

CHEPSTOW TOWN COUNCIL
The Gatehouse, High Street, Chepstow NP16 5LH
Tel. 01291 626370 Email admin@chepstow.co.uk

22nd April 2022

Dear Councillor

You are hereby summoned to attend the **Ordinary Meeting** of Chepstow Town Council to be held in the Council Chamber, The Gatehouse, High Street, Chepstow and remotely via Zoom <https://zoom.us/j/7344109571> on **Wednesday, 27th April 2022 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

210. Declarations of Interest in Items on the Agenda

[Declarations of Interest form](#) attached for completion and return to the office. Interests may also be declared at any point in the meeting if the need arises.

211. 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) To receive representation from Wye Gymnastics and Galaxy Cheerleading to discuss their community grant applications.

212. Mayoral Announcements

213. Minutes

- a. To approve the [minutes of the Ordinary Meeting of Full Council held on 23rd March 2022](#).
b. To approve the [minutes of the Extraordinary meeting of Full Council held on 13th April 2022](#).

214. Matters Arising

To receive the [Clerk's Update](#) on progress of resolutions, *for information only*.

215. Committees

a) Planning and Administration Committee

- i) To receive the [minutes of the Planning and Administration Committee meeting held on 23rd March 2022](#).
ii) To receive the [minutes of the Planning and Administration Committee meeting held on 13th April 2022](#).

b) Drill Hall Management Committee

To receive and consider the [minutes of the Drill Hall Management Committee meeting held on 21st March 2022](#).

c) Working Party Updates

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

- i) [Place Plan and Placemaking Plan](#)
- ii) [Primary Health Care](#) – to receive and consider the update report
- iii) Shopmobility/Disability
- vi) Jubilee Events:
 - a. To consider [correspondence from the Royal British Legion Industries in regard to planting a tree for the Jubilee](#) and [potential areas for planting as suggested by MCC](#)
 - b. To consider the request from a theatrical bicycle troupe to perform at the Riverbank on Thursday, 2nd June 2022 as part of the Wye Valley River Festival. The performance includes a musical street theatre show in response to the River Festival Theme Human – Nature and is between 30-40 minutes long with a pre-show to gather audience (*the proposal is to hold this prior to the Bands on the Bandstand event which starts at 2pm*).
 - c. To consider the installation of Jubilee flags in the brackets for Christmas Trees and approve the associated costs of approximately £1,300.
 - d. To consider delegation of the approved Jubilee event budget to the Clerk in conjunction with the Town Mayor due to the inception of a new Council in May 2022 and proximity of the event on 2nd – 5th June 2022.

216. Monmouthshire County Council (MCC)

a) 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*).

b) Mounon Road and Vauxhall Road Section 90A Highways Act 1980

To receive and, if appropriate, consider a response to [correspondence from MCC regarding the proposal to provide vertical traffic calming features on Mounon Road and Vauxhall Road](#), consultation end date 28.4.22.

c) Notice of making a Permanent Order at various locations in Monmouthshire

To receive [correspondence from MCC regarding the provision and amendments to traffic orders at various locations within the town](#).

d) 20mph speed limit

To receive [correspondence from MCC with an update on the roll out of the 20mph speed limit](#).

217. Green Bin Store – The Boatman

To consider the location of the Green Bin Store at the Boatman and [correspondence received from The Chepstow Society](#).

218. Annual Well-Being Reports 2021/22

- a) To receive and consider the [Annual Well Being Report](#) to be submitted to the Public Service Board.
- b) To receive and consider the [draft Annual Report](#). NB: Finalisation of the visual content is required prior to publication on the Town Council's website.

219. Finance

a) Bank Reconciliation

To confirm the [reconciliation of the Council's Bank Accounts at 31st March 2022](#).

b) Accounts

To receive and adopt the [Receipts](#) and [Payments](#) for the month of March 2022.

c) Income and Expenditure

To receive the [Income and Expenditure account for the month of March 2022](#).

d) Community Grants

- i) To consider [Community Grant Report](#) and applications from:

- a. [Wye Gymnastics and Galaxy Cheerleading](#) - £4,617.20 (*Local Government (Misc Prov) Act 1976, s.19*)
 - b. [Happy Go Lucky Theatre Group](#) - £600 (*LGA 1972, s145*)
 - c. [Class Act Theatre Company](#) - £1,130 (*LGA 1972, s145*)
- ii) To consider [correspondence from Friends of Chepstow Library](#) and reconsider the [grant application](#).
 - iii) To note the update from Garden City Community Group and to approve the request to hold over £597.56 from the grant to the next financial year. This money will be used towards new play equipment in the Garden City Area.

e) Covid Emergency Grant

To consider the [grant application received from Wye Gymnastics and Galaxy Cheerleading](#).

f) Independent Remuneration Panel for Wales

To receive the [Annual Report of the Independent Remuneration Panel for Wales](#), note section 13 is relevant to Town and Community Councils.

220. Correspondence

- a) To consider the correspondence listed in the [Correspondence Schedule](#).
- b) To receive and consider the [half yearly update from Mind Monmouthshire](#).
- c) To receive and consider [correspondence requesting permission to place a memorial plaque on the bench outside the Riverside Wine Bar](#).
- d) To receive and consider [correspondence regarding the 40th anniversary of the end of the Falklands War](#)
- e) To receive and consider [correspondence requesting support of World Hemochromatosis Week](#).
- f) To receive and consider [correspondence received from SARA requesting a letter of support in their nomination for a Queens Award for Voluntary Service](#).
- g) To receive and consider [correspondence from St Arvans Community Council in regard to litter picking along A466](#) following boundary changes.
- h) To receive and consider [correspondence from Lawrence Campbell in regard to street trading in the High Street](#).

221. Reports of Representatives on Outside Bodies

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

222. Bulwark Community Centre (BCC)

To consider how Town council can work with BCC to support its Disability Discrimination Act bid and progress for the future (b/f OM 23rd March 2022)

223 Matters Relating to the Public and Urgent Information

224. Items for Next Meeting

225. Date of Next Meeting

To confirm arrangements for the Annual Meeting to be held on Wednesday 11th May 2022 at 7.00pm