

MONMOUTH TOWN COUNCIL

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COMMUNITY AFFAIRS COMMITTEE

Minutes of the Community Affairs meeting held on Monday 30 June 2014 at The Shire Hall

Present: Cllr A Dewhurst (AD)

Cllr G Bright (GB)

Cllr S Chivers (SC)

Cllr Christopher (TJC)

Cllr J Fletcher (JF)

Cllr Gunter (JG)

Cllr S White (SW)

Cllr S Wilson (SJW)

Ms Mandy Mardell answered questions from the committee about her request for funding of £500 towards the cost for the Monmouth Town guide. (Agenda Item 10)

Total costs to produce are £2,054 for 7,000 copies which is distributed to Abergavenny, Usk Chepstow areas and estate agents. The guide is disturbed from the Tourist Information Centre with more going out than ever before, Tristian Blanchard (TIC) provided information such as 'What can be done in half a day' or a whole day in Monmouth.

Advertising revenue brought in £1,900; but this is kept to a minimum as it is felt tourism information is more important than advertising.

AGENDA ITEM		ACTION
10.	<p>It was proposed to bring agenda Item 10 forward on the agenda. Proposed: Cllr White Seconded: Cllr Wilson All in favour.</p> <p>To consider and agree to pay £500 towards Monmouth Town Guide.</p> <p>Proposed: Cllr White Seconded: Cllr Wilson For: 4 Against: 2 Abstention: 3</p>	Town Clerk
1.	<p>To receive declarations of interest on items on the agenda.</p> <p>None received</p>	

2.	<p>To receive apologies for absence</p> <p>Apologies received from Cllr R Bradley and Cllr A Were</p>	
3.	<p>To approve the minutes of the meetings held on Monday 19th May 2014.</p> <p>The minutes were agreed as a true record and signed.</p> <p>Proposed: Cllr Wilson Seconded: Cllr Fletcher All in favour</p>	
4.	<p>To elect Deputy Chairman of the Committee.</p> <p>Cllr Gunter's name was put forward for Deputy Chairman.</p> <p>Proposed: Cllr Wilson Seconded: Cllr Christopher All in favour</p>	
5.	<p>To update the action summary.</p> <p>All items noted and updated.</p>	
6.	<p>To review and approve Committee's expenditure to date.</p> <p>The Committee's expenditure to date was approved.</p> <p>Proposed: Cllr Fletcher Seconded: Cllr Christopher All in favour</p>	
7.	<p>To receive correspondence. (listed separately)</p> <p>Standing orders were suspended to allow Andrew Hubert Von Staufer to speak regarding item 15 (correspondence number 5a.)</p> <p>Proposed: Cllr Fletcher Seconded: Cllr Christopher All in favour</p> <p>Andrew Hubert Von Staufer explained he wouldn't be asking for money but would like to get everyone on side to work with local businesses, Churches and other organisations within Monmouth to move Christmas away from a retail event and build it up over the long term to increase the tourism footprint in Monmouth. One idea to extend the event was to have another event on 21st December to include a market with reindeer and using shops as collection points for proceeds to be collected to go to good causes.</p> <p>Q: Had this idea been discussed with Tourism, A: Yes over the last 4 years.</p>	

	<p>Q: Finance question was raised. A: This isn't going to be a commercial operation per se. With another Christmas market on the Sunday stalls with food markets would pay for itself, Andrew would like to have a calendar of events to bring people into Monmouth over the Christmas period.</p> <p>The Committee's concerns are the limited amount of money they have to put to the Christmas event. Mr Andrew Hubert Von Staufer stated there has been money offered from other sources but a schedule for possible events hasn't been produced yet or written support from other possible people involved.</p> <p>Cllr Dewhurst suggested that when a working group date had been organised and Andrew Hubert Von Staufer has the signed confirmed commitment from other parties then he attend the meeting.</p> <p>Standing orders re-instated Proposed: Cllr Bright Seconded: Cllr Christopher All in favour</p> <p>Number 9: distributed to all members.</p> <p>All other correspondence items noted.</p>	AD
16.	<p>It was proposed to bring agenda Item 16 forward on the agenda. Proposed: Cllr White Seconded: Cllr Wilson All in favour.</p> <p>To consider the outline of the Christmas event and to agree a Working Group meeting date.</p> <p>It was suggested that an item as large as this should be dealt with at Committee meeting and not Working Group level.</p> <p>It was suggested to carry on as normal and if Andrew Hubert Von Staufer comes back with the relevant information then to consider at that stage whether to engage with making the event larger.</p> <p>A date will be set within the next 2 weeks for a meeting of the working Group.</p> <p>Cllr Dewhurst will contact all members with the date.</p>	AD
8.	<p>To note any items to report to CSATs. (SJW)</p> <p>No items to report.</p>	

<p>9.</p>	<p>To receive reports from working parties and sub-committees</p> <p>i. Carnival/Festival working group (AD, AW, JG, TJC) Ongoing.</p> <p>ii. Christmas Event working group (AD, JG, TJC, JF, D Evans, A Atkinson). Ongoing.</p> <p>iii. Larger grants/donations (Excluding. Community grants) (GB, SC, AD, JG, GP, SW,) Ongoing – Agenda to be placed on the next agenda.</p> <p>iv. Community Grants (GB, SC, AD, JF, JG, TC, SW, SJW) Ongoing – Agenda to be placed on the next agenda.</p> <p>v. School Council liaison Ongoing.</p> <p>vi. Monnow Vale Users Group Ongoing.</p> <p>vii. MTC Newsletter (GP, AD) Delivery ongoing and very patchy. Cllr Bright commented that there had been a negative response from some Councillors. Cllr Dewhurst reported that the response from residents who have received the newsletter has been positive.</p> <p>viii. Others: None</p>	
<p>10.</p>	<p>To consider and agree to pay £500 towards Monmouth Town Guide.</p> <p>Discussed earlier in the meeting.</p>	
<p>11.</p>	<p>To agree joint action with the local Police regarding inconsiderate parking in Priory Street, The Old Monnow Bridge and the Allotment Road.</p> <p>Cllr Dewhurst had been invited to a meeting with Inspector Sarah Taylor and it was explained that drivers can be warned and advised of inconsiderate parking. Cllr Chivers stated it should be the police who should be ticketing for offenders. Cllr Wilson will take the email to CSAT's and Cllr Dewhurst will reply to the inspector at the arranged Chairs meeting to be held on 23 July 2014.</p> <p>Cllr Fletcher pointed out that large vehicles are parking in Monnow Street loading and unloading and asked if a time limit could be put in place for this.</p>	<p>SJW/AD</p>

12.	<p>To agree funding for installation and replacement notice boards in Wyesham and Kingswood Road.</p> <p>It was agreed to replace both of the noticeboards up to £700</p> <p>Proposed: Cllr Dewhurst Seconded: Cllr Wilson For: 7 Against: 1 Abstention: 0</p> <p>Cllr Christopher will look at the Kingswood site and Cllr Gunter will look at the Wyesham site.</p>	TJC/JG
13.	<p>To consider and decide response to new bus timetables and associated correspondence.</p> <p>The Chair will contact people who have been concerned and will reply to them. A letter to MCC will be written to thank them for resolving and improving the situation.</p>	AD
14.	<p>To review and update Committee Forward Plan.</p> <p>Defer to next meeting.</p>	
15.	<p>To hear the proposal from Andrew Hubert von Staufer regarding the Christmas event.</p> <p>Discussed earlier in the meeting.</p>	
16.	<p>To consider the outline of the Christmas event and to agree a Working Group meeting date.</p> <p>Discussed earlier in the meeting.</p>	
17.	<p>To consider Community involvement in decorating the Christmas Tree in Monnow Street or at the Shire Hall this year.</p> <p>Cllr White suggested that people who wanted to place ornaments on the trees bring them to Shire Hall for a contractor to place on the tree. Cllr Dewhurst wanted to make it more of a community occasion, using 'litter pickers' to hang the ornaments, from the ground. Cllr Chivers asked about the insurance and if the town Council would be covered in the event of an accident.</p> <p>It was suggested that this item be placed on the next agenda and the Town Clerk investigate additional and public liability insurance</p>	Town Clerk

18.	<p>To agree press release.</p> <p>Cllr Dewhurst</p>	AD
19.	<p>Items for discussion for future meetings.</p> <ul style="list-style-type: none"> • Agenda items 14 • Agenda item 17. • Report from Police meeting 23 July 2014 • Grant Publicity 	
20.	<p>To confirm date of next meeting.</p> <p>Monday 11th August 2014</p>	

There being no further business the meeting closed at 21.00