

MONMOUTH TOWN COUNCIL

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COMMUNITY AFFAIRS COMMITTEE

Minutes of the Community Affairs meeting held on Monday 19th May 2014 at The Shire Hall

Present: Cllr A Dewhurst (AD)

Cllr R Bradley (RB) Cllr J Fletcher (JF)
Cllr G Bright (GB) Cllr S White (SW)
Cllr S Chivers (SC) Cllr A Were (AW)
Cllr Christopher (TJC) Cllr S Wilson (SJW)

AGENDA ITEM		ACTION
1.	To elect Chairman of the Committee Cllr Dewhurst was proposed as Chair Proposed: Cllr White Seconded: Cllr Christopher The proposal was agreed unanimously	
2.	To elect Deputy Chairman of the Committee There were no nominations for Deputy Chair. It was agreed that members would take it in turns to take minutes until a deputy could be elected. Cllr White kindly agreed to do so for this meeting	SW
3.	To receive declarations of interest on items on the agenda None made	
4.	To receive apologies for absence Apologies received from Cllr Gunter. 19.10 Cllr Were joined the meeting	

5.	<p>To approve the minutes of the meetings held on Monday 22nd April</p> <p>The minutes were agreed as a true record and signed.</p> <p>Proposed: Cllr Wilson Seconded: Cllr Bright All in favour</p> <p>It was agreed to move item 12 forward on the agenda as Cllr Wilson would have to leave the meeting due to work commitments.</p> <p>Proposed: Cllr Dewhurst Seconded: Cllr Christopher All in favour</p>	
12	<p>To consider the setting up of a Community response/Advisory Group (from CSATs) (SJW)</p> <p>Cllr Wilson reported that at the last CSATs meeting there had been a suggestion that members of the community could volunteer to become part of a group of ambassadors who can act quickly and directly to de-activate minor anti-social behaviour, by, for instance, simply talking to people who drop litter or park inconsiderately. Cllr Wilson had offered to put the idea to this committee.</p> <p>Members had serious misgivings about taking on a responsibility in which PCSOs are trained and experienced. Members would continue to report problems to 101 as soon as they were aware of any. Cllr Wilson would take the Committee's comments back to CSATs.</p> <p>Cllr Wilson gave his apologies as he had to leave the meeting.</p>	SJW
6.	<p>To update the action summary</p> <p>Support for 'It Takes a Community to Raise Child' The Joint meeting at the Comprehensive has been held. A few parents and staff had attended, as well as the Committee members. An interesting discussion followed Andy Williams's presentation but no specific move to develop the partnership further. However, Cllr Dewhurst and Cllr Christopher attend the School's Council and all members have been invited by the school together with a Schedule of meeting dates.</p> <p>Support for Minor Injuries Cllr Christopher and Cllr Pritchard are to attend a follow-up meeting with Dr Andrew Goodall, together with local Chemists and Dentists representatives during the first week in June.</p>	AD TJC ALL TJC/GP

	<p>Possible plans to move OSS(MCC) As nothing has been heard on the matter since August last year, it was agreed to ask the Town Clerk to make enquiries from Paul Matthews.</p> <p>Monmouth Games idea Confirmed removal of this action from the list. No progress</p>	<p>Town Clerk</p> <p>Town Clerk</p>
7.	<p>To review and approve Committee's expenditure to date</p> <p>It was noted that £700 is in earmarked reserves to cover costs of the Newsletter (June and November 2014).</p> <p>The Committee's expenditure to date was approved unanimously Proposed: Cllr Were Seconded: Cllr Christopher</p>	
8.	<p>To receive correspondence (listed separately)</p> <p>All noted The following correspondence was read out, by request.: Number 9:Have a Field Day-noted Pass on to W.W.1 working group.</p> <p>Number 16: Request for funding Town Guide.-The Committee requested a breakdown of costs of producing the Town Guide. As it is a business, it is not eligible for a Community Grant. To be put on the next agenda</p> <p>Number 4: Kamran Khanverdi Christmas Food Market proposal (agenda item)</p>	<p>Town Clerk</p> <p>Town Clerk</p> <p>Town Clerk</p>
9.	<p>To note any items to report to CSATs (SJW)</p> <p>Nothing to report</p>	
10.	<p>To confirm membership of Working groups and sub-committees</p> <p>Listed in Agenda Item 11.</p>	
11.	<p>To receive reports from working parties and sub-committees</p> <p>i. Carnival/Festival working group (AD, AW, JG, TJC, Chris Were, Les Modget) Lively publicity promotion had been achieved last Saturday at the Monnow Bridge, with much help from Rob Campbell and his wife. The Green Dragon is kindly hosting a pub quiz and raffle on Sunday 25th May to help raise funds.</p>	

	<p>Posters going up around town website working well. Next Festival meeting 22nd May. next Carnival 12th June.</p> <p>ii. Christmas Event working Group (AD, JG, TJC, JF, D Evans, A Atkinson). Meeting to be agreed asap week beginning 26th May?</p> <p>iii. Larger grants/donations (Excluding. Community grants) (GB, SC, AD, JG, SW, TJC) Complete.</p> <p>iv. Community Grants (GB, SC, AD, JF, JG, TJC, SW, SJW) Agenda item 13</p> <p>v. School Council (AD, TJC, SW) on going.</p> <p>vi. Monnow Vale Users Group (SW, JG) Awaiting minutes from the last meeting as neither Cllr Gunter or Cllr White were able to attend.</p> <p>vii. MTC Newsletter (GP, AD) The newsletter has gone to press, with the approval of the Mayor. Meeting this week to discuss distribution.</p> <p>viii. W.W.1.commemoration (SC,SW,GB.) The Church is booked and plans on going.</p>	Town Clerk
12.	<p>To consider the setting up of a Community response/Advisory Group (from CSATs) (SJW)</p> <p>Item moved to top of the agenda.</p>	
13.	<p>To consider and decide timescale for award of Community Project Grants (up to £750) 2014/15</p> <p>It was agreed to bring the schedule earlier in the year i.e. Invite grant applications asap. Closing date end Sept 2014 Presentation evening end October.</p> <p>Proposed: Cllr Christopher Seconded: Cllr Were All in favour</p>	Town Clerk/AD
14.	<p>To consider and agree budget for replacement notice board, including installation costs, in Kingswood Road</p> <p>Request more detailed quotes.</p>	Town Clerk/AD
15.	<p>To consider and agree budget for replacement noticeboard, including installation costs, at Wyesham shop</p> <p>Request more detailed quotes.</p>	Town Clerk/AD

16.	<p>To agree response to Draft Playing Fields regulations</p> <p>Cllr Were has made a draft response and requests the approval/comments from the Committee. Would the Town Clerk very kindly circulate the draft version by e-mail or hard copy as necessary. Final response is due by end of May</p>	Town Clerk/ALL
17.	<p>To discuss and agree outline Monmouth Christmas event(s) including possible involvement of markets.</p> <p>The Committee decided that the suggestion of combining an event with Mr Kamran Khanverdi's Food Market and the Candlelit procession, would have to be declined as the proposal for a complete road closure was not practical.</p>	Town Clerk/AD
18.	<p>To confirm Committee Annual Report 2013/14 (JG)</p> <p>The report was read out and then confirmed unanimously. Proposed: Cllr Bright Seconded: Cllr Christopher All in favour</p>	
19.	<p>To agree press release</p> <p>Annual Report</p>	Town Clerk
20.	<p>Items for discussion for future meetings</p> <ul style="list-style-type: none"> • Newsletter • Replacement notice boards in Wyesham and Kingswood Road. 	
21.	<p>To confirm date of next meeting</p> <p>Monday 30th June 2014</p>	

There being no further business the meeting closed at 8.25pm