

17<sup>th</sup> September 2021

Dear Councillor

You are hereby summoned to attend the **Ordinary Meeting** of Chepstow Town Council to be held via Zoom remote meetings <https://zoom.us/j/7344109571> on **Wednesday, 22nd September 2021 at 7.00pm**, for the purpose of transacting the following business.

Yours faithfully,



Lucy Allen  
TOWN CLERK

***Members are reminded that they attend this meeting under the provisions of the Town Council's Code of Conduct.***

### **AGENDA**

- 77. Declarations of Interest in Items on the Agenda**  
*([Declarations of Interest form](#) attached for completion and return to the office).*
- 78. To Suspend Standing Orders**
  - a) Public Open Forum (15 minutes at the discretion of the Mayor)**  
Members of the public are invited to address the Council in relation to items on the agenda. A member of the public shall not speak for more than 5 minutes unless directed by the Chair. A question shall not require a response at the meeting nor start a debate on the question. The Chair may direct that a written or oral response be given.
  - b) Wye Tackle Climate Change**  
To address Council in relation to their grant application
  - c) MIND Monmouthshire**  
To provide a brief annual presentation as per the Partnership Agreement.
- 79. Mayoral Announcements**
- 80. Minutes**  
To approve the [minutes of the Ordinary Meeting of Full Council](#) held on 28<sup>th</sup> July 2021.
- 81. Matters Arising**  
To receive the [Clerk's Update](#) on progress of resolutions, *for information only*.
- 82. Committees**
  - a) Planning and Administration Committee**  
To receive the [draft minutes of the Planning and Administration Committee meeting held on 28<sup>th</sup> July 2021 and 15<sup>th</sup> September 2021](#). Members to note that the meeting on 8<sup>th</sup> September 2021 was not quorate.
  - b) Environment and Amenities Committee**
    - i. To receive the [draft minutes of the Environment and Amenities Committee](#) meeting held on 8<sup>th</sup> September 2021.

- ii. To ratify the decision of the Committee that the Town Council will not take on the closed churchyard at St Mary's Priory min ref 27.

**c) Drill Hall Management Committee**

- i) To receive and consider the [minutes of the Drill Hall Management Committee meeting held on 12<sup>th</sup> July, 9<sup>th</sup> August and 6<sup>th</sup> September 2021](#).
- ii) To receive the [Summary of Accounts for the Financial Year 2020/21](#).
- iii) To receive the [notes from the inaugural meeting of the Drill Hall Community Asset Transfer \(CAT\) Working Group](#) and to consider the [draft Terms of Reference](#) for a new group "Drill Hall CAT Working Group to work with the consultant *note: this new group consisting of members of Council, the Management Committee and CIO will supersede the current joint Drill Hall CIO working group* .

**d) Working Party updates**

To receive updates and consider any recommendations/next steps from:

- i) Place Plan – to receive an [update](#) on the current stage and note the proposed structure of the face to face drop in session on 20<sup>th</sup> October 2021 at the Drill Hall.
- ii) Communications and Public Participation
- iii) Shopmobility/Disability – awaiting further meeting with Members and Shopmobility Abergavenny.

**83. Monmouthshire County Council**

- i) **Business Resilience Forum** - To receive an update from the Business Resilience Forum including the status of the High Street and Bulwark shopping areas (*oral report*).
- ii) **High Street Closure** – To receive an update on the status of the High Street road closure to include free parking in car parks (*oral report*).
- iii) **Monmouthshire Tackling Poverty and Inequality Network: meeting the housing challenge together** – to consider attendance at an online meeting to discuss provision of homes for those most in need, economic inequality, the problems that are associated with large disparities of income and wealth, and practical steps that can be taken to address some of these problems. Friday, 1<sup>st</sup> October 11am – 3pm.

**84. Grants Funding**

- i) To consider a [funding application to the WG Transforming Towns Business Fund](#)
- ii) To consider a funding application to the Monmouthshire Housing Pitch for your Project Fund <https://www.monmouthshirehousing.co.uk/wp-content/uploads/2020/09/MHA1183-Pitch-for-Your-Project-Booklet-2020-Electronic.pdf>

**85. Youth Council**

To consider working with relevant community stakeholders in setting up a Youth Council for Chepstow and, if appropriate, to nominate a Councillor to be the Town Council's representative.

**86. Primary Health Care**

To receive an update on the work being carried out to date and to agree any additional actions (*oral report*).

**87. One Voice Wales**

- i) To note [One Voice Wales response to the Independent Remuneration Panel for Wales](#) - Review of the Remuneration Framework for Community and Town Councils Consultation.
- ii) To receive the [Welsh Government Briefing for community and town council's Multi-location meetings and meeting notices](#) – August 2021.
- iii) To receive the [revised Guidance from the Public Services Ombudsman for Wales for members of Community and Town Councils on the Code of Conduct](#).

## 88. Consultations

- i) **Boundary Commission for Wales** – report published containing initial proposals for changes to Parliamentary constituencies in Wales. The report and related maps are available on the Commission’s website at the following address: <https://bcomm-wales.gov.uk/page/2023-parliamentary-review-initial-proposals>. Representations about the initial proposals should be made by 3 November. You can submit representations through the online consultation portal: [bcw-reviews.org.uk](http://bcw-reviews.org.uk), by emailing [bcw@boundaries.wales](mailto:bcw@boundaries.wales), or through the post to Boundary Commission for Wales, Hastings House, Cardiff, CF24 0BL.
- ii) [Consultation on the draft Local Elections \(Principal Areas\) \(Wales\) Rules 2021 and draft Local Elections \(Communities\) \(Wales\) Rules 2021](#) (as forwarded prior to the meeting)
- iii) **Welsh Government** - Consultation on [‘Shaping Wales’ Future: Using national milestones and indicators to measure our nation’s progress – Proposals for setting the first wave of national milestones for Wales and seeking views on the impact of the COVID-19 pandemic on the national indicators’](#). The consultation will run from 1 September to 26 October.

## 89. FINANCE

### (a) Bank Reconciliation

To confirm the [reconciliation of the Council’s Bank Accounts at 31st July](#) and [31<sup>st</sup> August 2021](#).

### (b) Accounts

To receive and adopt the [schedule of payments and receipts for the month of July](#) and [August 2021](#).

### (c) Income and Expenditure

To receive the [Income and Expenditure account for the month of August 2021](#).

### (d) Community Grant and Covid Emergency Application Forms

To consider community grant applications from:

- i) Wye Tackle Climate Change (Transition Chepstow) - £900 (*Climate Change and Sustainable Energy Act 2006, s.20*)
- ii) Chepstow Reading Library - £1,300 (*LG (Misc Prov) 1976, s19*)

To consider the Covid Emergency application from:

- iii) The Dell PTA on behalf of Chepstow Schools Cluster - £20,000 (*LGA 2000, s2*)

## 90. War Memorial

- i) To note that the 100<sup>th</sup> Anniversary of the installation of the War Memorial and War Memorial Gun is on 8<sup>th</sup> January 2022. Members to consider, if appropriate, to holding an appropriate ceremony to mark the event.
- ii) To consider the confidential report detailing quotations on having memorial railings installed around the War Memorial Gun.

## 91. Correspondence Schedule

- a) To consider the correspondence listed in the [Correspondence Schedule](#)
- b) To consider a response to the following items:
  - i) [Complaint regarding noise in St Mary Street](#);

**92. Reports of representatives on outside bodies**

Oral reports from members who have attended meetings as a nominated representative of the Town Council.

**i) Lower Wye Area Committee and Community Safety Action Team (CSAT)**

To note that the CSAT meetings have not been active for a couple of years however the Community and Partnership Team are currently introducing CSN's (Community Support Network), which in essence will replace the role of CSAT, but not to be compared with the CSAT concept. These CSN's are currently being worked through and developed, led by Fred Weston. These will have a much wider remit than just community safety, but it will have the capacity for those issues as well. Awaiting update on Lower Wye Area Committee.

**93. Matters relating to the public and urgent information exchange**

**94. Items for next meeting**

**95. Date of next meeting**

To confirm that the next Ordinary Meeting will be held on Wednesday 27<sup>th</sup> October 2021 at 7.00pm via Zoom remote meetings.