



CHEPSTOW TOWN COUNCIL

Minutes of the meeting of **Environment and Amenities Committee** of Chepstow Town Council held via Zoom on Wednesday, 13th July 2022 at 7.30pm

Present:

- Chair:** Cllr T Griffiths
- Councillors:** J Becker, M Griffiths, D Rooke, J Rosser
- Apologies:** M Perkins, D Power
- In Attendance:** Mrs L Allen (Town Clerk)
Miss C Baker (Community Projects Officer)

1. Election of Chair and Vice Chair

Nominations for Chair and Vice Chair were sought.

RESOLVED:

To elect Cllr T Griffiths as Chair and Cllr J Becker as Vice Chair.

2. Declarations of Interest in Items on the Agenda

None.

3.To Suspend Standing Orders

a) Public Open Forum (15 minutes at the discretion of the Chair)

None present.

b) St Arvans Community Council

Members welcomed Rita Edwards from St Arvans Community Council to discuss litter picking along the A466 past Chepstow Racecourse, and on the Itton Road towards Howick following the boundary change. It was noted that the group would continue working with Transition Chepstow and Members fully endorse and encourage the continuation of this working relationship.

Standing Orders were re-instated.

c) Transition Chepstow

1. Endorsement of the Sustainable Transport Plan for Chepstow

No representative was present however Members did discuss endorsement of the Sustainable Transport Plan and, whilst on the whole they agreed with the contents, there are one or two areas which needed further discussion.

Resolved:

To invite Transition Chepstow to the next meeting to discuss the plan long with what is required as part of Town Council endorsement. Members present wished to acknowledge and applaud the volunteer work put into the report.

2. Supporting the Liftshare app which encourages residents and those commuters passing through Chepstow to share lifts, reducing congestion and pollution.

Resolved:

To support the Liftshare app and to advertise via the Town Council's own social media channels.

4. Minutes

Received the Minutes of Environment and Amenities Committee meeting held on Wednesday, 16th March 2022.

5. Matters Arising

Min 57: Transport for Wales – Adopt a Railway Station

Members were advised that Transition Chepstow are looking into taking a more direct role in the Railway Station and are in discussions with Transport for Wales.

Min 59: Paper version of What's On Guide

Arrangements are being made for a relaunch in the Autumn.

Min Ref 67(c): Transition Chepstow

Members were advised that a meeting has been set up with Town Council Officers and Transition Chepstow to discuss what may be required in regards to the ongoing maintenance of the fruit trees in Chepstow.

In addition, the QR code link in the website has been fixed and work is ongoing with having 2 plaques replaced.

6. Projects Report

Members considered the recommendations in the report on [Environment & Amenities Projects](#):

1. Place Plan and Placemaking Plan

Noted that the Placemaking Plan will be renamed to Transforming Chepstow with a consultation in September. Monmouthshire County Council are looking to change the way the report is written to be more engaging. The end report will be a strategic document for the County Council.

Resolved:

To set up a meeting of the Place Plan working party.

2. A48 Green Wall

Members were disappointed with the cost (£16k) and number of surveys that are required by the South Wales Trunk Road Agency in able to install the wall.

Resolved:

To consider other locations along the A48, for example adjacent to the Portwall Apartments.

3. Replacement Canopy

Resolved:

To review this project once the Town Council has agreed on its Vision for the next 5 years.

4. Beehives

Resolved:

1. To approve the purchase of the necessary equipment and tools to progress to the next stage of the project, at a cost of approximately £1,500.00 (*LGA 2000, S2. Existing project agreed prior to legislation changes 5.5.22*).

2. For Councilors to undertake training by means of attendance on guided bee walks, which will take place once a month throughout the summer, in order to progress the education aspect of the project.

3. For Councilors to undertaking online training (two sessions) with the British Bumblebee Conservation Trust.
4. To delegate decision-making for location for siting beehives to the Chair of the E&A committee and Community Projects Officer.

5. Carbon Reduction / Energy Study

Members received a brief summary of the Chepstow Carbon Reduction Study and discussed a number of ideas including the Energy Refuge Grants available in 2023, PV Panels, heat pumps, encouragement of community building management committees throughout Chepstow to be energy refuge hubs which will increase usage, community kitchens and cooking.

Resolved:

1. To agenda an item for Full Council to agree members to be part of a Working Party.
2. To include discussions with community organisations as part of the Working Party.
3. To discuss the Transport Plan with Transition Chepstow
4. To arrange a meeting with Energy Local to present to the working party.

6. Town Council carbon reduction

Resolved:

1. That the working party setup (see item 5 (1) above) take on all Energy Efficiency / Carbon Reduction projects.
2. To approve the quotation received from AB Electrical Ltd for lighting upgrades at the Gatehouse at a cost of £4,686.00 (*LGA 1972, s133*).

7. St Mary's Walk Lighting

Members discussed the possible lighting solution.

Resolved:

Not to pursue the proposed solar powered lighting but to investigate an alternative.

8. The Dell Fountain

Resolved:

To approve the installation of a plaque and for Town Council Officers to draft the wording detailing the history of the fountain (who purchased it, why and when) and details of refurbishment (date, and who commissioned it) for approval at the next E & A meeting in September.

9. Riverbank Water Refill Station

Members noted the update and that pre-planning application had been submitted to Monmouthshire County Council for the request to lay necessary pipework for the additional tap.

10. Railway Station Accessibility

Members discussed accessibility and noted that there is the potential that the car park will be made into a transport hub with turning space for busses which, at this point, may be the time to push for action for better access.

Resolved:

To the Community Projects Officer to pursue Network Rail, Transport for Wales, MCC, AMs and MPs in obtaining a commitment for change.

11. Wales Coastal Path Seating

Members noted the update that Walkers Are Welcome were going to discuss the locations of the benches at their next meeting.

12. Riverbank Recycling Facilities

Members noted the new bin screens which are being installed at the Riverbank.

13. Community Growing Space

Resolved:

1. To continue engagement with the groups and offer practical support for the project. Cllr T Griffiths to visit the space and meet with the groups who have carried out the planting. In addition, Councillors to consider other locations in their wards appropriate for community growing space.
2. To have fabric badges produced to be awarded to the young people working on the projects.

14. Green Bin Shelter

Members received an update on discussions held with MCC Operatives.

Resolved:

1. To remove the green bin shelter from its current location and store until planning approval has been received for it to be located near the shops in Bulwark.
2. To approve that MCC make a green roof shelter to fit in the location in Bank Square at a size that is suitable to cover the existing bin. Discussions to be held with MCC Waste Department to consider recycling bins for the residents who use the bin. Funding to come from contingency which is built into the partnership arrangement.

15. Wikipedia Page

Resolved:

To approve the set-up of a Wikipedia page for the Town Council.

16. Heritage Trail App

Resolved:

To defer consideration of this item to the Autumn.

Due to the departure of one Councillor, leaving the meeting inquorate, the following items are deferred to an Extraordinary meeting to be held on Friday, 22nd July at 12pm.

7. Queens Green Canopy

To consider and, if appropriate, agree the purchase of 4 trees at a cost of £136 + VAT each, plus official plaques at £120 each to be planted as part of the RBLI's Queen's Green Canopy initiative. MCC officer has mapped the new boundary and provided council with a report regarding tree choices (which the above costing is based on). (b/f FC 25.4.22 item 215(c) 9iv).

[Report from Mark Cleaver](#)

8. Christmas 2022

To discuss arrangements for the annual Christmas Switch on 2022.

9. 20mph speed limits

To discuss and, if appropriate, make recommendations to Monmouthshire County Council detailing roads not suitable for 20mph speed limits being introduced in Chepstow under the Welsh Government initiative (b/f 25.5.22 min ref 26b Full Council).

10. Hollins Close

To consider correspondence received from a resident regarding waste issues at Hollins Close (b/f 25.5.22 min ref 30d Full Council).

11. Dog Bin Provision

To review the provision of dog bins in all wards of Chepstow – List of current locations.

12. Circular Communities Cymru

To consider a response to the Community Food Growing survey.

13. Items for Next Meeting

14. Date of Next Meeting

To confirm that the next meeting of the Environment and Amenities Committee will be held at 7pm on Wednesday, 14th September 2022 in the Council Chamber and via Zoom online meetings.

CLOSE: This completed the business of the meeting at 9.00pm

Signed:

Date.....

CHAIR