

Monmouth Town Council

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ENVIRONMENTAL AFFAIRS COMMITTEE

Minutes of the Meeting
Held on Monday 15 January 2007 at 6.00 pm

Present: The Chairman Councillor L Robson.
Councillor Mrs M Atkins, Councillor R Bond, Councillor G F W Buckland,
Councillor T Christopher, Councillor Mrs A Dewhurst, Councillor J Fletcher.
Councillor R Hayward and Councillor D Stevens.

There was a brief presentation at the commencement of the meeting from Simon Anthony of Monmouthshire Community Recycling Project. He advised that already 75% of Monmouthshire is covered by the 'black box' scheme and that the only barrier to rolling this out to achieve 100% coverage is funding. Monmouth has an above average participation rate. He anticipated the introduction of extending the scheme to plastics in due course. The aim of the scheme is to increase targets so that there could be zero waste across the County.

Agenda Item	Details	Action
1.	<u>To Receive Declarations of Interest on Items on the Agenda:</u> None.	
2.	<u>To Receive Apologies for Absence:</u> Councillor Mrs S Chivers	
3.	<u>To Approve Minutes of the Previous Meeting held on</u> <u>4 December 2006:</u> Approved.	
4.	<u>To elect a Deputy Chairman of the Committee</u> There were two nominations put forward, Councillors Mrs Atkins and Stevens. When put to the vote the result was Councillor Mrs Atkins – 5 votes, Councillor Stevens – 3 votes. Councillor Mrs Atkins was received as the new Deputy Chair of the Environmental Committee.	
5.	<u>To review Action Summary and Town Clerks Report:</u> MFP: The Chair apologised that no progress has been made with the outstanding issue of MFP and advised members that it would be carried forward to the next meeting. Bench from Waldbronn: The Manager at Monnow Vale has given her permission to place the bench in the new sensory garden once the work has been completed. It is anticipated that this will be in the spring. Members will be advised in due course.	Councillor Robson.

	<p>Christmas Lights: The Clerk read out a report of a meeting that had taken place with the Contractor reviewing the plan, procedure and performance of the Christmas Lights. It was agreed by those present that although the outcome was very satisfactory in terms of the up grade of the Christmas Lights and had indeed attracted positive comments there were concerns had been some communication failures that had caused confusion and uncertainty over the pricing of the lights and the procedures for procuring and managing the implementation. There were concerns regarding poor feedback and that no procedure was in place to ensure accountability. Members agreed that the F&P committee should develop a policy for purchasing and admin to guarantee that in the future clear instructions are available and there is a proper process, which must be followed. This must mean full involvement of The Clerk at all times. The Clerk handed out the amended quote recommending the apportionment of monies between the revenue and capital budget items, which members accepted. It was agreed to ask the Contractor to go ahead with replacing the eye bolts in Church Street with the remaining monies from the Capital budget and to vire £350.00 from the revenue budget to cover the total cost.</p> <p>Purchase of Bin for Drybridge Park: The Clerk advised that there were two options which would be suitable, the cheaper one costing £211.97 plus vat and £10.00 for the fixing kit. Members were informed that a suitable site for installing the bin had been identified and that once members had agreed that the purchase could go ahead the order would be placed immediately.</p>	<p>Town Clerk</p>
<p>6.</p>	<p><u>To Receive Correspondence:</u> 6. 'Monmouth Links' Minutes – Councillor Mrs Dewhurst requested a letter of support from the committee endorsing the walking/cycling project. Members agreed and The Clerk was asked to liaise with Councillor Mrs Dewhurst. 8. A letter of support was requested endorsing the CED's application by the Monmouth Cemetery group for £29,000.00 to replace the chapel roof at the cemetery. Members agreed and the Clerk was asked to write to Debbie McCarty in support.</p>	<p>Town Clerk</p> <p>Town Clerk</p>
<p>7.</p>	<p><u>To Discuss Provision of Site for BMX Riders:</u> Monmouth Town Council do not own any land to be able to provide such a facility. There are issues relating to Planning and suitability, and members raised concerns regarding risk management of such an area. There are also insurance implications that would need to be considered. It was agreed that this item should be discussed at The Community Affairs committee under their strategy for mapping town amenities.</p>	<p>Councillor Mrs Dewhurst</p>

8.	<p><u>To Consider Funding Two New benches for the Riverside Area Next to the Rowing Club.</u></p> <p>Members were reminded that one of the benches owned by The Town Council had recently been removed due to its' poor state of repair. A request had been received to consider the purchase of two new benches for the riverside area in the town field. Members agreed that if the One Stop Shop could match fund one bench that a maximum of £600.00 could be earmarked for this project. The bench would be made from recyclable materials which would need less maintaining and be more durable.</p>	Town Clerk
9.	<p><u>To Discuss the Policy of Recycling at the Mitchel Troy Refuse Site.</u></p> <p>Councillor Mrs Atkins advised that she had visited the site to discuss why there was no policy to recycle or salvage at the refuse site. It has been agreed that the facility will have signage advising that re-usable items can be recycled and giving information about where to dispose of these items.</p>	
10.	<p><u>To discuss the management of open spaces within Monmouth.</u></p> <p>Councillor Mrs Atkins brought to the committee's attention the problems of litter around town and in particular the drainage ditch along Rockfield Road. It was suggested that a publicity campaign could be initiated with the aim of encouraging litter picking teams to meet up and target specific areas. It was agreed by members that law enforcement by The Police is key to improving this situation. It was proposed that this item should be placed on the next Environment agenda so that Clls Mrs Atkins and Dewhurst would put forward some proposals.</p>	
11.	<p><u>To consider draft transport proposals from Monmouth Partnership Forum.</u></p> <p>Councillor Stevens advised members that this project had been initiated at the Partnership Forum and as the document was still very much in its draft stages was still a 'work in progress'. Members were reminded that this is still a project in its infancy and there still remained a great deal of work to be done. Councillor Robson circulated a document for perusal outlining traffic and transport schemes that had been implemented successfully in other towns, purely as a means of looking at alternatives for Monmouth. He stressed that in his view the Town Council and partners should develop a distinctive approach for Monmouth based on the philosophy of 'shared spaces' It was agreed that this should be considered as an exciting project for the regeneration of the town centre.</p>	

<p>12.</p>	<p><u>To Discuss Any Matters Arising</u></p> <p>a) Quote for Chippenham Fields Lighting.</p> <p>The Clerk informed members that MCC was still being chased for an update and a graphic of the design for approval.</p> <p>b) Monmouth Flower Project.</p> <p>Councillor Robson advised members that this would be deferred for discussion at the next meeting.</p>	
<p>13.</p>	<p><u>Any other business</u></p> <p>Members attention was brought to licensing issues concerning two skips that seem to be permanently located outside premises in Drybridge Street and Whitecross Street. It was considered that there is possibly a breach of the licencing regulations. As a member of the Police was present members requested that enforcement of the act should be looked at to prevent this situation from continuing unnecessarily.</p> <p>Councillor Christopher advised members that he had received requests from two local organisations asking for a letter of support for their application for a CED's grant. The two groups were Mon TV a local company seeking a licence to broadcast a local community TV channel and a Physical Health Project group for visually and hearing impaired residents. Members agreed that The Clerk should write a letter of support for both of these schemes.</p> <p>Councillor Bond advised members that the planning application for the proposed Welcome Centre would soon be submitted and suggested that it would be a good idea to request S106 monies from the Nailers Lane Development could be earmarked for a bandstand to be erected in that area. It was agreed to ask the Monmouth Town Band for an update of their plans for erecting a bandstand.</p> <p>Councillor Christopher advised members that an e.mail had been received from the One Stop Shop in connection with the future of the markets once the redevelopment of The Shire Hall takes place. The Market Manager retires this summer and plans for not only the management of the market but also the relocation will need to be considered. The Town Council is asked to give its' views.</p> <p>A member of The Police was present and reported that the criminal damage campaign was under way and in particular advising motorists not to leave valuables in their cars. Also there is progress being made in identifying groups and individuals</p>	<p>Town Clerk</p>

	responsible for the recent spate of graffiti in town. Members asked about the enforcement of laws regarding littering and were advised that the Police have discretion to award fixed penalty notices.	
14.	To Confirm Date of Next Meeting: Monday 26 February 2007.	
Meeting Closed at 8.00pm		

Date: _____

Signature: _____