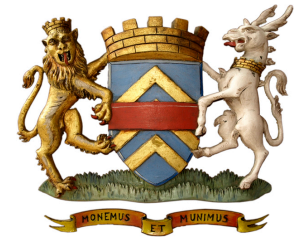


Monmouth Town Council

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DRAFT

Minutes of the remote meeting of the People And Places Committee held via BT Telephone Conferencing on Monday 12th April 2021 at 7pm

Present:

Cllr C Blair	Cllr E Bryn
Cllr T Christopher (Chair)	Cllr A Dewhurst (Deputy Chair)
Cllr M Feakins	Cllr J Gunter
Cllr J Lucas	Cllr R Roden
Cllr J Treharne	Cllr S White

C. Williams (Administration Officer)
2 members of press and public

Cllr M Feakins opened the meeting as Chair of the Council. He invited all in attendance to undertake a minute's silence in recognition of the death of HRH Prince Philip who died on Friday 9th April 2021.

Agenda Item No.	Details	Action
1	<p>Election of Chairman To elect a Chairman of the People & Places Committee until the Annual Meeting of the Council in May.</p> <p>It was resolved to elect Cllr Christopher as Chair of the People and Places Committee until the Annual Meeting of the Council in May.</p> <p><i>Cllr Christopher chaired the remainder of the meeting.</i></p>	
2	<p>Election of Deputy Chairman To elect a Deputy Chairman of the People & Places Committee until the Annual Meeting of the Council in May.</p> <p>It was resolved to elect Cllr Dewhurst as Deputy Chair of the People and Places Committee until the Annual Meeting of the Council in May.</p>	

3	<p>Terms of Reference and Membership To confirm the terms of reference and to note membership of the committee.</p> <p>It was resolved to note the terms of reference and membership for the committee as agreed at the Full Council meeting held on 23rd March 2021.</p>	
4	<p>Attendance and apologies for absence To receive apologies for absence.</p> <p>Apologies were received and accepted from Cllr Jackson-Graham, Cllr Jupp, Cllr Jones and Cllr Smith. No apology was received from Cllr Breeze or Cllr Legg.</p>	
5	<p>Declarations of Members interests and dispensations To receive declarations of interest in items on the agenda in accordance with Part 111 of the Local Government Act 2000, which established the Local Government Code of Conduct for Members.</p> <p>No declarations of interest were recorded.</p>	
6	<p>Minutes To confirm as a correct record, the minutes of the Environmental Affairs and Community Affairs meetings held on Mondays 1st March and 29th March 2021.</p> <p>It was resolved to approve the minutes of the Environmental Affairs and Community Affairs meetings held on 1st March and 29th March 2021 as a true record.</p>	
7	<p>Public Participation To hear comments from members of the public on items to be discussed on the agenda.</p> <p>There were no requests from members of the public to speak at the meeting.</p>	
8	<p>Payments and Budgets To approve any payments/late payments and to note budget details.</p> <p>It was resolved to approve all payments and late payments and to note the budget details for the committee.</p>	
9	<p>Monmouth Savoy Trust Youth Scheme (i) To develop a policy for ward councillors to approve applications by those Monmouth children who attend school elsewhere.</p>	

	<p>Councillors noted that proof of residence would not be necessary if the residence of the applicant was known to the Councillor. It was agreed that the Kids Club scheme would be advertised via social media, MTC website and in the Monmouthshire Beacon to ensure that as many parents with children eligible for the scheme as possible were aware of it.</p> <p>It was resolved to adopt the policy for ward councillors to approve applications by those Monmouth children who attend school elsewhere.</p> <p>(ii) To consider and approve the design for the Savoy Theatre “Kids Club” loyalty card.</p> <p>Consideration was given to the designs provided by The Plastic Card Company and whether the Welsh language could be included. It was noted that the “Kids Club” logo was pre-designed and the license for use had been purchased. To adapt this logo to include the Welsh language would likely require a graphic designer.</p> <p>It was resolved to investigate the inclusion of the Welsh language on the loyalty card to create a bilingual card in line with the Welsh Language Act 1993.</p> <p>A named vote was requested: For: Cllrs Blair, Bryn, Dewhurst, Gunter, Lucas, Roden, Treharne (7) Against: Cllrs Feakins, White (2) Abstain: Cllr Christopher (1)</p> <p>The motion was therefore carried.</p>	<p>Cllr Feakins</p>
<p>10</p>	<p>Town History Banners</p> <p>To consider the redesign of the history banners prepared by Platform One and to agree a budget for design and installation of the new banners.</p> <p>Concerns were raised, again, about the prominence of the proposed design and size of the banners.</p> <p>It was resolved to arrange a virtual meeting with Platform One to discuss the proposed design of the banners and for the item to be reconsidered at the next P&P meeting.</p> <p>It was resolved that Cllr Bryn and Cllr Dewhurst would represent the committee at the meeting with Platform One and that members absent from this meeting would also be invited to attend.</p>	<p>C. Williams</p> <p>C. Williams</p>

<p>11</p>	<p>Town Maps To receive an update on the town maps and the inclusion of defibrillator locations.</p> <p>Consideration was given to including stickers on the display glass of the town maps but it was noted that Platform One had advised against this. Instead, they had suggested that a sticker displaying the defibrillator sites be included in the top corner of the map.</p> <p>It was resolved to defer this agenda item to the next meeting of P&P to further consider the suggestions made by Platform One and to obtain further cost information.</p>	<p>C. Williams/ Cllr Bryn</p>
<p>12</p>	<p>Williams Field Lane Walking and Cycling Route To note the consultation by MCC and Sustrans for an active travel route from Kingswood Gate to Williams Field Lane.</p> <p>Councillors noted the consultation relating to an active travel route from Kingswood Gate to Williams Field Lane by MCC and Sustrans..</p>	
<p>13</p>	<p>Incredible Edible To consider the potential for the Incredible Edible scheme in Monmouth.</p> <p>(i) It was resolved to set up a Task and Finish Group to work with ACE Monmouth to investigate any suitable locations for the Incredible Edible scheme and to report back to the P&P Committee.</p> <p>(ii) It was resolved to appoint Cllrs Roden, Feakins and Christopher to the Task and Finish Working Group.</p>	<p>Cllr Roden/ Feakins/ Christopher</p>
<p>14</p>	<p>Kings Fee Noticeboard (referred from Community Affairs 29.03.2021) To consider the purchase of a new noticeboard for Kings Fee to replace the current one which has sustained considerable weather damage.</p> <p>It was resolved to purchase a noticeboard from the Noticeboard Company for the cost of £209.00 (exc VAT) to be paid from the Communication Budget (Budget code 4223).</p>	<p>C. Williams/ P.Hartley</p>
<p>15</p>	<p>Policing in Monmouth (referred from Community Affairs 29.03.2021) To consider and agree writing a letter to the Chief Inspector of Gwent Police regarding the lack of police presence in Monmouth on the weekend.</p>	<p>C. Williams</p>

	It was resolved to write a letter to the Chief Inspector of Gwent Police regarding the lack of policing in Monmouth on the weekend.	
16	<p>Police Report March 2021 To note the crime report received for March 2021.</p> <p>(i) It was resolved to note the crime report for March 2021.</p> <p>(ii) It was resolved to include, as part of the letter to the Chief Inspector, questions regarding whether the numbers for anti-social behaviour included COVID 19 breaches and why there are no records of drug related offences in the monthly reports.</p> <p>(iii) It was resolved to invite a local Police Officer/ PCSO to the next P&P meeting to re-establish the working relationship between Monmouth Town Council and the Police.</p> <p><i>Cllr Blair left the meeting</i></p>	<p>C. Williams</p> <p>C. Williams</p>
17	<p>Update on Action Summary To update the Action Summary.</p> <p>It was agreed to request an update on 20A Monnow Street regarding the structural survey that was undertaken in 2020.</p>	C. Williams
18	<p>Items for Discussion at Next Meeting To agree any future items for discussion.</p> <p>1. To note the ongoing issues with dog waste bins in Monmouth and to consider a draft policy relating to the frequency in collection of waste and the purchase of new bins.</p>	
19	<p>Press Release To determine whether any Press Releases are required.</p> <p>It was agreed that the Chair and Administration Officer would agree any future press releases.</p> <p>Councillors welcomed the quality of the press release in last week's Monmouthshire Beacon and congratulated those involved particularly in respect of the planning decision relating to DS Music.</p>	Cllr Christopher/ C. Williams
20	Date of Next Meeting	

	To note the date for the next meeting is scheduled for Monday 10 th May 2021.	
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Meeting Closed at 20:13

MONMOUTH TOWN COUNCIL

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Date: 14th April 2021

Report to People & Places Committee

Subject: Kids Club Card Design

Prepared by: Deborah McNeill, Locum Clerk

Introduction

1. At the 12th April People & Places Committee meeting, consideration was given to the design of a card to be used for the Monmouth Savoy Trust Youth Scheme and it was agreed that further work needed to be done to consider incorporating Welsh into the design.
2. Since then, there have been a number of email communications suggesting there is not a consensus on how Welsh should be incorporated into the design and it has been agreed to call an extraordinary meeting to discuss, debate and agree a way forward.

Points to Consider

3. Any agreed design would only be for the coming academic year as it is intended that the children will be involved in the design for future years.
4. It is therefore **recommended** that a plan for how and when to involve the children in the card design for next year is developed, along with the 'what' ie to set the objectives of the design, which could require the incorporation of the Welsh language.
5. MTC is administering this scheme on behalf of another organisation (the Savoy Theatre) and therefore we need to keep it as simple as possible.
6. It is acknowledged that Welsh should be incorporated into the design but on the basis this is a temporary design, it would be prudent to keep it as simple and cost effective as possible.
7. Our target audience is young children, aged between 5 & 11 and this scheme is intended to be something fun to help compensate them for the trials and difficulties of lockdown which is another reason to keep it simple.
8. Only approximately two thirds of children this scheme is aimed at attend a school that teaches Welsh as part of the curriculum.
9. MTC needs to be consistent about the use of the Welsh language in its documentation, communications and agreements with third parties. It is therefore **recommended** that consideration be given to developing a policy for the use of the Welsh language by MTC.
10. Councillors need to be careful that this discussion doesn't detract from the objective of this scheme – which is to produce a simple, easy to understand and engaging design for the

children which will provide free cinema once a month to the children of Monmouth and help to support the Savoy Theatre.

Options

11. A variety of options have been prepared for consideration including:

- the English only version, previously considered.
- an English and Welsh version for 'name, age and school' on the front and Kids Club in Welsh on the back.
- an English and Welsh version for 'name, age and school' on the front with no Welsh for Kids Club.
- Welsh only version for 'name, age and school' on the front with Kids Club in Welsh on the back.
- Welsh only version for 'name, age and school' with no Welsh for Kids Club.

12. It has been suggested that the 'Kids Club' logo should also be in Welsh but this will cost an extra £200 and as this is only a temporary design for this year, it is recommended that this is not an appropriate use of funds. Instead, it is proposed as a compromise, to have the words in Welsh below the logo.

13. Consideration has been given to whether to use the Welsh names for each of the months but there is limited space and it was felt that even a Welsh speaker would struggle to understand any Welsh abbreviations used.

14. Whatever option is approved, councillors must ensure that it is simple to understand as the volunteers at the Savoy Theatre are likely to be young teenagers themselves.

Conclusion

15. It is very important not to get caught up in subjective views about the design and lose sight of the bigger picture.

16. Ultimately, this meeting needs to approve a design that is simple, easy to understand, easy to implement and cost effective while also embracing the Welsh language.

17. A plan for how and when to involve the children in the card design for next year should be developed along with the 'what' ie to set the objectives of the design, which could require the incorporation of the Welsh language.

18. A clear policy for use of the Welsh language in future should also be considered in order to hopefully provide clarity where there are such differing views.

Summary of Recommendations

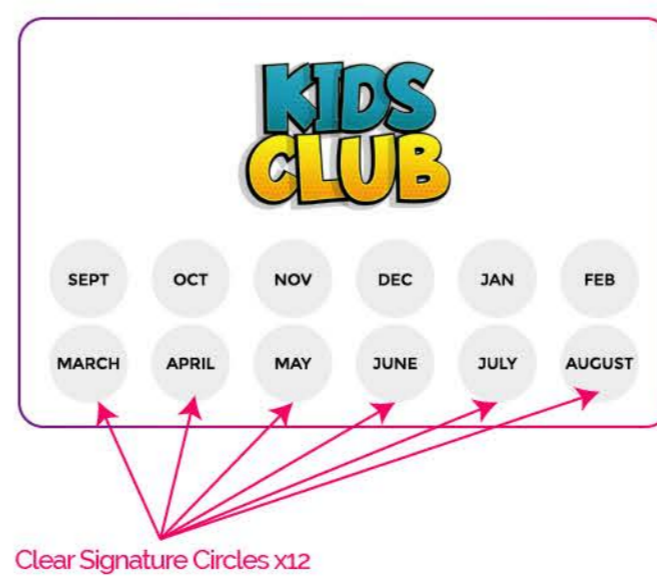
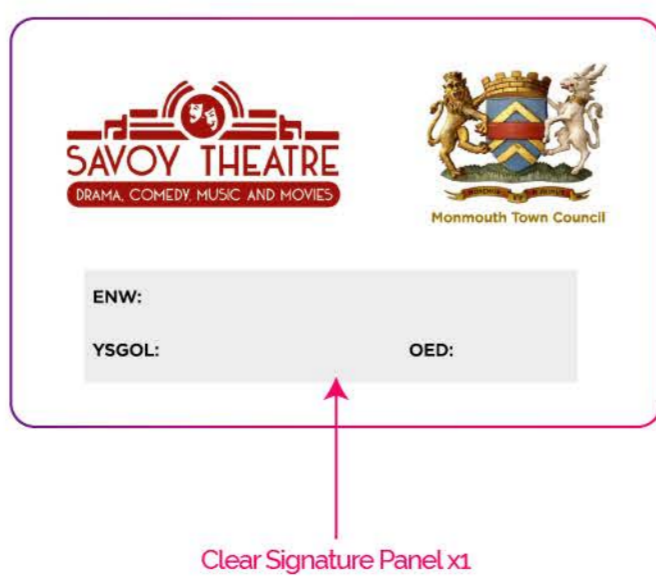
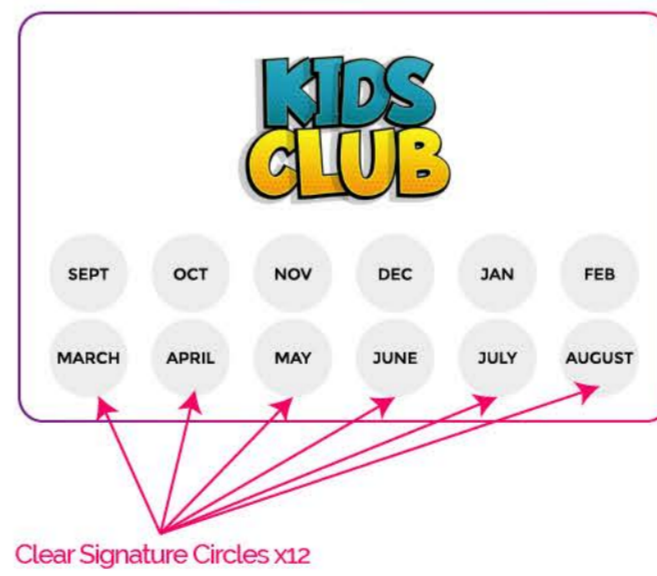
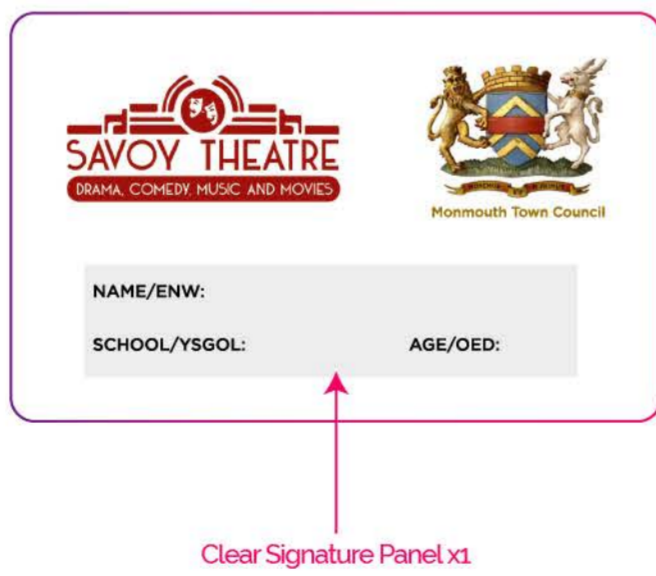
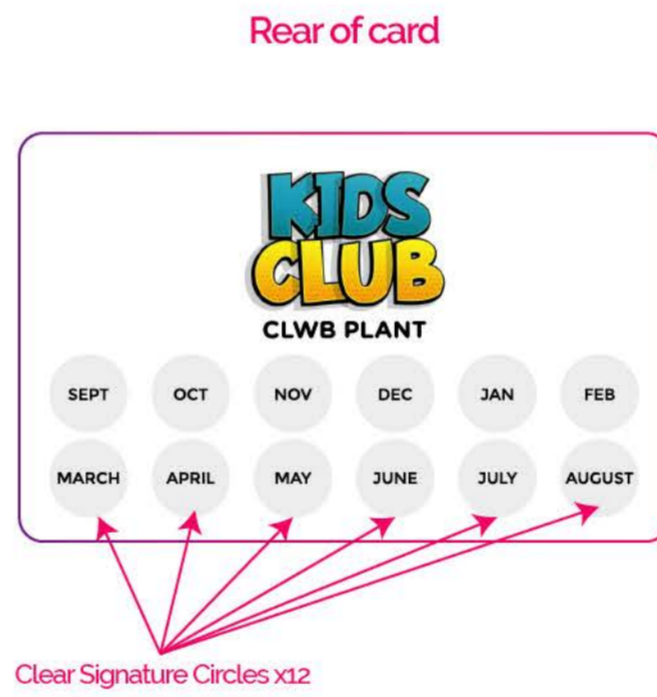
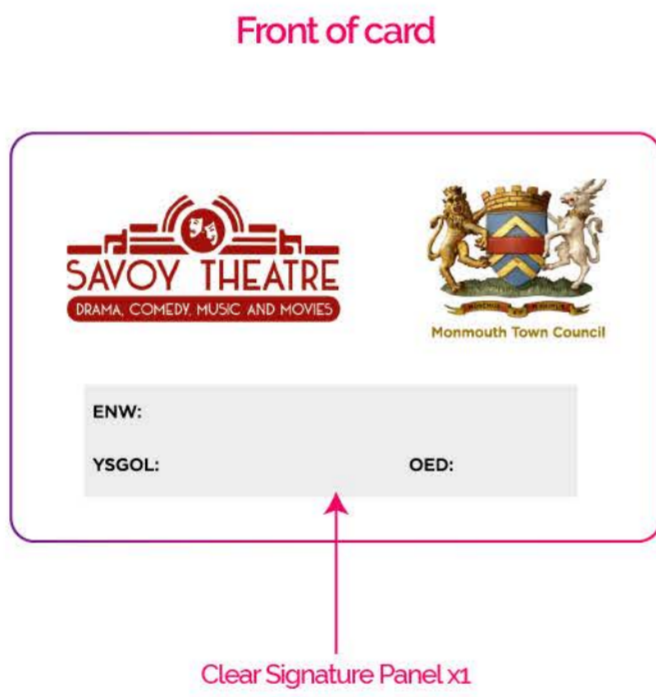
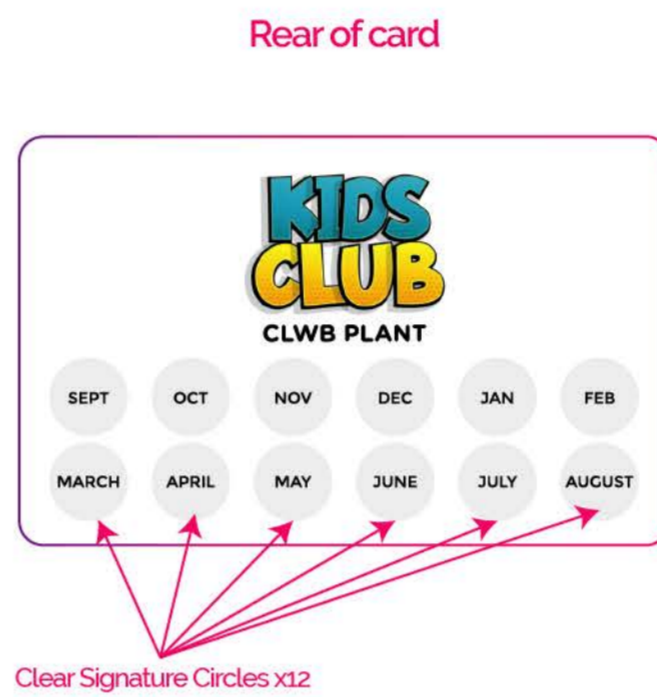
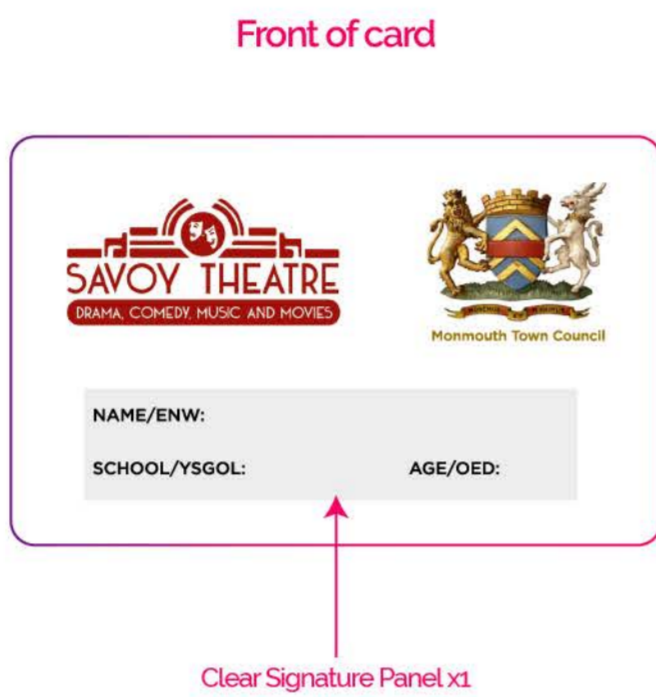
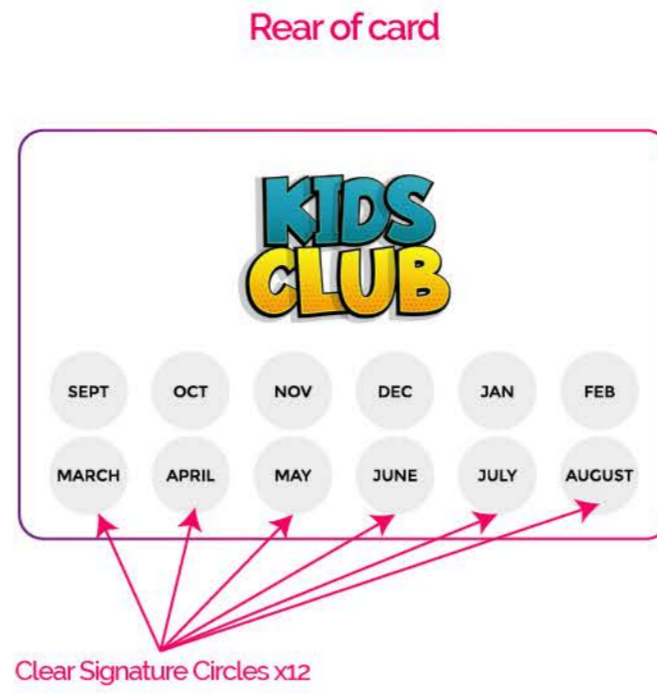
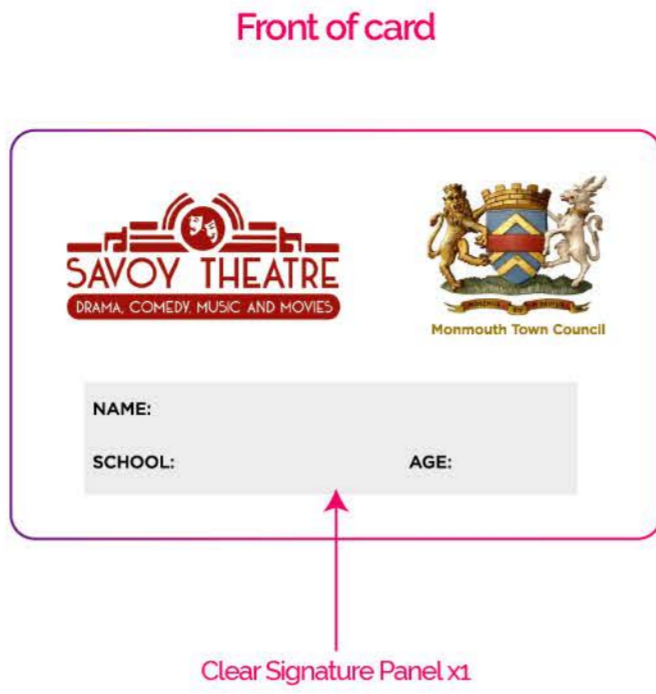
19. That a plan for how and when to involve the children in the card design for next year is developed, along with the 'what' ie to set the objectives of the design, which could require the incorporation of the Welsh language.

20. That consideration be given to developing a policy for the use of the Welsh language by MTC.

21. To choose one of the design options provided.

Card Specification:

Type: Degradable PVC Stock
 Size: 86 x 54mm
 Quantity: TBC
 Colour: Full colour double sided
 Finish: Gloss lamination
 Extras: Signature strips (double sided)



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