllr Pritchard reminded members of the Full Council decision on 17/2/14 to fund and publish a newsletter in May and November. The working group had met with final details of content to be confirmed by members and the new Mayor. It was confirmed the newsletter to be published by last week of May and distributed by the end of June.</p> <p>viii. Others No other reports received.</p>	
<p>10.</p>	<p>To review and update on the Community Grants Evening held on 10th March. It was generally agreed that the Community Grants awards evening went well and members were pleased with presentations made by beneficiaries.</p>	

	<p>Cllr Wilson raised concerns about considering grant applications which usually contained financial reports which were nearly out of date due to the closeness to the end of the tax year.</p> <p>Cllr Were suggested groups may struggle to get accounts written off by May /June time and suggested perhaps August/September would be more appropriate timing.</p> <p>It was suggested that the timescale for small community project grants be discussed further at the next meeting.</p>	
11.	<p>To discuss and update River Festival progress</p> <p>The Chair reminded members that the donation of £800 towards the River Festival (from previous budget) had been sent and there was further information including a timetable of Monmouth events, already distributed and within correspondence. Members were encouraged to attend meetings and the events.</p>	
12.	<p>To consider and agree regular agenda item for police issues/consultation</p> <p>The Chair asked members to clarify exactly what type of consultation with the police was to be requested.</p> <p>PACT meetings were discussed and reported as aiming to get communities together to decide what the priorities were in each ward.</p> <p>It was proposed to suspend Standing Orders to allow a member of the public to speak.</p> <p>Proposed: Cllr G Bright, Seconded: Cllr B Ramsey For: 10, Against:1</p> <p>Standing Orders were suspended</p> <p>Ms Janet Hughes spoke to members about the proposed traffic scheme in Goldwire Lane, and following on from discussion about PACT meetings in communities, claimed that the community had not been fully involved in the decision making. She felt that these meetings needed to represent all sections and members of the community and were not doing so at the moment. Ms Hughes outlined her concerns about the proposed scheme, especially with no resident parking passes and proposed removal of parking vehicles which acted as traffic calming, and asked members not to support it.</p> <p>Cllr White responded that MCC Highways engineers had worked hard to consult with residents and the original plan had been amended following consultation. Ms Hughes was advised to put her concerns in writing which would be forwarded to MCC.</p> <p>Standing Orders were re-instated</p> <p>Members continued discussion about PACT meetings, suggesting they could be perhaps be more widely advertised and members should try to attend in their wards.</p>	

	<p>Cllr Dewhurst suggested that local police should be invited to the more informal setting of the Community Committee rather than Full Council meetings. Discussion took place about more productive meetings and about working partnerships, although some members felt that the Full Council meeting most appropriate.</p> <p>It was proposed that the police be invited to attend the Community Affairs Committee meetings 4 times a year, with questions provided in advance.</p> <p>Proposed: Cllr Dewhurst, Seconded: Cllr J Fletcher For: 4, Against: 5, Abstentions:2</p> <p>Proposal failed</p> <p>It was proposed that appropriate officers are asked to attend Full Council meetings twice a year, with questions provided in advance</p> <p>Cllr G Bright, Seconded: Cllr S Chivers For: 5, Against: 5, Abstention: 1 Chairs casting vote: For</p> <p>Proposal agreed</p>	
<p>13.</p>	<p>To review updates and reports from previous larger project grant awards.</p> <p>The Chair confirmed that herself and Cllr Christopher had been invited, and attended a session of the Summer Play Scheme, one of last years beneficiaries of a larger project grant, and that Nick Butler of the Monmouth Leisure Centre had presented to the Committee.</p> <p>CAB had provided an Annual report and meeting minutes, and offered to present to Committee.</p> <p>Monmouth Carnival and Festival had submitted updates and reports on last years festival with their new application.</p> <p>Reports were awaited from other last year's beneficiaries but only the above had received grants last year and also applied this year.</p>	
<p>14.</p>	<p>To confirm working group and timetable for award of larger project grants</p> <p>It was confirmed a meeting of the working group was to take place 2pm, Thursday 10th April, in the Mayor's Parlour, Shire Hall. An extra Committee meeting on Tuesday 22nd April was to be held to consider the working groups recommendations.</p> <p>The working group was confirmed as: GB, SC, AD, JG, BR, GP, SW, AW, TC.</p>	

15.	<p>To confirm and agree distribution of MTC newsletter Cllr Pritchard explained intended distribution of the newsletter to every household in each ward, as well as other public locations within the town in order to achieve the widest possible coverage. It was agreed members should be responsible for delivery within their own wards, agreeing between themselves. A list of other places for newsletters to be left was circulated for members to commit to assist. Appropriate numbers of newsletters will be allocated and available for collection from the Clerk's Office for distribution when available.</p>	
16.	<p>To review the ward facilities (from forward plan) It was suggested this should include noticeboards, Minor Injuries Unit, One Stop Shop, Jobcentre, and play facilities (although currently being considered under s106 monies funding) It was reported that the Kingswood Road noticeboard needed replacing.</p>	
17.	<p>To consider Draft Playing Fields (Community involvement in Disposal Decisions) (Wales) Regulations 2014 and Related Statutory Guidance consultation and agree response (required by 30/5/14) It was suggested that this consultation also referred to many other documents and legal terms. Cllr Bright expressed concerns over implications within the Regulations and that the complex legal issues may require legal advice.</p> <p>It was proposed that Cllrs Were and Gunter, with the Town Clerk, be delegated to respond to the consultation, with response being returned to committee for approval before submission.</p> <p>Proposed: Cllr S Chivers, Seconded: Cllr G Bright Unanimous. Proposal agreed</p>	
18.	<p>To agree annual report / press release The Chair offered to complete an annual report/press release and requested input to herself from other members.</p>	
19.	<p>Items for discussion for future meetings To consider and decide timescale for closing date of small community project grants. Response to Draft Playing Fields regulations To consider and agree level of financial and other support for Monmouth Literary Festival</p>	
20.	<p>To confirm date of next meeting: EXTRA meeting: Tuesday 22nd April for Larger Project grant consideration, then Monday 19th May 2014</p>	

There being no further business, the meeting closed at 8.37pm