Chepstow Town Council

Annual Report 2020—2021

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Welcome from the Mayor 2020/21

Welcome to the Chepstow Town Council Annual Report for 2020/21.

I hope that you will enjoy reading the Annual Statement and learn more about the work that Chepstow Town Council has carried out and facilitated on behalf of the people of Chepstow.

Thank you once more to my fellow Councillors and our hard working office staff for their hard and diligent work. Without this the Council couldn't function. I once again 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 ever grateful that my fellow Councillors elected me as Mayor for a second time for the year 2020/21 at its Annual Meeting that was held somewhat delayed in September 2020. It feels good knowing I had done a good job as Chair during 2019 and the early part of 2020 and that there was cross party support for me continuing as Mayor. I hope my ability to be impartial as Chair and allow everyone to be heard has allowed the Council to make more 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. I am proud to say we have only cancelled one full council meeting since March 2020 and that one fell on the week the UK government called a countrywide lockdown. For this I thank the quick and agile office staff for facilitating and putting systems in place for these meetings and also for my fellow Councillors (some who I know don't enjoy online meetings) who persevered and attended as many as they could even when internet bandwidth and technology was against them.

Unfortunately COVID 19 has continued to hamper events and public gatherings so sadly I don't have any exciting events to talk about this past year but rest assured we are busy beavering away in the background and I'm sure we can look forward to events returning in 2021.

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. David always had a twinkle in his eye that could disarm the most heated debates at Council. He will be truly missed by us all at Chepstow Town Council. My thoughts go out to Stephanie Dovey and her family. They broke the mould when they made David and I'm glad I could call him a friend.

Please stay safe and look after each other.

Cllr Tom Kirton

Introduction

Covid 19

The past year has been a testing time for all with the onset of the COVID-19 pandemic and subsequent lockdowns, which has made life feel very different from March 2020. As a Council our ways of working changed when the office was forced to close its doors and staff had to adjust to working from home for the first time. Telephone calls were diverted, some services stopped and projects delayed. However legislation was soon put in place allowing the continuation of council and committee meetings virtually. The purchase and use of a Zoom video-conferencing licence became a lifeline in the continuation of work of the Town Council and is a completely different approach to our work. However, once a few initial technical issues were resolved the meetings became a great success allowing for the work of the Council to continue.

As a Council, we are always striving to improve the services we offer by making use of the resources that are available to us. Nevertheless, there is always more we can do, and we hope that this annual report detailing our work will encourage more people to get involved, learn about the Council's role and maybe even consider becoming a Councillor in the future.

Part of the Annual Report is required by law – the Well-being of Future Generations Act (Wales) 2015 – to show how the Council's work contributes to the objectives set out in the Monmouthshire Local Well-being Plan.

The content of the rest of the report is far more flexible and at its core is setting out what the Council said it would do in 2019-20 and what it actually did.

The Council welcomes your feed-back on what could be added, improved, or subtracted to make future annual reports more readable, informative and appealing.

Communication

We are committed to promoting good communication and continue to build and maintain open communication lines with the public and the residents of the town. To ensure that the Council's news, updates and information are accessible to as many individuals as possible, we have adopted various methods of information sharing:

Website: www.chepstow.co.uk

We created a new website this year which is more vibrant and contains lots of useful information and pictures of our beautiful town. The website is regularly updated with agendas and minutes allowing you to keep up to date with Council business.

Facebook: Chepstow Town Council – CTC

The Town Council Facebook page is a popular method of communication and has provided us with a great tool to get information out quickly, especially during the recent pandemic.

Introduction

Town Maintenance & Amenities

We are responsible for maintaining a number of amenities around Chepstow however these do not include the highways, car parks or bus shelters.

Street Cleansing - In partnership with Monmouthshire County Council Monday – Fridays with direct ownership for weekend street cleansing in the main shopping areas of Bulwark and the town.

Benches - Presently, we own and maintain many of the seats and benches situated in the town, some of which have plaques which have been donated in memory of people for whom Chepstow was a special place.

Dog Bins - We are responsible for emptying some 40 dog bins throughout the town and are members of the County Council initiative "Give Dog Fouling the Red Card".

Defibrillators - The Town Council where possible is adopting unused silver BT Phone boxes for installation of (AED) Automated External Defibrillator units all of which are registered on downloadable apps. We have also funded one on the exterior of the Community Hospital.

Litter Bins - In partnership with Monmouthshire County Council many of the litter bins have been replaced over the last two years.

Public Toilets - We undertake to open, close, clean and maintain the public toilets at Thomas Street, Welsh Street Car Park, Tourist Information Centre and the Riverbank. Opening times are 9am—4pm (winter) and 9am—6pm (summer).

CCTV– In partnership with Monmouthshire County Council we provide CCTV in the town centre.

Notice Boards - There are 14 notice boards around the Town many of which are updated weekly with details of community events.

War Memorials - We undertake to maintain the War Memorial and War Memorial Gun at Beaufort Square.

We also provide:

Tubs and Baskets - We are responsible for a number of flower tubs and planters located around the town. These are all planted with permanent bee friendly plants to support the Council's commitment to biodiversity and sustainability

Hanging Baskets - The Town Council provides and waters some 225 baskets across the town and Bulwark for 16 weeks of the summer.

Christmas Lights - The Christmas Lights are switched on for a period of about six weeks from late November into the New Year. 2020 was the first year of a three-year contract for which the Council pays £15,000 annually for the provision of the displays, including installation, removal and storage. Due to the pandemic the annual Christmas light switch-on event 2020 was cancelled.

Pop-up shelters - We have 15 pop-up shelters which we hire out free of charge to local community groups to support them in their events. For hire details please email admin@chepstow.co.uk

Bandstand - Procedures have recently been put in place whereby the Town Council manages the bookings diary for the bandstand. For details please email admin@chespstow.co.uk

Introduction

Support for local Community Groups

We remain committed to providing grants to local community based organisations; the payment of any grant is subject to certain terms and conditions and all applications are measured against the Well-being of Future Generations (Wales) Act. In 2020/21 the number of applications received was understandably down on previous years.

If you are interested in applying for a grant, visit www.chepstow.co.uk for more information.

Below is a summary of the grants we made over the last year:

Organisation Grants 2020-21

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

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

The Environment Wales Act 2016

Section 6 of the Environment (Wales) Act places a duty on all public authorities, when carrying out their functions in relation to Wales to "seek to maintain and enhance biodiversity" wherever possible within the proper exercise of their functions. In doing so, public authorities must also seek to "promote the resilience of ecosystems". Section 6 also requires public authorities to consider the effect of decisions taken, or activities carried out within Wales, but also in relation to biodiversity outside of Wales.

Under subsection (6), public authorities must prepare and publish a plan setting out what they propose to do to maintain and enhance biodiversity. Having regard to any guidance given by the Welsh Ministers, and the documents listed in legislation.

This report describes the Town Council's response to the Environment Act 2016 and how it has met its duties under the Act.

The Council

Background

Chepstow Town Council was created in 1974 following local government reorganisation and the cessation of Chepstow Urban District Council. It is one of 735 Town and Community Council in Wales.

In order to act and carry out duties as a member of a community or town council all persons are required to make a formal declaration of acceptance of office. Following this declaration, members of community or town councils are then holders of elected office and occupy a role that is part of the Welsh local government structure.

Your Council

The Town Council is the grass roots voice of Local Government and is therefore closest to the people. It comprises 15 elected members, with three councillors representing each of the five wards of St Kingsmark, St Marys, St Christophers, Thornwell and Larkfield. The present councillors were elected in May 2017 to serve a five year term of office and together they serve a population of 12,350 at the 2011 Census.

The Mayor and Deputy Town Mayor are elected each year by the council at the annual meeting in May, although this year due to the Coronavirus pandemic this was delayed until September. Cllr Tom Kirton was elected as Mayor for 2020/21 supported by Cllr Dale Rooke as Deputy Mayor.

Remuneration

Individuals who have accepted office as a member of a community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales and whilst Councillors hold elected office and give their time voluntarily it is generally without remuneration, although certain expenses may be re-claimed. The Independent Remuneration Panel for Wales determines allowances and mandates some allowances each year although Councillors may opt-out of the payment if they wish.

A payment of £150 is mandated as a contribution to costs and expenses for members of all community and town councils and, in accordance with Section 151 of the Local Government Measure 2011, Community and Town Councils must publish within their authority area the remuneration received by their members by 30th September following the end of the year to which the payment relates. This information is available on our website at www.chepstow.co.uk.

Meetings

Councils conduct their 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, the Council, at their annual meeting, appoints Councillors to four main committees.

Planning and Administration Committee

Finance, Policy and Audit Committee

Environment and Amenities Committee

Personnel Committee

The Councillors

Partnership Working

The Town Council aims to provide effective and efficient services that give value for money and improve the quality of life for the residents of the town. The Town Council represents the community it services 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 will encourage and participate in partnership working with Monmouthshire County Council, community stakeholders and voluntary groups.

The Town Council 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.

Elected Member Responsibilities as Individuals

A Councillor has an active interest in their local community and plays a vital role in representing the interest of the community in which they serve by improving the quality of life and local environment.

Councillors must act within the law and must sign a declaration to say they agree to work within the Code of Conduct. They are able to suggest ideas, engage in constructive debate, represent constituents and respond to the needs and views of the local community.

Councillors are the voice of their local community and can work to influence other tiers of Local Government and help make collective decisions which form the policy of the Council.

Councillors contribute to the work of the Council by:

* Suggesting ideas
* Engaging in constructive debate
* Interacting with their electors
* Behaving in an ethical way
* Voting – enabling the Council to make decisions

Councillors cannot make decisions/promises individually, this has to be done by the Council as a corporate body. Councillors actively and constructively contribute to good governance and encourage community participation and residents' involvement in the work of the council.

Details on how to contact a Chepstow Town Councillor can be found on the Council's website:

http://www.chepstow.co.uk/Contact_Us_30245.aspx

The Officers

Administration Support

Services provided by the Town Council are managed and delivered by a team of six part-time employees, comprising three in administration and three mobile hygiene and asset maintenance operatives. This small team, based at The Gatehouse, is led by the Town Clerk who ensures that the correct procedures and policies are in place and followed in order to deliver services to a high standard.

The Clerk and Responsible Financial Officer

The Clerk is the Council's Chief Officer employed under section 112 (1) of the Local Government Act 1972. As the Proper Officer of the council in law the Clerk is answerable to the Council as a whole. Individual members cannot give instructions to the Clerk. 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.

The role of the Clerk and RFO, although not exhaustive, includes:

* Advising the Council on legal matters, independently and objectively whilst recognising that the Council as a whole is responsible for its decisions
* Organising the Council's procedures
* Gathering information to help the Council make an informed decision
* Leading and supporting the officer team to carry out the decisions of the Council
* Implementing the Council's decisions
* Providing administrative support
* Personnel management
* Project management
* Health and safety management
* Management of Council's finances

The Clerk can have delegated powers of the Council to act on its behalf under the Local Government Act 1972 Section 101 (Discharge of Functions). Whilst it is good practice for the Clerk to consult on the content of an agenda with the Chair, the Clerk has the final say as Proper Officer and the legal signatory.

Responsibilities

Who does what?

It can sometimes be difficult to know which authority to contact for various queries relating to Chepstow. The Town and County Council have different areas or responsibility which are highlighted below.

We hope this brief guide is helpful however please contact us if you have specific questions.

The Town Council owns/leases and manages:

War Memorial and War Memorial Gun in Beaufort Square

Town Arch and Gatehouse

Public Toilets at Thomas Street, Welsh Street, Tourist Information Centre and Riverbank

The Drill Hall

The Old Library

Custodial trustee for Bulwark Community Centre

As well as management of the above the Council is responsible for and/or provides:

Litter bins

Dog waste bins and waste removal

Benches

Noticeboards

Community grant funding

Funding for Monmouthshire Citizens Advice Bureau

Making observations on all planning applications in the community

Annual Remembrance Day parade and Service in Beaufort Square

Christmas trees and lighting

Weekly Food and Craft markets

Bands of the Bandstand

Summer floral displays and all year round bee-friendly planting and watering

Weekend street cleaning

And works in partnership with Monmouthshire County Council:

To provide funding for a summer playscheme for local primary school children

A weekday street cleansing service

CCTV in various locations across the town

Responsibilities

What else do we do?

The Town Council is working on a number of projects which are detailed in Well-being of Future Generations area of this report.

It also undertakes to comment on important consultations both from Welsh Government and Monmouthshire County Council.

Monmouthshire County Council ha responsibility for:

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

Attendance Details 2020/21

All meetings of the Town Council are open to the public unless excluded by a resolution of the meeting for a particular item which is of a confidential nature or prejudicial to public interest.

Councillor	Council	Planning	Finance, Policy & Audit	Environment & Amenities	Personnel
	15	**22**	**3**	**5**	**4**
Cllr Hilary Beach	14		3	4	
Cllr Jez Becker	8			4	2
Cllr Martin Brady	10	14			
Cllr Alan Braund*	15	22			
Cllr Jenni Brews**	13		3	5	
Cllr David Dovey	5				
Cllr Caroline Duchet	15		3	5	3
Cllr Yvonne Havard	12	16	2	3	4
Cllr Ned Heywood MBE*	13	11	2		
Cllr Phyl Hobson	7		3		
Cllr Tom Kirton**	15	6	3	5	3
Cllr Paul Pavia	15		3	5	3
Cllr Tony Redhead	15	21	3	4	4
Cllr Dale Rooke***	15	22	3	5	4
Cllr Armand Watts	14				

* *Joined Planning part way through the year*

** *Town Mayor and ex-officio at all meetings*

*** *Deputy Town Mayor and ex-officio at all meetings—Member of Planning, Finance, Policy and Audit and Environment & Amenities*

Meet the Council

St Kingsmark

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

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

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

St Christopher's

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

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

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

St Mary's

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

Cllr Caroline Duchet (Liberal Democrats)
cllrcarolineduchet@councillors.chepstow.co.uk
Tel 01291 626837

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

Thornwell

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

Cllr Armand Watts (Labour)
armandwatts@outlook.com
Tel 07980 962669

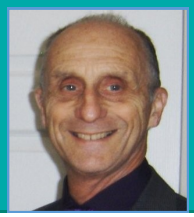
Cllr Dale Rooke (Labour)
cllrdalerooke@councillors.chepstow.co.uk
Tel 01291 408585

Larkfield

Cllr Phyl Hobson (Liberal Democrats)
Phylip.hobson@gmail.com
Tel 07966 343978

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

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



Finance

Chepstow Town Council 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 the 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 is £657,533 costing the average Band D council tax payer £119.35.

The Accounts and Audit (Wales) Regulations 2014 require town and community councils to have adequate and effective arrangements in place for an internal audit of their accounting records and their systems of internal control. This is carried out on a half yearly basis by an independent internal auditor.

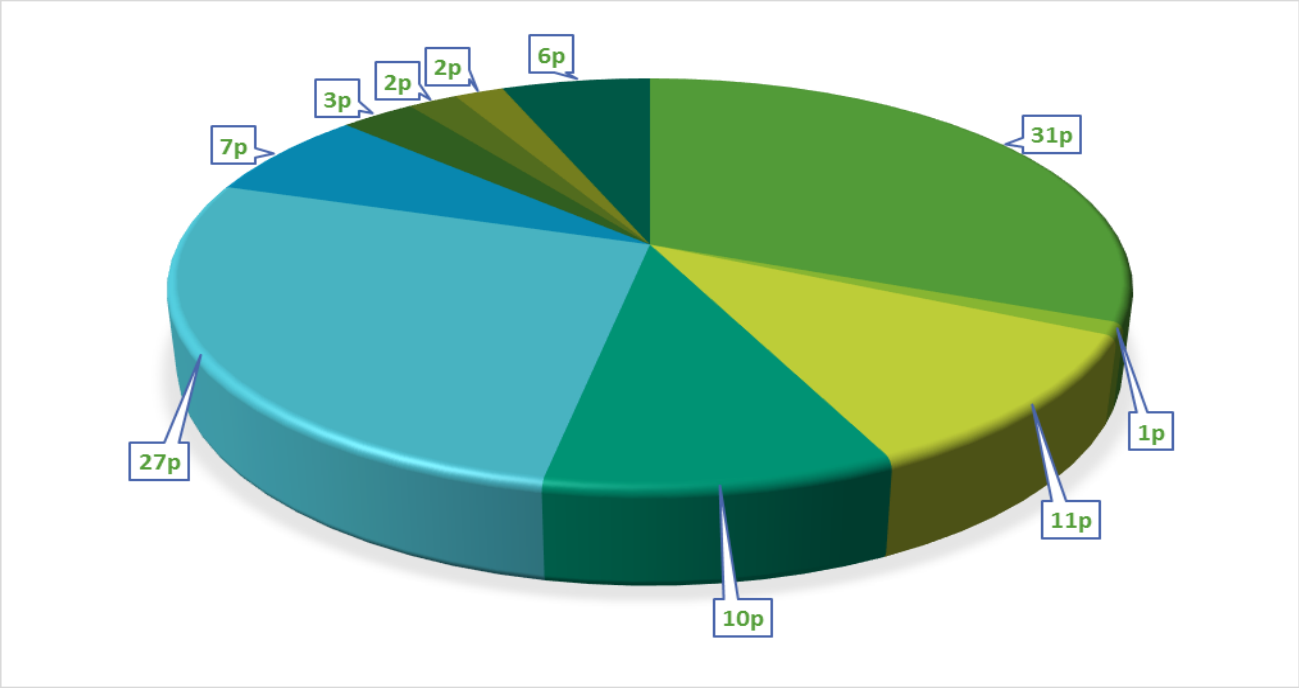
The internal auditor is an independent and competent person appointed by the Council to carry out checks on its systems of control. The auditor carries out tests focussing on area of risk to public money, reports to the Council and signs a report on the annual return to confirm that the Council's systems of controls are in place and operating.

Members and officers are responsible for the spending of public money and are subject to the Councils Financial Regulations and are conscious of its responsibility towards maintaining services and ensuring best value for its precept payers. Accountability and transparency are key to members and officers for the spending of public money.

Being financially responsible as a public body is essential and the Town Council is governed by rules set out by Government to ensure that it takes no unacceptable risks. The Council 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.

Any further information detailing this, including the annual accounts can be found at www.chepstow.co.uk.

For every £1 spent



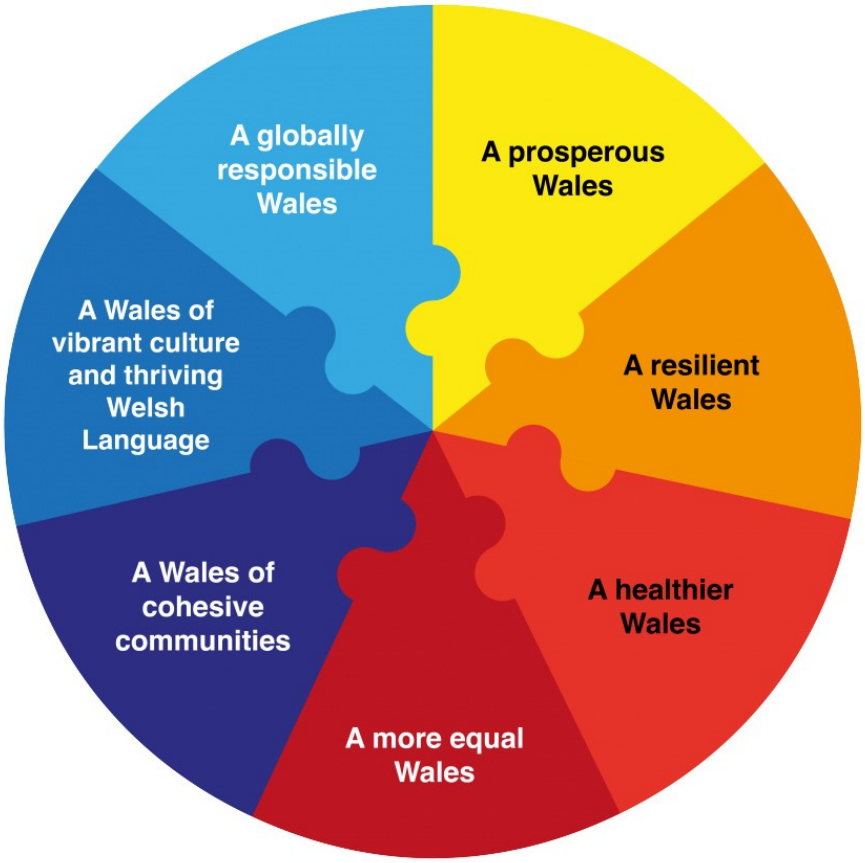
- 31p on staffing costs, national insurance, pension contributions, answering public enquiries, managing and facilitating the Council projects and resources, responding to the consultation, servicing and administering of Council Meetings, training, insurance, member remuneration, office costs, HR and H&S services
- 1p will contribute to Civic Events and Mayoralty
- 11p will meet net premise running and maintenance costs for The Gatehouse inc heating, water & water & business rates and will meet the loan repayments for the purchase and ongoing maintenance.
- 10p will pay for Community Grants incl. Citizens Advice, TIC, Chepstow Museum, SARA, Festivals, Chepstow Town Band, Chepstow Walkers are Welcome, Chepstow Fairtrade, Community Events.
- 27p will pay for War Memorial Maintenance, litter picking, dog waste disposal, roadside benches, community notice boards, servicing and maintaining the Riverbank, Bank Street and Thomas St Public Conveniences, 7 days a week Town Crew street cleansing team,
- 7p will be spent on Summer Floral Displays, Community Orchards, Apple Day and Christmas Lighting.
- 3p will be spent on Playschemes for local children
- 2p will pay for recruitment advertising, community publications, Chepstow What's On Guide, website, promoting Chepstow and Town Markets.
- 2p on the Towns CCTV
- 6p on Bulwark Community Centre and The Drill Hall.

The Well-Being of Future Generations (Wales) Act

Wales is facing a number of challenges in the future and as a means to tackle these head on the Welsh Government created the Wellbeing of Future Generations Act. The aim of the Act is to improve the social, economic, environmental and cultural wellbeing of Wales.

The Act established statutory Public Service Boards and placed a duty on these bodies to define and deliver wellbeing objectives.

The Town Council, as one of the larger Town and Community Councils in Wales, is required by law to prepare an annual report showing how the Council is taking "reasonable steps" to meet the objectives set out in the Monmouthshire Public Services Board Well-being Plan. The full report is available via our website at www.chepstow.co.uk however the following section provides a brief summary of what the Town Council has achieved in the financial year against the objectives.



Well-being Objective

Provide children and young people with the best possible start in life

Objective

1. To increase funding to provide for additional provision within the current summer playscheme, working to ensure that schools and services for children focus on well-being and a more rounded approach than purely academic results.
2. To tackle the issues surrounding Holiday Hunger.

Action	Progress
To provide summer activities for 5 to 11 year olds	Due to the pandemic the usual summer activity changed from being run in three sites to just being run from the Leisure Centre due to the schools being closed. Funding support of £20,000 was made available towards the delivery of open access playschemes and uptake was good. In Chepstow 96% of the paid spaces available on the scheme were booked (the highest proportion in the county) and 66% of the free spaces were booked (this is the second highest in the county). The feedback received from children and parents this year was extremely positive. The Town Council also supported MCC with delivery of the Play Packs out to the community.
To tackle the concerns regarding holiday hunger	The usual SHEP (School Holiday Enrichment Programme) scheme was cancelled due to the pandemic however the Town Council financially supported Monmouthshire Housing with their Community Breakfasts and Picnics which provided breakfasts for the week to those attending.
To support those children whose families are impacted by the Covid 19 Pandemic	The Town Council awarded a grant of £30,000 to the Chepstow Schools' Cluster PTA from the Covid Emergency Funding scheme. This much needed funding was and will be used across all schools in Chepstow allowing for additional support and resources to the many families who have been impacted by the Covid crisis. The main areas of concern within all schools are social isolation, mental health and wellbeing, digital exclusion and lack of provision for warm winter clothing and footwear. The funding will provide additional IT equipment, stationery for those at home who may not otherwise afford these items, warm winter clothing, access to a Counsellor who will be available online to offer wellbeing support and, information on National On Line Safety which will provide information and safety tips to pupils and parents who are spending time at home isolating.

Well-being Objective

Respond to the challenges associated with demographic change

Objective

1. Exploring the potential to develop good relationships between people of different ages
2. Focusing on well-being and looking after each other rather than just formal care provision
3. Developing networks for all ages that support people's well-being in their local communities
4. Ensuring suitable and affordable housing is available to people of all ages
5. Promoting active citizenship like volunteering and time-banking

Action	Progress
To ensure easy access community defibrillators across the five wards of Chepstow	Adoption of phone boxes in Denbigh Drive and Beaufort Square to install public access defibrillators. Installation of a AED (Automated External Defibrillator) outside Chepstow Community Hospital.
Financially supporting the Drill Hall and Bulwark Community Centre which are seen as local hubs of community activity where people can be active and supported	Both Centre's received £8,000 in funding in 20/21 with members representing the Council at meetings.
Financial support provided to a number of organisations supporting older people.	Grant funding was provided to The Palmer Centre to enable them to continue to provide the much-needed service to those who may otherwise be isolated, lonely and unable to meet friends due to the Covid-19 pandemic.
Continued support to the Chepstow Citizens Advice Bureau	Grant funding enabling residents of all ages to obtain free advice and support on a wide range of matters .
Financial support was provided to a number of organisations supporting older people	Grant funding was provided to The Palmer Centre to enable them to continue to provide the much-needed service to those who may otherwise be isolated, lonely and unable to meet friends due to the Covid-19 pandemic.
Community Centre reopening post Covid	Supplied all community centre's with the required PPE (Personal Protective Equipment) to enable them to reopen safely.
Continued support to the Chepstow Citizens Advice Bureau	Enabling residents of all ages to obtain free advice and support on a wide range of matters
Representatives on committees	Provided Council representation on a number of outside committees including the Palmer Centre Trust, Senior Citizens Welfare Trust, Chepstow Chamber of Commerce and Tourism, CCTV, Air Quality.
Partnership working MIND Monmouthshire	Partnership commenced May 2020 with the agreement that they would provide wellbeing and resilience sessions to adult individuals.

Well-being Objective

Protect and enhance the resilience of our natural environment whilst mitigating and adapting to the impact of climate change

Objective

1. To declare a climate emergency and "act now" on ideas and recommendations
2. Street Cleansing Partnership Agreement
3. Support local organisations with an interest in protecting and enhancing the environment
4. Dog Fouling reduction

Action	Progress
Climate emergency	In October 2019 the Town Council voted to declare a climate emergency and to consider ways of reducing carbon dioxide emissions to net zero by 2030. A number of initiatives are being investigated and projects underway .
To increase the use of pollinator friendly planning in the town	Additional planters have been placed throughout the town planted with pollinator friendly plants. The town's floral contractor sources plants from a peat free nursery, reuses hanging basket liners and all soil at the end of the summer is recycled.
Street Cleansing	The Town Council is working in partnership with Monmouthshire County Council to provide a full street cleansing service to Chepstow. This includes cleaning the Town, emptying waste bins, grounds maintenance, bench maintenance and replacement and any other ad-hoc duties which are required,
Transition / Plastic Free Chepstow	Continue to financially support both of these groups.
Green roof eurobin store	Project ongoing to install a green roof eurobin store by the Boatman in the High Street.
Green Barrier A48	A submission to the Forest of Dean DC for S106 funding to cover the costs associated with installing a green barrier along a section of the A48 to provide a barrier to diesel particulates as well as increasing biodiversity opportunities and
Chewing Gum Littering	The Town Council has installed six Gum Ball Bins at locations found to have gum littering hot spots to encourage the public to reduce gum littering in a way that encourages a circular economy.
Planning Applications	All planning applications are considered for their environmental impact as well as business requirements and the historic character of the town.
Bike Racks	The Town Council worked with Monmouthshire County Council resulting in a number of bicycle racks and a bicycle repair station being installed throughout the town and Bulwark to encourage more active travel.

Well-being Objective

Develop opportunities for communities and businesses to be part of an economically thriving and well-connected community

Objective

1. To carry out a Whole Place Plan
2. Support the Tourist Industry in Chepstow
3. Promotion of Chepstow through events

Action	Progress
Whole Place Plan	Due to the pandemic this project was delayed by a few months. It is however now proceeding with us currently as the stage of inviting community groups to be involved in online stakeholder evens. Residents have also been asked to become involved in shaping the future of Chepstow.
Work with other organisations / local business who bring trade into the area	The Town Council has worked closely with Monmouthshire County Council in promoting the Shop Local Shop Monmouthshire campaigns following the re-opening of the town after the first lock down and the period over Christmas. The Town Council also provided 1-hour free parking spaces leading up to Christmas to support local traders. Promotion of any Covid related grants available to businesses were promoted via the Town Council's website.
Supportive of events in and around the Town	The Town Council undertakes to arrange Bands on the Bandstand every Summer. It supports the events produced by the Chepstow Events Team. Works in partnership with Green Top Events to provide a weekly market between April and December on Sundays encouraging local people to have stalls.

Other activities that the Town Council is undertaking that contributes to the National Well-being goals.

National Wellbeing Goal	Local Activity
A Prosperous Wales *To continue to support and develop the well-being of Chepstow*	♦ The Town Council makes budgetary provision for community improvement schemes ♦ Maintains a website which is open to the community allowing them access to Council information, grant funding application forms and annual newsletters and financial reports; ♦ Maintains and builds on links to the business community; ♦ When responding to Planning Applications the Town Council gives consideration to business requirements and the distinctive and historic character of the town; ♦ Continues to publish and distribute the monthly "What's On" guide
A Resilient Wales *To build and develop the well-being of Chepstow with sustainable development demonstrated by sustainable behavior*	♦ The Town Council is working with the County Council in the extension of wild flower planting schemes and supports biodiversity; ♦ The Town Council encourages the use of pollinator friendly plants in its planting schemes and is working with its floral contractor to extend this into the annual hanging basket scheme; ♦ To look at supporting sustainable projects in and around Chepstow; ♦ To consider further permanent tree planting which is more sustainable, provides for cleaner air and reduces carbon footprint; ♦ To be proactive in taking over services from the County Council and to investigate the provision of a town centre manager to oversee issues in the town such as illegal parking, dog and litter fouling (subject to the Town Council having the legislative power to carry out such duties). ♦ All contractors are asked for a copy of their sustainability policy before carrying out any work.
A Healthier Wales *To build a participative, vibrant community that demonstrates participative capable and motivated leadership'.*	♦ The Town Council financially supports a number of community groups whose sole aim is to maximise people's physical and mental well-being; ♦ Partnership with MIND Monmouthshire to help adults build resilience to support families to cope with life's challenges; ♦ To continue to provide a Summer Playscheme (through play children learn life skills and well-being); ♦ To actively promote the walking and cycling routes around Chepstow; ♦ To actively promote the Community Grant scheme which is available to financially support the many voluntary groups seeking funding for their projects;

Other activities that the Town Council is undertaking that contributes to the National Well-being goals.

National Wellbeing Goal	Local Activity
A More Equal Wales: *To deliver locally relevant, efficient and effective public services which include enhancing our Twinning links, developing links outside of Chepstow along with partnerships including deploying appropriate resources*	♦ The Town Council has lobbied a number of community stakeholders to provide better cross border social care; ♦ Provide practical support i.e. free meeting accommodation and use of equipment eg pop ups, photocopying, event promotion, advice on funding sources and networking to help link groups together; ♦ To explore the opportunities to the young people of Chepstow and to find ways of working with stakeholders to enhance the offering.
A Wales of Cohesive Communities: *To provide attractive, viable, safe and well-connected communities'*	♦ To continue to support local activities; ♦ To provide notice boards in all wards; ♦ To continue to provide clean, well maintained and accessible public toilets; ♦ To continue to work with Gwent Police in providing a safe town.
A Wales of Vibrant Culture and Thriving Welsh Language: *A Society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation'*	♦ To encourage all members of the community to participate in the arts, sports and recreation; ♦ To continue to fund celebrations and festivals particularly those which are relevant to the history of Chepstow; ♦ To empower all members of the community to research historical events and hold celebrations in their wards.
A Globally Responsible Wales: *To seek to improve the economic, social, environmental well-being of Chepstow'*	♦ To continue the close links with Chepstow Fairtrade, Transition Chepstow and Plastic Free Chepstow; ♦ To continue to think of alternative ways in which to go about our business

Environment (Wales) Act 2016 Part 1 – Section 6

The Biodiversity and Resilience of Ecosystems Duty Report 2019

Chepstow Town Council provide a range of services to its local community which have an impact on biodiversity. These include:

Responsibility for the Riverbank Area

Organising planters and hanging baskets in the town

Provision of Community grants. This impacts on biodiversity through funding criteria

The Town Council aims to promote sustainability and biodiversity goals as part of its operational activity whenever possible.

Action carried out to:	Action:	Monitored by:
Embed biodiversity into decision making & procurement	The Planning and Administration Committee to consider biodiversity considerations as part of their decision making process The Town Amenities Committee has been restructured into the Environment and Amenities Committee and will be taking on the responsibility for environmental and biodiversity projects *Draw up a sustainable procurement policy**	Community Project Officer
Raise awareness of biodiversity & its importance	*Investigate training for Members in areas of sustainability and carbon reduction*	Community Project Officer
Safeguard principal species and habitats	*Awaiting information on section 7 species and habitats to discover how the Town Council can best support their protection*	Community Project Officer
Restore & create habitats and resilient ecological networks	The grass cutting regime in the Riverbank area has been reviewed to improve habitats for pollinators and investigate further planting of native perennial plants. *Consider, as a Council, how to support the Long Forest Project to improve wildlife corridors* *Investigate green roofs for public conveniences, green bike rack shelters and bin stores to provide wildlife habitats for beneficial insects*	Community Project Officer

Action carried out to:	Action:	Monitored by:
Tackle negative factors: for e.g. reduce pollution, use nature based solutions, address invasive species	The Town Council is investigating the installation of a living green barrier to be installed along the A48 to tackle high levels of pollution. Investigate the reinstatement of the Dell Water fountain and install a new fountain at the Riverbank to reduce plastic waste Investigate green walls in the town centre 10 of the planting barrels in the 2020 Chepstow town planting scheme to be planted up with pollinator friendly plants with a review 2020/21. To discuss installing pollinator friendly/ perennial planting in all the barrels/hanging baskets. All Town Council planters and hanging baskets use peat free compost. The Town Council is investigating the purchase of a machine which mechanically removes weeds in order to replace the use of weed killers.	Community Projects Officer Environment and Amenities Committee
Use, improve and share evidence	Community Officer and interested Town Council Members to attend the county led Climate Champions meetings (first meeting to be held end of Jan 2020)	Council wide
Support capacity, and/or other organisations	Supported Transition Chepstow in their Plastic Free Chepstow initiative and 1000 tree planting scheme Offer community grants for projects that enhance local biodiversity	Council wide
How and when will the s6 duty be monitored and the s6 plan reviewed?	To be reviewed by the Environment Committee at their first 2020 meeting and in this meeting propose an ongoing review methodology	

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