

# MONMOUTH TOWN COUNCIL

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## MINUTES OF THE ANNUAL MEETING OF MONMOUTH TOWN COUNCIL (Amended)

Held on Monday 9 May 2016 at 7.00pm  
The Shire Hall, Monmouth

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

Cllr Bright	Cllr J Hall
Cllr S Chivers	Cllr R Hayward
Cllr S Davis	Cllr C Munslow
Cllr A Dewhurst	Cllr A Owen
Cllr M Feakins	Cllr A Were
Cllr J Gunter	Cllr S White
Cllr S Wilson	

**In attendance:** Mrs J Lloyd Proper Officer

### 1. To elect the Mayor (Chair) of the Town Council for the forthcoming year.

Cllr Pritchard said it had been a challenging, eventful and enjoyable year but felt progress had been made.

He thanked Mrs Jane Lloyd for all of her help throughout the year wondering how she had managed and was very appreciative of her work. In particular, with the organisation of two Freedom parades in one year which hadn't happened before.

He expressed how it had been a pleasure and honour to represent the Town Council at nearly one hundred events throughout his year as Mayor. He also thanked both of his Deputies, Cllr Christopher and Cllr Munslow for their help and, the three Mace Bearers especially Mr Mike Brown who had retired earlier this year. A final thanks went to his partner Gill for her understanding and support.

The outgoing Mayor asked for nomination for the new Mayor.

Cllr White proposed the Deputy Mayor Cllr Munslow. Seconded: Cllr Hall

When put to the vote all members were in favour.

**Motion carried.**

The retiring and the new Mayor left the room accompanied by the Macebearers. The retiring Mayor returned, and when robed, the new Mayor and Mace Bearers returned to continue the meeting with the new Mayor Cllr Munslow as Chair.

**2. New Mayor Installation and acceptance of Office.**

The Mayor signed the declaration of acceptance of office  
Cllr Munslow thanked the members for supporting him and felt very grateful, honoured and privileged to be Mayor of Monmouth.

He thanked and praised the former Mayor for all of his hard work and announced his three charities for this year are:

1. The Royal National Lifeboat Institution.
2. Wyesham Scouts and Guides
3. Overmonnow Primary Special Needs Unit.

**3. To elect the Deputy Mayor for the forthcoming year.**

The Mayor then asked for nomination for the new Deputy Mayor.

Cllr White nominated Cllr Gunter seconded: Cllr Hall

When put to the vote all members were in favour.

**Motion carried.**

The Mayor presented the Deputy with her chain of office.

Cllr Gunter thanked members for voting her in as Deputy Mayor.

**The Blessing was given by the Reverend David McGladdery**

**4. To receive declarations of interest in items on the agenda.**

None received.

**5. To receive apologies for absence.**

Cllr Fletcher.

**6. To confirm and sign the minutes of the meeting held on Monday 11 April 2016 and the Pink Paper minutes of Monday 11 April 2016.**

The minutes of Monday 11 April 2016 were confirmed as a true record and signed.

Proposed: Cllr Hall Seconded: Cllr White

**All in favour**

**Motion carried**

The Pink Paper minutes of Monday 11 April 2016 were confirmed as a true record with the following correction.

That 17ii. be amended from 'Cllr Pritchard and Cllr Hall be given delegated power' to 'The Chair and Vice Chair of the Policy and Finance Committee, be given delegated power'.

Proposed: Cllr Hayward Seconded: Cllr Munslow All in favour

**All in favour.**

**Motion carried**

7. **To appoint members to serve on various Outside Groups and Outside Organisations. (See schedule attached)**

**Agreed.**

8. **To appoint members to serve on Committees of the Council. (See schedule attached)**

**Agreed.**

9. **To confirm meeting dates 2016/2017 (Listed separately)**

After the Annual meeting the first Finance and Policy meeting should be after all other Committee meetings had met, this to allow the election of the new Chairpersons of each Committee, who will then attend as automatic members to the Finance & Policy committee. As the next Finance meeting is dated 16 May, it was therefore requested the meeting be put back to 27 June. Two members pointed out there were important items on the agenda to be discussed before 27 June 2016.

Cllr Hayward motioned that the meeting go ahead on Monday 16 May 2016 but the election of Chairperson and Deputy Chair be deferred until 27 June when all Chairs of Committees are in place.

Proposed: Cllr Hayward      Seconded: Cllr White  
For: 13                      against: 1      abstention: 1

**Motion carried.**

10. **To confirm the assets list. (See schedule attached)**

Cllr Hayward pointed out 2 missing items to be added to the list. It was highlighted that the list had been circulated twice previously asking for updates.

**Agreed.**

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

Mrs Rachel Jupp congratulated the new Mayor and asked if he as someone who has done so much for the youth of our town would he support the move of The Chippenham Play Area.

The Chair replied yes he is looking at it and, prepared to support the idea but there are many questions to be answered first.

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

Nothing to report.

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

Councillors requested the letter from Chevron, disputing the service provided be read to the members.

**14. 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.

**15. To note the reports, including Annual Committee reports, and minutes of the council's committees and outside bodies:**

- a **Planning Committee:** As per minutes Cllr Wilson gave his annual report (attached), and reported on 106 monies to date.
- b **Environmental Affairs Committee:** As per minutes, Cllr Owen gave his report for the year (attached). Cllr Owen said the Committee had had underspent in 2015/2016. Participated with the 'Give Dog Fouling a Red Card' scheme, street cleaning with ongoing items being Bike hoops and benches and a commitment to open the cemetery for burials.
- c **Community Affairs Committee:** Cllr Dewhurst gave her annual report (attached).
- d **Finance & Policy Committee:** Cllr Pritchard reported no meeting, next meeting is Monday 16 May 2016.
- e **CSATS:** Cllr Wilson reported that problems were highlighted regarding contact less cards. Now protective wallets are available for the cards to stop people obtaining money unknowingly to the card holder. Traffic issues were discussed along with graffiti problems. Monmouth Youth Project will take part in the removal of graffiti. Discussion took place regarding the removal of the old skate park, it was MCC who built it on Town Council land, both are liaising regarding the removal.
- f **Monmouth Partnership Forum:** The last meeting discussed the revival of the Gateway Project. Next meeting will be on Wednesday 18 May 2016 when MCC Paul Keeble will attend.
- g **Vision Monmouth:** No meeting.
- h **Central Monmouthshire Area Committee:** This meeting will take place in June, venue yet to be decided.
- i **Place Plan:** Cllr Were is still not comfortable with the direction it is going and will raise this again at the meeting tomorrow (Tuesday 10 May 2016.). Cllr Munslow reported they had had a meeting with MCC R Hoggins to look at Monnow Street and Agincourt Street, looking to upgrade it to a good quality road system rather than black tarmac to give the area more character.
- j **Others:**  
None received.

**16. To confirm the preliminary date for the Civic Service as Sunday 10 July 2016.**

As the new Mayor is unable to attend on Sunday 10 July it was proposed to move the date to Sunday 17 July 2016.

Proposed: Cllr White                      seconded: Cllr Hall

**All in favour  
Motion carried.**

**17. To consider and make a decision for a presentation to Mr Mike Brown former Macebearer.**

After discussion it was decided for Councillors to donate to a leaving present which would be presented at the Civic Service.

Proposed: Cllr White                      seconded: Cllr Davis

**All in favour  
Motion carried.**

**18. To confirm Mrs Jane Lloyd as the Proper Officer as agreed at Full Council meeting of 11 April 2016 during the absence of the Town Clerk.**

(This was to be confirmed as this item was discussed under agreement of Standing Orders at the last meeting.)

Proposed: Cllr Hall    seconded: Cllr Feakins

**All in favour.  
Motion carried.**

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

Agreed.

**20. To note the Mayors engagements 2015/2016.**

Noted.

**21. Items for discussion for future meetings.**

None received.

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

Monday 20 June 2016 at 7.00pm Shire Hall, Monmouth.

**There being no further business this meeting closed at 8.04pm.**