

# MONMOUTH TOWN COUNCIL

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## COMMUNITY AFFAIRS COMMITTEE

### Minutes of the Community Affairs Committee Meeting held on Monday 25<sup>th</sup> July 2016 at The Shire Hall, Monmouth

**PRESENT: Chair:** Cllr A Dewhurst (AD)

Cllr G Bright (GB)	Cllr C Munslow (CM)
Cllr S Chivers (SC)	Cllr A Were (AW)
Cllr J Gunter (JG)	

**In attendance:** Dee Lovering Admin Assistant

AGENDA ITEM		ACTION
1.	<b>To receive declarations of interest on items on the agenda.</b>  Cllr Were declared a personal interest in agenda item 14.	
2.	<b>To receive apologies for absence.</b>  None received.	
3.	<b>To approve the minutes of the meeting held on Tuesday 3<sup>rd</sup> May 2016.</b>  Cllr Bright highlighted the incorrect date for the minutes to be approved. It was proposed that the minutes of the last meeting dated 13 <sup>th</sup> June be accepted instead of the 3 <sup>rd</sup> May as incorrectly stated on the agenda and this was unanimously agreed. The minutes dated Monday 13 <sup>th</sup> June 2016 were agreed as a true record and signed.  Proposed: Cllr Dewhurst    Seconded: Cllr Munslow <b>All in favour</b>	
4.	<b>To update the action summary.</b>  Cllr Dewhurst to write a letter to Paul Keeble regarding the ongoing problems with illegal parking on double yellow lines around the town.	<b>AD</b>

	Cllr Were reported parking problems on the Old Monnow Bridge and around the Blestium Street toilet block and offered to take photographic evidence to send to Paul Keeble to highlight the areas for concern.	<b>AW</b>
<b>5.</b>	<p><b>To review and approve committee expenditure to date.</b></p> <p>All expenditures were noted and a query regarding unpaid invoices from the Queen's Picnic was forwarded to the office.</p> <p>Cllr Dewhurst to chase up the invoice from St Johns ambulance and to also book them for the town's Christmas Event.</p> <p>Cllr Gunter to check with Eagle Plant Toilet Hire if they have sent their invoice in to the office.</p>	<p><b>Office</b></p> <p><b>AD</b></p> <p><b>JG</b></p>
<b>6.</b>	<p><b>To receive correspondence.</b></p> <p>Cllr Dewhurst highlighted the invitation to attend the Community Asset Transfer Workshop sent from Gavo Wales.</p>	
<b>7.</b>	<p><b>To receive consider and take any action on reports from working parties and sub-committees.</b></p> <p><b>i. Police Report.</b> Cllr Dewhurst reported that PSCO Facchiano has a new assistant and is therefore now able to have a greater presence locally.</p> <p><b>ii. Carnival/Festival Working Group.</b> (AD, AW, JG, Chris Were, Les Modget) Agenda item 10.</p> <p><b>iii. Christmas Event Working Group.</b> (AD, JG, JF, D Evans, A Atkinson). Agenda item 11.</p> <p><b>iv. Larger Grants/Donations.</b> (Excluding Community Grants) (GB, SC, AD, JG, GP, SW,) No report.</p> <p><b>v. Community Grants.</b> (GB, SC, AD, JF, JG, SW,) Agenda item 9.</p> <p><b>vi. School Council Liaison.</b> (AD, SW,) No report.</p> <p><b>vii. Monnow Vale Users Group.</b> Councillors cannot commit to attending the Monnow Vale Users Group meetings but request that the minutes to be sent to MTC.</p>	<b>Office</b>

	<p><b>viii. MTC Newsletter.</b> (CM, GP, AD) No meeting – next newsletter due around Christmas.</p> <p><b>ix. Replacement Service of Minor Injuries Unit.</b> No update – to be reviewed at September’s meeting.</p> <p><b>x. Queen’s Birthday Picnic Working Group</b> (SW, SC, AD, JG, CM) It was agreed that this Working Group can now be disbanded.</p> <p><b>xi. Others.</b> None received.</p>	
<b>8.</b>	<p><b>To discuss and agree the Forward Plan and Aims &amp; Objectives for 2016/17.</b></p> <p>The Forward Plan and Aims &amp; Objectives for 2016/17 were both agreed by members.</p>	
<b>9.</b>	<p><b>To discuss and agree timetable for Smaller Community Grants.</b></p> <p>It was agreed that the closing date for the Smaller Community Grants would be Monday 19<sup>th</sup> September. On Thursday 22<sup>nd</sup> September the working group will meet at 10.00am to review all applications. On Monday 26<sup>th</sup> September a special meeting will be held to ratify the grant applications, followed by the Presentation Evening on Monday 10<sup>th</sup> October at 7.30pm.</p> <p>It was decided that the application criteria would remain the same as the previous year and that advertising should start immediately.</p>	
<b>10.</b>	<p><b>Review of Carnival Sunday.</b></p> <p>An update was given from members and it was agreed that the day had been a great success, with thanks given to everyone involved.</p>	
<b>11.</b>	<p><b>Agree a date for the Christmas Candlelit Procession.</b></p> <p>It was agreed that the procession be held on Thursday 8<sup>th</sup> December. It was confirmed that the Christmas trees and lights would all be up and lit in time for the event.</p>	
<b>12.</b>	<p><b>Consider and agree items for discussion at the Police and Crime Commissioner Community Council Event.</b></p> <p>It was confirmed that Cllr Munslow and Cllr Dewhurst will attend the event on the 27<sup>th</sup> September, leaving one place still available.</p> <p>Cllr Dewhurst asked members to suggest issues that they would like raised at the event and it was requested that a copy of the Police Commissioner’s strategic plan be obtained for members to consider.</p>	<p><b>CM/AD</b></p> <p><b>All</b></p> <p><b>Office</b></p>

13.	<p><b>To discuss and agree action on the Wellbeing of Future Generations Consultation.</b></p> <p>Following much discussion Cllr Were suggested that the results of the collated responses from the consultation be requested.</p> <p>The majority of members decided they wished to take no other action.</p>	<b>AW</b>
14.	<p><b>To discuss and agree £50 donation to cover the cost of a leaflet for the Overmonnow ward to invite residents to an open meeting to discuss the new Community Group being set up in the area (AW).</b></p> <p>A brief overview was given by Cllr Were regarding the new Community Group currently being set up in the Overmonnow Area.</p> <p>It was proposed that the £50 donation for the leaflet be paid for out of the 'Communication and Publicity' budget.</p> <p>Proposed: Cllr Chivers    Seconded: Cllr Bright  For: 4      Against: 0      Abstention: 2</p>	
15.	<p><b>To agree a press release.</b></p> <p>Cllr Dewhurst to write a press release which will include the Smaller Community Grants information.</p>	<b>AD / Office</b>
16.	<p><b>Items for discussion for future meetings.</b></p> <p>Issues to be raised at the Police and Crime Commissioner Community Council Event on the 27<sup>th</sup> September.</p>	
17.	<p><b>To confirm date of next meeting.</b></p> <p>Monday 5<sup>th</sup> September 2016</p>	

With there being no further business the meeting closed at 8.58pm.