

MONMOUTH TOWN COUNCIL

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COMMUNITY AFFAIRS COMMITTEE

**Minutes of the Community Affairs Committee meeting
held on Monday 17th October 2016 at The Shire Hall Monmouth**

PRESENT: Chair: Cllr A Dewhurst (AD)

Cllr R Bradley	(RB)	Cllr J Gunter	(JG)
Cllr G Bright	(GB)	Cllr C Munslow	(CM)
Cllr S Chivers	(SC)	Cllr A Were	(AW)
Cllr J Fletcher	(JF)		

In attendance: Dee Lovering Committee Assistant

AGENDA ITEM		ACTION
1.	To receive declarations of interest on items on the agenda. Cllr Dewhurst and Cllr Were – Agenda item 8.	
2.	To receive apologies for absence. Apologies were received from Cllr White.	
3.	To approve the minutes of the meeting held on Monday 9th September 2016 and the minutes of the extra meeting held on 26th September 2016 (amended). The minutes of Monday 5 th September 2016 (error on agenda - reads as the 9 th) were agreed as a true record and signed. Proposed: Cllr Dewhurst Seconded: Cllr Munslow All in favour The minutes of Monday 26 th September 2016 were agreed as a true record and signed. Proposed: Cllr Gunter Seconded: Cllr Munslow For: 7 Against: 0 Abstention: 1 Motion carried	

<p>4.</p>	<p>To update the action summary.</p> <p>Monmouth Hub – Cllr Dewhurst stated that she had written to MCC Mrs Haskell outlining the committee’s concerns. Mrs Haskell’s response was read out to the committee and it was decided that members would continue to monitor the Hub and review it again at the next meeting. Cllr Gunter reported that on her recent visit to the Hub there was a marked improvement. Cllr Dewhurst will write a reply to Mrs Haskell.</p> <p>Parking/Traffic on Priory Street – Cllr Dewhurst reported that she had received a response from MCC Paul Keeble and read it out to the committee. Cllr Munslow informed members that he would be meeting with MCC Highways on the 18th October, and parking problems on Priory Street and Agincourt would be discussed then. Members will continue to monitor the situation and Cllr Munslow will report back the outcome of his discussions with MCC Highways at the next meeting.</p>	<p>AD</p> <p>CM</p>
<p>5.</p>	<p>To review and approve committee expenditure to date.</p> <p>All payments were noted. Cllr Were questioned whether the money spent on the Queen’s Picnic will show as a deficit at the end of the year. Office to ask the Town Clerk.</p>	<p>Office</p>
<p>6.</p>	<p>To receive correspondence.</p> <p>Cllr Bright requested number 6a) to be read out – questions to the Police Commissioner from Cllr Bright. Cllr Bright stated that only one of his four questions have been answered so far.</p> <p>Cllr Munslow asked for number 5) to be read out – email from MCC Andy Mason regarding ownership and responsibility of the derelict chicken sheds at Rockfield. Cllr Dewhurst will write a reply to Andy Mason asking for an update following his recent meeting.</p> <p>Cllr Chivers requested number 28a) to be read out – email from David Cummings regarding illegal parking on Monkswell Road and the response from PCSO Joe Facchiano. Cllr Dewhurst informed the group that following PCSO Joe’s email every car that was illegally parked along Monkswell Road were given parking fines.</p> <p>Cllr Chivers requested copies of numbers 40), 40a), and 40b).</p>	<p>AD</p> <p>Office</p>
<p>7.</p>	<p>To receive consider and take any action on reports from working parties and sub-committees.</p> <p>i. Police Report.</p> <p>- Feedback on Police Commissioner Event (CM).</p> <p>Cllr Munslow updated the committee on the recent Police Commissioner Event. Approximately twenty-five people attended</p>	

	<p>the event, most of whom were town councillors from the Monmouthshire area. Cllr Munslow asked the Police Commissioner where all the money from parking fines go to and was informed that the monies all go to central government. The Police Commissioner acknowledged that there have been ongoing issues with the 101 telephone number and improvements are being looked in to, such as more volunteers. When asked, the Police Commissioner stated that Gwent Police's budget was cut by 0.57% (£416,000) last year which resulted in a requirement to make £4.35million efficiency savings in 2016/17. The question was also raised whether the local authority could take over the policing of illegal parking in the town and it was stated that this consideration is currently being discussed. Cllr Munslow also suggested that police officers visit their local schools to teach children about law and order from a young age. Cllr Bright reported that the only question of his that he had received a response for, so far, was the one asking for match funding from Gwent Police for the town's CCTV – he was told this was not an option. Cllr Dewhurst stated that the committee would keep up the pressure regarding the policing of illegal parking.</p> <p>ii. Carnival/Festival Working Group. (AD, AW, JG, Chris Were, Les Modget) Meeting tomorrow – Tuesday 18th October.</p> <p>iii. Christmas Event Working Group. (AD, JG, JF, D Evans, A Atkinson). - Update and confirm working group members. Agenda item 10. Cllr Dewhurst asked for David Evans to be removed from the group membership and Terry Christopher and Terry Ing to be added.</p> <p>iv. Larger Grants/Donations. (Excluding Community Grants) (GB, SC, AD, JG, SW) No meeting.</p> <p>v. Community Grants. (GB, SC, AD, JF, JG, SW) Agenda item 8.</p> <p>vi. School Council Liaison. (AD, SW) No meeting.</p> <p>vii. MTC Newsletter. (CM, AD) Cllr Dewhurst asked all members to give their ideas for the next issue.</p> <p>viii. Replacement Service of Minor Injuries Unit. No update.</p> <p>ix. Others. None.</p>	<p>Office</p> <p>All</p>
<p>8.</p>	<p>To consider and confirm outstanding decisions on award of Smaller Community Grants.</p> <p>Cllr Dewhurst gave a brief summary on the grant application on behalf of the Carbonne Community Group. The committee was informed that GAVO was in the process of helping the community group set up their own bank account and constitution.</p>	

	<p>It was proposed that MTC award the community group the requested £500 but that the grant be held until the community group is constituted and has its own bank account for the money to go in to.</p> <p>Proposed: Cllr Dewhurst Seconded: Cllr Bright For: 6 Against: 0 Abstention: 2 Motion carried</p>	
<p>9.</p>	<p>To review Smaller Community Grants and Presentation Evening.</p> <p>All members agreed that the evening had gone very well, with many local people benefiting from the grants that have been awarded. There was useful networking between the groups, many of them new to the scheme.</p>	
<p>10.</p>	<p>a) To agree and confirm details of the Christmas Event from the Working Group recommendations. Cllr Dewhurst reported that the working group had decided that the candlelit procession would follow the same format as previous years.</p> <p>However, there were no plans to have a Santa's Grotto this year and instead a Santa from the Rotary Club would lead the procession from the Old Monnow Bridge up Monnow Street and in to Agincourt Square where he would park on the cobbles and meet the children. Concerns were raised from members regarding these plans, in particular, managing the crowd control and what would happen in the case of bad weather.</p> <p>Cllr Were suggested that MTC hire the Community Room at the Shire Hall and use that as a Santa's Grotto, once Santa has led the procession and parked his sleigh in Agincourt Square. Some members felt this could be a safer and warmer option. Cllr Dewhurst told the committee that she would raise these concerns and alternative plan to the working group at their next meeting.</p> <p>b) To agree and award road closure contract and costs as per Working Group recommendations. Cllr Dewhurst gave a summary of both quotes received, from 'Forest' and 'Quantum' for the road closures at the Christmas Event. Both quotes included three operatives for a similar price, but Forest informed the council that the Traffic Management Plan and signage would need essential updating on site and they would undertake this.</p> <p>It was proposed that MTC budget £1,000 for road closure costs and that 'Forest' would be employed to carry out the closures at the event.</p> <p>Proposed: Cllr Gunter Seconded: Cllr Munslow All in favour</p> <p>Office to contact 'Forest' to accept their quote and arrange a site visit.</p>	<p>AD</p> <p>Office</p>

	<p>c) To delegate authority to the Town Clerk for expenditure up to the budget of £3000 (including road closures) for the Christmas Event as per Working Group recommendations.</p> <p>It was proposed to delegate authority to the Town Clerk for expenditure up to £3,000 for the Christmas Event.</p> <p>Proposed: Cllr Bright Seconded: Cllr Munslow All in favour</p>	
11.	<p>To consider the budget for 2016/2017 (to be confirmed at the 28/11/16 meeting)</p> <p>Cllr Dewhurst asked all members to send their ideas in to the office as soon as possible to enable a draft budget to be distributed prior to the next meeting, on the 28th November.</p>	All
12.	<p>To confirm details and costs of commemorative plaque, for oak trees at Chippenham.</p> <p>Cllr Dewhurst explained to the committee that it had been requested that commemorative plaques be installed on the two oak trees at Chippenham Mead. The first tree had been planted to celebrate the Diamond Jubilee in 2012 and the second tree was planted this summer to honour the Queen's 90th Birthday. The plaques would cost £140 each, so would total £280. Installation of the plaques would not cost anything as MCC has offered to install them free of charge.</p> <p>It was proposed that the plaques be paid for out of the remainder of the Carnival/Queen's Picnic budget.</p> <p>Proposed: Cllr Dewhurst Seconded: Cllr Chivers All in favour</p> <p>It was proposed that individuals not be named on the plaques and that the dedication is made from Monmouth Town Council as a body.</p> <p>Proposed: Cllr Chivers Seconded: Cllr Fletcher For: 7 Against: 2 Abstentions: 0 Motion carried.</p>	<p>Office</p> <p>Office</p>
13.	<p>To agree a press release.</p> <p>Cllr Dewhurst to write press release and include the Christmas Event.</p>	AD
14.	<p>Items for discussion for future meetings.</p> <p>Police Commissioner's responses to members' questions.</p>	
15.	<p>To confirm date of next meeting.</p> <p>Monday 28th November 2016.</p>	

There being no further business the meeting closed at 8.47pm