

Monmouth Town Council
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MINUTES OF MEETING OF MONMOUTH TOWN COUNCIL
Held on Monday 11 October 2010 at 7.00pm (Amended 2. 2 November 2010)
Shire Hall Monmouth

PRESENT: Chairman the Mayor Councillor Mrs J Hall

Councillor G Bright	Councillor Mrs S Chivers
Councillor T Christopher	Councillor Mrs A Dewhurst
Councillor J Fletcher	Councillor Mrs J Gunter
Councillor N Hacket Pain	Councillor R Hayward
Councillor M Jones	Councillor C Munslow
Councillor Mrs B Smith	Councillor J Singh Saran
Councillor Mrs A Were	Councillor Mrs S White

IN ATTENDANCE: Mrs Sue James Town Clerk and Mrs Jane Lloyd Admin Assistant

The presentation by Mr Jack Roocroft did not take place due to non attendance

68. To receive declarations of interest in items on the agenda

None received

69. To receive apologies for absence

Councillor R Bond and Councillor M Jones

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

Mr Steve Clark spoke regarding his concerns over the digging of Clawdd Du ditch by MCC after being told by this Council of its historical value and heritage .

The Mayor reported that MCC were waiting for the report to come back from CADW before carrying on any more work.

Councillor Mrs Were reported that MCC were told at the Town Council's Environment meeting on 1 June 2010 that CADW had to be informed before any work could take place and suggested that we press MCC to investigate this incident to prevent anything like this happening again in the future.

71. To confirm and sign the minutes of the meeting held on Monday 6 September and Pink copy minutes dated the same

Minutes of the meeting held on Monday 6 September were confirmed correct and signed

Proposed: Councillor N Hacket Pain
For: 12 Against: 0

Seconded: Councillor B Hayward
Abstentions: 2

The Town Clerk reported that the minutes must be an accurate account of the proceedings and, as resolved in Agenda item 66 of the meeting of 6th September 2010, the consideration of candidates for Co-option took place with the exclusion of the press and public - by virtue of the Public bodies (Admission to meetings) Act 1960.

Hence the minutes are on "pink paper" reflecting that this is what happened, and should be approved as such.

However, in the spirit of the Council's subsequent statement that co-option should in future take place in the presence of the press and public, the approval of these minutes has been placed on an "open" agenda tonight.

Proposed: Councillor R Hayward
For: 12

Against: 0

Seconded: Councillor T Christopher
Abstentions: 2

72. To receive the Town Clerk's report (for information only):

1. Electoral roll – can members who require a copy of the electoral roll for the ward they represent please complete a form -available from Jane tonight. (Correspondence number. 58)
2. I have met with Laurence Moore of the Spirit of Monmouth Running Club regarding the Spirit of Monmouth Santa Fun Run which is to take place on 5th December at 10am. The circular route is 1.3 miles long - going up Monnow Street and across Vauxhall fields and he has invited councillors to enter a team.
3. The unauthorised removal of the plants, and replanting with pansies from the 2 planters in Blestium Street around the 1st October has been reported to the police and a crime reference number obtained. (38103/10-PC Bob Davies 01495 233903)
4. I had arranged for tonight's meeting in this Community room bearing in mind the problem both members and the public had with hearing proceedings last time in Court Room 2. Mike Booth has kindly offered to show members around the Shire Hall and hence look at best room options and requirements for different meetings, on Tuesday 25th October (since changed to 19/10 by memo and email) at 7pm. Can members please let the office know of any strong viewpoints that can be forwarded on to him beforehand.
5. The Rotary Club have requested (6/10/10) use of the Town Field for the Bonfire and Firework display on the 5th November, which subject to checking of risk assessments, should take place as normal.
6. An update on the placing of benches in memory of Jamie Gunn and also Graham Powell. A decision has still yet to be made regarding the return of the Market to the Shire Hall and hence the layout of stalls. Until this is finalised, the siting of benches cannot be agreed. Another possible option that could be considered is siting benches under the loggia.
7. The Mayor invites councillors to gather in the Mayors Parlour prior to marching on Remembrance Day, Sunday 14th November. A memo will also be sent out nearer the time.
8. The final quote for the Christmas lighting Scheme arrived on Monday, too late to be agreed by the Working Party and Environment Committee that day. Authority is required from the Committee for an additional £1,770, as the preferred scheme is over the agreed working party budget of £13,000, although this latest quote does now include all installation.

An extra Environmental Affairs Committees meeting is hence being called for Friday 15th October, 2pm, as this is the final day to place the order. Please note the meeting is to take place at the Market Hall.

9. Finally, to clarify queries that arose at a recent committee meeting, I can confirm that: Matters can be placed on the agenda by any member without being named on the agenda as the Proposer. Once a matter is placed on the agenda it must be discussed, even if the Proposer is not present, however it may be adjourned pending their attendance if required.

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

Number 76 was read out to the council from Mr B Cleary MCC.

Clarification of no charge for road closure and a Traffic plan will not be required for the Armistice parade on Sunday 14 November 2010.

74. To note the reports and minutes of the council's committees and outside bodies:

- a) **Planning Committee:** As per minutes next meeting will be Monday 25 October
- b) **Environmental Affairs Committee:** As per minutes Councillor Mrs Smith reported that at the meeting of 4 October Inspector Boycott had attended to speak about the Town Councils concerns regarding illegal parking in the town. A special meeting has been arranged for Friday 15 October 2.00pm to finalise and confirm the Christmas lights order. Next meeting to be held on Monday 15 November
- c) **Community Affairs Committee:** As per minutes, Councillor Dewhurst reported that at the meeting of 31 August there had been discussion regarding the playscheme, more information is required from MCC and MHA before forwarding the contribution, to date there has not been a response to the letter.
- d) **Finance & Policy Committee:** As per minutes, next meeting to be held on Monday 1 November
- e) **CSATS Committee:** Councillor N Hacket Pain reported that there had not been a meeting and the next one will be tomorrow Tuesday 12 October, however the meetings will be on a different basis in future being more irregular rather than monthly. Feedback will not be easy as information could be confidential.
- f) **Monmouth Partnership Forum:** Councillor Mrs Smith reported that on 8 September the Flood Awareness Team of the Environment Agency gave a presentation to make people aware if they were in a vulnerable part of the town and to encourage them to prepare for this as individuals and neighbourhoods.
- g) **Vision Monmouth:** Councillor Hayward reported that the meeting of Friday 1 October 2010 had been poorly attended by County Council Officers. Items discussed were the project for a 'pull in' for National Express coach's with one site being Dixton Road area possibility of Monmouth Comprehensive School, second option being the bottom end of Town on the land behind the Shell garage. Another project discussed was the trial of the narrowing of the pinch point area in Monnow Street which was a Shared Space principle put forward by Mr Ben Hamilton-Baillie

h) Others: A day in the Life

Councillor Munslow reported that the booklet for 'A day in the Life of Monmouth' needed to be in production in time for Christmas Sales and asked if the Town Council would consider loaning the money from the general reserves for the books to be ready by the end of the month. All profits will go to the Mayors charity or charity chosen by this Council.

Councillor Hayward reported that the Town Council had supported this project so should support this application and proposed that the Town Clerk be given permission to use money from the reserves for 300 books.

Sales will be monitored.

Proposed: Councillor R Hayward
Unanimous

Seconded: Councillor T Christopher

75. To receive the Member's attendance summary of committee meetings

Members	Planning	Community	Town Council	Planning	F&P	Planning
	31-Aug	31-Aug	06-Sep	13-Sep	20-Sep	27-Sep
Cllr R Bond	1		1	1	1	1
Cllr G Bright		1	1		1	
Cllr Mrs S Chivers	1	1	1	Apologies	1	1
Cllr T Christopher	Apologies	1	Apologies			
Cllr Mrs A Dewhurst	1	1	Apologies	1	1	Apologies
Cllr J Fletcher	Apologies	Apologies	Apologies	1	1	1
Cllr Mrs J Gunter	1	1	1	1	1	1
Cllr N Hacket Pain			1		1	
Cllr Mrs J Hall	1	1	1	Apologies	1	1
Cllr R Hayward	1		1	1	1	1
Cllr M Jones	1	1	1	Apologies	1	1
Cllr C Munslow	1	1	1	1		1
Cllr J Saran						1
Cllr Mrs B Smith		1	1			1
Cllrs Mrs A Were		1	1			
Cllr Mrs S White		1	1		1	
Total In Attendance	8	11	12	6	11	9+1
Members on Committee	10	12	15	10	11	10
	Non Committee Member					
	Non Committee Member attendance					
	Absent					

76. To discuss the issue of Monmouthshire County Councils ward changes and its affects.

Councillor Hayward reported that the ward changes do not affect the Town Council wards only MCC wards.

77. To resolve to appoint Councillor Mr J Saran to sit on the Planning Committee

Proposed: Councillor Mrs A Dewhurst
Unanimous

Seconded: Councillor J Fletcher

78. To resolve to appoint Councillor Mrs S White to sit on the Environmental Affairs Committee

Proposed: Councillor J Fletcher
Unanimous

Seconded: Councillor N Hacket Pain

79. To resolve to appoint Cllr Mr T Christopher to sit on the Environmental Affairs Committee

Proposed: Councillor Mrs S White
Unanimous

Seconded: Councillor N Hacket Pain

80. To resolve to have a Mayor's Cadet.

This item was deferred to the next meeting

81. To approve the cleaning of the Mayors robes by Michaels Robes at a cost of £27, plus postage (approximately £15), plus VAT.

Agreed

Proposed: Councillor Mrs S White
Unanimous

Seconded: Councillor J Fletcher

82. To discuss the requirement for a Traffic Management Plan for the Remembrance Day Parade and the possibility of using an outside agency

See agenda item 73 letter number 76.

Clarification that a traffic management plan will not be required by MCC Highways.

83. To elect a representative for the Monmouth Partnership Forum

It was proposed that Councillor C Munslow would attend the Monmouth Partnership Forum as one of the four Town Council representatives.

Proposed: Councillor Mrs A Dewhurst
Unanimous

Seconded: Councillor Mrs S White

84. To agree to support the application to renew Fair Trade Town status.

It was established there would be no extra cost involved to Monmouth Town Council (Amended 2 November 2010)

Proposed: Councillor J Saran
For: 13 Against: 0

Seconded: Councillor Mrs J Gunter
Abstention: 1

85. Items for discussion for future meetings.

To confirm Protocol and procedures

86. To confirm meeting dates

A special meeting of the Environmental Affairs Committee has been arranged for Friday 15 October 2.00pm to confirm the prices of Christmas lights order

Next meeting to be held on Monday 22 November 2010 7.00pm Shire Hall Monmouth

There being no further business the meeting closed at 8.10pm

Signed: _____

Date: _____