

CHEPSTOW TOWN COUNCIL

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

8th September 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 13th September 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

- 17. 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.
- 18. To Suspend Standing Orders**
 - 18.1 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.
 - 18.2 Chepstow Fairtrade Forum**
To receive a presentation from representatives of Chepstow Fairtrade Forum.
- 19. Minutes**
To receive the [Minutes of Environment and Amenities Committee](#) meeting held on Wednesday, 14th June 2023.
- 20. Matters Arising**
To receive the [report on matters arising from the minutes](#), for information only.
- 21. Projects Report**
To receive the [update report on Environment & Amenities Projects](#) and consider the following:
 - 21.1 Beehives**
 - 21.1.1** For individual councillors to consider setting up a bee walk in their ward with the aim of encouraging others to do the same in different areas of Chepstow.

- 21.1.2** To consider the purchase of natural beehives at a cost of £100 each to be installed in trees over 4m in height. Funding available under the “Climate Change” Earmarked Reserve of £54,402 (*LGA 1972 2000, s2*).
- 21.2 Community Growing Spaces**
- 21.2.1** To consider approaching the Methodist church regarding the children who maintain the flower beds asking if they would like any support and, in addition, offering Town Council Community Growing Spaces badges.
- 21.3 Riverbank Fountain**
- 21.3.1** To consider the quotation from Monmouthshire County Council to have an approved contractor carry out the work to provide an additional spur and tap (with lock box) to the adjacent wall at a cost of £3,624 + VAT. Funding available under the “Climate Change” Earmarked Reserve of £54,402 (*LGA 1972 2000, s2*).
- 21.4 Signposting**
- 21.4.1** To receive [the report which details the locations of the finger post signs across Chepstow](#) and, if appropriate, consider any next steps.
- 22. Christmas Lighting 2023**
To receive a verbal update in regards the Christmas lighting for 2023.
- 23. Budget requirements 2023/24**
- 23.1** To consider the [Environment and Amenities Committee Budget requirements for 2024/2025](#).
- 23.2** To note that there is an Earmarked Reserve balance of £54,402 under the budget headed “Climate Change”. Members to consider other projects which may be suitable for investigation/consideration.
- 24. Accessibility at the Bus Station**
To consider asking Monmouthshire County Council (MCC) if a bay can be marked up for tour operators to use at the Bus Station, in addition if tour operators could be informed that there is a bus station at the top of town where there is a public toilet as well as a supermarket for rest break/food/drink.
- 25. Public Toilets**
To consider ways to better publicise the presence, location and opening hours of all public toilets in Chepstow and if tour operators can give information to passengers on WC locations across town.
- 26. Visiting Chepstow**
To consider asking Monmouthshire County Council whether it would consider installing a metal archway or similar at the bottom of St Mary Street to provide a definitive start/welcome to the town centre.
- 27. Monmouthshire Local Nature Partnership**
To consider nomination of a Councillor to the newly formed [Monmouthshire Local Nature Partnership](#).
- 28. Items for Next Meeting**
- 29. Date of Next Meeting**
To confirm that the next meeting of the Environment and Amenities Committee will be held at 7pm on Wednesday, 13th December 2023 in the Council Chamber and via Zoom.