



Chepstow Town Council

Summary of Annual Report 2020/21

Introduction from Cllr Tom Kirton, Town Mayor



I would like to thank my fellow Councillors and our conscientious office staff for their hard work and diligence, without which the Council couldn't function. I also want to thank all the organisations, groups and individuals who have brought their expertise and support to the Council, for the improvement and well-being of the communities of Chepstow.

I am grateful that my fellow Councillors elected me as Mayor for a second term and I hope my independence as Chair has allowed the Council to make appropriate decisions and enact more projects for the communities of Chepstow and Bulwark.

We have been holding online video meetings in accordance with Welsh Government legislation, and have continued to do what we can, alongside Monmouthshire County Council, to support both our local businesses and residents in these continued uncertain times.

Unfortunately COVID 19 has continued to hamper events and public gatherings but hopefully we can look forward to events returning in 2021.

This summary of Town Council's Annual Report 2020/2021 will hopefully encourage more people to get involved, learn about the Council's role and maybe even consider becoming a Councillor.

We are committed to promoting excellent communication and to ensure that the Council's news, updates and information are accessible to as many individuals as possible the Town Council website and Facebook page are updated regularly.

Website: www.chepstow.co.uk

Facebook: [Chepstow Town Council - CTC](#)

On a final sad note I'd like to dedicate my past mayoral year to our good friend and fellow Councillor, David Dovey who passed away at the beginning of 2021. He will be truly missed by us all at Chepstow Town Council. My thoughts go out to Stephanie Dovey and her family.

Cllr Tom Kirton, Town Mayor

To read the full Annual Report and to find out more about who the Council is and what it does or to sign up to future publications keeping you up to date visit Chepstow Town Council's new website www.chepstow.co.uk

WHO ARE WE AND WHAT DO WE DO?

Your Council

Chepstow Town Council (CTC) is the grass roots voice of Local Government. It comprises 15 elected members representing each of the five wards in Chepstow - Larkfield, St Christophers, St Kingsmark, St Marys and Thornwell serving a population of 12,350 as at the 2011 Census.

The Mayor and Deputy Mayor are elected each year by the Council at its Annual Meeting in May. Cllr Tom Kirton was elected as Mayor for 2020/2021 supported by Cllr Dale Rooke as Deputy Mayor.

Meetings

CTC conducts its business through meetings which are formal events with a clear purpose of making decisions following appropriate focused debate. As well as Full Council, where all members are required to attend, CTC at its annual meeting appoints Councillors to four main committees:

- Planning and Administration Committee
- Environment and Amenities Committee
- Finance, Policy and Audit Committee
- Personnel Committee

Partnership Working

CTC represents the community at local, county and national levels to ensure that Chepstow continues to be a desirable place to live, work, shop and visit. To achieve this the Council encourages and participates in partnership working with Monmouthshire County Council, community stakeholders and voluntary groups.

CTC strives to create a socially inclusive community and supports all voluntary groups who seek to develop the same and aims to encourage a more sustainable, safe and clean environment.

Town Maintenance & Amenities

CTC is responsible for maintaining a number of amenities around Chepstow, (highways, car parks and bus shelters are not included):

Street Cleansing * Benches * Dog Bins * CCTV Defibrillators * Litter Bins * Public Toilets * Notice Boards * War Memorials.

We also provide additional amenities:

Planters * Hanging Baskets * Christmas Lights * Gazebos * Bandstand Bookings * Room Hire

Monmouthshire County Council is responsible for:

- Education
- Planning and Enforcement
- Highways
- Recycling and rubbish collection
- Footpaths
- Trading Standards
- Libraries
- Social Services
- Bus Passes
- Street Lighting
- Street cleaning other than town centre
- Housing
- Environmental Health
- Licensing
- Car Parks
- Council tax and benefits
- Playgrounds
- Furniture and large household collections
- Fly tipping

www.monmouthshire.gov.uk

To view the full schedule of all Council and Committee meetings and further information on Town Maintenance & Amenities visit the website www.chepstow.co.uk

YOUR COUNCIL

The Clerk and Responsible Financial Officer

The Clerk is the Council's Proper Officer in law and is answerable only to the Council as a whole. The Clerk provides advice and administrative support, and takes action to implement Council decisions. The Council must also appoint a Responsible Financial Officer (RFO) to manage its finances and at Chepstow Town Council the Clerk and RFO is the same person.



CTC is funded by a precept which is an additional amount added to the Council Tax for Monmouthshire County Council based on the requirements of the Town Council.

In October the Finance, Policy and Audit Committee calculates the money Council needs to raise in order to provide for its services and fund any projects planned. It then deducts any income that it expects to receive leaving a net amount known as the precept.

The precept for 2021/22 remains unchanged at £657,533 costing the average Band D council tax payer £119.35.

CTC has established a robust risk management scheme which highlights every significant risk in terms of its activities and makes clear how such risks will be managed.

CTC has a duty to ensure that all the rules for the administration of the Council are followed as set out in its Standing Orders.

Being financially responsible as a public body is essential and Council is governed by its Financial Regulations to ensure that it takes no unacceptable risks.

Standing Orders and Financial Regulations are available to view at www.chepstow.co.uk

Chepstow Town Councillors

Cllr Hilary Beach (Labour)
cllrhilarybeach@councillors.chepstow.co.uk
Tel 01291 627125 **St Christophers Ward**

Cllr Jez Becker (Liberal Democrats)
cllrjezbecker@councillors.chepstow.co.uk
Tel 07733 253143 **St Marys Ward**

Cllr Martin Brady (Conservative)
cllrmartinbrady@councillors.chepstow.co.uk
Tel 01291 621255 **St Kingsmark Ward**

Cllr Alan Braund (Conservative)
cllralanbraund@councillors.chepstow.co.uk
Tel 01291 621937 **St Kingsmark Ward**

Cllr Jenni Brews (Liberal Democrats)
cllrjennibrews@councillors.chepstow.co.uk
Tel 01291 606020 **St Christophers Ward**

Cllr Caroline Duchet (Liberal Democrats)
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Tel 01291 626837 **St Marys Ward**

Cllr Yvonne Havard (Labour)
cllryvonnehavard@councillors.chepstow.co.uk
Tel 01291 329772 **St Christophers Ward**

Cllr Ned Heywood (Independent)
cllrnedheywood@councillors.chepstow.co.uk
Tel 01291 624836 **St Marys Ward**

Cllr Phyl Hobson (Liberal Democrats)
cllrphilhobson@councillors.chepstow.co.uk
Tel 07966 343978 **Larkfield Ward**

Cllr Alan Horne (Conservative)
cllralanhorne@councillors.chepstow.co.uk
Tel 07831 502423 **St Kingsmark Ward**

Cllr Tom Kirton (Labour)
cllrtomkirton@councillors.chepstow.co.uk
Tel 07811 094917 **Thornwell Ward**

Cllr Paul Pavia (Conservative)
cllrpaulpavia@councillors.chepstow.co.uk
Tel 07305 250949 **Larkfield Ward**

Cllr Tony Redhead (Liberal Democrats)
cllrtonyredhead@councillors.chepstow.co.uk
Tel 07413 788794 **Larkfield Ward**

Cllr Dale Rooke (Labour)
cllrdalerooke@councillors.chepstow.co.uk
Tel 01291 408585 **Thornwell Ward**

Cllr Armand Watts (Labour)
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Tel 07980 962669 **Thornwell Ward**

OUR COMMITMENTS TO THE TOWN

For every £1 spent:

- ◆ 31p on administration, including staffing costs
- ◆ 1p on Civic Events and Mayoralty
- ◆ 11p on The Gatehouse
- ◆ 10p on Community Grants
- ◆ 27p on Amenities
- ◆ 7p on Flowers and Christmas Lighting.
- ◆ 3p on Playschemes
- ◆ 2p on Promoting Chepstow and Town Markets
- ◆ 2p on CCTV
- ◆ 6p on Bulwark Community Centre and the Drill Hall

Organisation Grants 2020-2021

Bulwark Community Centre £8,000
 Drill Hall Management Committee £8,000
 Monmouthshire County Citizens Advice Bureau £20,950
 The Palmer Centre £8,319

Community Grants 2020-2021

Chepstow Town Band £500
 Walkers are Welcome £4,000
 Severn Area Rescue Authority £700
 Covid 19 Helping Group £1,000
 Chepstow Schools Cluster £30,000
 Transition Chepstow e-bike project £7,460
 Festival of Arts £3,015
 Friends of the Dell Play Area £4,675

CTC is working on a number of projects to fulfil its obligations under **The Well-being of Future Generations (Wales) Act 2015** which is about improving the social, economic, environmental and cultural well-being of Wales. These are detailed in the full report but below are examples of how Council fulfilled its well-being objectives:

- ◆ Issued grant funding to local organisations.
- ◆ Adopted phone boxes for the installation of defibrillators and installed an AED (Automated External Defibrillator) outside Chepstow Community Hospital.
- ◆ Supplied all community centres with the required PPE (Personal Protective Equipment) to enable them to reopen.
- ◆ Formed a partnership with MIND Monmouthshire to provide wellbeing sessions to adult individuals in Chepstow.
- ◆ Declared a climate emergency and undertook to reduce carbon dioxide emissions to net zero by 2030.
- ◆ Placed additional planters filled with pollinator friendly plants throughout the town.
- ◆ Continued working with Monmouthshire County Council to provide a full street cleansing service to Chepstow.
- ◆ Installed six Gum Ball Bins at gum littering hot spots to encourage the public to reduce gum littering.
- ◆ Worked with Monmouthshire County Council to install a number of bicycle racks and a bicycle repair stations throughout the town and Bulwark.
- ◆ Worked with Monmouthshire County Council to promote the Shop Local Shop Monmouthshire campaigns following the re-opening of the town.
- ◆ Provided 1-hour free parking spaces leading up to Christmas to support local traders.
- ◆ Promoted Covid related grants to businesses via the Town Council's website.
- ◆ Supported events in and around the Town and worked in partnership with Green Top Events to provide a weekly Sunday market between April and December.
- ◆ Funding support of £20,000 was made available towards the delivery of open access playschemes

