

# MONMOUTH TOWN COUNCIL

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## MINUTES OF THE MEETING OF MONMOUTH TOWN COUNCIL

Held on Monday 11 April 2016 at 7.00pm  
The Shire Hall, Monmouth

**Present:** **Chairman:** The Mayor Cllr G Pritchard

Cllr Bright (GB)	Cllr J Hall (JH)
Cllr S Chivers (SC)	Cllr R Hayward(RH)
Cllr S Davis (SD)	Cllr C Munslow(CM)
Cllr A Dewhurst(AD)	Cllr A Owen (AO)
Cllr M Feakins (MF)	Cllr A Were (AW)
Cllr J Fletcher (JF)	Cllr S White (SW)
Cllr J Gunter (JG)	Cllr S Wilson (SJW)

The Mayor welcomed the new Drybridge Ward Town Councillor Mr Mat Feakins to the Town Council.

### **To receive the Police Report from Inspector Arwel Hicks (Gwent Police).**

Inspector Hicks introduced himself as the new Inspector for Monmouthshire and gave a report on the crime figures for the different wards of Monmouth. (See attached).

Inspector Hicks also commented that arrests linked with burglaries in Monmouth have taken place in Gloucester, but will continue with leaflet drops with information safeguarding against burglaries. He explained that alarms are still a good deterrent. This year the Police have received over 100 calls with information regarding suspicious behaviour which is good.

- 1. To receive declarations of interest in items on the agenda.**
- 2. To receive apologies for absence.**  
  
Cllr Bradley
- 3. To confirm and sign the minutes of the meeting held on Monday 29th February 2016. and the Pink Paper minutes from the Extra Ordinary Full Council meeting held on Thursday 17 March 2016.**

The minutes of Monday 29 February 2016 were confirmed as a true record and signed.

Proposed: Cllr Davis      Seconded: Cllr Hall  
For: 14      against: 0      abstention: 1

**Motion carried**

The Pink Paper minutes of Monday 29 February 2016 were confirmed as a true record and signed.

Proposed: Cllr Dewhurst    Seconded: Cllr Hall  
For: 14            against: 0            abstention: 1

**Motion carried**

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

Mrs R Jupp requested an update of the Chippenham Mead Play area and asked if a Working Group could be set up involving the public and Town Council.

Cllr Dewhurst replied she had met with MCC Tim Bradfield but waiting for an update, meanwhile had received comments from people wanting to keep it in the same area with offers of help with the painting and planting of trees. Cllr Dewhurst would like to keep the MCC Working Group informal but work with interested parties along the idea of swapping one area for another area of the park. The MCC Working Group would include Town Council, Mrs Jupp's Group, MCC Tim Bradfield and County Cllr A Wintle.

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

The website is up and running and have received enquiries from it.

Staff have been trained but the back dated Planning agendas and minutes are still to be uploaded.

On Saturday 23 April 'Walkers are Welcome' are organising sponsored walk in aid of the Mayors Charities, starting at 9.30am at Shire Hall. The walk will be nine miles following the River Wye up to the Biblins Bridge and returning on the other side of the river.

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

None received.

**7. 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.

## 8. To note the reports of Council Committees and outside bodies:

- i. **Planning Committee:** As per minutes.
  - Consulting on the Community Infrastructure Levy and have sent questions to answer regarding this and will be on the next agenda.
  - Members of the Committee felt that the issue regarding 106 monies and Chippenham Mead be on the Planning Committee, Cllr Wilson explained that if the play area is moved, the money which must be spent by June 2017 could be lost due to the time it would take to obtain permission to build on a Village Green such as Chippenham Mead.  
In 2013 when 106 monies was first discussed it was realised this was not a viable option. At that time it was decided by MCC to refurbish rather than relocate.
- ii. **Environment Affairs Committee:** As per minutes.
  - It was agreed to preplace 2 damaged banners
  - Agreed to extend the planting contract and the Maintenance contract for one year
  - Agreed to put the bench at Commerce House back in the same position or near the bus station
  - Agreed to extra litter picks at Chippenham Mead through August.
- iii. **Community Affairs Committee:** As per minutes.
  - A presentation was given by Mr Julian Hayman Development Manager Aneurin Bevan UHB. Issues raised were public transport problems for the new hospital and the delay of the new hospital.
  - Larger Project Grants were awarded.
  - Presentation and discussion of the Chippenham Mead Play area.
- iv. **Finance & Policy Committee:** As per minutes.
  - Draft agreement report for Blestinium Street toilets will discussed by the Working Group on Monday 25 April 2016.
  - It was agreed to aid The British Legion with a contribution to the costs of organising the Remembrance Day activities.
  - Invitation to Ellis Whittam to speak about the services we are signed up for Staff will now have SLCC membership not just the Town Clerk.
- v. **CSATS:** No meeting.
- vi. **Monmouth Partnership Forum:**  
An advisor from Bristol who have experience of Community Asset Transfer in Housing Projects attended and putting together a scheme to revive the Welcome Centre Project and are applying for grants.
- vii. **Vision Monmouth:** No meeting.
- viii. **Central Monmouthshire Area Committee:** No meeting.
- ix. **Neighbourhood Plan:**  
Mr David Farnsworth has produced a draft plan with the next step will be to brief the Town Council. Next meeting Thursday 14 April 2016.
- x. **Others:**  
None received.

**9. To approve Cllr Feakins membership of the Planning and Finance and Policy Committees.**

It was agreed that Cllr Feakins would be a member of the Planning Committee and Finance & Policy Committee.

Proposed: Cllr Pritchard      Seconded: Cllr Hall

**All in favour  
Motion carried**

**10. To discuss and make a decision on the proposed Monmouth Town Council Standing Orders as recommended by the Standing Orders Working Group.**

Standing Orders should be reviewed every eighteen months. Model Standing Orders had been issued by One Voice Wales which had been agreed in principle by the Finance and Policy Committee.

Some changes were made to the wording of the document and points raised regarding the co-option of non-members being able to vote at meetings.

It was asked who the Proper Officer is as this is not a term the Council use. After discussion it was agreed that Mrs Jane Lloyd is the Proper Officer in the absence of the Town Clerk.

Proposed: Cllr White      Seconded: Cllr Davis

**All in favour  
Motion carried**

It was proposed to accept the Standing Orders with the changes and be circulated to all Councillors.

Proposed: Cllr Pritchard      Seconded: Cllr Hayward  
For: 14      against: 0      abstention: 1

**Motion carried**

**11. To Note the Mayor's engagement list.**

Noted.

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

Noted with one change Cllr Davis had attended the meeting on 17 March 2016.

**13. To discuss and make a decision on the future arrangements for Town Council Mace Bearers.**

After discussion it was proposed to:

- a) That Ms Caroline Bright should be designated as a Macebearer of equal status to Mr John Blake.

Proposed: Cllr Chivers      Seconded: Cllr Pritchard  
For: 14    against: 1      abstention: 0

**Motion carried**

- b) Not to appoint a trainee Macebearer at the present time.

Proposed: Cllr Hayward      Seconded: Cllr Gunter  
For: 7    against: 7      abstention: 1  
With the Mayors casting vote the motion was carried

**Motion carried**

**14. Items for discussion for future meetings.**

None received.

**15. To confirm the date of the next meeting.**

Monday 9 May 2016 at 7.00pm Shire Hall, Monmouth. (Annual Meeting).

**16. To resolve to exclude members of the press and public from the meeting during consideration of the following items of business, by virtue of the Public Bodies (Admission to meetings) Act 1960, Section 1 (2), on the grounds of confidentiality.**

Proposed: Cllr Were      seconded: Cllr Hayward

**All in favour  
Motion carried**

**17. Confidential matters relating to the Town Clerk and make decisions on associated staffing arrangements.**