CHEPSTOW TOWN COUNCIL

Minutes of the meeting of **Environment and Amenities Committee** of Chepstow Town Council held via Zoom on Wednesday, 9th June 2021 at 7.00pm

Present:

Chair:	Cllr J Becker
Councillors:	H Beach, A Braund, J Brews, C Duchet, T Kirton, D Rooke
Apologies:	Y Havard
In Attendance:	Mrs L Allen (Town Clerk) Mrs A Sandiford (Deputy Town Clerk) Member of Public (1)

Prior to the meeting a resident outlined issues raised in their item of correspondence being considered under item 12 on the agenda.

1. Election of Chair and Vice Chair

Nominations for Chair and Vice Chair were sought.

RESOLVED:
To elect Cllr J Becker as Chair and Cllr T Kirton as Vice Chair.

2. Declarations of Interest in Items on the Agenda

None

RESOLVED:
To vary the order of business and bring forward agenda **Item 12 – Correspondence**

12. Correspondence

Members considered correspondence received on a number of issues around Chepstow. Relevant to this committee are items 1, 2, 4 and 5: Wales Coastal Path, Brunel House / Malt House and unsightly places around the town

Standing Orders were suspended to allow the resident to take part in the discussion:

The following items were discussed:

- Potential to pursue s.106 monies from the Barratt Homes development, to clear areas at the top of Beaufort Quarry between the laundry and Fisherman's Walk and at the entrance to Garden City to enhance the Wales Coastal Path.

- Possible grant funding from Monmouthshire County Council to install information boards in the above area.
- Town Council is pursuing reinstatement of Minor Injuries Unit at Chepstow Hospital
- St Mary's Church is due to go out to public consultation regarding potential closure of the Church.
- Brunel House/Malt House
- Free car parking in Chepstow
- Invitation from the resident to walk the area of Wales Coastal Path in Chepstow.

3. Suspension of Standing Orders

Standing Orders remained suspended to allow Members to enter into discussions with the following:

i) Sarah Douglas from Red Kite Environment who is undertaking Chepstow Castles Heritage Interpretation Project

Sarah Douglas outlined the Chepstow Castle Heritage Interpretation Project – see Appendix A below.

Standing Orders were reinstated.

4. Minutes

The Minutes of the Environment and Amenities Committee meeting held on Wednesday, 17th March 2021 were approved and will be signed at the next available opportunity due to the Covid-19 restrictions.

5. Matters Arising

None.

6. Climate Emergency Projects Update

Members noted the following updates on the climate emergency projects and were asked to consider how they wished to proceed with the adopted telephone box at Beaufort Square.

Chepstow Railway Station: No further update

Green Bin / Green Screen: Awaiting confirmation from Highways that they are happy with the installation of the green wall.

Green Barrier A48 (Phase 1): Members received a response from Forest of Dean District Council that s.106 funding under its scheme to help limit/reduce the NO2 levels in the Chepstow AQMA looked highly unlikely, however alternative schemes have been suggested for Chepstow, i.e. e-bikes (providing it could involve Tutshill residents) and a park and ride.

It was also noted that there was no scope for a green wall further up the A48.

Nelson Street upgrade: Still awaiting an update from MCC regarding the Nelson Street upgrade to include installation of parking bays to include EV charging points, resurfacing, tree planting.

Gatehouse improvements: Signed up to MCC initiative "Halls Together" project to help community halls reduce costs, save energy, share best practice and information.

Dell Water Fountain: Consent received from the land owner, engaged in discussion with Friends of the Dell group.

Water fountain Riverbank: Costs to refurbish existing fountain £8,000 – CTC watering contractor has agreed to look to see if he can get it working.

Bee Keeping: Project moved to 2022 due to Covid and timescales.

Local Places for Nature: Working on appropriate wording for the sign before it is manufactured.

St Mary's Walk lighting: MCC has yet to carry out the survey.

Library Garden: No update

Green Bin Store, The Boatman: Due to the size of the unit and the original location not being suitable, planning permission has been submitted to allow for the unit to be moved out adjacent to the existing bench.

Scout Hall, Pembroke Rd: Grant forms have been sent to the group.

Water play area: Friends of the Dell are in the process of submitting a planning application before funding is applied for.

Play parks: Members requested the Clerk circulate a copy of the Monmouthshire County Council surveys undertaken on all Chepstow play areas.

Energy Survey: No update

Recycling Bins: On order with MCC

Quarry at the end of the Mabey site: No update

Chepstow Town Council Website: No update re: What's On information

7. Christmas Lighting

Members considered the recommendations in the report on Christmas Lighting for 2021.

RESOLVED:

a) To agree Option 2, the purchase of a number of vertical lamp post banners, at a cost of £346 + VAT each for 2.3m x 0.9m and £278 + VAT each for 1.2m x 09m

b) To opt for a real Christmas tree for 2021 at an approximate cost of £500.

8. High Street Bunting

Members considered approximate costs of £1,000 associated with the installation of bunting in the town. These costs are in relation to a contractor carrying out the appropriate highways management during installation i.e. stop and go signage.

RESOLVED

To accept approximate costs of £1,000 for a contractor to carry out the appropriate health & safety highways management during installation of bunting in the town. *(LGA 1972, s145).*

9. Monmouthshire County Council (MCC) Updates

Members received a written update from MCC on the following:

i) Summer Playscheme

Members noted the various Summer Playschemes planned for the town and requested confirmation regarding the use of Bulwark Community Centre for Summer Playscheme.

In relation to the Monmouthshire Games, a self-funding scheme being run at Chepstow Leisure Centre, Members were keen that all children should be given the opportunity to attend and requested the Clerk liaise with MCC to investigate any potential funding to allow children in receipt of free school meals to attend if they wish.

RESOLVED:

a) For the Clerk to investigate ways in which Town Council can enhance the Summer Playschemes in the town and support attendance for all eligible children to attend the Monmouthshire Games if they wish.

b) To request clarification from Mon CC regarding the use of Bulwark Community Centre for Summer Playscheme.

ii) Fixed play provision in Chepstow

Members noted the update on fixed play provision in Chepstow.

iii) Castle Dell Landlords consent

Members noted that permission had been granted by MCC to cement in the 'rock snake' at the Castle Dell.

RESOLVED:

That the Chair approach Chepstow Arts Festival and Chepstow Covid Group with a view to refreshing the painted rocks at the Castle Dell.

iv) Skatepark

There was no update in relation to the skatepark.

10. Chepstow Place Plan

Members noted comments received in relation to the Chepstow Place Plan and that 1000+ people had contacted the place check map.

It was requested if events at the Riverbank would run late in to the evening and if so would the public toilets remain open longer. The Clerk referred Members to the staff implications associated with this and advised the matter would be considered at the forthcoming Personnel Committee meeting.

The Chair of Planning Committee responded to a query relating to a planning application at the riverbank.

11. Bandstand Roof

Members discussed the bandstand roof, the potential installation of lighting to deter anti-social behaviour and making the bandstand more accessible to less able-bodied persons.

It was clarified that whilst MCC owned the bandstand Town Council office was facilitating a bookings calendar for the bandstand.

RESOLVED:

a) To make enquiries with Gwent Police regarding potential lighting in the bandstand as a deterrent for anti-social behaviour, for consideration at the next Committee meeting.
b) To make enquiries with MCC regarding the cleaning of the bandstand roof and improved access for less able-bodied persons.
c) That Cllr Duchet advise local residents in the vicinity of the bandstand of Council's intention to investigate potential lighting in the bandstand.

12. Correspondence

See above.

13. Unlocking Chepstow and the Thematic COVID-19 bid

Members received the report required as part of the planning application to Monmouthshire County Council for the kiosks in Cormeilles Square.

14. Items for Next Meeting

Invitation to Mike Moran, MCC re: Playparks.

15. Date of Next Meeting

Members confirmed the next meeting of the Environment and Amenities Committee will be held in 8th September 2021, subject to no urgent items occurring in which case the Clerk will convene an extraordinary meeting.

16. Exclusion of Press and Public

RESOLVED:

To exclude the Press and Public during discussion of Items 17. Watering Contract 2021 owing to the confidential and commercial nature of the item.

17. Watering Contract 2021

Members noted that the three year watering contract expired in 2020 and considered extending the existing contract for a further 2 years.

RESOLVED:

To extend the existing contract for a further 2 years.

CLOSE: This completed the business of the meeting at 8.50pm

Signed: …… Date…….
CHAIRMAN

Appendix A

3(i) Sarah Douglas from Red Kite Environment who is undertaking Chepstow Castle's Heritage Interpretation Project

Sarah Douglas outlined the Chepstow Castle's Heritage Interpretation Project as follows and responded to Members questions:

- Cadw are planning new interpretation for Chepstow Castle.
- Cadw has let a contract to Fielder Green Associates, a consultancy specialising in heritage tourism, to undertake a programme of work at Chepstow Castle over the next 12 months. There are 7 persons in the team.
- Arthur Fielder is the project manager and there are two teams working for him, a creative team and an interpretive team.
- The creative team includes designers who specialise in animation and video production, graphic design, illustration, 3D graphics and sculpture.
- The interpretive team includes interpretive planners and writers, historians, and a community engagement worker.
- There are three phases of work to be completed by May 2022.
    - **The research, preparation and agreement of an Interpretation and Media plan for Chepstow Castle** is the first phase of the work and the plan will guide the development of the interpretive media that will be installed in the castle. Ruth Taylor Davies is writing the plan and Sarah will be helping Ruth by consulting with local organisations about the history of Chepstow and the castle and exploring ways local communities can be involved in the interpretation plan. A digital survey could be run to find out what local people think are the main stories to be told about the castle and what kind of media they like to use when they are visiting a heritage site. The aim is to complete the plan and community engagement work by October 2021.
    - **The research, origination and fabrication of a range of interpretive media in the castle** will follow the recommendations in the Chepstow Castle Interpretation and Media Plan. This phase and will start with concept design development which, when approved, will be followed by detailed design of all media.
    - **Production and Installation.** Production will take place over a 4-month period starting Autumn 21. **Installation** will take place early spring 2022.
- The interpretation plan is a critical document as it guides the development of all the media**.**
- Members were requested what important stories they wanted to be told to visitors about the castle and its impact on the town of Chepstow.
- Reference was made to the Chepstow Place Plan, that could link with the proposed new Interpretation at the Castle.
- Ideas for the Dell.
- Walking routes that include the Castle.