

CHEPSTOW TOWN COUNCIL

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

10<sup>th</sup> March 2023

Dear Councillor

You are hereby summoned to attend a meeting of the ordinary meeting of the **Environment and Amenities Committee** of Chepstow Town Council to be held in the Council Chamber and via Zoom remote meetings: Join Zoom Meeting <https://zoom.us/j/7344109571> on **Wednesday 15<sup>th</sup> March 2023 at 7.00pm**, for the purpose of transacting the following business:

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

Yours faithfully,



Lucy Allen  
TOWN CLERK

**AGENDA**

- 49. Apologies**
- 50. 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.
- 51. To Suspend Standing Orders**
  - a) Public Open Forum (15 minutes at the discretion of the Chair)**  
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) Repair Café Wales**  
To receive a presentation from a representative of Repair Café Wales.
  - c) Christmas Lighting**  
To receive a presentation from a representative of Lumin Events Ltd, the Councils Christmas Lighting contractor, on proposals for the display in 2023.
- 52. Minutes**  
To receive the [minutes of the Environment and Amenities Committee meeting held on 11<sup>th</sup> January 2023](#).
- 53. Matters Arising**  
To report matters arising from the minutes, not included in the projects report, for information only.

**54. Projects Report**

a) To receive the [updated report on Environment & Amenities Projects](#) and consider the following recommendations:

i. Project Ref 1. Place Plan and Transforming Chepstow Plan

To agree dates for the next Place Plan meeting.

ii. Project Ref 3. Carbon Reduction/Energy Study

To agree a date for the next Energy Study Working Party.

iii. Project Ref 5. Green Roof Shelter

Further proposals needed for siting the shelter. Consideration could be given to:

1. Secure beehive site (this would require some extra wire adding to the small open section on the doors.)

2. Site in a community garden area, possibly with a bench inside.

b) To consider other projects as listed and, if appropriate, complete the [Project Proposal form](#) for each project.

**55. Christmas Lighting**

To consider the report from Lumin Events Ltd and agree the lighting scheme for 2023.

**56. Sign posting and connectivity across the town**

To discuss ideas to improve sign posting and connectivity across the town.

**57. Repair Café**

To discuss provision of a Repair Café in Chepstow.

**58. Electric bike project**

To discuss the feasibility of an Electric Bike project in Chepstow.

**59. Noticeboard – Mount Pleasant Ward**

To consider and, if appropriate, agree to the request to install a noticeboard for Town Council and community group information at a location to be agreed in Mount Pleasant Ward. Cost of notice board approximately £850.00 plus VAT for a 8 x A4 [sample here](#). Funding from the Earmarked Reserves budget head where there is currently £4,000 (*LGA 1972, s142*).

**60. Items for Next Meeting**

**61. Date of Next Meeting**

To confirm that the next meeting of the Environment and Amenities Committee will be held at 7pm in June.